



AGENDA

**REGULAR CITY COMMISSION MEETING
MONDAY, SEPTEMBER 12, 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 SPECIAL BUDGET MEETING ON JULY 25, 2022, THE REGULAR COMMISSION MEETING ON AUGUST 1, 2022, AND THE FPL WORKSHOP ON AUGUST 2, 2022
- V. ADDITIONS OR DELETIONS OF THE AGENDA
- VI. CHANGES TO THE ORDER OF TOPICS ON THE AGENDA
- VII. PRESENTATIONS
- VIII. PUBLIC COMMENTS
- IX. COMMISSIONER COMMENTS

X. PUBLIC HEARINGS

1. Ordinance 22-08, Final Reading, to Amend the Land Development Regulations to Increase the Number of Transient Rental Licenses from 100 to 123 (Presenter: Brian Law, Building Official)
2. Request to Vacate Alley between 1st and 2nd Streets, West, of 2nd Avenue, Block 32, Chautauqua Beach Subdivision, Danielle Gustafson, Agent for Paul Crage (Presenter: Brian Law, Building Official)
3. Ordinance 22-12, Public Hearing and Second Reading, to Change Sections 18-51 and 18-52 on the City Code Regarding Procedures for Vacating Streets, Alleys, and Easements (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. Resolution 22-11, to Approve and Adopt the St. Johns County Local Mitigation Strategy Plan, as Amended to Include a Historical Flooding Analysis to Meet the Requirements of the National Flood Insurance Program's Community Rating System

XII. OLD BUSINESS

5. LED Streetlight Conversion: Approval of Phase 3 Contract with Florida Power and Light (Presenter: Bill Tredik, Public Works Director)
6. Undergrounding of Utility Lines Along A1A Beach Boulevard: Review of Proposed Request for Qualifications for a Consultant (Presenter: Bill Tredik, Public Works Director)
7. Proposed Vision Plan: Scheduling Workshop in October with Comprehensive Planning and Zoning Board and the Sustainability and Environmental Planning Advisory Committee (Presenter: Max Royle, City Manager)
8. Memento of City: Consideration of Having a City Coin Made (Presenter: Max Royle, City Manager)

XIII. NEW BUSINESS

9. County Road A1A Storm Surge Protection Project: Selection of Design Consultant (Presenter: Bill Tredik, Public Works Director)
10. Ocean Hammock Park: Consideration of Proposal to Relocate Beach Access with Costs to be Paid by Private Citizens (Presenter: Bill Tredik, Public Works Director)
11. Proposed One-Cent Sales Tax: Consideration of Uses of Revenue from It (Presenter: Max Royle, City Manager)
12. Request from Northeast Florida Regional Council for City's Suggestions for Regional Legislative Priorities for 2023 Florida Legislative Session (Presenter: Max Royle, City Manager)

XIV. STAFF COMMENTS

XV. ADJOURNMENT

NOTICES TO THE PUBLIC

1. **HOLIDAY.** It is Labor Day, Monday, September 5, 2022. CITY OFFICES CLOSED. There will be no pickup of household waste/recyclables on Monday. Residents normally served on Monday will

have service on Tuesday and Tuesday residents will have service on Wednesday. There will be no pickup of yard debris/special waste on Wednesday, September 7th.

2. **HARVEST MOON LUAU.** It will be held on September 10, 2022, from 6:00 to 9:00 p.m. at the Pier Pavilion in the County Pier Park and will feature Prince Pete's Polynesian Revue.
3. **COMPREHENSIVE PLANNING AND ZONING BOARD.** Board may not hold its monthly meeting on Tuesday, September 20, 2022, because there are no topics for it to consider.
4. **CITY COMMISSION BUDGET MEETING.** It will be held on Monday, September 26, 2022, at 5:01 p.m. in the Commission meeting room.
5. **CITY COMMISSION.** The Commission will hold its next regular meeting on Monday, October 3, 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

CITY COMMISSION BUDGET MEETING MONDAY, JULY 25, 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, Vice Mayor Dylan Rumrell, and Commissioners Margaret England, Undine C. George, and Beth Sweeny.

Also present were City Manager Max Royle, 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.

IV. REVIEW OF FISCAL YEAR 2023 BUDGET

A. Introduction: Max Royle, City Manager

City Manager Royle advised that there are two decisions tonight. First is to set the tentative millage and then to choose the date and time of the first public hearing, which is usually the second Monday in September at 5:01 p.m. He advised that Finance Director Douylliez has done a lot of work and he quoted former Mayor Snodgrass and asked her "to wave her magic wand".

B. Presentation of Budget: Patty Douylliez, Finance Director

Finance Director Douylliez advised that this is preliminary and is simply to set the millage rate, which will go on the tax notices and that it cannot be raised any higher than what gets set today. She advised that what is in the packets is the highest rate without going to a referendum and that a few things have been adjusted since this budget was prepared. The City has received some of the State Revenues, however some have been taken back, which brings the City down by approximately \$22,000. She explained that the largest portion was an \$18,000 adjustment from the County for the Local Option Gas Tax, which is based on the number of homes and that the interlocal agreement was readjusted. Another adjustment was for the State Revenue Sharing, which was around \$4,000. She said that she is still waiting for the numbers from the Communication Services Tax. The other significant difference is from insurance rates and the percentage of increase, which is estimated to be approximately 8% and is included in this budget. The Florida Municipal Insurance Trust (FMIT) has also indicated to expect an approximate 8% increase in auto, property, and workers comp insurance.

Commissioner George asked what the tax is from the Communication Services Tax. Finance Director Douylliez advised that it was approximately \$320,000 last year which she included in this

budget. Commissioner Sweeny said that it has been losing money every year. Finance Director Douylliez said yes with the exception of two years ago when the City had the benefit of an adjustment from unreported revenues.

Commissioner George said that the Commission cannot make any increases only decreases, which is why it historically sets the millage higher during the preliminary budget and then can adopt a lower rate. Finance Director Douylliez advised that she does anticipate that the rate will come down significantly. She said that the rate is 2.7266 which is significantly higher than where the City is now. Commissioner George said that it is significantly higher than any proposed prior budget over the last fifteen years. Finance Director Douylliez said that it is strictly the maximum millage that the super majority of this Commission can vote on. She said that it would need to be set high enough to cover the short falls and any unknown revenues/expenses that are not included such as the insurance costs. Commissioner George said that setting it high allows for more wiggle room as more data is collected. Finance Director Douylliez advised that she expects to have firm data by mid-August. She said that she would like to continue to have individual meetings with each Commissioner to review the ongoing budget and address any concerns.

Commissioner Sweeny asked if the local ad valorem numbers are official. Finance Director Douylliez advised that those are the numbers that the Property Appraiser had to provide by the end of June, and they are subject to adjustments.

Finance Director Douylliez moved on to the Census Data portion of her PowerPoint presentation [Exhibit A.1-4]. She advised that there are four key items of focus for this budget such as continued level of service, retaining employees, etc. She moved on to the next slide and discussed the demographics which are a five-year estimate with an average median value owner occupied unit of \$433,600, a mean household income of \$121,835, etc. She moved on to the next slide which showed how the property values have significantly changed from FY 22. Commissioner Sweeny asked what the total number of properties are and how many are homesteaded. Finance Director Douylliez said that she did not have those numbers. She moved on to the next slide and discussed the differences for voting on the millage options. The next two slides showed the FY 23 proposed ad valorem and an example based on a median value home at each millage rate.

Finance Director Douylliez moved on to the Overview of Revenues and Expenditures portion of the PowerPoint presentation [Exhibit A.4-5]. She showed the revenues by fund for a total revenue of \$15,529,127, which is an increase from last year of \$924,742 due to grants and impact fees. She advised that it is based on 98% collected and is estimated at \$4,608,206 for an increase of \$946,913. She advised that the non-ad valorem increase of approximately \$30 per home is due to solid waste fees, which are currently \$315 per year and proposed to increase to \$345. She advised that it was also recently decided to move the condos from manual billing to non-ad valorem, which brought it to an additional \$160,372. She said that State Revenues have had some changes but are estimated at \$1,396,926 making it 13.76% of the General Fund Revenue and the Electric Utility Tax and Franchise Fees total \$1,045M. She moved on to discuss the expenditures such as salaries, operating cost, etc. for a total of \$15,194,512.

Finance Director Douylliez moved on to the Salary and Benefits portion of the PowerPoint presentation [Exhibit A.6] and advised that there is a significant increase. She said that the pages provided in the agenda packet show that she is proposing up to a 10% COLA increase and that each individual department could be at 16-19%. She advised that the City just did a \$1.12 per hour increase in May and that the FY 22 numbers do not take into account an entire year of that adjustment. She said that this increase would help to combat inflation, retain employees, and compete with the surrounding area. She advised that the benefit increases are based on an estimated 8% for health insurance costs and the FRS increases controlled by the State.

Mayor Samora said that the mid-year adjustment makes it a tough comparison and he asked if the FY 22 salaries are current after the mid-year adjustment annualized. Finance Director Douylliez said yes that it is annualized and there is a page in the packet, which has the annualized numbers. Mayor Samora asked what the range is for the mid-year adjustment as a percentage. Finance Director Douylliez said that the largest increase was taking the lowest level service worker up 8%, managers up 2%, and that others fell somewhere in between.

Commissioner Sweeny said that the mid-year increases will be combined with this proposed 10% increase and asked what that would work out to be in a one-year period. Finance Director Douylliez said that it could work out to be an 18% increase for the lowest paid employees. Vice Mayor Rumrell asked what the State increases are this year. Finance Director Douylliez advised the State is increasing 5.3% and that the Florida Government Finance Officers Association (FGFOA) has been sharing information, which is averaging about 5% with many of those cities suggesting 5% for this October and reevaluating it again in April due to inflation. Vice Mayor Rumrell asked if the City could use American Rescue Plan Act (ARPA) funds for a one-time bonus in April if needed. Finance Director Douylliez said yes that it could be done again and to keep in mind that the ARPA listing is eating up all of that. She said that her initial proposal a few months ago was to allocate \$436,000 for salaries and adjustments and that it was approved for \$136,000 leaving \$300,000. Since then, that \$300,000 was approved for other needs and that something else would have to be removed from the ARPA proposal in the budget to reevaluate next year.

Commissioner George noticed that the increase of \$132,517 shown on the slide did not match up and asked for clarification. Finance Director Douylliez advised that it must be a typo and that it should be corrected to \$379,924. She advised that the increase in salaries also includes an additional person as a full-time inspector. Building Official Law advised that it is included in today's budget on a part-time basis. He said that the City's full-time inspector has been with the City for sixteen years and is nearing the completion of his career and that it takes a while to train someone. Commissioner George asked if it was contained in the separate budget. Building Official Law said yes and that it is solely funded by Building Department operations, does not impact the General Fund, and that everything has been purchased to prepare for it. He described how hard it is to find an applicant with the licensing and experience needed and that it is difficult to get a building inspector's license through the State.

Commissioner England asked what percentage of the employees would be hitting close to the top. Finance Director Douylliez advised that most employees are below mid-point even with the adjustment for Service Worker I to \$15.00 per hour. Commissioner England asked for the numbers that would be below mid-point. Finance Director Douylliez said that she would get that data but said that the majority are below mid-point. Commissioner England said that it is not good for retention, but it does give people increases in the future. She said that normally she would zero in on the operating costs because it is the one thing that can be controlled. She asked what figure was used for the increases. Finance Director Douylliez said that she used 8% across the board and that at the time it was the trend for inflation, which has gone up to 9.1%. She said that there was a County meeting last week and they are proposing 3% and \$1.50 per hour for their employees so the City will be falling behind in a lot of categories.

Finance Director Douylliez moved on to the Capital Outlay Requests portion of the PowerPoint presentation [Exhibit A.6-8]. She advised that there are several categories this year such as City funded, ARPA funded, Grant funded, and Impact Fee funded and that some will cross over. She said that the ARPA funds are from everything that was on the list and adopted. She cautioned that the City has not received the second half of the funds yet and it is something to stay focused on when finalizing the budget. She recommended not budgeting for anything covered by ARPA funds until they are received and if they are not received by September, she would ask to back it

out of the budget. She said that the funds were tentatively due by the end of July and that she would be more comfortable doing a budget resolution once they are received. Commissioner Sweeny noticed that the IT Department has audio visual improvements listed twice and asked for clarification. Finance Director Douylliez advised that those requests are for two different pieces of equipment. She advised that the PowerPoint presentation is a summary and that the detailed information is contained in the agenda packets. She continued by recapping the ARPA funded and the Grant funded projects from the PowerPoint presentation. Commissioner Sweeny said that she thought the Magnolia Dunes project received \$1.2M. Finance Director Douylliez said that not all of it will be spent in FY 23. Commissioner Sweeny said that typically you are required to spend the funds for the fiscal year that the grant is awarded. Public Works Director Tredik advised that he expected it to be at least a two year contract with a spend-down plan. Commissioner Sweeny said that she is surprised by that because the school is going through it right now. Director Tredik said that the contract has not been finalized yet but that he has seen large projects span over several years and that he would check on it. Finance Director Douylliez moved on and recapped the Impact Fee funded projects [Exhibit A.8]. She said that the City currently has approximately \$1.5M in impact fees and these projects total approximately \$1.3M, which would deplete the Impact Fee fund significantly. She advised that some of this money will come back from the non-ad valorem for the 2nd Street improvements.

Finance Director Douylliez said that future capital considerations are based on the Five-Year Capital Plan that was presented in March and removing any identified by ARPA funds. She showed a slide that estimated the capital needs for the next four years would be significant.

Finance Director Douylliez moved on to the Reserve Estimates portion of the PowerPoint presentation [Exhibit A.9] and said that they are better than they have ever been. She said that it should be at 20% reserve, and it is nearly double. She advised that she and the City Manager have been evaluating whether 20% is adequate for a coastal city and that there may be a proposal in FY 23 to increase it.

She moved on and recapped the City's Long-Term Debt portion of the PowerPoint presentation [also Exhibit A.9]. She said that the City is taking from the General Fund and putting it into the Debt Service Fund each year so that there is something to fall back on. Vice Mayor Rumrell asked if there was a penalty for paying off the bond sooner than 2044. Finance Director Douylliez advised that there is a penalty up until the year 2026 at which time they can be reevaluated. Vice Mayor Rumrell asked if the figures could be provided for a payoff. Finance Director Douylliez advised that she would get those figures. Commissioner George said that there is no savings benefit on any interest for any of the debt for the next few years. Finance Director Douylliez agreed and said that the City cannot refinance it.

Finance Director Douylliez said that there are several concerns for FY 23 [Exhibit A.10] such as inflation, which is at 9.1%, attracting and retaining employees, getting capital projects done, and emergencies.

Mayor Samora said that the non-ad valorem portion of the budget was not covered. Finance Director Douylliez recapped that portion of the PowerPoint [Exhibit A.5] and said that solid waste is currently \$315 per year per home. It is estimated to increase to \$160,372 in part because the condos were removed from manual billing and were added to the non-ad valorem, which inflated that number and would reduce it in commercial billing. She advised that last year Public Works began using the electronic time-keeping system to track how employees are allocating their time and that the data determined that over the last nine months the allocations for garbage were lower than the time actually spent on that service. In the past 27% was being charged and now it would increase to 33% this year. She advised that it would increase the solid waste fee from \$315 to approximately \$345 per home. She said that she estimated a \$30 per year increase for

garbage services, which totaled roughly \$90,000 and that the difference was from the condos being added.

Commissioner George asked if the employee salary portion of the \$160,000 is noted as a reduction from the gross salary line item or is it in twice as a buffer for other things down the road. Finance Director Douylliez advised that the new budget software loads in every employee and allocates their time. She uses the allocations based upon the actual hours used in the electronic time-keeping system since July of last year, which came to roughly 33%. We allocate 33% of the cost into Garbage, 32% into Road and Bridge, etc. and that is how it is distributed for salaries. Commissioner George said that it would almost become a reimbursement into the General Fund line items for the overall cost of all salaries as additional revenue coming in. Finance Director Douylliez said that it is directly attributed to the cost for salaries in that department. Commissioner George said that the overall increase for salaries are gross numbers and do not account for additional money coming in. Finance Director Douylliez said correct. Commissioner George asked if the budgeting software counts for it twice or is it offset. Finance Director Douylliez advised that it is not accounting for it twice because garbage is included in the General Fund. Mayor Samora said that it shifts it from ad valorem to non-ad valorem.

Vice Mayor Rumrell asked about the increases due to fuel and tipping cost, etc. Finance Director Douylliez advised that Director Tredik may be proposing some additional information but that it does take into account the increasing cost of fuel. She said that it leveled off in June with a decline in some areas in July, but it is unpredictable. She said that these were frontloaded with higher numbers based upon the inflation through May.

Commissioner England said that there was a significant amount of work done to reformulate Public Works on garbage and recycling. Finance Director Douylliez said yes. Commissioner England said that the idea was to streamline/right-size the customer and she would like to see a detailed explanation why this increase is needed, because it is going the wrong way from all the work that has been done revamping that area of operations. Director Tredik advised that the cost of doing business has gone up and when he put forth the \$315, that was what it cost in the previous year, but a lot has changed like fuel costs, surcharges, internal raises, etc. He said that the cost is going to go up along the lines with inflation and fuel is a huge uncertainty. He said that he did some graphs for fuel costs and the increase is significant and will hopefully level off but may not decrease. He advised that other municipalities are facing the same thing such as Palm Coast has recently discussed drastically increasing their solid waste collection fees. He said that he and Finance Director Douylliez looked at these numbers in a slightly different way. He said that he looked at the hours it took to run the routes, the amount of people, and their salaries and that his calculation was within a dollar of the Finance Director's numbers. He advised that savings are going to be challenging, which may mean changing our services, having some part-time people vs. full-time, etc. He said that last year the Commission decided to fully fund it at the cost, and this is now what it costs to do the work. He said that if the prices come down next year, he would present something at a lower number. He said that it is the Commission's choice to either fund it through the non-ad valorem or use the General Fund.

Commissioner England asked if everyone is recycling and if the bins are full every week. Director Tredik said that he does not have those numbers but could provide them. He said that the bins that are put out are generally full and that he could explore collecting every other week for recycling, but it would be challenging and would lead to overflowing bins. Commissioner England said that residents may protest that more than the increased cost. He said that a cart may be better in that instance, but the City would have to invest in the purchase of the carts, which are expensive. Finance Director Douylliez said that she would also caution going to the cart system because it is not easy to see if it is contaminated. Director Tredik said that Environmental Land

Services (ELS) assessed the level of contamination and there is still some contamination coming in. He said that the residents are generally compliant, but the rentals are more problematic, and a cart would only lead to more contamination. Commissioner England agreed. Director Tredik said that if ELS were to refuse to take a contaminated load, then the City would be forced to take it to Nine Mile at \$125 a ton vs. \$75 at ELS.

Vice Mayor Rumrell asked if the tonnage for trash has increased because less is being recycled. Director Tredik said that he did not have those numbers but could provide them at the next meeting. Vice Mayor Rumrell said that he believed that St. Johns County is negotiating with Waste Management and Republic Services and asked what rate they are paying. Director Tredik advised that he did not know what their future cost might be, but he believed County residents were paying \$240. Vice Mayor Rumrell asked if the City has been bringing anything to St. Johns for fuel cost savings. Director Tredik said that they try to go to Bunnell, but they have taken partial loads to the County.

Mayor Samora asked if the City was close to the maximum range for the non-ad valorem. Finance Director Douylliez advised that the City is at the high end of the range maximum of \$375. Commissioner George asked how many years it has been implemented. Finance Director Douylliez said that this will be the third year.

Mayor Samora said that he is glad that the City pulled the cost of this service into a non-ad valorem so that it could be managed like this because whether it costs \$100 per home or \$400, the money must come from somewhere in the budget. He said that our ad valorem taxes are going up roughly 11% based on the value of the homes. He said that if it would have been left in the ad valorem that the City would have collected an additional 11% and this proposed increase is at about 10%. He said that he does not like seeing the non-ad valorem increase but it is going up proportionately to what the ad valorem is.

Commissioner Sweeny said that she would like clarification why the retirement allocations are increasing. She said that the FRS required contributions are going up between 7-11%. She pointed out that the Protective Inspections allocation is going up 33.5% along with many others. Finance Director Douylliez advised that FY 22 numbers do not include 100% of the pay raise from May, so the increase is based upon the amount that everyone was raised to such as from \$13.88 to \$15.00 per hour annualized and you are going to see an increase from 10% to 11.91%, which is what the City must pay for a regular class employee, and it is compounded. She said if you look at the salary lines for any department, you would not see a flat 10% across the board because they are compounded for a full year with the current rate, plus 10%, plus the 7-10% FRS increase. Commissioner George pointed out that Protective Inspections includes the new hire. Commissioner Sweeny said that it makes sense if you add that in. Commissioner Sweeny said that it is like that in every instance except for the increase in retirement for law enforcement, which is at 2%. Finance Director Douylliez advised that she would have to look at that because it is frontloaded with every employee, and it should be an accurate estimate. She said that is why this is preliminary such as Building Official Law caught an error regarding insurance. She explained that in some instances, such as a vacancy, the system defaults to the highest level.

Commissioner Sweeny questioned the Police Department's two leased vehicles for \$100,000 for the year. Finance Director Douylliez advised that the operating lease requires that the City frontload 100% of the cost, but under the Revenue category you will see debt proceeds for the \$100,000 and then it adds the annual expense into the Debt Services category.

Mayor Samora opened Public Comments. Being none, he closed Public Comments and asked for Commissioner discussion.

Mayor Samora advised that staff has put forth 2.7226 mills and asked if the Commission was

comfortable moving forward with that number. Vice Mayor Rumrell asked if there was a way to look at the ARPA spend together to see if a project or equipment could be pulled out for an emergency bonus if the City needs to go that route. He suggested to have the departments look at what might be able to be pushed out because we are hard pressed with what we are going to do. Mayor Samora said that he liked that idea.

Commissioner George questioned the \$100,000 for audio visual with \$75,000 from ARPA funds and another \$25,000 in the City budget. She asked if it is all for the City's meetings because she does not recall that it was this expensive before and she asked for a breakdown of it and how critical is it this year. Mayor Samora asked if it was solely for the meetings. Finance Director Douylliez suggested that the IT Department would be best to answer that.

Vice Mayor Rumrell questioned the dump truck, which is used to move sand for hurricanes. Director Tredik advised that it is also used to move material for projects. Vice Mayor Rumrell asked how often it is used. Director Tredik said that he would have to check on it but that he would guess weekly or at least a few times a month.

Mayor Samora asked IT Specialist Adams for an explanation for the request for \$75,000 from ARPA funds.

Russell Adams, IT Specialist, advised that initially there was \$9,000 in the budget this year for new cameras, but they found that the connectors in the back of them have been discontinued, which would mean that they would be unable to use the controller that runs the cameras. He said that they decided to back out and started looking at the projectors that are at least six-seven years old. He said that they would be a capital item at some point, and it could wait, but it would just come back up again. He said that something that was not in the budget that was recommended was a closed captioning device, which was estimated at around \$72,000 so \$75,000 was put in for ARPA. He said that the closed captioning would be another \$82,000. He said that down the road if the City needs 90% accuracy on closed captioning that it would be an added expense, but is currently not required for streaming online. Commissioner George said that the ARPA list references cameras/captioning. IT Specialist Adams advised that the \$75,000 is just for video equipment. Commissioner George asked what the other City funded \$25,000 is for. IT Specialist Adams said that he was not sure what that exact line item was for. Finance Director Douylliez said that she believed that it was for another piece of equipment upstairs. IT Specialist Adams advised that they got the quote from the same company that did the prior audio/video equipment and that they looked at new cameras, new controllers, new screens, and projectors. He said that there would also be integration for Zoom. Commissioner George said that there are always exceptions for certain standing contracts and asked if they were getting multiple bids. IT Specialist Adams said that they could get multiple bids but that this company already knows the City's system. He said that they installed the audio for the current system, and they made the plans for the last system, which was the initial intention for using them. He said that IT Manager Anthony Johns was looking to sole source it because of the integration with the other system. Commissioner George said that they still need to make sure that it is commensurate with the industry pricing. Mayor Samora asked what the normal timeline is for replacement of the equipment. IT Specialist Adams said it would depend, but normally between five-ten years and he has seen several partial replacements in the past ten years.

Commissioner Sweeny asked for clarification on the ARPA Capital list vs. the ARPA Worksheet list [Exhibit B] and she asked if the \$1.855M is the entirety of the remaining funds that the City has not spent. Finance Director Douylliez advised that the ARPA Worksheet list that she handed out today is the original list and the other ARPA Capital Expenditures were from Department Heads, which is probably more than what was on the original ARPA Worksheet list. She advised that it would have to be scrubbed to make sure that everything is on the list for any remaining items

and that the \$3.5M is not going to change. Commissioner Sweeny asked if the items on page 29 of the agenda packet were not previously approved such as the stormwater bypass pump. Finance Director Douylliez advised that it is the same as the approved 6" dewater pump on the list. She advised that the pickup trucks were originally approved on the list for \$30,000 but come in at \$35,000 instead. Mayor Samora said that most of the items were already on there. Commissioner Sweeny said that \$1.960M was approved to be spent and she asked if there was anything on the Capital Expenditures list that was already approved. Mayor Samora advised that there is some overlap. Commissioner Sweeny said that she is having a tough time seeing how they fit together. Mayor Samora said some of the items on page 29 are included in the \$1.960M that were already approved. Commissioner Sweeny said that she is trying to find money for bonuses and is having a hard time determining what is left vs. what has already been committed.

Mayor Samora said that number IV.B.7 of the agenda specified the additional needs for a project coordinator and paving, and he asked if that has been covered. Finance Director Douylliez said that she believed that was Director Tredik's request. Director Tredik advised that there will be a need for a project coordinator that becomes more critical as we move into construction. He said that he had a discussion to bring someone on permanently for a surge in projects that may last two or three years, but it was not included in this budget. If it becomes necessary, he would be back to discuss it as the projects go to construction. Director Tredik said that the paving is not in the budget the way it stands now because they have not been able to get it going due to supply shortages, but he would like to get some of it started before the end of this fiscal year in September. He said that if not, then he would have to bring the money back into the budget after the audit and would come to the Commission mid-year to ask to bring money into the budget. Finance Director Douylliez said that she believes that there is \$500,000 for FY 22 ARPA. Director Tredik said that it is a challenging time to try to pave roads.

Mayor Samora asked if the preliminary non-ad valorem would also need to be set raising it \$30. Finance Director Douylliez advised that the non-ad valorem is in the budget but that the only thing that needs to be set tonight is the millage and the date/time of the public hearing. City Manager Royle advised that there are two millages, the operating millage and the debt millage.

Commissioner Sweeny asked what the previous hourly wage was for the employees that were brought up to \$15.00 per hour. Finance Director Douylliez advised \$13.87.

Mayor Samora said that he would like to start with general guidance to staff. He said that he would like to see the millage come down close to what it was last year. Finance Director Douylliez advised that it would go down to 2.45mills or \$500,000. Mayor Samora said that he would not task anyone with finding that tonight. He said that he would like to give direction on the big items such as salaries. Finance Director Douylliez agreed and said that it is easier to know what direction the Commission is headed. She advised that the budget is showing a 10% increase, and to also consider the average across the State of 5%, which would be revisited again mid-year, etc.

Commissioner George asked if the Commission could be provided with the impact figures of the difference in cost for 5% vs. 10%. Finance Director Douylliez advised that that information was not presented but it was roughly \$200,000 difference in preliminary discussions with staff. She advised that she has four budgets prepared and to prepare one for 2.45 vs. 2.475 that she would need roughly \$200,000 just to get up to 10%. She said that she could not balance a budget at a 10% increase without having more money on the top line. Vice Mayor Rumrell said from the 2.45. Finance Director Douylliez said yes. She gave an example of using the 2.45 with a 5% increase and that she could always provide preliminary numbers before going into the individual meetings.

Commissioner Sweeny said that it would be helpful to have more information about the increase

that was just given coupled with another increase and what it would equate to. She said that she wants to reward the employees but that her calculations show that some employees could potentially receive an 18.9% increase, which is huge in one year. She asked for data for each pay scale to see what the total compensation would be with both increases. She suggested that both increases should be combined to get them to 10-12% total. Mayor Samora said that he likes to compare where they started in FY 22 but that the numbers get a bit jumbled because of the mid-year increase and that he would expect the FY 23 to be in the 10-15% range. Finance Director Douylliez said that each category would be significantly different because it was not a flat percentage, it was \$1.12 an hour, which would cause the range to vary significantly. Mayor Samora said that if you take the proposed 10% COLA and compound it with the mid-year \$1.12 per hour, that the range would be 2-8%, which is also compounded and that is where you would get the 12-18%, which is substantial. Commissioner George asked if the State did a mid-year adjustment. Finance Director Douylliez advised that they did not, it was 5.3% across the board. Commissioner George said that hopefully the City is ahead of the game in some categories.

Commissioner England likes to look at each department's operating cost and, in the past, some had decreased their costs year-after-year. She said that she believes that the Police Department increased operating costs due to equipment needs. She said that she would like to ask each department to look at their operating costs because normal operating costs (i.e., paper, pens, envelopes, etc.) are not going to go up 8% and there may be room to reduce them.

Commissioner George said that she would like to get the PowerPoint in advance of the next budget meeting with category totals. She said that she would also like to see the four drafted budgets. Finance Director Douylliez advised that there are limitations with the new budget software. The only thing that was downloaded in the format today is the current year projection for FY23 and the line items, all the other details were manually entered. She said that in time she could try to develop something a little bit better, but this is the first run with the new software, and she does not have all the formats, etc. Commissioner George said she does not want to cause unnecessary busy work and to possibly provide just two versions. Finance Director Douylliez said that 2.45 is the baseline that she started with, and she has one that she could cut and paste together with a 5% increase.

Commissioner Sweeny asked if every line for telephone, electricity, water, and sewer are all an 8% increase. Finance Director Douylliez advised yes there was an 8% increase across the board. Commissioner England said that is probably a good place to bring it down. Finance Director Douylliez said that some utilities have unfortunately gone up significantly. Commissioner Sweeny asked about legal advertising for the Comprehensive Planning and Zoning Board. Building Official Law advised that the St. Augustine Record is not cheap anymore. Commissioner Sweeny said that the State passed a law and that maybe the County needs to adopt something, or it can advertise on the website, etc. Building Official Law said that there is a provision that makes it not very usable, but that he has not looked at it lately. Commissioner Sweeny asked if the City could advertise in the Beaches Journal, which might be cheaper. Building Official Law said that some of the advertising does get expensive such as the Comp Plan amendment, which was several hundred dollars. City Clerk Fitzgerald advised that she researched the Statute and there are several conditions in it that make it extremely difficult if not insurmountable for the City to enact it. She said that it cannot be a City run website and would need to be County run and would apply to every municipality within its jurisdiction. Also, the City would still be required to post legal notices twice a year in The Record stating that our notices can now be found on that website and the City would be required to maintain a mailing list of people who write to us stating that they do not have access to the web, or the paper, and the City would have to mail every notice whether the notices apply to them or not. Commissioner Sweeny said that more people at the beach probably read the Journal and that she would still like to check in to running the ads in it.

City Clerk Fitzgerald advised that she would need to look into it because the Statute is specific about the newspaper's general circulation, etc. Building Official Law advised that the amount of advertising is driven by the sheer volume of the applications that are seen and the longer the ads, the bigger the building, etc. Commissioner George said that means greater revenue for those applications. Building Official Law said that several years ago he raised some of the Planning and Zoning fees because the City was basically operating at a loss and that it will never cover its entire cost. He said that there may be the need to raise fees to cover the legal advertising cost and if so that it would be in the form of a resolution.

Mayor Samora asked the Finance Director if she had enough guidance. Finance Director Douylliez said yes. Mayor Samora asked the City Manager if the non-ad valorem needed to be approved tonight. City Manager Royle said no. Mayor Samora suggested to put it off for now and to set the millage and the public hearing date/time. He said that September 12th had been discussed for the meeting date. City Manager Royle said yes at 5:01 p.m. with the regular meeting to follow.

Mayor Samora asked if anything above the 2.47 millage would need a 4 of 5 vote. Finance Director Douylliez said yes, that 2.7266 is the maximum and that it can be anything in between as long as it is higher than where the Commission thinks it should land. Mayor Samora said that there are some significant unknowns at this time. Vice Mayor Rumrell advised that he could not do the 2.7266 and thinks it should be lower. Finance Director Douylliez said that she believes that 2.5 was used last year.

V. PUBLIC COMMENTS

Mayor Samora opened Public Comment. Being none, he moved to Item VI.

VI. SETTING PRELIMINARY PROPERTY TAX MILLAGE FOR FISCAL YEAR 2023, AND DATE, TIME, AND PLACE FOR FIRST PUBLIC HEARING ON THE BUDGET

Motion: To approve a preliminary property tax millage of 2.5 and a debt millage of 0.5 for fiscal year 2023 and to set the first public hearing on September 12, 2022, at 5:01 p.m. **Moved by:** Mayor Samora. **Seconded by:** Commissioner England.

Mayor Samora asked for a roll call vote. City Clerk Fitzgerald called the roll call vote:

Commissioner Sweeny	Yes
Commissioner England	Yes
Mayor Samora	Yes
Vice Mayor Rumrell	Yes
Commissioner George	Yes

Motion passed unanimously.

Mayor Samora thanked everyone. Vice Mayor Rumrell asked staff to look at any ARPA projects/equipment, etc. that can be cut out and that it could always be put back in. Mayor Samora reminded everyone that the next Commission meeting is next Monday, August 1st. City Manager Royle said that next Tuesday, August 2nd at 5:00 p.m. is the workshop with FPL and that the Commission meeting agenda books are ready. He advised that he has not received the information from FPL yet and will forward it as soon as he has it.

Mayor Samora moved on to Item VII and asked for a motion to adjourn.

VII. ADJOURNMENT

Mayor Samora asked for a motion to adjourn.

Motion: to adjourn. **Moved by** Vice Mayor Rumrell, **Seconded by** Commissioner George. Motion passed unanimously.

Mayor Samora adjourned the meeting at 7:41 p.m.

Donald Samora, Mayor

ATTEST:

Dariana Fitzgerald, City Clerk



MINUTES

REGULAR CITY COMMISSION MEETING MONDAY, AUGUST 1, 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, Vice Mayor Rumrell, and Commissioners Undine C. George, and Beth Sweeny.

Commissioner Margaret England was absent.

Also present were City Manager Max Royle, City Attorney Charlie Douglas, 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.

IV. APPROVAL OF MINUTES OF THE REGULAR COMMISSION MEETING ON JULY 11, 2022

Motion: To approve the minutes of the regular Commission meeting on July 11, 2022. **Moved by** Vice Mayor Rumrell, **Seconded by** Commissioner Sweeny. Motion passed unanimously.

V. ADDITIONS OR DELETIONS OF THE AGENDA

There were none.

VI. CHANGES TO THE ORDER OF TOPICS ON THE AGENDA

There were none.

VII. PRESENTATIONS

There were none.

Mayor Samora moved on to Item VIII and opened Public Comments. He invited anyone that wanted to speak for three-minutes on non-agenda items.

VIII. PUBLIC COMMENTS

Sarah Michaels, 6 A Street, St. Augustine Beach, FL, thanked the City for doing something about motorized bikes; the City relies on the County police and is not the same level of service on nights/weekends.

Nick Binder, 232 Big Magnolia Court, St. Augustine Beach, FL, viewed the budget; encouraged another budget meeting before September 12th; Commission decided not to go with the proposed 10% and it will change the previous numbers; the non-ad valorem increased from \$74, to \$178, to \$315, with another proposed \$30 increased; many condos/townhouses have HOA fees that include yard waste cleanup and would not get the full benefit from the increase; City spent ARPA funds to buy Public Works solid waste equipment, which should reduce the \$315 fee; budget meetings used to last longer and now the Commissioners meet with the Finance Director individually and no one knows what's happening.

Mayor Samora closed Public Comments and wanted to address some of the comments. He asked Police Chief Carswell if he wanted to address the comment regarding level of service.

Chief Carswell advised that as long as the Beach Police Department has been established the after-hours dispatch has always gone to the County. He said that he would meet with that individual to discuss the issue. He said that the e-bikes/golf cart ordinance should be ready to go for the next meeting.

Mayor Samora asked if the revised budget would be available online prior to the September 12th meeting for residents. Finance Director Douylliez advised that it is going to depend on the numbers that she is waiting for. She said that the Communications Services Tax was saying that it would be available at the end of July, which has now been pushed to the first part of August. She said that the solid waste topic tonight would generate more Commission comments as to which way to go with it. She advised that she would get it out as quickly as possible when the figures are received so that it is not another estimate. Mayor Samora said that September 12th is the second meeting and there would be another one after that. Finance Director Douylliez said that this would be her third time presenting the budget and that there is typically an early meeting and then not bringing it back again until September, when there is a more final budget, and propose the final budget two weeks later. Commissioner George asked if there was a proposed date for the final budget. Finance Director Douylliez said it would be two weeks later because there are constraints with TRIM to advertise a certain number of days in advance and hold the meeting so many days afterwards.

Mr. Binder raised his hand. Mayor Samora advised that this is not a question-and-answer segment. Mr. Binder said that the September 12th meeting may be the last meeting for the non-ad valorem because it has to go from the City to the County by September 15th. Mayor Samora advised that the non-ad valorem is an agenda item tonight.

Mayor Samora moved on to Item IX.

IX. COMMISSIONER COMMENTS

Vice Mayor Rumrell advised that the County poured the footers for the other lighted crosswalks, and they should be going in this week. He said that the crosswalk at the pier will be a raised crosswalk and is still in the design phase. The next crosswalk would possibly be at either 11th or 16th Street.

Mayor Samora asked if any Commissioner feels the need to have another budget workshop. Commissioner Sweeny said no, not since it is being discussed tonight and again on September 12th.

Mayor Samora moved on to Item X.1 and asked Building Official Law for his report.

X. PUBLIC HEARINGS

1. Request for Conditional Use Permit to Construct Residence in a Commercial Land Use District at #14 6th Street (Lot 13, Block 5, Chautauqua Beach Subdivision, Jeffrey and Marcia Kain, Applicants)
(Presenter: Brian Law, Building Official)

Building Official Law advised that some Commissioners saw this over a year ago, but unfortunately the applicants did not get a completed application within the calendar year, so the approved conditional use permit expired and there are no options for City staff to extend it. He said that the Planning and Zoning Board recommended approval and he showed an aerial map of the property location next to Obi's Fillin' Station restaurant [Exhibit A]. He said that there have been lengthy debates at Planning and Zoning regarding Obi's parking, which they recognize that they have no right to park there. He advised that if the Commission decides to approve it that it be treated as a medium-density residential and that all limitations would apply.

Mayor Samora asked if the applicant wanted to address the Commission. Marcia Kain, applicant, asked for clarification regarding the parking. Building Official Law said that Obi's has no right to park there if you build a house.

Mayor Samora said that this is standard and that there is a rendering. Building Official Law reminded the Commission that this is not a design process and is a typical rendering, which would be thoroughly reviewed with the zoning application. Mayor Samora asked if the business on the front commercial lot had adequate parking. Building Official Law advised that he believed it is one parking spot per fifty-five square feet of gross floor area and that the City Code has two definitions for gross floor area. He said that one definition is for the serving/consumption of food, not the preparation, and the other definition contradicts that. He said that without knowing the size of the restaurant and looking at the current parking standards that he could not answer that.

Commissioner George said that she has concerns for the impact on the business but does not know how relevant it is for this freestanding application. She asked whether there has been any change of circumstances to the surrounding lots or the Code since the last time the application had been granted. Building Official Law said that the Commission probably reduced the rear setbacks to twenty-feet and that this is a 50 x 93 foot lot and if regulated as medium density would get seven and a half foot side setback, twenty foot front and rear setbacks, the impervious surface ratio (ISR) would be limited to fifty percent, and thirty-five percent lot coverage. Mayor Samora asked if the lot to the east is zoned residential or commercial. Building Official Law said that it might be a split lot and that the linear drag tool showed it is one hundred fifty-four feet to the center and that he would consult with the 1964 plats.

Mayor Samora asked when the conditional use permit was approved before it expired. Building Official Law said that he did not know the exact date but that it was over twelve months ago. The applicant answered away from a microphone that it was April of last year. Mayor Samora advised that the opinion of this Commission has changed over time and when a conditional use permit is approved that does not mean an automatic approval if it expires, and it would need to be reevaluated. He said that there is a commercial business in the front and there would probably be a need for that lot to stay zoned commercial to make it a usable commercial lot.

Vice Mayor Rumrell asked if a commercial business could be on that 50 x 93 foot lot. Building Official Law said that it is not likely and that it would not be cost effective with the possibility of drainage needs and parking requirements. Commissioner George said that is why the applicant's lot is currently being used by the adjacent business. Mayor Samora said that the Commission has been encouraging mixed-use but that any business trying to redevelop it would need more land. Commissioner George said that her main concern with granting and developing it as residential would permanently relegate the other lot to not be able to be commercial. She asked if changing Obi's from a restaurant to office space would require a new review of the parking requirements,

etc. Building Official Law advised that a restaurant is about four times more limiting but that it would require a change of use occupancy and he believed that it would lose any non-conforming status. Commissioner George said that she believes that there is another conditional use for the closed in porch. Building Official Law said that it might be mixed-use based on its proximity to the western property line, which could not be altered without another review from Planning and Zoning.

Commissioner Sweeny asked if this lot was part of the parking plan when Obi's was approved. Building Official Law advised that he was unable to find any reference to the lot to the east. Commissioner George questioned if there was documentary evidence of an agreement for using the lot. Building Official Law said that he did not know if there was an agreement, and that the owner could possibly speak about it. Marcia Kain, applicant, advised that she has owned the lot since 2008 and that there was a closed business there. She said that there was never an agreement and that she thought she would be building a house on her lot. She said that when Obi's came in and wanted additional parking, that she made a lease agreement with them to use it for additional parking. She said that Obi's is aware that she will be building and that there was nothing before it that would indicate that she could not build a house on the lot. She said that the conditional use was approved last year and that she did not know that it would take this long. She said that she has reapplied, paid the fees, etc. and she just wants to complete the dream of building a house. Commissioner George said that it must have been the lease that she was referring to.

Building Official Law advised that according to the Property Appraiser, Obi's is approximately 1,435 square feet and that he does not know the interior breakdown but that he would estimate it would need approximately twenty-six parking spaces. Mayor Samora said that this application is not tied to any conditional use or occupancy of Obi's, but it is an example of a non-conforming business and any other business that came in and changed the use, would have to conform to the parking requirements. Building Official Law said yes, but that nearly every other business would be less restrictive than a restaurant and that he would consult with the City Attorney to see if there were any loopholes. Commissioner George said that changing the lot next door would also be creating a situation for the hardship definition in a variance application.

Mayor Samora asked for Public Comments. Being none, he asked how to move forward.

Motion: To approve the Conditional Use Permit for 14 6th Street (Lot 13, Block 5, Chautauqua Beach Subdivision) and that it conform to medium density residential requirements and have a one-year deadline. **Moved by:** Commissioner George. **Seconded by:** Vice Mayor Rumrell. Motion passed unanimously.

Mayor Samora moved on to item X.2 and asked Building Official Law for his report.

2. Request for Approval of Replat of Property at 225 Madrid Street (Part of Lot 21 and All of Lots 22, 23, 28, 29, Block C, Sevilla Gardens Subdivision, IME Civil and Surveying LLC, Brandon Shugart, Agent) (Presenter: Brian Law, Building Official)

Building Official Law showed the lot map and aerial map [Exhibit B] and said that two of the lots front A1A South, which makes them undesirable for accessing off the highway at 45 miles per hour. He said that the applicant is proposing to turn the lots in the north-south directions and that the Commission has been provided with a proposed plat map for review. He said that the Planning and Zoning Board recommended approval five to zero. He advised that it has been sub-contracted out to a third-party surveyor to check its conformity and they made some changes that are also included. He said that he and the Public Works Director both feel strongly about the lot that would abut A1A South and that the driveway should be pushed farther east during construction, which would be handled during the development review. He said that the applicant is asking to replat

the lots and that the lot farthest east is larger and would not conform to the fifty-foot-wide lots and would retain full setbacks.

Mayor Samora asked if it was zoned medium density. Building Official Law said yes, and it would maintain that, and that the dental office to the south is the commercial delineation line. Mayor Samora asked if Madrid Street continued into the Whispering Oaks subdivision. Building Official Law said yes, it is the back entrance into Whispering Oaks. He said that there is a house there and when it is replatted the intent would be to remove the house at some point.

Commissioner George said that there are already four individual lots, which are eligible for residential construction on each one. Building Official Law said yes, potentially, if the Florida Department of Transportation (FDOT) issued curb cuts but that they are individually platted lots. He said that some of the lots farther north have been carved up over time. He said that ideally this would put four driveways on Madrid Street and would require review by the Public Works Director for any drainage concerns. Mayor Samora asked what the process is for the drainage review. Building Official Law advised that the first step with an application is zoning, and they would scan the site plan for drainage review by either the Public Works Director or the Engineer who would then contact the contractor directly. Afterwards it would be returned to the Building Official or the Building Inspector for building plan review. Commissioner George asked what the existing zoning is. Building Official Law said it is medium density. Commissioner George asked if changing the zoning was part of the application. Building Official Law said no, just the replat with medium density zoning.

Mayor Samora opened Public Comments and advised that the Commission received an email and a petition on this.

Bill Chambers, 17-A Lisbon Street, St. Augustine Beach, FL, said that there is a lot of traffic coming in from A1A South; he is opposed to this because four parcels are squeezed in; they would be shot gun homes; there are parking issues in the back; Ewing Street is too narrow and is basically one-way; building the home on the corner would not allow for space to pull over in the grass for congested traffic; concerns for construction vehicles blocking the road; every lot is complete and adding four more is too much and they should be made into bigger parcels.

Jane Panchookian, 201 Sevilla Street, St. Augustine Beach, FL, said that she loves the neighborhood and has lived there for a long time; she is a realtor and developer; it is a quiet neighborhood; customers from the dental office come in and out and to try to build four houses probably would not work; she said that Ewing Street has a fence that closes off Whispering Oaks; this is a single road and you have to go onto the grass when there is traffic coming through; there is flooding in front of her house and she pushes mud back; it was zoned in 1964; she is worried about lights, sewage, the length of the project, etc.; opposes building four houses; no need for a red light coming out of Madrid Street to make a turn.

Nick Binder, 232 Big Magnolia Court, St. Augustine Beach, FL, lives in the Whispering Oaks subdivision and agrees with the other speakers; is glad that the one driveway would be moved away from State Road A1A; the dental office has employees that park perpendicular making the road more narrow; if approved, the construction vehicles would not be able to park because two way traffic could not get by and there could be a head-on collision; need to limit parking on the north side of Madrid Street; less concerns for two lots vs. four; several years of construction would be a living nightmare for those living there; may need a stop light at the intersection and to do a proper traffic analysis; does not want approval of four lots.

Mayor Samora closed Public Comment and asked if there are people currently parking on Madrid Street. Building Official Law said that there are some people who park there but he was unsure if it was the dental office property or the street. He said that if it is approved, that he and Public

Works Director Tredik would ask for the most western lot to establish a forty foot wide “no vehicle access”, which would leave enough for an eighteen foot wide driveway and could help eliminate the stacking. Mayor Samora asked if there were ordinances/codes to have no parking on that street or could it be done as part of the development order. Building Official Law said yes.

Commissioner Sweeny asked how many lots are being replatted into four. Commissioner George said that there are four lots and two half lots. Commissioner Sweeny said that it is four full lots and three partial lots and asked if it would potentially be reducing the number of homes that could be built. Commissioner George said that the partial lots would not qualify for separate construction because they are not large enough, but the four existing lots could be developed with access from either A1A South, Madrid, or Ewing Street. She said that this would condense all the access to one side that is not on the highway, which may reduce the safety risks.

Mayor Samora asked if staff had any comments regarding access from State Road A1A vs. Madrid or Ewing Streets. Public Works Director Tredik said that he believed that access on Madrid Street is safer than State Road A1A at this location but of course any access from a State Road would require an FDOT permit, which may be doable, but it would not be as safe. He said that the City could put “No Parking” signs on Madrid Street if necessary. Chief Carswell agreed with Director Tredik that it would be much safer off of Madrid Street and that he could look into the number of accidents if the Commission desired.

Commissioner George said that on the survey it looks like Madrid Street is a forty foot right-of-way but that the road is built to twenty-five feet. She said that Ewing Street is a twenty foot right-of-way that is only built to ten feet. She said that aside from the application and the concerns from the neighbors, that Ewing Street might need consideration to widen it, which might address the fears of parking on the Madrid Street side and that the City could take possession of the right-of-way, especially where people think it is their property. Director Tredik agreed with restricting parking along with restrictions for the first forty feet. He said that there have been properties that want parallel parking adjacent in front of their building, which would prevent that in this location. He suggested possibly a “no vehicular access” and also a “no parking” area. Mayor Samora asked if that would be no parking for the first forty feet or no parking on Madrid Street. Director Tredik said that there has to be a sound reason to restrict parking completely and that it may be premature to do it before there is a problem. He said that he did not believe that four more houses would generate that much more traffic.

Vice Mayor Rumrell said that he has noticed some flooding issues on Ewing Street and asked if it would be addressed in the Master Drainage Plan especially if there is going to be more impact from these houses. Director Tredik said that it would be looked at as part of the Atlantic Oaks/Magnolia Dunes project. Commissioner Sweeny agreed and encouraged staff to look at the area on the corner of Sevilla and Ewing Streets. Director Tredik said that the Magnolia Dunes project may not solve all the problems, but it would certainly help identify them. Vice Mayor Rumrell said that the Magnolia Dunes project has already been funded by the State. Director Tredik said yes.

Vice Mayor Rumrell said that the four lots are already platted so someone could build on them right now anyway because they are not asking for a change of use. Building Official Law said that he would require an FDOT permit for the western lots that do not have access off the road and the east lots would need access. He answered Commissioner George and said that it is a twenty foot right-of-way and a forty foot on the southern side. Commissioner George said there is room to provide better access on Ewing Street for drainage improvements, stacking of parked cars, etc. Director Tredik said that Ewing Street would be challenging because of the narrow right-of-way and would not meet the minimum twenty-two foot standard unless easements or additional right-of-ways are obtained but that improvements could be done. Commissioner George asked if he

would recommend not adding additional residential access off of Ewing Street and that Madrid Street Access would be better for the two easterly lots. Director Tredik said yes it probably is because of the narrow right-of-way and that accessing from the State Road is more dangerous. Commissioner George said that a fire truck would have better access off of Madrid Street.

Vice Mayor Rumrell asked if FDOT would be responsible for surveying to determine the need for a traffic light. Director Tredik said yes, and that the City could reach out to them to do an analysis to see if a signal is warranted, which would then dictate whether they proceed with a signal.

Commissioner Sweeny asked if there are a lot of accidents in that area. Chief Carswell said that there are a lot of accidents in that area but that he would have to research whether it is from that street. Commissioner George suggested to get ahead of it and ask for the FDOT study.

Mayor Samora asked Director Tredik if he would contact FDOT about the traffic study. Director Tredik agreed and said that he would also contact St. Johns County.

Mayor Samora asked the City Attorney if Final Development Order FD 22-01 is what is being presented for approval. City Attorney Douglas replied yes.

Motion: To approve the replat of property at 225 Madrid Street (part of Lot 21 and all of Lots 22, 23, 28, 29, Block C, Sevilla Gardens Subdivision) with the amendment of prohibiting driveway access from forty feet west of the most westerly lot and prohibiting parking on the right-of-way of Madrid Street. **Moved by:** Commissioner George. **Seconded by:** Mayor Samora.

Mayor Samora asked City Clerk Fitzgerald for a roll call vote. City Clerk Fitzgerald called the vote:

Commissioner Sweeny Yes

Commissioner George Yes

Vice Mayor Rumrell Yes

Mayor Samora Yes

Motion passed unanimously.

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

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

Building Official Law advised that the Commission saw this two months ago and permission was given to transmit. He said that he has receive no complaints or disagreements and that there is a letter from the DEO in the Commission packets. He asked that it be approved to finalize the process.

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

Motion: To approve Ordinance 22-07. **Moved by:** Mayor Samora. **Seconded by:** Vice Mayor Rumrell. Motion passed unanimously.

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

4. Ordinance 22-08, Final Reading, to Amend the Land Development Regulations to Increase the Number of Transient Rental Licenses from 100 to 123 (Presenter: Brian Law, Building Official)

Building Official Law advised that as directed by the Commission, the City Attorney, and City Clerk Fitzgerald, this is the ordinance that the Commission saw last month with two minor changes of words and that this is an amendment to the existing Land Development Code and not a

replacement. He said that it is based on twenty percent of single family residences in medium and medium low density residential zoning.

Mayor Samora asked the City Attorney how he would like to handle recusals. City Attorney Douglas advised that there are some Commissioners that would recuse themselves and should announce it for the record, and that they could choose to remove themselves from the dais. He advised that there is a quorum, however, depending on the number of Commissioners that are recusing themselves that it is the discretion of the Mayor to pull this item from the agenda, still be able to take public comments, and vote at another Commission meeting when the additional voting Commissioner present.

Commissioner George and Vice Mayor Rumrell recused themselves and temporarily left the room at 6:58 p.m.

Mayor Samora advised that because there is one Commissioner absent, the Commission would not be voting on this but would hear Public Comments. He advised that the Commission would table this topic until another time to be decided upon. Building Official Law advised that he may have misspoken and for the record that this is a correction, not an amendment. Mayor Samora advised that this came to the Commission with the recommendation for denial from the Planning and Zoning Board and that the second reading with the Commission had little public input. He advised that it was approved for this meeting to give the opportunity to have more public input. Mayor Samora opened Public Comments.

Judy Jucker, 106 3rd Street, St. Augustine Beach, FL, lives next to a vacation rental and spoke to the Commission last month; opposes an increase and recommended a decrease in medium density; vacation rentals are places of business, which is what the commercial zone is for; need a balance of rentals and not in the neighborhoods; they are mini hotels; there are 164 in medium-density and commercial; more are being built in commercial; 9th Street has twelve rentals out of thirty-one; 60 of the 100 rentals are owned by people who do not live in St. Augustine Beach; twelve people hold two or more licenses and one realtor has six licenses; the character/charm is being changed; gave the Commission a letter [Exhibit C].

Sarah Michaels, 6 A Street, St. Augustine Beach, FL, multiple vacation rentals around her; some do not have signs so how are they being tracked; long-term renters are neighbors, short-term renters are not; it is loud, with no respect for the area; more people and traffic and less safety; it will become like Daytona Beach.

John Kulas, 203 4th Street, St. Augustine Beach, FL, sent email to the Commissioners for the record and does not support the additional twenty-three licenses; concerned that commercial is being turned into medium density.

Gail Devries, 200 4th Street, St. Augustine Beach, FL, agreed with everything that has been said; opposed to the increase in licenses; the short-term rentals disrupt the residents' lives and that deserves more concern.

Bonnie Garrison, 205 4th Street, St. Augustine Beach, FL, loves the neighborhood, knows neighbors, feels safe and takes pride; increasing the licenses would change the neighborhood and quality of life; please preserve the neighborhoods.

Diann Walters, 201 B Street, St. Augustine Beach, FL, said that there are three to four hundred properties listed on the rental websites; one hundred licenses is not the true picture; could it even be enforced; one hundred and twenty-three licenses is a lot less than what is actually operating now.

Sandy Eyerly, 107 3rd Street, St. Augustine Beach, FL, consider the broader impacts of increasing the licenses because it increases rents; it is unaffordable for people to live where they work; [Exhibit D].

Nick Binder, 232 Big Magnolia Court, St. Augustine Beach, FL, agreed with everything said; recent column in The Record asking if the downtown area wanted to be a community or a resort and the same question applies here; the newly approved houses on Madrid are medium density and would probably become short-term rentals; agreed with the Planning Board that there are going to be negative effects; there were 65 licenses in 2008, which was approved to 100 to avoid revisiting it every year; no more are needed.

Roger Wentz, 117 Spanish Oaks Lane, St. Augustine Beach, FL, wants to support fellow citizens that live next to a rental with complaints about noise, traffic, trash, and parking; significant impact on a neighborhood; two bedroom rentals list sleeps six people and a three bedroom sleeps ten; probably not too many homeowners living in a three bedrooms have ten people living there; some say that this area relies on tourism and should put more into economic development to attract other businesses.

Michael Longstreet, 200 16th Street, #103, St. Augustine Beach, FL, came late to meeting and agrees with what has been said; some licenses are not even being used so why extend it; many rentals are not properly licensed; why does the crossing light at Publix flash and the Pier does not; 1 13th Street built a PVC fence against the pavement, and nothing has been done.

Valerie Bartol, 7 9th Street, St. Augustine Beach, FL, in favor of the increase with better management of them; there are a lot of them that are not approved; needs individual consideration for certain areas.

Mayor Samora closed Public Comments and said that this is exactly what the Commission needed. He asked Commissioner Sweeny if she had any questions from the comments. Commissioner Sweeny asked about the current enforcement of the licenses. Building Official Law advised that it falls under Code Enforcement and that there is only one Code Enforcement Officer for the City, which is not enough to handle the transient rental program inspections, along with the regular Code Enforcement items. He advised that they rely a lot on complaints from citizens and also look on the websites, but that people have gotten better at shielding the addresses and the fronts of the houses. He said that another Code Enforcement Officer would go a long way to helping this and that there were a few emails requesting 24-hour Code Enforcement service, which would require four to five more Code Enforcement Officers. He said that a standard Code Enforcement Officer's salary and benefits would be approximately \$65,000 with the need for an additional vehicle at \$40,000. He recommended hiring a second Code Enforcement Officer to provide a better level of enforcement.

Mayor Samora asked for staff comment regarding transient licenses that are not being used. Building Official Law advised that there is no requirement for people that hold a license to rent the house and that they might be holding them for their value alone. He has seen instances where the sale of a commercial property is conditional on allowing a single-family residence to be built. The license stays as a Business Tax Receipt (BTR) and if modified it would only strengthen the program. Mayor Samora said that all one hundred licenses are issued but some are not active rentals. Building Official Law agreed. Commissioner Sweeny asked to clarify what a BTR is. Building Official Law advised that a BTR is a Business Tax Receipt and that most local jurisdictions have them at some level and the City Clerk oversees that program. City Clerk Fitzgerald advised that the BTR program draws from Florida State Statutes Chapter 205, which gives the City the authority for its own ordinances to back it up in Chapter 12 of the City Code, which applies to every business

operating within the City. She said that all businesses are required to renew annually, and the transient rentals need to meet the renewal requirements to maintain their license.

Mayor Samora asked what the mechanism is for reporting suspected Code violations. Building Official Law advised that they use a relatively new software called "Resident Self-Service" portal to log a complaint, or they can call, or use an online form and then the Code Enforcement Officer will reply. Mayor Samora advised that the City's one Code Enforcement officer is doing what he can, and that the City depends on the residents to self-police.

Commissioner Sweeny said that there are not a lot of people tonight supporting an increase in licenses but in past meetings the request for an increase was brought to the Commission's attention. She asked how often staff sees the demand for more licenses. Building Official Law advised that at least once a day they receive a call from a resident or a realtor asking to get on the transient rental program. He said that the limit of one hundred licenses has been met for almost three years. He said that there was an individual who wrote a powerful letter to the Commission several months ago about the twenty-percent rule and that is where this began. They searched all the single-family residences in the applicable zoning districts and twenty percent yielded about twenty-three licenses.

Commissioner Sweeny said that she would personally like to put more teeth into the City ordinance for enforcement and requirements for vacation rentals, but she wants to make sure that the public understands that the City is limited with what it can do by the State Statute that regulates it. She said that substantially changing the City's ordinance could cause it to be completely removed. She said that she shares some of the concerns of the residents and wished that they could be further regulated.

Mayor Samora asked what the procedure would be for being able to vote on this. City Attorney Douglas advised to coordinate it with the City Manager to put it on the agenda. Mayor Samora asked if it would need to be noticed or could it be done during tomorrow's workshop meeting. City Manager Royle advised that it could be continued to tomorrow night's meeting. He said that Florida Power and Light (FPL) is scheduled to start their presentation at 5:00 p.m. and that it could either be before or after their presentation. Mayor Samora advised that he is not comfortable bringing it back up again at a workshop. Commissioner Sweeny agreed. City Manager Royle said that it would not be a workshop but a continuation of this meeting. He said that in about a week, the Commission room will be used for early voting. Mayor Samora asked if there was a time crunch for this to be addressed before the next regular Commission meeting. City Manager Royle advised that he wanted to discuss it with City Attorney McCrea who is on military leave. Building Official Law said that Building and Zoning Department has no opposition to whatever day the Commission chooses. City Manager Royle said that he did not know if there was something legally that needed to be done sooner than later but he suggested to add it to the September 12th agenda. He said that the budget meeting could begin at 5:01 p.m. with the regular meeting to follow. City Attorney Douglas advised that September 12th would give ample time for notice and if there is a reason to expedite it then a notice for a special meeting could be done. Mayor Samora said that he is much more comfortable with it being on the September 12th agenda. Commissioner Sweeny agreed.

It was the consensus to reschedule the continuation of this topic for the September 12th regular Commission meeting.

Mayor Samora thanked everyone for attending and advised that their opinions matter and will help move this forward.

Commissioner George and Vice Mayor Rumrell returned to the room at 7:31 p.m.

Mayor Samora moved on to Item XII.

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.A Resolution 22-10, to Declare Building Department File Cabinets as Surplus and to Authorize Their Disposal

Motion: to approve the consent agenda. **Moved by** Vice Mayor Rumrell. **Seconded by** Commissioner Sweeny. Motion passed unanimously.

Mayor Samora moved on to Item XII.5 and asked Director Tredik for his report.

XII. OLD BUSINESS

5. Resolution 22-07, to Adjust the Non-Ad Valorem Assessment Rate for the Construction of 2nd Street West of 2nd Avenue (Presenter: Bill Tredik, Public Works Director)

Public Works Director Tredik showed a PowerPoint presentation [Exhibit E] recapping the time frame of how the assessment got to this point. He showed the breakdown of the funding responsibility and the non-ad valorem assessment, which was adopted June 7, 2021. He advised that the \$3,940 first year assessment figure came from the cost estimate at the time divided by twelve lots with up to four lots going into conservation, but the bid estimate came in quite a bit higher than the cost estimate at \$415,850. He advised that the total lot owners' cost does not include the cost to install underground power, or the project management fees. He advised that he expects that costs will be more than the \$325,000 that was the maximum that could be assessed. He showed a slide depicting the three lots that went into conservation, leaving thirteen lots to be included in the assessment. He said that the City expected to generate \$400,000 but with the maximum set at \$25,000 per lot that gave us the \$325,000 maximum. He advised that he hopes to have the underground power cost estimate soon. He recommended setting the assessment at \$325,000 and showed a breakdown of the yearly assessment per lot. He said that the recommended action is to pass Resolution 22-07 setting the 2nd Street extension non-ad valorem assessment to \$4,212 per originally platted lot for the next five-years.

Mayor Samora asked if the City pays the cost for any overages. Director Tredik replied that it would come out of impact fees.

Commissioner George asked what it would take to change the maximum assessment amount if there are overages. Director Tredik said that he would defer to legal because that was the advertised range the Commission approved in June of 2021. He believed that it would have to go through a legal advertising process to each of those property owners and have another public hearing to change those ranges. City Attorney Douglas asked if the contractor would be flexible with the acceptance of funds in order for the Commission to come back and raise the upper end of the scale or should the Commission entertain a contingency reserve fund to be used for overages or it would go back to the lot. Director Tredik advised that it would certainly exceed the maximum \$325,000 with nothing coming back and to increase it would require a change to the non-ad valorem assessment. He said that if the Commission wanted to increase it, then it could be increased enough to give the City a contingency for such things as change orders, etc. City Attorney Douglas said the probability would be high for overages.

Commissioner George asked if there was a calendar year restriction for advertising, modifications, etc. Finance Director Douylliez advised that the City is fronting all of it right now with one hundred percent from the Impact Fee Fund, which you will see it being depleted in the upcoming budget. She advised that the City is waiting to receive money back over the next six years. She said that there was no legal restriction for the number of years, which the Commission decided was

reasonable at the time. She advised that if the City chooses to extend the amount to charge each of the residents (i.e., making \$50,000 the maximum) then it would be subject to the same process as done for any non-ad valorem by showing intention and get it to the Tax Collector by the end of this calendar year, notify the impacted residents, and hold the public hearing. She said that the City would be on a clock again but that there is five more years of this to go and so there is plenty of time to entertain the extension further. Commissioner George said that it could be done mid-term and set a projection today but that the numbers would all be different next year. She said that she hesitates to make it known to the contractors that the City has money in reserves because they may try to find a way to bill for it.

Finance Director Douylliez asked when the project is expected to be completed. Director Tredik advised that it would take six months and it would be assessed in arrears. Commissioner George said that the City could wait until next year to see how the project plays out, what the total balance is, and then add on a seventh year so that it is not a financial burden for the property owners and still recoup the money.

Director Tredik advised that tonight the Commission needs to determine the upcoming year assessment, which it could modify again after that as long as it is within those ranges.

Mayor Samora opened Public Comments. Being none, he closed Public Comments and asked for a motion.

Motion: to approve Resolution 22-07 at staff's recommendation of a per lot assessment of \$25,000. **Moved by** Commissioner George. **Seconded by** Vice Mayor Rumrell. Motion passed unanimously.

Mayor Samora moved on to Item XII.6 and asked Director Tredik for his report.

6. Resolution 22-08, to Adjust the Non-Ad Valorem Assessment Rate for Collection and Disposal of Residential Solid Waste and Recyclables (Presenter: Bill Tredik, Public Works Director)

Public Work Director Tredik showed a PowerPoint presentation showing the current approved solid waste non-ad valorem assessment ranges [Exhibit F]. He continued his presentation showing the Consumer Price Index twelve month analysis from June 2022. He continued on to show a slide depicting the rising cost of fuel that has been incurred by the Public Works Department, which jumped in December when they started up the recycling. He moved on showing a slide depicting the current cost evaluation done for City services estimated at roughly \$345 per year. He explained that when the City decided to put the cost per year at \$315, it was intended to cover the actual cost and he has proposed a \$30 increase to bring it to \$345 per year, which is a 9.5% increase and that future reductions may bring that down some. He said that the bottom line is that inflation hits everything and the service fee goes up with inflation not with the house values. He advised that if it is not increased, then the City would fall behind again. He concluded his presentation and recommended passing Resolution 22-08 increasing the solid waste non-ad valorem to \$345 per year with the breakdown of services as shown on the slide presentation.

Mayor Samora asked if this is approved would there be an opportunity to make changes. Finance Director Douylliez explained that she does not have to certify the tax roll until September 15, 2022, and that the Commission can make any final adjustments to the non-ad valorem at the September 12th Commission meeting and then those numbers would be certified and submit to the Tax Collector.

Mayor Samora said that he would not anticipate anything changing in the interim and he asked what the major driver is for the cost. Director Tredik advised that he believes that it is across the board because everything costs more money. He said that energy is a major driver, the tipping fee with additional 20% surcharge, labor/salary increase, maintenance, etc. Mayor Samora asked

if the 20% surcharge has been factored into the cost. Director Tredik said yes and that it was not factored in for the \$315 per year non-ad valorem. Mayor Samora asked what staffing increase has been factored in at this point. Director Tredik advised that it was a broad estimate and was not detailed at the 10% proposed during the preliminary budget.

Commissioner Sweeny said that part of the increase was to increase salaries, which were paid from ARPA funds this year and that going forward it is being proposed to be paid for from ad valorem. Finance Director Douylliez advised that it is not projected to be paid from ad valorem taxes. She explained that the decision was made last year to fund one hundred percent of the cost of the Garbage Department based on non-ad valorem, not ad valorem, which did not raise the millage rate to cover the additional fees. Commissioner Sweeny asked to clarify if the ten percent salary increase for ad valorem was to set the millage and that it is not double dipping. Finance Director Douylliez explained that she took the total cost of what is being allocated to this Department and then backed in the cost per home for service would be and that the non-ad valorem fees are what is covering the cost of that Department. She said that the ad valorem fees were only inflated to the highest level allowable for the first meeting and that this Department is covered by non-ad valorem. She said similarly the Building Department has expenses and their revenue has to cover it. Commissioner George said that the accounting program harmonizes all of it, which creates an income that goes in, but in reality, there is a money source from the non-ad valorem, which applies to the reduction in the General Fund that would be needed to fund the salaries and it is all being accounted for. She said that the residents are not seeing a reduction in the millage, and she always double checks it to give them the benefit of the purpose.

Commissioner George asked how many units are in the equation. Finance Director Douylliez advised that she estimated last year's certified tax roll of 2,815 and that she added 200 representing the condos that are moving from individual billing to non-ad valorem, which totals roughly 3,015. Commissioner George said that this proposal would generate an additional \$90,450. Finance Director Douylliez agreed and said that is what she estimated in the preliminary budget that the Commission saw. Commissioner George said that based on the numbers in Director Tredik's presentation regarding gas, that the City would have to absorb an extra \$60,000 per year in fuel cost. Director Tredik said yes. Commissioner George explained how she calculated the numbers to reach her estimated \$60,000 figure.

Finance Director Douylliez explained that the original budget included a ten percent increase would feed into those numbers to cover the full cost for that Department and that there will be some savings when she readjusts down to five percent. She advised that it could be approved tentatively and finalize the resolution in September after the Commission sees the new numbers.

Mayor Samora asked if these funds would be set aside for a possible surplus next year. Finance Director Douylliez advised that it is not currently established as an Enterprise Fund, it is under the umbrella of the General Fund but that she could work with the auditing team to make sure that they review it. Mayor Samora said that he liked that idea. Finance Director Douylliez said that in FY 24 the fleet would be new and there could be a reduction in that department due to no substantial repairs needed and that the savings could go back to the residents. Director Tredik advised that he would anticipate some reduction in the bigger expenses, such as repairs to the garbage trucks. He discussed the age and ten-year life expectancy of the vehicles.

Commissioner George asked how the Capital Improvements play into the overall calculations, such as accounting for the ARPA money acquisitions of equipment, etc. or would it be done in the next fiscal year. Finance Director Douylliez explained that the two new vehicles and the claw truck were purchased with ARPA funds, which are not spent within the General Fund and are separate. She said that there are two units that have note payments at \$50,000 per year for the next several years that play a part in those costs. Commissioner George said next year when the Commission

looks back to see what the overall cost was for determining what the assessment would be, would we see that there is no accounting for the ARPA money, and would we have a basis for reducing the cost or would it still be factored in as the cost of doing business. Finance Director Douylliez said that it would have to be manually calculated and that it would be a disservice not to take into account that the replacement of the vehicles would be every ten years. Director Tredik advised that it would be roughly a new vehicle every other year. Finance Director Douylliez explained that it would have to be taken into some kind of accounting to make sure to cover it if the goal is to continually cover the cost in the future and any excess would have to take into account the expense for the purchase of a future piece of equipment. Commissioner George asked if her recommendation is that it be a policy decision to use the ARPA funds to get ahead of the game to create a better reserve for future capital acquisitions.

Vice Mayor Rumrell advised that he would not want to exceed the \$30 increase and trying to find a cost savings would be helpful. He said that he is a proponent of "users pay users cost". He said that there are a lot of units that would be paying out of the General Fund to subsidize trash and they are not receiving any services. He said that he likes going to an Enterprise Fund so that way it stays separate from the General Fund and would only go towards trash and could be increased or decreased and the overage could go toward maintenance, etc.

Mayor Samora opened Public Comments.

Nick Binder, 232 Big Magnolia Court, St. Augustine Beach, FL, said that the non-ad valorem four years ago was \$74, which should be at \$132 according to the chart and everything else is an increase all over; some people are paying the non-ad valorem and not getting the benefit; condos/townhouses pay HOA fees, which pay for some cleanup; asked to consider not having 100% coverage for solid waste and use another percentage; it went to \$315 to not raise the millage; then the Mayor said that the City should be able to find \$30,000 and the Finance Director found it; last year was a false budget with all the increase in the non-ad valorem to keep the millage down to 2.45; would like to see this type of discussion for the rest of the budget and should be an open discussion.

Finance Director Douylliez explained that the condos that are being converted to the non-ad valorem fee are not technically condos, but they are deemed as condos/townhomes, such as those in Makarios and Sea Grove where some are individual and/or semi-attached units that have yard waste collected by the City. She said that a traditional condo setting does not receive yard waste collection by the City. Director Tredik advised that the City's ordinance allows for Public Works to pick up yard waste from anyone who is receiving solid waste service from the City, that there is no way to make it completely fair for everyone, and it is challenging to figure out where to draw the line. He said that Public Works got away from the can count for that reason and is still discussing switching over as much commercial as possible to simplify things. He said that he is sympathetic to those that do not use the benefit of the services that the City provides but if they ask for pick up, then Public Works would accommodate them, especially after a storm.

Motion: to approve Resolution 22-08 as recommended by staff. **Moved by** Mayor Samora. **Seconded by** Vice Mayor Rumrell.

Commissioner George said that everyone is talking about the CPI increase, wage increases, etc., which the citizens are bearing the cost increases too. She said that she was opposed in the beginning, and she understands and supports the structure of having a fund that can be managed, but anytime it is created it would be maxed out and she would like to see it continue to be subsidized some. Commissioner Sweeny said that she would feel more comfortable with verbiage saying, "up to", and continuing the discussion at the next meeting to find some savings. She said that she is highly sensitive that the City is going to be generating additional revenue through ad

valorem and increase this fund as well, which is concerning. She likes the concept that this service should pay for itself, but also wants to make sure to scrub the numbers and would like a more detailed break down for the increase. Mayor Samora said that he could amend his motion and make it contingent upon reviewing the numbers on September 12th. City Attorney Douglas asked if that would leave enough time for the Finance Director. Finance Director Douylliez said as long as a decision is made on September 12th, and she could certify the tax roll by September 15th.

Amended Motion: to approve Resolution 22-08 with “up to a \$30 increase” contingent upon scrubbing the numbers and reviewing on September 12th. **Moved by** Mayor Samora. **Seconded by** Vice Mayor Rumrell. Motion passed unanimously.

Mayor Samora moved on to Item XII.7 and asked Director Tredik for his report.

7. Resolution 22-09, to Modify the Commercial Solid Waste and Recycle Fees (Presenter: Bill Tredik, Public Works Director)

Public Works Director Tredik showed pages from the agenda book and said that it is passed by a resolution each year and that the Commission can update the fees, which has been done several times. He advised that he based it on the same percentage increase as he recommended for the residential. He showed a slide and recapped the current commercial fees with a proposal to increase it the same 9.5% as proposed for the residential. He suggested to discuss this in September as well to keep it consistent with whatever rate is decided in September for residential.

Mayor Samora asked what the difference is between the amount collected for commercial vs. residential. Finance Director Douylliez said that with switching condos from monthly commercial billing to annual residential taxes, the change is about \$107,000, but that is not reflected in the draft budget they have seen.

Vice Mayor Rumrell stated that he would like to see commercial solid waste revenue in an enterprise fund like residential. Finance Director Douylliez stated that to have an enterprise fund for commercial solid waste, they would need to run a dedicated truck just for the commercial routes, which would require dedicated staff and special route days. She stated that she would like to get the majority of the commercial units off of monthly commercial billing and onto the tax rolls as a commercial solid waste non-ad valorem. She noted that changes are happening too rapidly for our small staff to keep up sometimes, transient rentals get sold or become residential again, people are using unapproved containers, which then need to be counted manually, and the commercial trash cans get moved between properties and need to be accounted for. She plans to propose that in the upcoming year and that would leave maybe twenty-five to thirty commercial customers. Vice Mayor Rumrell stated that he would be in favor of that and thinks it could be a cost saver. Mayor Samora agreed.

Mayor Samora opened public comment. There was none.

Motion: to approve Resolution 22-09 contingent upon scrubbing the numbers and reviewing on September 12th. **Moved by** Mayor Samora. **Seconded by** Vice Mayor Rumrell. Motion passed unanimously.

Mayor Samora moved on to Item XIII.8 and asked City Manager Royle for his report.

XIII. NEW BUSINESS

8. Keys to the City: Consideration of Purchasing Such (Presenter: Max Royle, City Manager)

City Manager Royle stated that in the early 1990s, the City had six symbolic Keys to the City made in a skeleton key design with the City Seal in the handle and gestured that they were approximately four to six inches long. He noted that Emmett Pacetti was mayor at the time, and

they were given out sparingly. He stated that in 2015, a resolution was passed to clarify when and how the Keys could be given out. He commented that Vice Mayor Rumrell had broached the topic of having something more substantial than lapel pins to give out to two local veterans, but he checked and there are no Keys left at this time. He stated that if the Commission wanted to move forward, staff would research more definitive costs.

Vice Mayor Rumrell stated that the cost of getting Keys made may be prohibitive, but the County and State had small coins they give out and those might be considered as a middle ground. Commissioner Sweeny commented that she is familiar with the coins, and she would support purchasing something like them. Mayor Samora agreed. Commissioner George asked the City Manager to contact the County and see if he could find out their vendor.

City Clerk Fitzgerald commented that when the Keys were ordered in 1991, they were molded metal that was electrostatically plated, but that technology has advanced since then and Keys could be ordered as needed, instead of having to buy in bulk.

Commissioner Sweeny stated that she sees the Keys as requiring a vote and to comply with the Resolution, but that coins could be used at Commissioner discretion. The Commission agreed.

Vice Mayor Rumrell asked what the cost might be for a Key. City Clerk Fitzgerald replied that she looked at a vendor specializing in items for government awards and grand opening celebrations. They had a wide variety of options and a simple one with the City Seal could be purchased for about \$30.

Mayor Samora thanked staff for this report and stated that he was looking forward to seeing option for the coins.

XIV. STAFF COMMENTS

City Manager Royle thank Finance Director Douylliez for her budget presentation on July 25th and remarked that he received a call from a former citizen who watched the meeting and thought she did a great job. Finance Director Douylliez joked that she's not planning to quit anytime soon, so she doesn't need to be buttered up.

Commissioner George asked about the timeline for the 11th Street piping project. Public Works Director Tredik replied that the Master Drainage Plan update indicated some weaknesses on the east side of A1A Beach Boulevard from 1st Street north. He didn't want to move forward on the 11th Street project at this time until it could be evaluated to see how these other issues may tie into it. He will keep a close eye on the area in the meantime. Commissioner George asked what the new time frame would be. Director Tredik replied that he will likely budget the project for FY 2024.

Mayor Samora asked when the weir might be complete. Public Works Director Tredik replied that he is hoping to be at substantial completion by the end of July. They are waiting for the pond elevation to rise in order to run the pumps for two hours as required for the test phase.

Chief Carswell reported that the metal detector has arrived, is in the hallway, and thanked Public Works Director Tredik for helping to put it together. He stated that this month they will develop a policy and advertise it on social media, so citizens are aware.

Finance Director Douylliez stated that budget scrubbing is continuing, but she did receive the medical insurance numbers today. That was budgeted at an 8% increase, but came in at 7%. Vice Mayor Rumrell asked if that would be put out to bid next year. Finance Director Douylliez advised it would, that the City had a three year agreement with the Florida Municipal insurance Trust (FMIT), and this will be the last year. She stated that she plans to start looking at options early,

since insurance tends to be one of the last firm numbers for the budget, given that agencies don't like to quote rates in advance.

City Attorney Douglas noted that a recipient of one of the City Keys is J.P. Hall and his grandson, J.P. Steinmetz, just joined the Douglas Law Firm and lives on the Island. City Manager Royle commented that Mr. Hall would host the Northeast Florida League of Cities dinner at his fish camp and pay for everything.

Mayor Samora read the reminders for upcoming meetings and events in August.

Nick Binder, 232 Big Magnolia Court, St. Augustine Beach, FL, asked if any representative from St. Johns County had been invited to the FPL workshop and if the City had received the second half of the ARPA funds

Mayor Samora asked City Manager Royle to invite County Commissioner Henry Dean to the workshop.

Finance Director Douylliez stated that the ARPA funds had not yet been received. They were estimated at the end of July, but if they are not received by September 12, she will recommend not budgeting anything further for those funds until they are.

XV. ADJOURNMENT

Mayor Samora asked for a motion to adjourn.

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

Mayor Samora adjourned the meeting at 8:38 p.m.

Donald Samora, Mayor

ATTEST:

Dariana Fitzgerald, City Clerk



MINUTES

CITY COMMISSION WORKSHOP TUESDAY, AUGUST 2, 2022, AT 5:00 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 5:01 p.m.

II. PLEDGE OF ALLEGIANCE

The Commission recited the Pledge of Allegiance.

III. ROLL CALL

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

Also present were City Manager Max Royle, City Attorney Charlie Douglas, City Clerk Dariana Fitzgerald, and Public Works Director Bill Tredik.

Mayor Samora advised that this was a workshop meeting to gather information and to have questions answered. He said that there will not be any voting done but hopefully some direction for staff. He said that they would first have the Florida Power and Light (FPL) presentation, then have the Commission ask questions, take public comments, and give direction to staff.

Mayor Samora asked if there were any specific questions that any Commissioners want answered and what are they hoping to come away with from this meeting. He advised that he was specifically looking for cost estimates for the things that are often overlooked when converting to underground power. Vice Mayor Rumrell said that he would like information about grants to help fund it. Commissioner George said that her concerns are more about the details. Commissioner Sweeny said she is interested in the risk/reward such as wind damage vs. flood damage.

Mayor Samora introduced Mr. Jim Bush, Local Manager FPL.

IV. UNDERGROUNDING ELECTRIC POWER LINES ALONG A1A BEACH BOULEVARD

A. Presentation of Information by Representatives of Florida Power and Light

Jim Bush, Local Manager FPL, advised that he would do his best to provide background information. He gave a PowerPoint presentation [Exhibit A], which showed a high-level overview of undergrounding; what it entails, the benefits, and the considerations. He advised that two colleagues, Lauren Rivera and Andrea Castelblanco, are joining him and that they both work specifically with municipalities for underground conversions. He noted that St. Augustine is doing a small section along King Street along with the City of Holly Hill.

He said that FPL operates approximately seventy-five thousand miles of powerlines across the state with the majority being overhead lines and about forty percent underground. He showed a slide depicting the above ground equipment that is still needed for underground

utilities such as transformers, switch boxes, etc. He said that FPL has had a very strong hardening program to strengthen their overhead powerline infrastructure, such as replacing the old wood poles with concrete, shortening the span lengths, clearing vegetation, etc. He moved on with his presentation showing the advantages of undergrounding utilities and said that it is fifty-percent more reliable in day-to-day operations. The next slide depicted some normal and adverse conditions that overhead powerlines are susceptible to, but he stated that they are easier to locate and restore the power. He said that the major causes of underground power failures are typically from road/building contractors and flooding, which is a concern for this area that should be considered. He said that there have been isolated cases from storms where FPL had to preemptively de-energize an underground system for public safety. Commissioner George asked where those isolated cases were. Mr. Bush said that he believed there was one in Porpoise Point and that the storm did not cause a power outage, but it was de-energized for several days until the flooding went down. Mayor Samora asked if that was something that FPL can monitor or do they rely on call-ins, etc. Mr. Bush said that technology is getting much better and that FPL has flood monitoring equipment with alarms and that FPL is very in tune with the Emergency Operations Center (EOC) when there are storms. He advised that public safety is the number one concern, even over restoration.

Commissioner Sweeny asked if the equipment could be raised on a platform. Mr. Bush said yes and that they do it at their substations, plus they have equipment that would automatically shut off, which could save the equipment. He commented that the substation behind the Ice Plant Bar on Riberia Street has a flood barrier.

Mr. Bush moved on with his slide presentation and discussed the conversion considerations, which are costly, such as private easements, rearranging customer service entrances, the possibility of triggering additional improvement requirements, coordinating with other companies that use those poles is a huge consideration (i.e., AT&T), trenching, etc. He moved on to the next two slides, which showed an overview of the project before construction with overhead lines and then afterwards with the poles still intact because they are still carrying the other utility lines. He said that if those other utilities were undergrounded in conjunction with the powerlines, then the poles would be removed. He said that a pad-mounted transformer would be placed approximately every fourth or sixth house. Mr. Bush moved on to the last slide and said that underground utilities are a huge benefit because of reliability and aesthetics but they do not eliminate power outages. He concluded his presentation and said that he would be happy to answer any questions.

B. Discussion by the City Commission

Mayor Samora said that City Manager Royle provided some cost estimates from other municipalities. City Manager Royle said that Director Tredik got those estimates and one from St. Pete Beach. Mr. Bush said that FPL provided a ballpark estimate without a detailed engineering estimate for Pope Road to A1A Beach Boulevard at an estimated \$3.084 million plus the \$1.05 million, which is the FPL credit regulated by the State of Florida.

Mayor Samora asked what FPL's percentage of the overall project cost is. Mr. Bush suggested that he could provide a list of other cities that have done undergrounding and the City could consult with them to provide a better answer.

Commissioner Sweeny asked if the estimate included hookup to the homes and how much would it typically cost. Mr. Bush said that it was not included, and he did not know how much it would cost. Commissioner George asked if the homeowners could use their local electrician or would there be an obligation to use FPL at a fixed cost. Mr. Bush said that the homeowners would use their own electrician. Commissioner George asked if there would be an additional

re-connection fee. Mr. Bush said that it would only be the electrician's cost. Vice Mayor Rumrell said that he believed the homeowner's cost would be between \$3,000-\$5,000 for the conversion. Commissioner George said that Beaches Electric was requiring homeowners to pay \$20,000 per house in Atlantic Beach to reconnect. Mr. Bush said that he believes there would be an opportunity to lump them together for cost savings.

Mr. Bush said this is the FPL ballpark estimate for the entire run from Pope Road down A1A Beach Boulevard, which could be broken down into phases and it would still see the 75/25 percent split, but there may be some grant opportunities for the City's 75% portion. He said that if the City decides to reduce the scope, then FPL could provide another ballpark estimate and that FPL is flexible with whatever the City wants to do. He said that if the City decides to move forward with the project, the next step would be to ask FPL for a detailed engineering estimate, which has a fee that would roll into the project.

Commissioner England asked if the estimate would include assessing the entire town, the flooding areas, etc. to determine where to underground and where not to underground. Mr. Bush said that this undergrounding project would be at the direction of the City and that if FPL has a recommendation not to underground a certain area due to flooding concerns, etc., that it would notify the City. He said that any major flooding concerns would be discussed right now and that he does not see that as a concern. Commissioner England said that the City has had a vulnerability study and has identified some areas that need storm drainage help.

Commissioner England asked if there were any examples of cities with success stories or mishaps that the City could learn from. Ms. Andrea Castelblanco advised that FPL does everything it can to avoid mishaps. She said that there would be an agreement between the City and FPL to design it based on what the City provides, and they have found that it works best when there is a project manager to guide the City through the process. Commissioner England asked if there are any stories to read about the undergrounding from other cities. Ms. Castelblanco advised that Holly Hill and Palm Beach Island are doing it now. Mr. Bush said that FPL can provide the names of the cities that have done the conversion and find the ones that are the most similar to St. Augustine Beach. Commissioner England said maybe there are project reports that the City can gain better knowledge from. Mr. Bush said that he would obtain that information and provide it to City Manager Royle.

Commissioner Sweeny asked what percentage of outages are overhead vs. underground. Mr. Bush said that when lightning strikes he can see the real-time outages, which are mostly from overhead powerlines and that underground fairs much better. Commissioner Sweeny said that she never lost power during any of the major storms with underground power. Commissioner George said that is why all the new developments are using underground power.

Commissioner Sweeny said that if the City moves forward with this and gets all the easements, etc., how long does the actual project take. Ms. Castelblanco said that it would depend on all the other factors. Mr. Bush said that the easements would probably be the main hurdle and that once it gets to the construction phase, then FPL can ramp up the process and deliver on what was negotiated. He said that there could be storm delays, otherwise, the project would likely take a couple months at minimum. Ms. Castelblanco said that FPL usually gives three choices, and that the City would decide whether certain portions of the project would be done by FPL, or the City could decide to choose an FPL approved vendor to do the work, etc. She said that the timeline could change because FPL may need to take their crews for storm patrol, etc. Commissioner Sweeny asked if the ballpark estimate was for FPL to do everything. Ms. Castelblanco said yes that FPL would do the replacement and undergrounding of everything.

Vice Mayor Rumrell said that the City would probably do it in late winter or early spring and asked how much disruption of service is there for customers. Mr. Bush said that disruptions would be extremely minimal, and power would be relocated live but that there would definitely be an outage for every customer as their meter can get relocated. Vice Mayor Rumrell asked if it would be the same for the businesses on the Boulevard. Mr. Bush advised that the switch over would be the only outage unless something unforeseen happens. Vice Mayor Rumrell asked if an electrician needs to be there the same day that FPL is moving it from overhead to underground. Mr. Bush said yes. Ms. Castelblanco advised that there would be a schedule for the equipment. Ms. Lauren Rivera, Project Manager for Overhead to Underground Conversions, advised that a lot of times FPL will schedule the appointments for areas that are close to each other in an effort to only disrupt a few businesses, which could be coordinated with the electricians.

Mayor Samora asked how many projects FPL does in a year. He said that he would like to visit a city that is currently undergrounding its utilities and asked if there is a recommended city to visit. Ms. Rivera said that that would be hard to answer. Ms. Castelblanco said that Holly Hill has three phases and has finished phase one. Mayor Samora asked for Holly Hill's information to be provided. Mr. Bush said that he would provide a list of those that are currently under construction as well as those that have been completed.

Commissioner George asked when Holly Hill's detailed estimate was initially provided. Ms. Castelblanco advised that she did not have that information at this time but could provide it. Commissioner George asked if there was any sense for how long the project has been underway. Ms. Castelblanco advised that some projects have been in the design phase for a long time because of the municipality needing to acquire the easements, etc. Commissioner George asked if FPL assists the municipalities in obtaining the easements. Ms. Castelblanco advised that FPL could provide examples of letters, etc. Mr. Bush advised that FPL would identify the easements that are needed. Ms. Castelblanco said that it is part of the design and that it would be coordinated between the City and FPL.

Mayor Samora asked how much overlap would be anticipated for the easements on the Boulevard for what the City would be required to obtain. Ms. Castelblanco advised that that would be determined during the design phase. Mr. Bush said that FPL cannot put underground utilities in a FDOT right-of-way and that an adjacent easement may be needed.

Vice Mayor Rumrell asked if there has ever been pushback from people that do not want to underground utilities because of the expense and what would happen at that point. Mr. Bush said that some people feel that it is being forced upon them, but that a lot of those would be from pull-offs from the main line such as on Beach Boulevard. He said that he does not know how many service drops are coming directly from the Boulevard but that most of the community would stay overhead. He said that when the City consults with other cities that it may find a mixed bag of electricians that could help reduce the cost.

Commissioner George asked how long the detailed estimate is good for and what is the timeline that the City is obligated to meet once the detailed estimate is signed. Mr. Bush advised that it is one hundred eighty days from the detailed estimate to say that those costs are binding. Commissioner George said that the City would have one hundred eighty days to commit to moving forward. Mr. Bush said yes.

Commissioner George asked if there would be a detailed timeline within the estimate. Ms. Castelblanco advised that there would not be a binding cost estimate until the engineering design is complete. Commissioner George asked how that would work with the timing of obtaining the easements, which may take longer than one hundred eighty days. Ms.

Castelblanco advised that it is usually done in tandem. Ms. Rivera said that the City would get a preliminary design, which would provide the best options for where to place the equipment and obtain the easements at the same time. She said that if there is a hard “no” for a particular easement, then it would give the City time to find an alternate easement, which would then be changed in FPL’s final design.

Commissioner George asked what the next steps are from here such as requesting the detailed estimate, and the obligations of the City. Ms. Castelblanco advised that once the City decides to move forward, then FPL would issue an engineering invoice and the City would provide surveys, etc. for the design process to start and the binding cost estimate would be provided. Mr. Bush advised that FPL is here to support the City in any way it can, and that the City would need to decide how it wants to proceed such as going ahead with the engineering deposit or dividing it into sections and getting the ballpark estimates for those sections.

Mayor Samora asked what the estimate is for the engineering deposit. Mr. Bush advised that he believed it was \$17,000. Mayor Samora asked if that was provided in the ballpark estimate. Mr. Bush advised that it was not provided in the ballpark estimate but could be added. Ms. Rivera advised that she could provide a copy of the engineering deposit. Commissioner George asked how long the detailed engineering design would take. Ms. Rivera advised that it is normally between three to five months depending on how big the scope is. Commissioner George said that that would trigger an eight to ten month decision period for the City to either accept it, and if not, forfeit the \$17,000.

Commissioner England asked what the biggest delay factor is. Mr. Bush advised obtaining the easements and possibly the coordination with other utilities. Mayor Samora asked if FPL would be able to provide a list of any entity that has service on FPL poles. Mr. Bush said yes. Mayor Samora asked staff what other utilities the City would need to contact. Director Tredik advised that he was not sure what utilities are on the Beach Boulevard poles. Mayor Samora asked who would coordinate with the underground utilities. Mr. Bush said normally it would be the City’s project manager.

City Manager Royle asked what happens if AT&T does not want to participate. Mr. Bush said that it would be a showstopper because it would defeat the purpose of wanting to remove the poles. Mayor Samora asked if it has ever happened before. **[Multiple people were talking, some away from microphones, and therefore nothing was retrieved for the minutes.]** Vice Mayor Rumrell asked who would pay for the undergrounding of AT&T. Mr. Bush said that it would be the same process and that the City would have an agreement with them. He said to keep in mind that there could be commonality and it would be a coordinated effort. He said that it would be an added expense, but would be cost effective to do it together. Director Tredik said that it may be possible to mandate that the other utilities go underground and to go into agreement with them to pay some sort of relocation cost. Mr. Bush agreed.

Mayor Samora asked if Director Tredik had any questions. Director Tredik said that there are too many variables to discuss the overall cost such as the expense of the easements, new streetlights, etc., which could keep the price going up and that it may become a ten million dollar project before it is over.

City Manager Royle said that a key item that has not been discussed is how to pay for it. He said it could go to referendum to ask the citizens to allow the City to levy a property tax on them for a certain number of years, or a special assessment for the properties along the Boulevard. Commissioner George said that is why she questioned the timeline because once the deposit is paid, the City would need to have all those ducks in a row, which is the main reason for wanting the information from other cities that are doing this.

Commissioner England said that many of the City's streets are owned by the County and would need to coordinate with them. City Manager Royle said that the Boulevard is a County road and so is the right-of-way. Commissioner England asked about the rest of City that would have wires going down the street on the east and west sides of the Boulevard. City Manager Royle said that it would just be on the Boulevard. Mr. Bush advised that the connecting roads would only go underground until the first utility pole and then would reconnect overhead and that those residents would not have to convert their meter cans.

Director Tredik advised that St. Pete Beach was done by Duke Energy and that city paid the cost of the connections, but he did not know if there were a majority of cities that have paid for it. Mr. Bush said that it is something that can be researched from the list of municipalities that FPL will provide. Commissioner England asked Director Tredik if the City could handle the other streets in conjunction with the repaving schedule. Director Tredik said that it could be done but that the paving would not necessarily impact where the pole would go unless it was being changed to a curb and gutter or a sidewalk, which could be affected by pole location. Commissioner England suggested some of the City's stormwater projects or wherever there is an opportunity. Director Tredik advised that he is already doing that, such as 2nd Street, and that other projects would be looked at as they come up. He said that the easement process would slow down projects to get those approvals.

Commissioner George said that Sea Colony, Anastasia Dunes, and Whispering Oaks are already underground, and that the poles would not go off the Boulevard with overhead lines until you get to Coquina Gables/Chautauqua Beach and then again on the north side with the commercial/condos/hotels, so she believed that it would be limited to those two neighborhoods, which could be broken up later with other phases of projects.

Director Tredik advised that there are still three holdouts for the easements on the eastern block of the 2nd Street project because of the fee that they would have to pay. He said that he is certain that the City would struggle to get easements unless it commits to funding it and should not pick and choose who it pays for, it should be zero or all. Commissioner George said that the City could do the same thing it is doing for the construction of 2nd Avenue, which is an assessment on the property to essentially finance it for the property owner. Director Tredik advised that that would be a legal question. Commissioner George said that she did not know how much money it is. City Attorney Douglas advised that he could do more research on it but that he did not see any objection to it or if the City has to exercise eminent domain or inverse condemnation to get an easement that it would not be too much money. He said that if FPL is able to put the underground lines near where the overhead lines were, that he could not imagine that the number of easements needed would far exceed what is already available. Commissioner England said that she was wondering that too because of the Florida law for obtaining easements through eminent domain. She asked how the City would be able to quickly get around those holdouts. City Attorney Douglas said that public utility is a valid governmental reason for taking the property. Director Tredik advised that the only problem with eminent domain is that you are taking the property before you know how much you are paying, and it could take a long time to settle. City Attorney Douglas advised that you could have holdouts with that as well.

Mayor Samora asked what estimate Director Tredik has been telling people the reconnection fee would be. Director Tredik advised that he does not know the reconnection fee, but he heard it is roughly \$1,000 for a home on 2nd Street depending on their individual circumstances, such as possible penetration through their roof eaves, etc. and that businesses may be higher. Mayor Samora said that the holdouts were resistant due to the cost. Director Tredik said that he believed it was around \$1,000. Mayor Samora said that there are a lot of

businesses on the Boulevard and if the conversion could reduce their power outages, then the connection fee is one day's worth of business. He said that the City would not know until it does a survey, an assessment, or detailed analysis of where the City needs the easements, the reconnects, etc.

Mayor Samora opened Public Comments.

C. Public Comment

Henry Dean, St. Johns County Commissioner, 224 North Forest Dune Drive, St. Augustine Beach, FL, asked if FPL is in a position to acquire easements by eminent domain. Mr. Bush said yes for transmission and main circuit routes there is eminent domain, but said that he was not sure for the distribution use. Mr. Dean said that he has had limited experience with eminent domain but that there is quick take and slow take; quick take requires the money upfront and slow take goes to trial. He described his experiences with both underground and overhead power outages. He said that as a County Commissioner he believes that the County would do their best to cooperate with this project.

Nick Binder, 232 Big Magnolia Court, St. Augustine Beach, FL, agreed with Commissioner George that many developments along the Boulevard are already underground, which may mean easier connections; believes there is a buried gas line along the west side of the Boulevard; suggested an evaluation.

Kevin Schanen, Kimley-Horn and Associates, is a consultant project manager as described by FPL; his team provides help for municipalities going through the conversion process; he is the project manager for the Town of Palm Beach, which is the largest municipal conversion project in the state with FPL service; he normally starts with a feasibility study to assess the costs, risks, etc.; helps with master planning to phase the program, which then moves into design; he would go out and do the initial surveys and provide that base map to FPL to start the design; assists municipalities with negotiating easements and has never once used eminent domain or paid for an easement; the easements were granted voluntarily, which keeps cost down; helps with grants and works with the other communication companies; generally the municipality chooses to do all the work to have control of the schedule and cost; advised that generally his clients have taken control of the service line, which becomes part of the project and is seamless.

Vice Mayor Rumrell asked about the 75/25 grant match. Mr. Schanen said that the FEMA BRIC Program stands for Building Resilient Infrastructure and Communities and is a 75% federal match. He said that he believed that the 25% FPL was once called the Government Adjustment Fact (GAF) Waiver and that FPL has gone away from that as of January 1st of 2022 and now they have an Avoided Storm Recovery Cost, which is a credit that would be seen on the binding cost estimate. Commissioner George asked if the ratio for FEMA would be based on the net figure after the credit. Mr. Schanen said that it would be based on the total project cost. He said that the federal government is interested in resiliency projects, which would have to go through procurement and meet federal guidelines to be eligible for reimbursement. Commissioner George asked if it could include the City's cost for reconnect electricians. Mr. Schanen advised that it could. Commissioner George asked if he does grant writing. Mr. Schanen said yes. Commissioner George asked how long the FEMA BRIC Program has been around. Mr. Schanen said that it is fairly new and that there were previous programs that were tied to natural disasters, but BRIC is a yearly program, which is excellent for projects like this, which were hurdles in the past without a lot of funding from grants.

Commissioner Sweeny asked if it was a rolling grant cycle or if it had a timeline. Mr. Schanen said there is a timeline, which will open up in the fall along with strict timelines for when the

projects have to be constructed and completed. He said that the City is probably too early in the process to apply this fall.

Commissioner George asked Mr. Schanen what his recommendations are for how the City should begin. Mr. Schanen advised that he generally recommends starting small and to hire a firm to do a feasibility study, determine costs, risks, etc. He said that the City would spend little and get a lot of answers, such as how to fund the project (i.e., assessment/bond/taxes). He said that in some instances a financial consultant would be involved to help assess projects like this. He said that once you have that information, then the residents would know what they would be paying and would be able to give the City feedback.

Commissioner George asked if it was his opinion that it would be worthwhile to have a feasibility study done by a private company before the engineering deposit with FPL. Mr. Schanen agreed and said that he would work with FPL and the communications companies to try to bring everything together during the feasibility study so that the City can get the big picture of what the project would look like. Commissioner George asked if he would be able to give a ballpark estimate for his fee. Mr. Schanen said that the fee is not huge but that he would not want to guess without doing some calculations.

Mayor Samora asked Mr. Schanen where he is based out of. Mr. Schanen advised that he is based out of West Palm Beach but is also local in Jacksonville. Mayor Samora thanked Mr. Schanen for coming.

Commissioner George asked if there would be any increase in FPL service costs after the conversion. Mr. Bush said no, that the rates are set by the Public Service Commission. Commissioner George said that she was concerned that the credit could possibly trigger a regional assessment. Mr. Bush advised that the credit would essentially be absorbed by all FPL customers throughout the state.

Mayor Samora asked what the replacement cycle is for overhead vs. underground and who would bear that cost. Mr. Bush said that if it is a project that was initiated by FPL strictly for reliability purposes, then it would also be absorbed by the customers across the state. He said that if it is a project such as this, then it goes through this process. He said that FPL does not typically replace and bury overhead lines and that they would instead harden the overhead. Mayor Samora said that FPL just hardened the overhead lines on the Boulevard. Mr. Bush said that he believed it was done in 2016. Commissioner Sweeny asked if FPL maintains the transformer boxes located in residential yards. Mr. Bush said yes FPL maintains both overhead and underground equipment.

Mayor Samora asked about the cost of any future replacement of equipment after the conversion. Mr. Bush advised that once the conversion is done any failure or replacement needs are FPL's responsibility.

D. Consideration of Next Steps

Commissioner George suggested to make it an agenda item to discuss a Request for Proposals (RFP) for a project manager to find out what the cost would be especially if there are grants available. She said that it would also fit the timeline to be preparing for a grant option next fall. Director Tredik said that the City may be getting into some requirements of Consultants' Competitive Negotiation Act (CCNA) depending upon the price of the study, the construction cost for the project, and would need to do a Request for Qualifications (RFQ).

Mayor Samora asked to make it an agenda item to discuss the possibility of an RFQ and/or RFP for a project manager, or possibly a detailed engineering cost estimate. Commissioner Sweeny asked to also obtain the list from FPL as part of that discussion.

Director Tredik asked what width of easement would be needed for the Boulevard if it is ten-feet in residential. Ms. Castelblanco said that it would depend on the type of equipment that is needed. Mr. Bush said that the linear easement would be the same as the overhead but that a pad-mount or switch cabinet would be ten by ten foot. Commissioner George asked how close each transformer pad would be. Mr. Bush estimated that there would probably be two or three switch cabinets the entire length of the City's project and the smaller pad-mounted transformers would be based on how many customers are being serviced, which is typically one transformer for every four customers. Ms. Castelblanco advised that the switch cabinet pad is roughly twenty-five by twenty-five feet. Commissioner George said that the ten by ten foot pad becomes the potential hurdle because it needs to be outside of the right-of-way. Director Tredik suggested providing an easement within those plazas, which were originally platted as right-of-ways. Mr. Bush said that he would have to defer that question to the engineers and would follow up. Director Tredik advised that there is something similar on 2nd Avenue with an easement from 3rd Street to 2nd Street within the right-of-way.

It was the consensus of the Commission to add the discussion of an RFP and/or RFQ to September's agenda. City Manager Royle advised that he would add it to that agenda.

Mayor Samora thanked the representatives from FPL, Mr. Binder, and Mr. Schanen for providing the Commission with much needed information. He said that this is the most action that he has seen on this ongoing topic.

Commissioner George asked who the City could appeal to at FPL regarding the holiday ornaments. Mr. Bush said that it has been appealed many times and that it is a statewide mandate for safety reasons and that he would do everything he can to work with the City and would revisit it. Commissioner George asked for that mandate policy to be emailed to her. Mr. Bush agreed. Mayor Samora asked for it to be sent to the City Manager for distribution to all Commissioners.

Mayor Samora moved on to Item V.

V. ADJOURNMENT

Mayor Samora asked for a motion to adjourn.

Motion: to adjourn. **Moved by** Vice Mayor Rumrell, **Seconded by** Commissioner Sweeny. Motion passed unanimously.

Mayor Samora adjourned the meeting at 6:30 p.m.

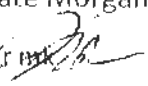
Donald Samora, Mayor

ATTEST:

Dariana Fitzgerald, City Clerk

MEMORANDUM

TO: Mayor Samora
Vice Mayor Rumrell
Commissioner England
Commissioner George
Commissioner Sweeney
Commissioner-Designate Morgan

FROM: Max Royle, City Manager 

DATE: August 15, 2022

SUBJECT: Ordinance 22-08, Final Reading, to Amend the Land Development Regulations to increase the Number of Transient Rental Licenses in Medium Density Land Use Districts from 100 to 123

BACKGROUND

Attached for your review is the following:

- a. Pages 1-3, a memo from the City Planner, Ms. Jennifer Thompson, and Ordinance 22-08, which the Comprehensive Planning and Zoning Board reviewed at its June 21, 2022, meeting. The Ordinance shows two changes made at your July 11th meeting in the next to last Whereas and in Section 1.
- b. Page 4, a memo from Ms. 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.
- c. Pages 5-7, information from the Police Department that shows the number of complaints the Department has received from 2020 to the present concerning vacation rentals. This information is provided because one of the reasons given by the Planning Board for its recommendation to deny the increase in the number of vacation rental licenses was the lack of information about complaints, police reports and code cases against currently licensed vacation rentals. Since your August 1st meeting, Chief Carswell has no other complaints to add to the list.
- d. Pages 8-11, the minutes of that part of the Commission's July 11th meeting when you discussed Ordinance 22-08.
- e. Pages 12-15, the minutes of the part of your August 1st meeting when you discussed Ordinance 22-08 and postponed to your September 12th meeting whether to approve it.

ACTIONS REQUESTED

It is that you hold the public hearing and then decide whether to approve Ordinance 22-08 on its final reading.



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 up to 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 to be corrected 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 forty-one hundred twenty three (141)~~ 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
103	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			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
15	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 Circle						0
72	Atlantic Oaks Circle		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

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)

Building Official Law advised that, as directed by the Commission, this is an adjustment to the existing transient rental program using the 20% rule. This number was based upon the most current data from the Property Appraiser regarding all single-family residences in the medium density and medium-low sector. The Planning and Zoning Board recommended immediate denial based on the information which he read from as shown on page 4 such as lack of public input, not being legally advertised, lack of information, etc. He said that the police have provided several years' worth of cases which affects the integrity of a community, impacts on quality of life, and intent to funnel transient visitors to hotels. He said that the second to the last "Whereas" clause explains the 20% rule. City Attorney McCrea said that he would like to add one thing that was pointed out to him beforehand that Section 1 needs to be fixed in the motion to read "be corrected to read as follows".

Commissioner England questioned whether the "Whereas" clause should establish "up to 20%". She asked if using the word "could" instead of "may" was a deliberate choice. She said that the word "could" is more tentative. City Attorney McCrea said that it was not a deliberate choice and that he drafted it with as much simplicity as possible. Commissioner England said that the Commission may not change it automatically every year and that is why she was thinking that it should say "up to 20%" would give a little leeway. City Attorney McCrea said that he did not have any objection to it but believe that it would be a discussion between the Commission and Building Official Law for any yearly change. Building Official Law advised that he had no objection to it either and said that he did not want to reevaluate it every year.

Mayor Samora asked if there was any community input at the Planning and Zoning Board meeting. Building Official Law said that he did not believe that anyone spoke about it, but that there were several people in attendance who are also here today. He said that it was legally advertised, and the agenda was posted.

Mayor Samora asked Police Chief Carswell for his input regarding the complaint data that he provided. Chief Carswell said that they researched all the residences individually over the past two years and that there were not a substantial number of calls. He said that it was just a handful of residences that contributed to it.

Commissioner England asked whether the policy and procedure regarding transferability would be coming up next. Building Official Law advised that the City Clerk would be the one to address it. He advised to keep in mind that it does regulate with a Business Tax Receipt (BTR) which is transferrable. He said that if the Commission wants to eliminate the transferability of it, then it would have to eliminate the need for a BTR for transient rentals. Commissioner England asked if it would run with the land as long as it is paid each year. City Clerk Fitzgerald said yes that there is a state statute that governs BTRs that says they are transferrable from one owner to a new owner on the same property, or an owner could transfer it to a different property that they own. Commissioner England said that it runs with the land and with the owner. City Clerk Fitzgerald said yes that one or the other must stay the same.

Commissioner George asked if implementation would be discussed later. Building Official Law said that if this ordinance passes that he would ask that the Commission direct him how to allocate the

Excerpt from the minutes of the July 11, 2022, Commission regular meeting

last 23 which could be a lottery or first-come, first-serve, etc. He said that staff has concerns that one or two people could come in and get ten each which he did not believe to be the Commission's intent. He advised that the City Clerk would be handling the administrative side of issuing the BTRs and his staff would perform all the inspections.

Mayor Samora opened Public Comments.

Judy Jucker, 106 3rd Street, St. Augustine Beach, FL, has been in her home since 2006; now lives next to a short-term rental with another one across the street each with an occupancy of 10; is strongly opposed to any increase of transient rentals in medium density; outlined four points in her handout [Exhibit F]. Said she likes knowing her neighbors; there is already a saturation of them in the City; there is a decrease in affordable long-term rentals; wants to preserve the neighborhoods.

Brud Helhoski, 691 A1A Beach Blvd, St. Augustine Beach, FL, said that he does not have the same experience and has short-term rentals on either side of his home; he served on the Commission when it decided on the 100 limit; it was never intended to be tangible property; thinks the state statute is the bigger issue; said he knows people that have several permits that they are not using; it is an issue that is not going to go away and to see what other cities are doing; would like to find a way to make it not so tangible.

Gail Devries, 200 4th Street, St. Augustine Beach, FL, is against having more short-term rentals; the homes going on 4th & 5th Street are probably going to be short-term rentals; it is in the residential with parking all along the streets; had to take a different route to get to her house because of too much parking on 3rd Street; think of some ways around it; does not want St. Augustine Beach to be turned into party town.

Mayor Samora closed Public Comments and asked for Commissioner discussion. He said that there is not a lot of community input on it.

Commissioner Sweeny said that she is sensitive to the residents who have shared their concerns and also to the people on the waiting list. She said keeping with the 20% is an update to the growing housing inventory which makes sense to increase it to meet the needs. She said that it is a hard one.

Mayor Samora advised that a resident has asked several times that the Commission consider revising it.

Commissioner England advised that being able to run with the land and with the owner is throwing a ringer because someone could hold on to a permit forever and not use the house. She said there is a value to that short-term rental permit. She would like to see more information from the state statute. It would be more fair if it were one or the other.

Vice Mayor Rumrell said that if the intent was 20% but also agrees that he does not want them to become "taxicab medallions" such as what happened in New York City or like the liquor licenses. He said that maybe there should be a policy change to not be able to hold on to them.

Commissioner England said that 20% is relatively reasonable for a beach town. She said that the City's commercial district is not utilized as much as it could be.

Excerpt from the minutes of the July 11, 2022, Commission regular meeting

Commissioner Sweeny asked how many of the current 100 are not being utilized. Building Official Law said that there are a few owners that have a couple of them, and they go through the renewal process every year, but do not disclose a rental history because they did not rent them. He said that getting rid of the BTR and taking an outside stance, would that mean that you are strengthening the program that you are not allowed to strengthen which could jeopardize the City's ability to regulate any of it.

Commissioner Sweeny said that is a good point and she wants the public to understand that the Commission's hands are somewhat tied and limited to state regulations and cannot make significant changes or could lose the ordinance all together. Building Official Law noted that the last "Whereas" clause states that this is a correction and not an amendment.

Commissioner George said that if people hold the license and do not use it that is no different than someone holding a vacant piece of real estate and not developing it, which is a flip side to consider. Building Official Law said they have seen time and time again for the construction of single-family residences in commercial and the applicant has said that it is contingent on a sale, so it is being used as a bargaining chip.

Commissioner George advised that she would recuse herself since her husband's property is on the waiting list.

Mayor Samora advised that this was denied on first reading and asked if it is denied on second reading would it die. City Attorney McCrea said yes. Mayor Samora said that if it passes on second reading then there is one more reading for either approval or denial. City Attorney McCrea said yes.

Commissioner George asked if it does go forward would the policies be seen for the public. City Attorney McCrea said yes that the Commission would task Building Official Law with the implementation that the Commission is conceptualizing. Building Official Law said that everyone knows how valuable a transient rental license is in this City and that maybe a special meeting would be needed to discuss it. He said that if it is passed next month, then he would suggest having a 30-day delay in implementation so that the Commission can decide how to do this. He said that all his thoughts about it make him uneasy.

Commissioner Sweeny asked how the initial 100 were distributed. Building Official Law advised that it was first-come, first-serve. He said that if it opens to the new 23 available permits on a certain date, that he would expect that people would be beating down the doors at 8:00 a.m. He said that it would inundate both his Department and the City Manager's Administrative Department because he anticipates that all 23 would be gone in one day. He would recommend a 30-day minimum after the ordinance passes and have a special workshop to discuss it and advertise it everywhere to make every citizen aware. Mayor Samora said that it could be taken up next month.

Mayor Samora asked the City Attorney to read the preamble. City Attorney McCrea read the preamble.

Motion: To approve Ordinance 22-08 with the change in Section 1 of "amended" to "corrected" and add "up to twenty (20) percent" to the Whereas clause. **Moved by:** Commissioner Sweeny. **Seconded by** Mayor Samora.

Mayor Samora asked for a roll call vote. City Clerk Fitzgerald asked for a roll call vote:

Excerpt from the minutes of the July 11, 2022, Commission regular meeting

Vice Mayor Rumrell: Yes

Mayor Samora: Yes

Commissioner Sweeny: Yes

Commissioner England: Yes

Motion passed unanimously with Commissioner George abstaining [Form 8B attached as Exhibit G].

Mayor Samora said that the Commission is really lacking community input and asked everyone to tell their friends.

Mayor Samora moved on to Item XI.

4. Ordinance 22-08, Final Reading, to Amend the Land Development Regulations to Increase the Number of Transient Rental Licenses from 100 to 123 (Presenter: Brian Law, Building Official)

Building Official Law advised that as directed by the Commission, the City Attorney, and City Clerk Fitzgerald, this is the ordinance that the Commission saw last month with two minor changes of words and that this is an amendment to the existing Land Development Code and not a replacement. He said that it is based on twenty percent of single family residences in medium and medium low density residential zoning.

Mayor Samora asked the City Attorney how he would like to handle recusals. City Attorney Douglas advised that there are some Commissioners that would recuse themselves and should announce it for the record, and that they could choose to remove themselves from the dais. He advised that there is a quorum, however, depending on the number of Commissioners that are recusing themselves that it is the discretion of the Mayor to pull this item from the agenda, still be able to take public comments, and vote at another Commission meeting when the additional voting Commissioner present.

Commissioner George and Vice Mayor Rumrell recused themselves and temporarily left the room at 6:58 p.m.

Mayor Samora advised that because there is one Commissioner absent, the Commission would not be voting on this but would hear Public Comments. He advised that the Commission would table this topic until another time to be decided upon. Building Official Law advised that he may have misspoken and for the record that this is a correction, not an amendment. Mayor Samora advised that this came to the Commission with the recommendation for denial from the Planning and Zoning Board and that the second reading with the Commission had little public input. He advised that it was approved for this meeting to give the opportunity to have more public input. Mayor Samora opened Public Comments.

Judy Jucker, 106 3rd Street, St. Augustine Beach, FL, lives next to a vacation rental and spoke to the Commission last month; opposes an increase and recommended a decrease in medium density; vacation rentals are places of business, which is what the commercial zone is for; need a balance of rentals and not in the neighborhoods; they are mini hotels; there are 164 in medium-density and commercial; more are being built in commercial; 9th Street has twelve rentals out of thirty-one; 60 of the 100 rentals are owned by people who do not live in St. Augustine Beach; twelve people hold two or more licenses and one realtor has six licenses; the character/charm is being changed; gave the Commission a letter [Exhibit C].

Sarah Michaels, 6 A Street, St. Augustine Beach, FL, multiple vacation rentals around her; some do not have signs so how are they being tracked; long-term renters are neighbors, short-term renters are not; it is loud, with no respect for the area; more people and traffic and less safety; it will become like Daytona Beach.

John Kulas, 203 4th Street, St. Augustine Beach, FL, sent email to the Commissioners for the record and does not support the additional twenty-three licenses; concerned that commercial is being

turned into medium density.

Gail Devries, 200 4th Street, St. Augustine Beach, FL, agreed with everything that has been said; opposed to the increase in licenses; the short-term rentals disrupt the residents' lives and that deserves more concern.

Bonnie Garrison, 205 4th Street, St. Augustine Beach, FL, loves the neighborhood, knows neighbors, feels safe and takes pride; increasing the licenses would change the neighborhood and quality of life; please preserve the neighborhoods.

Diann Walters, 201 B Street, St. Augustine Beach, FL, said that there are three to four hundred properties listed on the rental websites; one hundred licenses is not the true picture; could it even be enforced; one hundred and twenty-three licenses is a lot less than what is actually operating now.

Sandy Eyerly, 107 3rd Street, St. Augustine Beach, FL, consider the broader impacts of increasing the licenses because it increases rents; it is unaffordable for people to live where they work; [Exhibit D].

Nick Binder, 232 Big Magnolia Court, St. Augustine Beach, FL, agreed with everything said; recent column in The Record asking if the downtown area wanted to be a community or a resort and the same question applies here; the newly approved houses on Madrid are medium density and would probably become short-term rentals; agreed with the Planning Board that there are going to be negative effects; there were 65 licenses in 2008, which was approved to 100 to avoid revisiting it every year; no more are needed.

Roger Wentz, 117 Spanish Oaks Lane, St. Augustine Beach, FL, wants to support fellow citizens that live next to a rental with complaints about noise, traffic, trash, and parking; significant impact on a neighborhood; two bedroom rentals list sleeps six people and a three bedroom sleeps ten; probably not too many homeowners living in a three bedrooms have ten people living there; some say that this area relies on tourism and should put more into economic development to attract other businesses.

Michael Longstreet, 200 16th Street, #103, St. Augustine Beach, FL, came late to meeting and agrees with what has been said; some licenses are not even being used so why extend it; many rentals are not properly licensed; why does the crossing light at Publix flash and the Pier does not; 1 13th Street built a PVC fence against the pavement, and nothing has been done.

Valerie Bartol, 7 9th Street, St. Augustine Beach, FL, in favor of the increase with better management of them; there are a lot of them that are not approved; needs individual consideration for certain areas.

Mayor Samora closed Public Comments and said that this is exactly what the Commission needed. He asked Commissioner Sweeny if she had any questions from the comments. Commissioner Sweeny asked about the current enforcement of the licenses. Building Official Law advised that it falls under Code Enforcement and that there is only one Code Enforcement Officer for the City, which is not enough to handle the transient rental program inspections, along with the regular Code Enforcement items. He advised that they rely a lot on complaints from citizens and also look on the websites, but that people have gotten better at shielding the addresses and the fronts of the

houses. He said that another Code Enforcement Officer would go a long way to helping this and that there were a few emails requesting 24-hour Code Enforcement service, which would require four to five more Code Enforcement Officers. He said that a standard Code Enforcement Officer's salary and benefits would be approximately \$65,000 with the need for an additional vehicle at \$40,000. He recommended hiring a second Code Enforcement Officer to provide a better level of enforcement.

Mayor Samora asked for staff comment regarding transient licenses that are not being used. Building Official Law advised that there is no requirement for people that hold a license to rent the house and that they might be holding them for their value alone. He has seen instances where the sale of a commercial property is conditional on allowing a single-family residence to be built. The license stays as a Business Tax Receipt (BTR) and if modified it would only strengthen the program. Mayor Samora said that all one hundred licenses are issued but some are not active rentals. Building Official Law agreed. Commissioner Sweeny asked to clarify what a BTR is. Building Official Law advised that a BTR is a Business Tax Receipt and that most local jurisdictions have them at some level and the City Clerk oversees that program. City Clerk Fitzgerald advised that the BTR program draws from Florida State Statutes Chapter 205, which gives the City the authority for its own ordinances to back it up in Chapter 12 of the City Code, which applies to every business operating within the City. She said that all businesses are required to renew annually, and the transient rentals need to meet the renewal requirements to maintain their license.

Mayor Samora asked what the mechanism is for reporting suspected Code violations. Building Official Law advised that they use a relatively new software called "Resident Self-Service" portal to log a complaint, or they can call, or use an online form and then the Code Enforcement Officer will reply. Mayor Samora advised that the City's one Code Enforcement officer is doing what he can, and that the City depends on the residents to self-police.

Commissioner Sweeny said that there are not a lot of people tonight supporting an increase in licenses but in past meetings the request for an increase was brought to the Commission's attention. She asked how often staff sees the demand for more licenses. Building Official Law advised that at least once a day they receive a call from a resident or a realtor asking to get on the transient rental program. He said that the limit of one hundred licenses has been met for almost three years. He said that there was an individual who wrote a powerful letter to the Commission several months ago about the twenty-percent rule and that is where this began. They searched all the single-family residences in the applicable zoning districts and twenty percent yielded about twenty-three licenses.

Commissioner Sweeny said that she would personally like to put more teeth into the City ordinance for enforcement and requirements for vacation rentals, but she wants to make sure that the public understands that the City is limited with what it can do by the State Statute that regulates it. She said that substantially changing the City's ordinance could cause it to be completely removed. She said that she shares some of the concerns of the residents and wished that they could be further regulated.

Mayor Samora asked what the procedure would be for being able to vote on this. City Attorney Douglas advised to coordinate it with the City Manager to put it on the agenda. Mayor Samora asked if it would need to be noticed or could it be done during tomorrow's workshop meeting. City Manager Royle advised that it could be continued to tomorrow night's meeting. He said that Florida

Power and Light (FPL) is scheduled to start their presentation at 5:00 p.m. and that it could either be before or after their presentation. Mayor Samora advised that he is not comfortable bringing it back up again at a workshop. Commissioner Sweeny agreed. City Manager Royle said that it would not be a workshop but a continuation of this meeting. He said that in about a week, the Commission room will be used for early voting. Mayor Samora asked if there was a time crunch for this to be addressed before the next regular Commission meeting. City Manager Royle advised that he wanted to discuss it with City Attorney McCrea who is on military leave. Building Official Law said that Building and Zoning Department has no opposition to whatever day the Commission chooses. City Manager Royle said that he did not know if there was something legally that needed to be done sooner than later but he suggested to add it to the September 12th agenda. He said that the budget meeting could begin at 5:01 p.m. with the regular meeting to follow. City Attorney Douglas advised that September 12th would give ample time for notice and if there is a reason to expedite it then a notice for a special meeting could be done. Mayor Samora said that he is much more comfortable with it being on the September 12th agenda. Commissioner Sweeny agreed.

It was the consensus to reschedule the continuation of this topic for the September 12th regular Commission meeting.


Mayor Samora thanked everyone for attending and advised that their opinions matter and will help move this forward.

Commissioner George and Vice Mayor Rumrell returned to the room at 7:31 p.m.

Mayor Samora moved on to Item XII.

MEMORANDUM

TO: Mayor Samora
 Vice Mayor Rumrell
 Commissioner England
 Commissioner George
 Commissioner Sweeny
 Commissioner-Designate Morgan

FROM: Max Royle, City Manager 

DATE: August 26, 2022

SUBJECT: Request to Vacate Alley between 1st and 2nd Streets, West of 2nd Avenue, Block 32, Chautauqua Beach Subdivision, Danielle Gustafson, Agent for Paul Crage

INTRODUCTION

Block 32 of the Chautauqua Beach subdivision is located west of the sidewalk/bike path that is in the 2nd Avenue right-of-way between 1st and 3rd Streets. Mr. Paul Crage, the owner of three of the 16 lots that border the alley in Block 32 has requested that the alley be vacated. He has obtained written agreement to his request from 75% of the remaining owners.

At its August 25th meeting, the Comprehensive Planning and Zoning Board reviewed the request and by unanimous vote recommended that you approve it. At that meeting, Attorney James Whitehouse of the St. Johns Law Group represented Mr. Crage.

ATTACHMENTS

Attached for your review is the following information:

- a. Pages 1-34, the application from Mr. Crage that the Planning Board reviewed and on which the Board based its recommendation.
- b. Page 35, a memo from Ms. Bonnie Miller, Building Department Senior Planner, in which she states the motion and vote made by the Planning Board at its August 25th meeting.

ACTION REQUESTED

It is that you hold the public hearing on the alley vacation request and that you decide whether or not to approve it.

If your decision is to approve, then we suggest that you put in the motion to approve the stipulation that there is to be a dedicated easement in the alley for public purposes, such as drainage or electrical services. The City Attorney can then prepare an ordinance for first reading at your October 3rd meeting.



City of St. Augustine Beach Building and Zoning Department

To: Comprehensive Planning & Zoning Board
From: Bonnie Miller, Senior Planner
CC: Brian Law, Director of Building and Zoning
Date: August 18, 2022
Re: Vacating Alley Application File No. V 2022-02

Vacating Alley File No. V 2022-02 is an application to vacate the 15-foot wide alley lying between 1st Street and 2nd Street adjacent to and west of the right-of-way of 2nd Avenue and abutting Lots 1-16, Block 32, Chautauqua Beach Subdivision, to incorporate the square footage of said alley into the square footage of the owners of real property adjacent to and abutting said alley.

Danielle Gustafson, agent for the applicant, Paul Crage, who owns three (Lots 8, 10, and 12) of the 16 lots in Block 32, Chautauqua Beach Subdivision, has obtained the written consent of 75% of the property owners with lots abutting this alleyway. The remaining 25%, which consists of 4 lots, (Lots 13-16) are owned by the same property owner.

Earlier this year, a nearby alleyway to the north in Block 31, Chautauqua Beach Subdivision, between 2nd Street and 3rd Street and west of 2nd Avenue, was vacated by the City Commission per City ordinance.

Sincerely,

Bonnie Miller

Bonnie Miller, Senior Planner
Planning and Zoning Division
City of St. Augustine Beach



City of St. Augustine Beach Building and Zoning Department

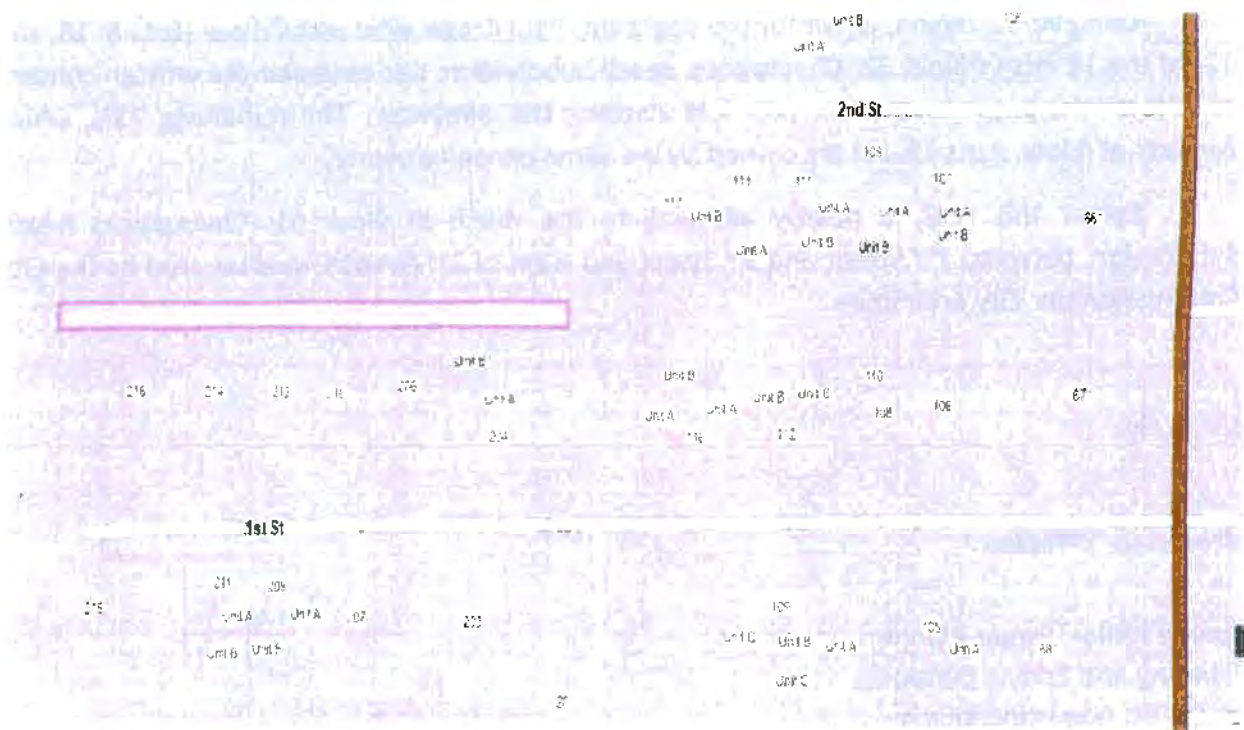
TO: Planning & Zoning Division

FROM: Brian Law

SUBJECT: Vacation of alley between 1st and 2nd street V2022-02

DATE: 8-16-2022

The Building Division has no objection to the vacation of the alley between 1st and 2nd street as it is not a Building Code issue.



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

Jennifer Thompson

From: Bill Tredik
Sent: Friday, July 08, 2022 3:35 PM
To: Jennifer Thompson; Sydney Shaffer
Cc: Bonnie Miller
Subject: RE: Vacating Alley Application and Replat/Major Development Application

Follow Up Flag: Follow up
Flag Status: Flagged

Jennifer:

Public Works has no objection to the vacation of 2nd Lane (Alley between 1st Street and 2nd Street), west of 2nd Avenue, subject to the following:

- Establishment of a permanent 15' drainage and utility easement in favor of the City over the entire 15' vacated right-of-way.

Standard easement

William Tredik PE, Public Works Director / City Engineer

City of St. Augustine Beach

2200 A1A South

St. Augustine Beach, Florida 32080

Ph: (904) 471-1119

email: btredik@cityofsab.org

PLEASE NOTE: Under Florida law, most communications to and from the City are public records. Your emails, including your email address, may be subject to public disclosure.

From: Jennifer Thompson <jthompson@cityofsab.org>
Sent: Friday, July 08, 2022 3:25 PM
To: Bill Tredik <btredik@cityofsab.org>; Sydney Shaffer <sshaffer@cityofsab.org>
Cc: Bonnie Miller <bmillier@cityofsab.org>
Subject: FW: Vacating Alley Application and Replat/Major Development Application

Jennifer Thompson
Planner
City of St. Augustine Beach
2200 A1A S
St. Augustine Beach, FL 32080
904-484-9145

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From: Jennifer Thompson
Sent: Tuesday, June 28, 2022 2:58 PM
To: Bill Tredik <btredik@cityofsab.org>
Cc: Bonnie Miller <bmiller@cityofsab.org>
Subject: Vacating Alley Application and Replat/Major Development Application

Hello,

Please review the attached applications for a Vacating Alley Application for the alley between 1st and 2nd Streets west of 2nd Ave, and a replat/major development application for 225 Madrid St. These items are on the agenda for the Planning and Zoning Meeting July 19th.

Please email any comments/concerns by Friday, July 8th.

Thank you,

Jennifer Thompson
Planner
City of St. Augustine Beach
2200 A1A S
St. Augustine Beach, FL 32080
904-484-9145

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St. Johns County Fire Rescue Department
Fire Marshal Office
Plans Review Comment Sheet
July 5, 2022

Project Name	Vacating Alley - ✓ 2022-02
Project Address	Block 32, Between 1 st and 2 nd Streets
Contractors Name	
Contractors Phone Number	
Sprinkler Contractor	
Underground	
Fire Alarm Contractor	
FHID	12649

Plans Reviewed under Florida Uniform Fire Safety Standards or Florida Fire Prevention Code 5th edition.
To help speed the review process you may include a written comment response summary to clarify or illustrate where corrections were made on plans. Please remember to use the Florida Fire Prevention Code 6th Ed for all code reference in a response to comments.
The fire plans examiner does not use or have a copy of the Florida Building Code.

Review application to vacate an alley between 1st and 2nd Streets west of 2nd Ave and a re-plat. Fire Rescue does not object to this application.

Reviewed using FFPC 7th edition effective Dec. 31, 2020.
Reviewer: PJ Webb 904 209 1744

To schedule fire inspections please call 827-6842 (automated system). Questions about inspections please call 209-1740x1.

Review by the AHJ shall not relieve the applicant of the responsibility for compliance with the Code.

Plans Reviewed by
PJ Webb - Plan Examiner
3657 Gaines Rd
St Augustine, FL 32084
Phone (904) 209- 1744
Email pwebb@sjcfl.us

From: Melissa Caraway <mcaraway@sjcfl.us>

Sent: Thursday, July 07, 2022 7:01 AM

To: Jennifer Thompson <jthompson@cityofsab.org>; Phillip Gaskins <pgaskins@sjcfl.us>; Larry Miller <lmiller@sjcfl.us>; Teri Pinson <tpinson@sjcfl.us>

Cc: Bonnie Miller <bmiller@cityofsab.org>

Subject: RE: Vacating Alley Application

I don't see any issues with the vacating alley application.

Melissa Caraway, M.P.A

Utility Review Coordinator

St. Johns County Utility Department

St. Johns County Board of County Commissioners

1205 State Road 16, St. Augustine, FL 32084

(904) 209-2606 (904) 209-2607 Fax

mcaraway@sjcfl.us email www.sjcfl.us website

From: Jennifer Thompson <jthompson@cityofsab.org>

Sent: Tuesday, June 28, 2022 3:50 PM

To: Melissa Caraway <mcaraway@sjcfl.us>; Phillip Gaskins <pgaskins@sjcfl.us>; Larry Miller <lmiller@sjcfl.us>; Teri Pinson <tpinson@sjcfl.us>

Cc: Bonnie Miller <bmiller@cityofsab.org>

Subject: Vacating Alley Application & Replat Application

Hello,

Please review the attached applications for a Vacating Alley Application for the alley between 1st and 2nd Streets west of 2nd Avenue, and email any comments/concerns by Monday, July 11th.

Best Regards,

Jennifer Thompson

Planner

City of St. Augustine Beach

2200 A1A S

St. Augustine Beach, FL 32080

904-484-9145

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Jennifer Thompson

From: Spruiell, Michael <Michael.Spruiell@fpl.com>
Sent: Friday, July 15, 2022 4:28 PM
To: Jennifer Thompson
Cc: Bonnie Miller
Subject: RE: Vacating Alley Application & Replat Application

Follow Up Flag: Follow up
Flag Status: Flagged

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.

This appear to be okay with FPL to accept but we need to have FPL written in the ordinance where the section writes "subject to the reservation of a public utility and drainage easement over the entire ally to be vacant". Also when the ordinance is recorded, I would require a copy of the ordinance.

Please let me know if this is possible to achieve.

Thank you,

Michael Spruiell

Contractor for Florida Power & Light
Office: 904-824-7658 | Cell: 904-885-8425
Michael.Spruiell@fpl.com
303 Hastings Rd - Mailstop NFA/SA1, St Augustine, FL 32084

From: Jennifer Thompson <jthompson@cityofsab.org>
Sent: Monday, July 11, 2022 8:37 AM
To: Spruiell, Michael <Michael.Spruiell@fpl.com>
Cc: Bonnie Miller <bmiller@cityofsab.org>
Subject: RE: Vacating Alley Application & Replat Application

Hello,

Usually in the order to vacate an alleyway, the Commission will include a stipulation that requires a public utility and drainage easement over the entire alley.

Please see the last vacating alley order, attached. On the second page, the last whereas clause declares this.

If this is sufficient, please let me know and we will include this in the order. If there are any other statements you would like to have included in the order, please let me know.

Additionally, the Building Department does not allow placement of any permanent structures in any alleyway.

Best Regards,

Jennifer Thompson
Planner
City of St. Augustine Beach
2200 A1A S
St. Augustine Beach, FL 32080
904-484-9145

PLEASE NOTE: Under Florida law, most communications to and from the City are public records. Your emails, including your email address, may be subject to public disclosure.

From: Spruiell, Michael <Michael.Spruiell@fpl.com>
Sent: Friday, July 08, 2022 4:47 PM
To: Jennifer Thompson <jthompson@cityofsab.org>
Cc: Bonnie Miller <bmillier@cityofsab.org>
Subject: RE: Vacating Alley Application & Replat Application

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I appreciate you for answering my question.

Now FPL currently has facilities in that vacating alley location that serves three homes on 1st street. We would need an easement along that path for those facilities since the alley is being vacating. We would need the easement before the alley gets vacated. I don't know if y'all were anticipating this but let me know what you need from me to move forward.

Thank you,

Michael Spruiell
Contractor for Florida Power & Light
Office: 904-824-7658 | Cell: 904-885-8425
Michael.Spruiell@fpl.com
303 Hastings Rd - Mailstop NFA/SA1, St Augustine, FL 32084

From: Jennifer Thompson <jthompson@cityofsab.org>
Sent: Friday, July 8, 2022 8:04 AM
To: Spruiell, Michael <Michael.Spruiell@fpl.com>
Cc: Bonnie Miller <bmillier@cityofsab.org>
Subject: RE: Vacating Alley Application & Replat Application

Yes, what you have highlighted is what the resident wants to vacate.

Best Regards,

Jennifer Thompson
Planner
City of St. Augustine Beach
2200 A1A S
St. Augustine Beach, FL 32080
904-484-9145

PLEASE NOTE: Under Florida law, most communications to and from the City are public records. Your emails, including your email address, may be subject to public disclosure.

From: Spruiell, Michael <Michael.Spruiell@fpl.com>
Sent: Thursday, July 07, 2022 4:42 PM
To: Jennifer Thompson <jthompson@cityofsab.org>
Cc: Bonnie Miller <bmillier@cityofsab.org>
Subject: RE: Vacating Alley Application & Replat Application

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Hello Jennifer,

I looked at 225 Madrid St. and I have no objections about this replating as long as the east side of A1A S ROW is not affected by this change.

Now Vacating Alley Application I have a question about. Is the alley that you are referring to all of this land that I have highlighted in the picture what you are clearing out?



Thank you,

Michael Spruiell

Contractor for Florida Power & Light

Office: 904-824-7658 | Cell: 904-885-8425

Michael.Spruiell@fpl.com

303 Hastings Rd - Mailstop NFA/SA1, St Augustine, FL 32084

From: Jennifer Thompson <jthompson@cityofsab.org>

Sent: Tuesday, June 28, 2022 3:52 PM

To: Spruiell, Michael <Michael.Spruiell@fpl.com>

Cc: Bonnie Miller <bmiller@cityofsab.org>

Subject: Vacating Alley Application & Replat Application

Hello,

Please review the attached applications for a Vacating Alley Application for the alley between 1st and 2nd Streets west of 2nd Ave, and a replat/major development application for 225 Madrid St.

These items are on the agenda for the Planning and Zoning Meeting July 19th.

Please email any comments/concerns by Monday, July 11th.

Best Regards,

Jennifer Thompson
Planner
City of St. Augustine Beach
2200 A1A S
St. Augustine Beach, FL 32080
904-484-9145

PLEASE NOTE: Under Florida law, most communications to and from the City are public records. Your emails, including your email address, may be subject to public disclosure.

City of St. Augustine Beach Building and Zoning Department
 Vacating Alley/Easement/Street Application

2200 A1A SOUTH, ST. AUGUSTINE BEACH, FLORIDA 32080

WWW.STAUGBCH.COM BLDG. & ZONING (904)471-8758 FAX (904) 471-4470

1. Legal description of the alley/easement/street for which the vacation is being sought:

2-5 CHAUTAUQUA BCH LOT 12 BLK 32 OR5053/945

2. Location (N, S, W, E): South Side of 2nd Street Between 1st & 2nd Street

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

4. Name and address of applicant(s): Paul Cragg, 821 SW 15TH ST
BOCA RATON, FL 33486-0000

5. Recorded in Map Book 5053 Page(s) 945 of the Public Records of St. Johns County, Florida

6. Reason(s) for vacation or abandonment of alley/easement/street: To extend the usable property for all owners abutting the alley.

A few owners are already enjoying the use of the alley, and it seems feasible that all owners would agree that vacating unused alley benefits all parties.

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

☒ Plat, map, or site location drawing of alley/easement/street to be vacated

☒ List of names and addresses of owners of real property abutting and/or adjoining the alley/easement/street for which the vacation is requested (to be acquired from St. Johns County Real Estate/Survey Department, telephone number 904-209-0804)

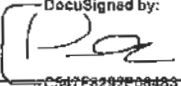
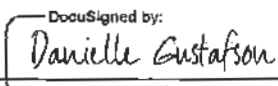
☐ Owner Permission Form (if applicable)

☒ First-class postage stamped legal-size (4-inch-by-9½-inch) envelopes with names and addresses of owners of real property abutting and/or adjoining the alley/easement/street to be vacated

☐ Other documents or relevant information to be considered

☒ Fourteen (14) copies of the completed application including supplemental documentation and relevant information

Per Ordinance No. 15-05, Section 18-51-e of the St. Augustine Beach Code, the names and addresses of the owners of the real property bounding and abutting the property for which the vacation is requested shall be obtained from the current tax assessment roll. The written consent of each owner shall be obtained by the applicant and filed upon submittal of the application to vacate, but if 100% of the real property owners do not submit their written consent, **then a minimum of 70% of the real property owners must sign a written consent and the applicant must demonstrate that the vacation will not adversely affect nor negatively impact those property owners who have not signed a written consent, which demonstration may necessitate the applicant obtaining the opinion of a traffic engineer, surveyor, or other professional.** Nothing about this subsection changes the way in which vacated alleys, easements, or streets vest property rights.

Paul Crago	Danielle Gustafson
Print name (owner or his/ her agent)	Print name (applicant or his/her agent)
<small>DocuSigned by:</small>  5/4/2022 <small>C547F8292E00403...</small>	<small>DocuSigned by:</small>  5/4/2022 <small>038E93D1A200403...</small>
Signature /date	Signature /date
821 SW 15th St, Boca Raton, FL 33486	93 King Street, St. Augustine, FL 32084
Owner/agent address	Applicant/agent address
561-350-4772	904-501-9193
Phone number	Phone number

Charges

Application Fee: \$300.00 Date Paid: 6.20.22

Legal Notice Sign: \$10.00 Date Paid: 6.20.22

Received by JENNIFER

Date 6.20.22

Invoice # 12201439

Check # or type of credit or debit card 2033

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

2200 A1A SOUTH ST. AUGUSTINE BEACH, FLORIDA 32080
WWW.STAUGBEACH.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 #: Paul Crage 561-350-4772

Address: 821 SW 15 Street

City, State & Zip Code: Boca Raton, FL 33486

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

Contractor/Agent Name(s) & Phone # Danielle Gustafson (904) 501-9193

Address: 93 King Street

City, State, Zip Code: St. Augustine, FL 32084

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:

Vacating Alley between 1st and 2nd Street

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: 6/20/22

Paul Crage

Typed or Printed Name of Property Owner

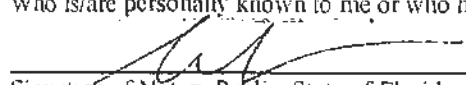

Signature of Property Owner

State of Florida

County of: Broward

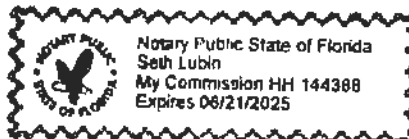
Subscribed and sworn before me this 20 day of June, 2022, by Paul Crage

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


Signature of Notary Public, State of Florida

Typed or Printed Name: Seth Lubin

My Commission Expires: 6/21/25



(Stamp or Seal)



City of St. Augustine Beach

2200 A1A SOUTH

ST. AUGUSTINE BEACH, FLORIDA 32080

WWW.STAUGBCH.COM

CITY MGR. (904) 471-2122

FAX (904) 471-4108

BLDG. & ZONING (904) 471-8758

FAX (904) 471-4470

OWNER'S AUTHORIZATION

JAMES G. WHITEHOUSE, ESQ. / ST. JOHNS LAW GROUP are hereby authorized TO ACT ON BEHALF OF Paul Crage, representative / owners of those lands described in the application or as described in other such proof of ownership as may be required, in appearing before and/or applying to the City of St. Augustine Beach, related to vacation application / land use issues, and any other matter related to their properties located on 2nd Street, St. Augustine Beach, FL, and including the following parcels: Lots 8, 10 & 12, Block 32, Chautauqua Beach Subdivision.

BY: _____

Signature of Owner

Paul Crage

Print Name of Owner

561-350-4772

Telephone Number

State of Florida

County of Broward

Signed and sworn before me on this 23rd day of August

2022

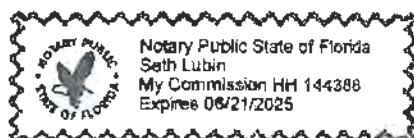
By Paul Crage

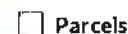
Identification verified: Personally Known to Me

Oath sworn: X Yes No

Notary Signature: _____

My Commission expires: 6/21/25

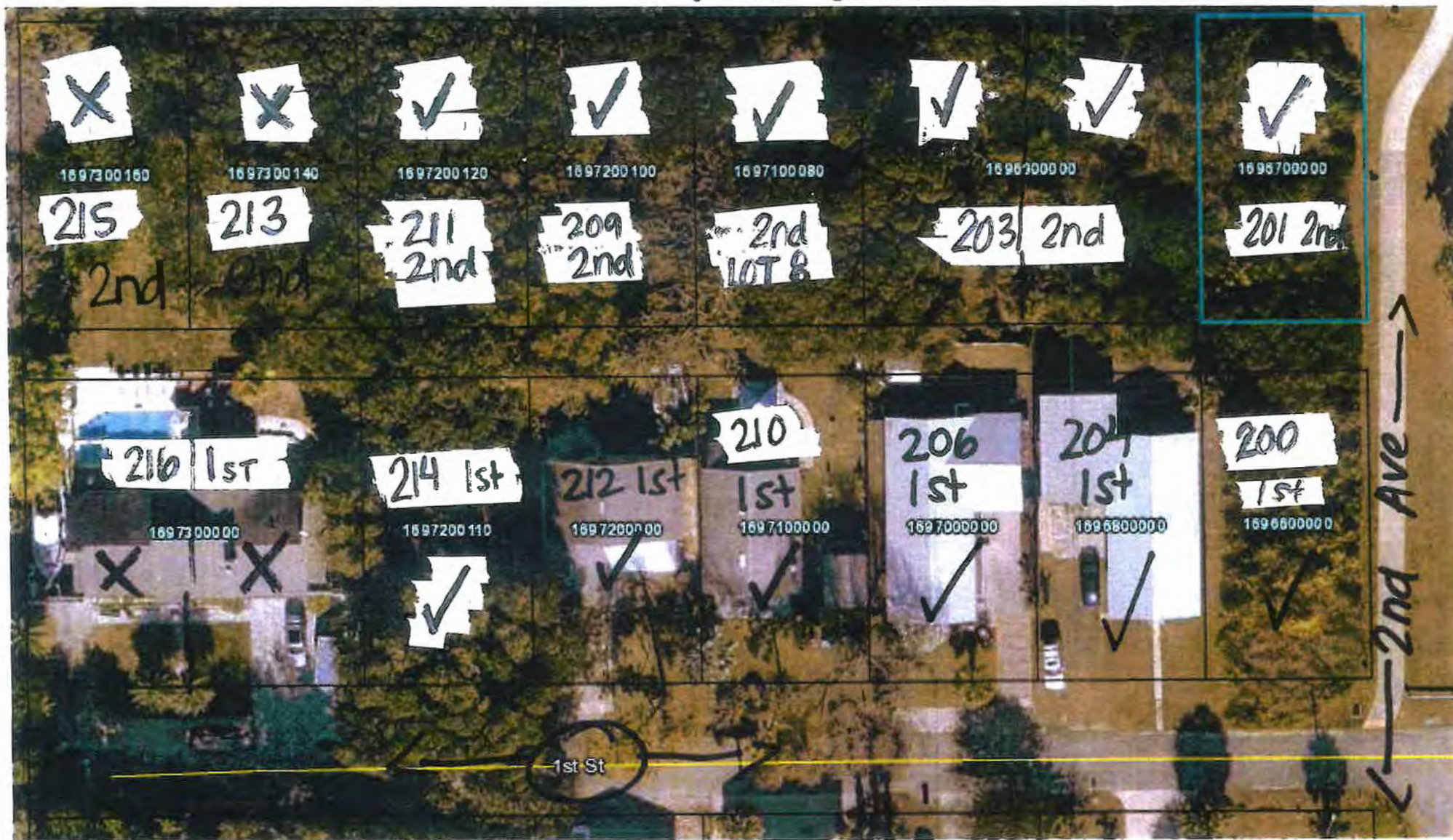




- 16 -

< — 2nd Street — >

— >



16 Lots total

X = consent not given

✓ = consent

12 out of 16 gave consent = 75% consent

RE: Vacating Alley Between 1st and 2nd Street in St. Augustine Beach

I, the owner of lot 1 with address of 200 1st Street
in Block 32 of Chautauqua Beach in St. Augustine Beach, Florida give my
written consent that the alley of Block 32 be vacated.

Dorinda Dwyer
Signature

Dorinda Dwyer
Printed Name

May 15, 2022
Date

Crage

RE: Vacating Alley Between 1st and 2nd Street in St. Augustine Beach

I, the owner of lot 3 with address of 204 1st Street
in Block 32 of Chautauqua Beach in St. Augustine Beach, Florida give my
written consent that the alley of Block 32 be vacated.

Valerie R. Holmann
Signature

Valerie R Holmann
Printed Name

June 8, 2022
Date

RE: Vacating Alley Between 1st and 2nd Street in St. Augustine Beach

I, the owner of lot 5 with address of 206 1st Street
in Block 32 of Chautauqua Beach in St. Augustine Beach, Florida give my
written consent that the alley of Block 32 be vacated.

Signature

Printed Name

Date

last
* Previous name on prop. appraisers
site: "Willis"

RE: Vacating Alley Between 1st and 2nd Street in St. Augustine Beach

I, the owner of lot 7 with address of 210 1st Street
in Block 32 of Chautauqua Beach in St. Augustine Beach, Florida give my
written consent that the alley of Block 32 be vacated.

Signature

Printed Name

Date

JOHN L. STINSON
5/22/22

RE: Vacating Alley Between 1st and 2nd Street in St. Augustine Beach

I, the owner of lot 91 with address of 212 1st Street
in Block 32 of Chautauqua Beach in St. Augustine Beach, Florida give my
written consent that the alley of Block 32 be vacated.

Michael D. Raulerson
Sarah Conner Raulerson

Signature

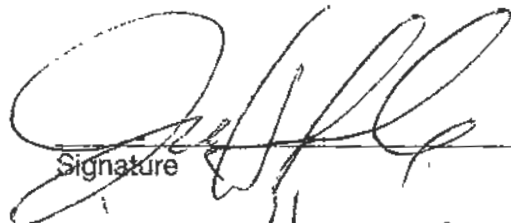
Michael D. Raulerson
Sarah Conner Raulerson

Printed Name

5/16/2022
Date

RE: Vacating Alley Between 1st and 2nd Street in St. Augustine Beach

I, the owner of lot 11 with address of 214 1st Street
in Block 32 of Chautauqua Beach in St. Augustine Beach, Florida give my
written consent that the alley of Block 32 be vacated.


Signature

JASON HOPMAGLE
Printed Name

17 MAY 2022
Date

RE: Vacating Alley Between 1st and 2nd Street in St. Augustine Beach

I, the owner of lot 2 with address of 201 2nd Street
in Block 32 of Chautauqua Beach in St. Augustine Beach, Florida give my
written consent that the alley of Block 32 be vacated.

Marilyn Harris
Signature

Marilyn Harris
Printed Name

6-6-2022
Date

Crage

RE: Vacating Alley Between 1st and 2nd Street in St. Augustine Beach

I, the owner of lot 4 with address of 203 2nd Street
in Block 32 of Chautauqua Beach in St. Augustine Beach, Florida give my
written consent that the alley of Block 32 be vacated.

[Signature]
Signature


Elizabeth (Murray) Crage
Printed Name

5/25/22
Date

Crage

RE: Vacating Alley Between 1st and 2nd Street in St. Augustine Beach

I, the owner of lot 86 with address of 203 2nd Street
in Block 32 of Chautauqua Beach in St. Augustine Beach, Florida give my
written consent that the alley of Block 32 be vacated.

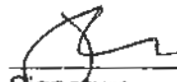

Signature

Elizabeth (Murray) Crage
Printed Name

1-2-2
Date

RE: Vacating Alley Between 1st and 2nd Street in St. Augustine Beach

I, the owner of lot 8 with address of TBD 2nd Street
in Block 32 of Chautauqua Beach in St. Augustine Beach, Florida give my
written consent that the alley of Block 32 be vacated.



Signature

PAUL CRAGE

Printed Name

5/25/22

Date

Crage ..

RE: Vacating Alley Between 1st and 2nd Street in St. Augustine Beach

I, the owner of lot 10 with address of 209 2nd Street
in Block 32 of Chautauqua Beach in St. Augustine Beach, Florida give my
written consent that the alley of Block 32 be vacated.


Signature

PAUL CRAGE
Printed Name

5/25/22
Date

Crage

RE: Vacating Alley Between 1st and 2nd Street in St. Augustine Beach

I, the owner of lot 12 with address of 211 2nd Street
in Block 32 of Chautauqua Beach in St. Augustine Beach, Florida give my
written consent that the alley of Block 32 be vacated.



Signature

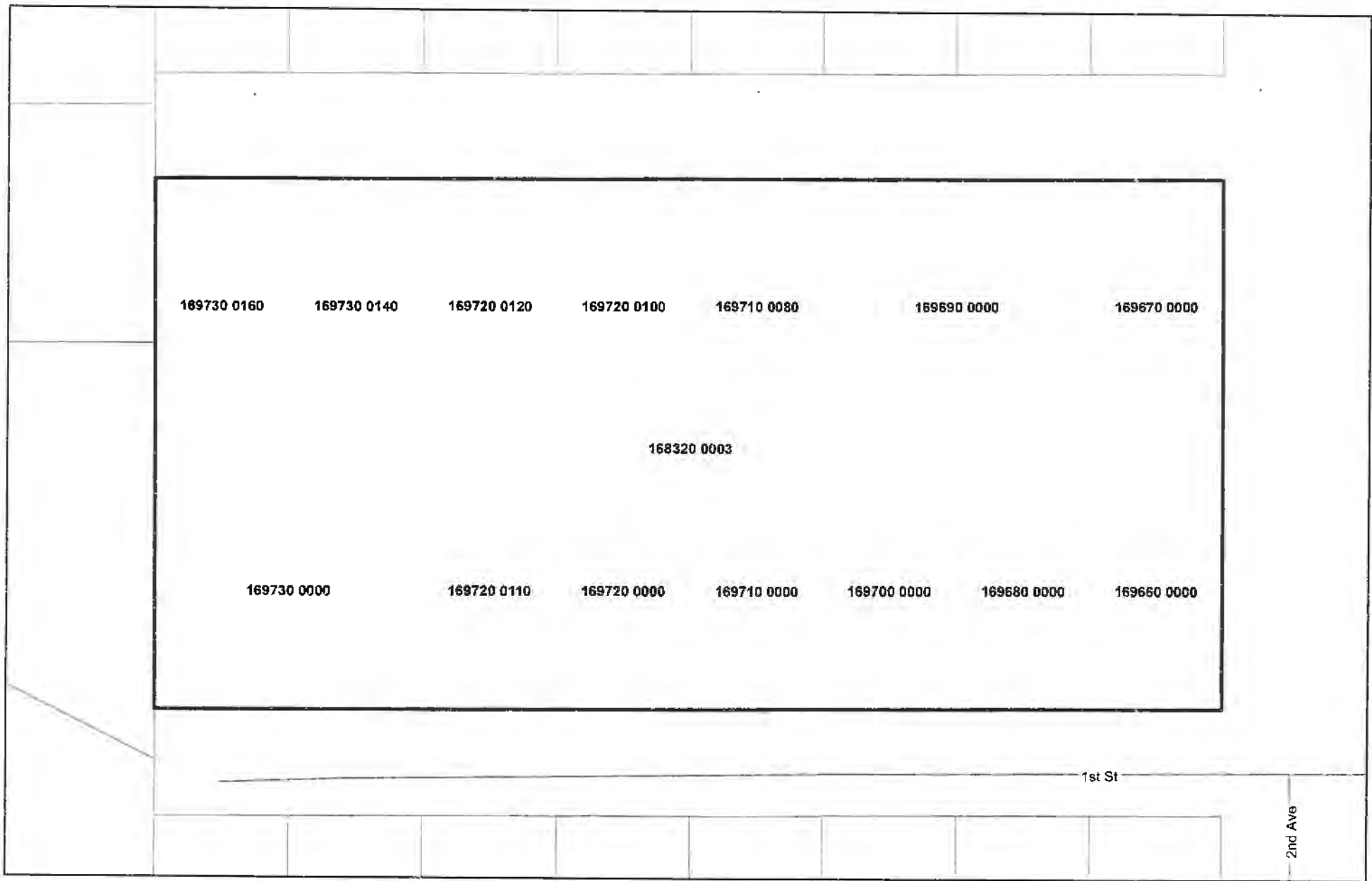
PAUL CRAGE

Printed Name

5/25/22

Date

- 30 -



Parcels Within the Boundary of Vacate Alley SAB Block 32

CRAGE PAUL
821 SW 15TH ST
BOCA RATON FL 334860000

STINSON JOHN G
3616 SW 19TH ST
GAINESVILLE FL 326080000

CRETER ERICA ,NATHAN
216 1ST ST
SAINT AUGUSTINE FL 320800000

CRETER NATHAN
216 1ST ST
SAINT AUGUSTINE FL 320800000

DROEGE DENISE ***
5189 REDBIRD RD
SAINT AUGUSTINE FL 320807206

GARRIS MARILYN A REVOCABLE TRU
613 NAUTICAL WAY
SAINT AUGUSTINE FL 320800000

HAMMOCK MYRA EVELYN
206 1ST ST
SAINT AUGUSTINE FL 320800000

HOFFNAGLE JASON MICHAEL,JAMIE
7 INLET PL
SAINT AUGUSTINE FL 320800000

HOLZMANN VALERIE R
173 ROOSEVELT RD
HYDE PARK NY 125380000

MURRAY EDWARD FRANCIS ETAL
2263 NE 26TH ST
LIGHTHOUSE POINT FL 330640000

RAULERSON MICHAEL D,SARAH C
212 1ST ST
SAINT AUGUSTINE FL 320806367

PIN	NAME	ADDRESS	ADDRESS 2	CITY ST ZIP	LEGAL DESCRIPTION
1683200003	CHAUTAUQUA BEACH SUBDIVISION				2/5 CHAUTAUQUA BEACH SUBDIVISION ROWS & ALLEYWAYS ARE COMMON ELEMENTS
1697100080	CRAGE PAUL	821 SW 15TH ST		BOCA RATON FL 334860000	2-5 CHAUTAUQUA BEACH LOT 8 BLK 32 OR5053/945
1697200100	CRAGE PAUL	821 SW 15TH ST		BOCA RATON FL 334860000	2-5 CHAUTAUQUA BEACH LOT 10 BLK 32 OR5053/945
1697200120	CRAGE PAUL	821 SW 15TH ST		BOCA RATON FL 334860000	2-5 CHAUTAUQUA BCH LOT 12 BLK 32 OR5053/945
1697300140	CRETER ERICA ,NATHAN	216 1ST ST		SAINT AUGUSTINE FL 320800000	2-5 CHAUTAUQUA BEACH BLK 32 LOT 14 OR3904/164 OR4222/1157
1697300160	CRETER ERICA ,NATHAN	216 1ST ST		SAINT AUGUSTINE FL 320800000	2-5 CHAUTAUQUA BEACH LOT 16 BLK 32 OR3904/164 OR4222/1157
1697300000	CRETER NATHAN	216 1ST ST		SAINT AUGUSTINE FL 320800000	2-5 CHAUTAUQUA BEACH LOTS 13 & 15 BLK 32 OR2175/523
1696600000	DROEGE DENISE ***	5189 REDBIRD RD		SAINT AUGUSTINE FL 320807206	2-5 CHAUTAUQUA BCH LOT 1 BLK 32 OR1025/1424 & 4280/1466(L/E)
1696700000	GARRIS MARILYN A REVOCABLE TRU	613 NAUTICAL WAY		SAINT AUGUSTINE FL 320800000	2-5 CHAUTAUQUA BEACH LOT 2 BLK 32 OR4188/1951 & 5482/1184
1697000000	HAMMOCK MYRA EVELYN	206 1ST ST		SAINT AUGUSTINE FL 320800000	2-5 CHAUTAUQUA BCH LOT 5 BLK 32 OR4110/190
1697200110	HQFFNAGLE JASON MICHAEL,JAMIE	7 INLET PL		SAINT AUGUSTINE FL 320800000	2-5 CHAUTAUQUA BCH LOT 11 BLK 32 OR4665/1397
1696800000	HOLZMANN VALERIE R	173 ROOSEVELT RD		HYDE PARK NY 125380000	2-5 CHAUTAUQUA BEACH LOT 3 BLK 32 OR3012/1416(P/R)
1696900000	MURRAY EDWARD FRANCIS ETAL	2263 NE 26TH ST		LIGHTHOUSE POINT FL 330640000	2-5 CHAUTAUQUA BCH LOT 4 & 6 BLK 32 OR3027/1095
1697200000	RAULERSON MICHAEL D,SARAH C	212 1ST ST		SAINT AUGUSTINE FL 320836367	2-5 CHAUTAUQUA BEACH LOT 9 BLK 32 OR707/1002 & 888/41(QC) & OR1000/415(Q/C)

PIN	NAME	ADDRESS	ADDRESS 2	CITY ST ZIP	LEGAL DESCRIPTION
1697100000	STINSON JOHN G	3615 SW 19TH ST		GAINESVILLE FL 326080000	2-5 CHAUTAUQUA BCH LOT 7 BLK 32 OR3121/493



City of St. Augustine Beach

2200 A1A SOUTH

ST. AUGUSTINE BEACH, FLORIDA 32080

WWW.STAUGEBCH.COM

CITY MGR. (904) 471-2122

FAX (904) 471-4108

BLDG. & ZONING (904) 471-8758

FAX (904) 471-4470

OWNER'S AUTHORIZATION

JAMES G. WHITEHOUSE, ESQ. / ST. JOHNS LAW GROUP are hereby authorized TO ACT ON BEHALF OF Paul Crage, representative / owners of those lands described in the application or as described in other such proof of ownership as may be required, in appearing before and/or applying to the City of St. Augustine Beach, related to vacation application / land use issues, and any other matter related to their properties located on 2nd Street, St. Augustine Beach, FL, and including the following parcels: Lots 8, 10 & 12, Block 32, Chautauqua Beach Subdivision.

BY: _____

Signature of Owner

Paul Crage

Print Name of Owner

561-350-4772

Telephone Number

State of Florida

County of Broward

Signed and sworn before me on this 23rd day of August, 2022

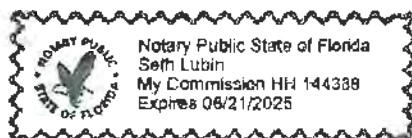
By Paul Crage

Identification verified: Personally Known to Me

Oath sworn: X Yes No

Notary Signature: _____

My Commission expires. 6/21/25



MEMO

To: Max Royle, City Manager
From: Bonnie Miller, Senior Planner
Subject: Vacating Alley File No. V 2022-02
Date: Friday, August 26, 2022

Please be advised that at its regular monthly meeting rescheduled to Thursday, August 25, 2022, the City of St. Augustine Beach Comprehensive Planning and Zoning Board voted unanimously to recommend the City Commission approve an application to vacate the 15 (fifteen)-foot-wide alley in Block 32, Chautauqua Beach Subdivision, abutting Lots 1-16 and lying between 1st and 2nd Streets adjacent to and west of 2nd Avenue.

The application was filed by Paul Crage, 821 SW 15th Street, Boca Raton, Florida, 33486, per Chapter 18, Article III, Sections 18-50--18-56 of the St. Augustine Beach Code, PERTAINING TO THE 15 (FIFTEEN)-FOOT-WIDE STRIP OF LAND BETWEEN 1ST STREET AND 2ND STREET, ADJACENT TO AND WEST OF 2ND AVENUE, ABUTTING LOTS 1-16, BLOCK 32, CHAUTAUQUA BEACH SUBDIVISION, ALL IN SECTION 34, TOWNSHIP 7, RANGE 34, AS RECORDED IN MAP BOOK 2, PAGE 5, OF THE PUBLIC RECORDS OF ST. JOHNS COUNTY, FLORIDA.

The motion to recommend the City Commission approve the vacation of the 15 (fifteen)-foot-wide alley described above was made by Mr. Sarris, subject to the condition that the standard utility and drainage easement for maintenance and future use of utility and drainage facilities be included in the ordinance to vacate the alley. Mr. Sarris's motion was seconded by Mr. Bray and passed 7-0 by unanimous voice-vote.

MEMO

To: Max Royle, City Manager
From: Bonnie Miller, Executive Assistant
Subject: Ordinance No. 22-
Date: Friday, August 26, 2022

Please be advised at its regular monthly meeting held Thursday, August 25, 2022, the City of St. Augustine Beach Comprehensive Planning and Zoning Board held the first public hearing to review a draft ordinance, Ordinance No. 22- 12 and voted unanimously to approve passage of the ordinance.

Ordinance No. 22- 12 corrects St. Augustine Beach City Code for original intent of Ordinance No. 16-02, pertaining to Chapter 18, Article III, Sections 18-51 and 18-52, regarding procedures for vacating streets, alleys, and easements. Ordinance No. 22-12 corrects the boiler plate language in Ordinance No. 16-02 that inadvertently included the requirement that the written consent of 100% of the owners of real property bounding and abutting an alley be obtained to vacate an alley. The original intent of Ordinance No. 16-02 was not to amend Ordinance No. 15-05, which amended City Code to require the written consent of a minimum of 70% of the owners of real property bounding and abutting an alley requested to be vacated. Ordinance No. 22-__ corrects this inadvertent amendment of the above-referenced sections of City Code by clarifying that the written consent of a minimum of 70% of owners of real property bounding and abutting an alley be obtained by applicants requesting the vacation of an alley.

The motion to approve passage of Ordinance No. 22-12 as drafted was made by Mr. Pranis, seconded by Mr. Dowling, and passed 7-0 by unanimous voice-vote.

ORDINANCE 22- 12

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE BEACH, FLORIDA, CORRECTING THE CITY CODE FOR ORIGINAL INTENT OF ORDINANCE 16-02 CORRECTING THE CITY CODE, CHAPTER 18, STREETS AND SIDEWALKS, UPDATING SAME; FOR AN EFFECTIVE DATE;

WHEREAS, On September 28, 2015 the city code was amended under Ordinance No. 15-05;

WHEREAS, On May 9, 2016 the city code was again amended under Ordinance No. 16-02 to reflect changes not related to the substance of this ordinance correction;

WHEREAS, In ordinance No. 16-02's amendment, boiler plate language was inadvertently included that did not reflect the intent of the commission in passing the ordinance;

WHEREAS, this ordinance serves to correct the language requiring 100% (one hundred percent) consent of property owners bounding and abutting the alleyway to 70% (seventy percent);

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

WHEREAS, on June 10, 2019 Ordinance No. 19-06 was passed allowing for a fee schedule for permits and applications;

WHEREAS, this ordinance serves to correct the language of Sec. 18-52 to reflect such change;

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

Section 1. The City Code of the City of St. Augustine Beach to be corrected to read as follows:

Sec. 18-S1. Application required; form.

All requests for vacation and abandonment of city streets, alleys, and special purpose easements which the city may have in real property shall be made in writing upon an application form furnished by the city. Such application shall be executed in triplicate by the party or parties requesting the same, who shall verify under oath that the information contained in the application is true and correct. The application shall be filed with the building department and shall provide the following information:

- (a) The name and address of the applicant or applicants.
- (b) A complete and accurate legal description of the street, alley or special purpose easement, or any portion thereof, sought to be abandoned or vacated. Accompanying the legal description shall be a plat, map or drawing showing the general area involved and the location of the specific property to be abandoned or vacated.
- (c) Whether the title or interest of the city in and to the property for which the vacation is requested was acquired by deed, dedication, or prescription, and if recorded in the public records, the book and page number thereof.
- (d) The reason for the request of the abandonment or vacation.
- (e) The names and addresses of the owners of the real property bounding and abutting the property for which the vacation is requested. The names and addresses shall be taken from the current tax assessment roll. The written consent of each owner at least 70% (seventy percent) of property owners bounding and abutting the alleyway shall be obtained by the applicant and filed with the office of the

city manager prior to final passage of any ordinance vacating any street, alley or other public easement.

- (f) The applicant shall certify that the property sought to be abandoned or vacated will not adversely affect other property owners or unreasonably limit access to their property.
- (g) Such other relevant information as the city may require.

Sec. 18-52. Application fee.

Each application filed with the building department, other than an application initiated by the city commission, shall be accompanied by payment of a fee in accordance with the current fee schedule at time of complete application submittal ~~of two hundred fifty dollars (\$250)~~ to pay for the costs of administrative review, site analysis and investigation, published notices of meetings for consideration of the vacation request, and any recording fee.

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

ORDINANCE 15-05

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE BEACH, FLORIDA, AMENDING THE CITY CODE, CHAPTER 18, STREETS AND SIDEWALKS, ARTICLE III, PROCEDURES FOR VACATING STREETS, ALLEYS AND EASEMENTS, AMENDING SECTION 18-51, APPLICATION REQUIRED; FORM; SPECIFICALLY AMENDING SUBSECTION 18-51(e), REGARDING THE WRITTEN CONSENT OF OWNERS ABUTTING THE VACATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF ST. AUGUSTINE BEACH, FLORIDA:

Section 1. Chapter 18, of the Code of the City of St. Augustine Beach, Florida, regulating Streets and Sidewalks, Article III, Procedures for Vacating Streets, Alleys and Easements. Section 18-51, Application Required: Form, be, and the same is hereby amended to specifically amend Subsection 18-51(e), as follows:

(e) The names and addresses of the owners of the real property bounding and abutting the property for which the vacation is requested. The names and addresses shall be taken from the current tax assessment roll. The written consent of each owner shall be obtained by the applicant and filed with the office of the city manager prior to final passage of any ordinance vacating any street, alley or other public easement. If 100% of the real property owners do not sign written consent, then a minimum of 70% of the real property owners must sign a written consent and the applicant must demonstrate that the vacation will not adversely affect nor negatively impact those property owners who have not signed a written consent, which demonstration may necessitate the applicant obtaining the opinion of a traffic engineer, surveyor or other professional. Nothing about this subsection changes the criteria vacated streets, alleys and easements vest property rights.

Section 2. Other Code Sections Unchanged. Any section or sections of the Code of the City of St. Augustine Beach not specifically modified herein shall survive in full force and effect and remain unchanged unless a conflict arises in which case this Ordinance shall control.

Section 3. Severability. If any phrase, clause, sentence, subsection, section, or provision of this Ordinance is held to be invalid, or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not be construed as to render invalid, or unconstitutional the remaining phrases, clauses, subsections, or provisions of this Ordinance

Section 4. Codification. Other than Section 1 hereof, this Ordinance shall not be codified, but a copy of this Ordinance shall be maintained in the offices of the City Manager.

Section 5. This ordinance shall take effect ten days following passage.

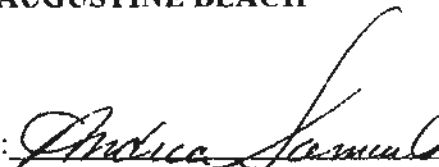
PASSED by the City Commission of the City of St. Augustine Beach, Florida, upon
Second Reading this 28 day of September, 2015.

**CITY COMMISSION OF THE CITY OF
ST. AUGUSTINE BEACH**

ATTEST:


City Manager

By:


Mayor-Commissioner

First reading: August 3, 2015

Second reading: September 28, 2015

ORDINANCE NO: 16-02

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE BEACH, FLORIDA, AMENDING THE CITY CODE, CHAPTER 18, STREETS AND SIDEWALKS, UPDATING SAME AND TRANSITIONING AUTHORITY FROM BUILDING OFFICIAL TO DIRECTOR OF PUBLIC WORKS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF ST. AUGUSTINE BEACH, FLORIDA:

Section 1. Chapter 18, of the Code of the City of St. Augustine Beach, Florida, regulating Streets and Sidewalks, be, and the same is hereby amended to read as follows:

Chapter 18 - STREETS AND SIDEWALKS

ARTICLE I - STREET, DRIVEWAY AND DRAINAGE REGULATIONS

Sec. 18-1. - Policy.

It is hereby declared that it is the city's policy that both individual owners and developers be required to meet essentially the same requirements in constructing roadways, driveways, and drainage improvements

Sec. 18-2. - Buildings to have access by approved roadway or driveway.

Any building erected or moved on property shall be on a lot adjacent to a roadway or driveway approved by the city public works director in accordance with this article. Plans for the roadway or driveway must be approved prior to the issuance of a building permit for any building. The roadway must be approved prior to commencement of construction or placement of any building. The driveway must be approved prior to issuance of a certificate of occupancy.

Sec. 18-3. - Definitions. The following definitions shall apply to this article:

Base means a layer of selected, processed, or treated aggregate material of specified thickness and quality placed immediately below the pavement and above the subgrade to support the asphalt or concrete surface.

Construction means any on-site activity which will result in the creation of a new stormwater discharge facility, including the building, assembling, expansion, modification or alteration of the existing contours of the property, the erection of buildings or other structures; or any part thereof, or land clearing. Construction commences with land clearing (except the minimum land clearing necessary for land surveying).

Detention means the collection and temporary storage of stormwater in such a manner as to provide for treatment through physical, chemical, or biological processes with subsequent gradual release of the stormwater.

Driveway, private means a cleared or improved driveway owned by one or more property owners which provides access to a public or private roadway for two (2) or more lots. A right-of-way or easement for the driveway must be recorded in the public records. A private driveway may not serve more than four (4) dwelling units and may not extend beyond the property lines of those units served. Additional units may be added only by upgrading the private driveway to private roadway standards

Engineer means a professional engineer registered in Florida, or other person exempted pursuant to the provisions of F.S. Ch. 471, who is competent in the field of civil engineering.

Lot means a parcel of land occupied or intended to be occupied by one main building and its accessory buildings with the open and parking spaces as are required by city zoning code. "Lot" includes a plot or tract.

Owner means:

- (1) The owner or developer (or their agents) owning the rights-of-way and lands being improved; or
- (2) The owner of adjoining land or a developer (or their agents) constructing on public rights-of-way with a permit to construct.

The word "owner" shall not be construed to be the city, county, or the Florida Department of Transportation by reason of their ownership of rights-of-way

Pavement means the subgrade, base and surface course installed within the roadbed to specific design criteria which in combination, constitute the roadway.

Retention means the prevention of discharge of a given volume of stormwater runoff by complete on-site storage.

Roadway, private means a cleared or improved street or road located within a right-of-way or easement owned by a homeowners association, private individuals or any entity other than the city, county or the State of Florida.

Roadway, public means a street or road located within a right-of-way owned by the city, county or state. The street must have been dedicated or deeded to, and the dedication or deed accepted by the city, county or state.

Stormwater means the flow of water which results from, and which occurs immediately following, a rainfall event.

Subgrade means the portion of a private or public roadway, which has been prepared as specified, upon which the base course is to be placed.

Surface course means an asphalt or concrete wear surface of specified thickness and quality placed over the base course.

Swale means a manmade trench which:

- (1) Has a top width-to-depth ratio of the cross-section equal to or greater than six to one (6:1), or side slopes equal to or greater than three (3) feet horizontal to one (1) foot vertical, and
- (2) Contains contiguous areas of standing or flowing water only following a rainfall event; and
- (3) Is planted with or has stabilized vegetation suitable for soil stabilization, stormwater treatment, and nutrient uptake; and
- (4) Is designed to take into account the soil erodibility, soil percolation, slope, slope length, and drainage area so as to prevent erosion and reduce pollutant concentration of any discharge.

Sec. 18-4 - Public roadways.

A public roadway, which is open and accepted for maintenance by the city, county or state, shall be deemed approved for the purpose of the access requirement under section 18-2. Any portion of a public roadway which has not been opened, or which has been opened but has not been accepted for maintenance by the city, county, or state, must be approved in accordance with section 18-5.

Sec. 18-5. - Approval of roadways and driveways

The city public works director shall approve all roadways and driveways which comply with all the requirements of this article. Approval of a roadway or driveway imposes no obligation whatever upon the city to maintain or repair the roadway or driveway.

Sec. 18-6. - Data submittal and inspection.

- (a) The city shall be notified at least ten (10) working days in advance of the beginning of construction on private or public roadways, drainage facilities, driveways, and the construction of any other facilities within the right-of-way of such roadways. Drainage and roadway improvements shall be constructed only in conformance with city approved plans and only after applicable permits are issued. At the time of plan approval the city public works director will determine if the project is large enough to justify a pre-construction conference. Pre-construction conferences shall include all interested parties (general contractor, engineer of record, representatives of any utility companies affected by the project and others as determined by the city public works director).
- (b) Two (2) complete sets of marked as built drawings for roads and drainage system shall be submitted to the city, one (1) to the building department, and one (1) to the public works department.
- (c) Test reports prepared by a qualified licensed, testing laboratory shall be furnished prior to requesting city acceptance of streets on the following
 - (1) Limerock bearing the ration (L.B.R.) tests on subgrade.
 - (2) Compaction tests on subgrade and base.
- (d) The city shall be notified of the completion of the following items of work and shall make an inspection of this work within twenty-four (24) hours of notification:
 - (1) Storm sewers prior to backfilling, including underdrains

- (2) Stabilized subgrade.
- (3) Curb and concrete work.
- (4) Roadway base.
- (5) Surface course.
- (e) Should the city be unable to perform the inspection within the twenty-four-hour period, the owner or developer may elect to proceed with construction by providing certification by a registered engineer that work is performed in compliance with the plans, specifications and permits.
- (f) The owner or developer shall allow a qualified city representative to visit the project site to make a visual inspection of the progress of work and to assure compliance with the specifications.
- (g) The city shall be notified when the project is complete. Upon receiving a written request for final inspection of the completed work, the city shall within one (1) week, perform the final inspection. The final inspection shall be a joint inspection with representatives of the city, the contractor and the engineer of record present. The city shall notify the owner or developer, in writing, of the results of the inspection and all remedial action necessary to comply with city requirements.
- (h) Any construction not meeting the city's standards or not in conformance with the approved plans (as modified with city approval during construction), specifications or permits, shall be brought into compliance at the applicant's expense.
- (i) All drainage facilities and easements must be documented by the applicant to assure that capacity and right-of-way is adequate from the source in the development to the receiving body of water without adversely impacting upstream or downstream owners.
- (j) By applying for permission to construct, the applicant shall be deemed to have given permission to the city, its employees and agents, to enter upon and inspect the property to determine the accuracy of information submitted, and to assure that the proposed construction will comply with this article and all other applicable laws and regulations.
- (k) The city, its employees and agents, are also hereby authorized to enter upon and inspect properties where construction has been started in violation of this article regardless of whether or not the property owner has applied to the city for a permit or permission to construct.

Sec. 18-7. - Construction within rights-of-way.

- (a) Construction or placement of any temporary structure, or any culvert, ditch, post, or landscaping within the right-of-way of any public road is prohibited unless a permit is obtained from the city building department and approved by the public works director. The permit shall not be issued if the proposed improvement may interfere with a customary use of the right-of-way, create a safety hazard, or would conflict with any policy promulgated by resolution of the city commission.
- (b) Mailboxes with posts or other bases no greater than six (6) inches square are exempt from permitting requirements. Mailboxes shall not occupy or obstruct any area within eighteen (18) inches of the road pavement from the ground upward. If a mailbox is located adjacent to a

state road, it shall be placed in accordance with the requirements of the Florida Department of Transportation.

- (c) Except for official signs placed by the city or St. Johns County, signs shall not be placed in the right-of-way of any city right-of-way without the prior approval of the city commission. Any permanent structure in the right-of-way of any city right-of-way requires the prior approval of the city commission. The city commission may grant permission to any condominium association or homeowners' association as to which access is provided by a single city right-of-way having a divided entrance directly connecting to a state or county right-of-way to place an entrance sign, otherwise conforming to the land development regulations of the city, within the median of the city right-of-way upon the following conditions:
 - (1) The association shall permit the city to jointly use such sign for any city or public facilities also fronting on the city right-of-way;
 - (2) The association shall agree to maintain such sign and any associated landscaping in a good and workmanlike manner;
 - (3) The permission granted shall constitute only a license, shall not constitute or grant any property interest in the median, and shall be revocable by the city commission upon a finding by it that the area occupied by the sign is otherwise required for public use or that the association has failed to comply with any of the terms of the permission granted;
 - (4) The placement of the sign within the median shall not interfere with any required "clear zone" as specified by the Florida Department of Transportation and shall not interfere with any use of the median for required drainage or utilities; and
 - (5) Upon revocation of the license granted by the city commission, the association shall remove or relocate the sign as required by the city commission.
- (d) Utilities may not be installed within the right-of-way of any public road unless a utility permit is obtained from the city building department and approved by the public works director.
- (e) Jetting of utilities under a public roadway is prohibited. Boring and jacking of utilities under a public roadway is the preferred method of installation. In those instances where boring and jacking is not feasible, and the road must be open cut, prior approval of the city public works director shall be required, and the applicant must repair the roadway to the city's standard. As a minimum, the applicant must remove all damaged pavement and base, and compact and repave the cut area to the standards listed in section 18-8. Following completion, testing and inspection of the patch, one inch thick friction course (DOT standard FC-4) must be installed, with feathered ends for a distance of at least twenty-five (25) feet on both sides of the patch, for the entire width of the road surface.
- (f) Driveways and roadways connecting to public or private roadways must be constructed to approved standards, and only after receipt of the permit from the city public works director.

Sec. 18-8. - Roadway and driveway standards.

- (a) All roadway and driveway design and construction plans must be submitted to the city for review and approval. In order to provide drainage control, all roadways with a design speed of forty (40) miles per hour or less shall be designed as curb and gutter sections. Each plan

shall bear the seal and signature of a Florida Registered Professional Engineer responsible for the project. Nothing herein shall be taken as authorization for the design of a highway with a design speed of greater than forty (40) miles per hour.

- (b) The maximum street grade shall be eight (8) percent.
- (c) The minimum right-of-way of roadways are contained in Article VI of the Land Development Code.
- (d) If pavement within a roadway is divided to allow for preservation of a tree or trees within the right-of-way, the applicant must demonstrate that adequate width remains for utilities and drainage between the shoulder and the right-of-way line.
- (e) The minimum surface course width shall be twenty (20) feet for any driveway, and twenty-two (22) feet for any roadway.
- (f) If pavement within a roadway is divided to allow for preservation of a tree within the right-of-way or to allow for planters, guardhouses, or other types of right-of-way dividers, the minimum pavement width of each travel lane of the roadway shall be twelve (12) feet from the edge of the curbing or side of the planter, guardhouse or other right-of-way divider. Pavement edges must be suitably designed and constructed to prevent pavement damage.

Sec. 18-9. - Pavement requirements.

(a) Stabilized subgrade:

- (1) Generally. All roadway and driveway subgrades shall have a minimum width of four (4) feet greater than the surface course width listed in section 18-8. Minimum stabilized depth shall be twelve (12) inches and lime rock bearing ratio (L.B.R.) shall be forty (40)/98% maximum density per AASHTO T-180. Where the existing soils to be used in the subgrade have the required bearing value, no additional stabilizing material need be added or mixed in.
- (2) Stabilizing materials. The stabilizing material, if required, shall be high-bearing value soil, sand, clay, limerock, coquina shell or other material approved by the city.
- (3) Construction. The construction of the stabilized roadbed, including compaction, shall conform to the FDOT Standard Specifications, latest edition.
- (4) Testing. Tests for the subgrade bearing capacity and compaction shall be located no more than fifty (50) feet apart and shall be staggered to the left, right and on the centerline of the roadway or driveway. When, in the judgment of the city, conditions warrant additional testing to assure compliance with the specifications, the developer's or owner's engineer will be advised in writing tests will be required and the extent of such additional tests.

(b) Base courses for flexible pavements and Portland cement concrete pavements:

- (1) Requirements. Base course materials shall be limerock or coquina shell with a minimum thickness of six (6) inches with an L.B.R. 100/98% maximum density per AASHTO T-180.
- (2) Materials and construction. The width shall be a minimum of two (2) foot greater than the finished surface course. Limerock and coquina shall conform to the FDOT Standard Specifications, latest edition, for base course materials, including construction methods.

- (3) Soil cement. On special applications where base material may be subjected to greater than normal moisture, soil cement may be used after approval by the city public works director. In such instances, the applicant shall submit the justification, test data to be used to determine mix, contractors experience record, and quality control procedures. He must also state whether a fabric or other method will be used in the system to minimize surface cracking.
 - (4) Prime and tack coats. All bases shall be primed in accordance with the FDOT Standard Specifications, latest edition. Tack coat shall not be required on primed bases except on areas which have become excessively dirty and cannot be cleaned, or in areas where the prime has cured and lost all bonding effect. Tack coat material and construction methods shall conform to FDOT Standard Specifications, latest edition.
 - (5) Testing. Tests for base thickness and compaction shall be located no more than fifty (50) feet apart and shall be staggered to left, right and on the centerline of the roadway or driveway. When conditions warrant additional testing to assure compliance with the specifications, the developer's or owner's engineer will be advised in writing that additional tests will be required and the extent of such additional tests.
 - (6) Inadequate thickness. If tests indicate thickness less than those allowed by FDOT Standard Specifications, the developer or owner may either increase thickness, recompact and retest to meet specified values, or substitute one-half-inch additional surface course for each inch or fraction thereof the base course does not meet specified thickness.
- (c) Surface course for flexible pavements:
- (1) Requirements. surface courses for flexible pavements shall be Type S-I or S-III asphaltic concrete, and shall have the minimum surface course thickness of one and one-half ($1\frac{1}{2}$) inches, or 9.5 S.P. asphaltic concrete, and shall have a minimum surface course thickness of one and three quarter ($1\frac{3}{4}$) inches.
 - (2) Materials and construction. Asphaltic concrete Type S-I or S-III shall conform to the FDOT Standard Specifications 2000. Asphaltic concrete 9.5 S P., including prime and tack coats, shall conform to the FDOT Standard Specifications, latest edition.
- (d) Portland cement concrete pavement:
- (1) Stabilized subgrade thickness requirements. Stabilized subgrade requirements for Portland cement concrete pavements shall be the same as those for flexible pavements outlined in paragraph (a) above.
 - (2) Minimum thickness. The minimum pavement thickness shall be six (6) inches.
 - (3) Materials and construction. Portland cement concrete pavement, including joints, shall conform to the FDOT Standard Specifications, latest edition, for materials and method of construction.
- (e) Certified test results. Contractor or owner must provide certified test results of the degrees of compaction of the subgrade and the base from an independent, qualified testing laboratory.
- (f) Grassing and mulching. Grassing and mulching must be included throughout all rights-of-way and easements serving the project to protect the rights-of-way and receiving body of water against erosion, siltation and rivulets caused by surface run-off. Grasses must be Argentina

Bahia or an approved alternative. Winter rye or millet may be mixed for protection until germination of perennial grass. Grassing must be fully established and right-of-way free of disease and damaging insects prior to city approval of the project

Sec. 18-10. - Maintenance of facilities after construction.

All privately owned facilities including roadways, driveways, beautification islands, entrance islands, drainage and other improvements within the easement or right of way area shall be continuously maintained by a homeowner's association, the developer, the owner, or the entity approved by the city and designated in the construction application. Failure to adequately maintain the facilities shall be a violation of this article.

Sec. 18-11. - Roadway and driveway drainage.

(a) The drainage of all roadways and driveways shall meet the criteria set forth in this section.

(b) Roadway ditches and swales:

- (1) Minimum gradient shall be one-tenth (0.1) percent, or the minimum required to provide for the design flow, whichever is greater.
- (2) Maximum gradients shall be determined from soil characteristics. Ditch erosion protection shall be provided as specified herein.
- (3) Ditch protection: Unless otherwise required by the city, the following will be standard ditch protection:

Ditch Gradient	Ditch Side Slopes	Protection Required	Maximum Velocity 10-Yr. 24-Hr. Storm
Less than 1.0%	Less than 1:3	Grassing and mulching	2 FPS
1.0%—1.99%	1:3—1:2	Sodding	4 FPS
2.0% and greater	Greater than 1:2	Ditch paving	4 FPS

(c) Side drains for roadway ditches:

- (1) Placement. Side drain pipe shall be placed in the flow line of the proposed roadway swale with an invert elevation three-tenths (0.3) feet below the proposed flow line.
- (2) Construction details. A schedule showing the size, type and invert elevation side drain needed to gain entrance to each project lot shall appear in the project construction plan.

(d) **Minimum pipe diameter:**

(1) **Minimum pipe diameter shall be as follows:**

Type	Minimum Diameter
Cross drain	15 inch or equivalent
Side drain	15 inch or equivalent
Underdrains	6 inch

(2) Underdrains may not be used for retention/detention of stormwater unless specifically approved by the city public works department.

(e) **Materials. The following pipe materials are acceptable:**

(1) **For cross and side drains:**

- a. Reinforced concrete pipe
- b. Corrugated steel pipe and pipe arch, galvanized and asphalt coated.
- c. Structural plate steel pipe and pipe arch, galvanized and asphalt coated
- d. Corrugated clad aluminum pipe and pipe arch
- e. P.V.C. or corrugated polyethylene pipe.

(2) All pipe shall be provided with mitered ends where exposed. Miter may be included in the pipe or with a separate approved tapered head wall. All corrugated pipe ends shall be protected with concrete slabs as shown in FDOT Design Standards, latest edition. Cross bars shall be installed on all culverts thirty (30) inches diameter and larger. Workmanship and pipe materials shall conform to FDOT Standard Specifications, latest edition

(f) **Length. The minimum length of pipe to be used (including miter) shall be:**

(1) For road crossings at intersections—from center line of swale to centerline of swale—less forty-eight (48) inches.

(2) **For driveways:**

Invert Depth	Minimum Length	
	Mitered	w/Headwall
20 inch—40 inch below driveway	50 ft	40 ft
Over 40 inch below driveway	60 ft	50 ft

- (3) All inverts shall be set by a registered surveyor to city approved grades.
- (4) The maximum length of pipe to be used without an access structure shall be:

Pipe Size (in inches)	Maximum Length
15	100 ft
18—36	300 ft
42 and larger	500 ft

- (5) All culvert pipes must be joined as directed in FDOT Standard Specifications, and/or Design Standards, latest edition. Minimum cover shall be twelve (12) inches unless otherwise approved. The invert depth and diameter of all culverts shall be approved by the city and set to city specified grade.
- (6) In the event any existing culvert is found to be installed to incorrect grade, or is found to be damaged or is found to be of insufficient capacity, the city shall notify owner and developer in writing, and said culvert shall be replaced at the expense of the owner and developer, within thirty (30) days.
- (g) All swales and drainage facilities located within the city right-of-way are the property of the city. No fencing, shrubs, trees or construction other than grassing may be placed on the right-of-way without city approval.
- (h) Construction and maintenance for driveway crossings of city swales or ditches shall be the responsibility of the individual owner. No person may block or impede the flow of water through any city or private drainage system, nor may leaves, trash or the materials to be placed in or burned in city drainage facilities.
- (i) If swale crossing does not include a culvert, the driveway portion of swale must be paved with a minimum of four (4) inches of reinforced three thousand (3,000) PSI concrete with low line at design grade. In some instances, other flow lines may be established for water retention. These systems must be approved in advance by the city public works department.
- (j) In the event any swale paving is found to be installed incorrectly or the swale must be modified in cross section, the city will remove the swale paving and the owner and developer will be required to replace the paving to the new grade or to install a culvert, at the owner's and developer's option and expense.
- (k) Bridges and box culverts shall be designed and constructed in accordance with Florida Department of Transportation standards.

- (l) **Development activities shall not be approved unless there is sufficient available capacity to sustain the level of service for the drainage system to set forth in section 4.01.04 of the Land Development Code.**

Sec. 18-12. - Bonding.

- (a) **(Generally) Bonds are required for all construction within a platted subdivision, for all roadway and drainage construction outside a developer's project boundaries, and for all construction within city rights-of-way. The bonds referred to in this section may be in the form of a certified or cashier's check, irrevocable letter of credit, escrow agreement, surety bond, or corporate bond, the forms of which shall be subject to the approval of the city. Surety bonds shall be with a bonding company doing business in the State of Florida and acceptable to the city. All bonds referred to in this section shall be payable to the order of the City of St. Augustine Beach on a form acceptable to the city. Each bond shall include language covering "all improvements constructed on private or public easements and rights-of-way".**
- (b) **Construction bond.**
 - (1) **The owner shall file a construction bond with the city building department at the time the subdivision plat is accepted by the city for recording or at the time permits for roads and drainage are issued, whichever is sooner. The bond will be to secure construction of the roadway and drainage improvements required under these regulations, and the delivery to the city of the applicable warranty bond. All construction must be completed by the owner or developer and accepted by the city within one year after the date the bond is received and approved by the city building department. The bond must be payable to the city in the sum equal to one hundred fifteen (115) percent of the cost of constructing the roadway and drainage improvements as estimated by the subdivider's or owner's engineer and as approved by the city building department. The bond shall remain in force for a term of fourteen months from date of approval. This bond requirement may be reduced or waived only by the city commission.**
 - (2) **If at the end of one year following receipt and acceptance of the performance bond by the city, the owner or developer has not completed the improvements required and furnished a good and sufficient warranty bond to the city, the city shall give ten (10) days' notice to the owner or developer and his surety that the city intends to hold a hearing on forfeiting of his bond. At that hearing, the owner or developer shall show cause why the construction permit should not be revoked and why the construction bond should not be enforced and collected.**
 - (3) **The owner or developer shall have an opportunity to present evidence justifying the delay in completion at the time and place of the hearing so established. At the conclusion of the hearing, the city commission shall determine whether to grant an extension of time not to exceed one year for completion, or to revoke the construction permit and forfeit the performance bond. If an extension is granted, the owner or developer shall cause the bond to be extended for a minimum of sixty (60) days beyond the new completion date.**
- (c) **Release of construction bond. Upon completion of the proposed roadway and drainage improvements, the owner's or developer's engineer shall submit a warranty bond and a letter to the city requesting that the city release the construction bond. This request along with supporting documents shall be filed with the city public works department. Upon receiving a**

letter from the engineer confirming that the improvements have been constructed as required by this article and upon receipt of the warranty bond required by this article, the city public works department shall release the construction bond.

(d) **Warranty bond.**

- (1) When the request is made for acceptance of the improvements or for release of construction bond, the person, firm or corporation seeking such acceptance or release shall first furnish a good and sufficient bond acceptable to the city public works department in the following amount:
 - a. Three dollars (\$3.00) per running foot of road length contained within the subdivision unit; or
 - b. An amount equal to five (5) percent of the total of the all construction contracts issued for construction of roads, bridges, culverts and all related improvements, whichever sum is greater.
- (2) This bond is to be furnished to secure the timely maintenance of the roads and improvements as a guarantee against faulty workmanship, construction and materials. Said bond shall be submitted by the owner or developer or his agent to the city commission and shall remain in force until released as stipulated below, but in no case for less than fourteen (14) months. If the city elects to repair and take remedial action to correct deficiencies during the warranty period, the cost will be deducted from the bond amount. This bond requirement may be reduced or waived only by the city commission.
- (3) Eleven (11) months after date of acceptance of the warranty bond by the city, the owner or developer shall submit a request to the city for release of the warranty bond. The city shall again inspect the improvements covered by the bond and shall notify the developer and his surety of any required remedial actions. The owner or developer must complete all required repairs three (3) weeks prior to the scheduled termination date of the warranty bond and notify the city upon completion thereof, or forfeit the bond. The city shall again inspect the improvements and notify the owner or developer of the acceptability of the repairs. If repairs are satisfactory, the bond will be released by written authorization of the city commission. In the event the subdivider does not complete the required modification three (3) weeks prior to the termination date of the warranty bond, he must provide the city evidence that the bond continues in force for an additional ninety (90) days, or show cause why his bond should not be presented for collection. Authorization for bond extension must be approved by the city commission.

Sec. 18-13. - Penalty.

Any person, firm or corporation violating this article, or any provision hereof, shall be subject to the general penalty provided under section 1-9 of the City Code.

Sec. 18-14. - General provisions and exceptions.

- (a) Roadways and driveways constructed on or before the effective date of this article shall be approved by the city public works director provided that:
 - (1) The applicant or others have submitted to the city a notarized affidavit, incorporating either a legal description of the roadway or driveway, or a dated aerial photograph.

verifying the roadway or driveway was constructed on or before the effective date of this article:

- (2) There is a minimum easement width of thirty (30) feet in well drained soils requiring no ditches;
 - (3) The roadway or driveway is adequately paved or stabilized twenty (20) feet wide, six (6) inches deep to sixty (60) pounds per square inch, Florida bearing value. Proof of bearing value must be obtained by the interested party from an independent testing laboratory with tests taken at not more than fifty (50) feet apart;
 - (4) Utility mains shall be located outside of the stabilized roadway;
 - (5) Roadway, driveway and drainage plans will not be required; and
 - (6) When deemed to be in the public interest, the above requirements may be reduced or waived by the city commission.
- (b) Any portion of a platted road which has not been constructed prior to the effective date of this article is subject to the requirements of this article except that the minimum right-of-way width shall be as shown on the subdivision plat.
- (c) Narrower easements and unpaved travel surfaces may be permitted, when, in the opinion of the city commission, the narrower easements and unpaved travel surfaces are deemed necessary as a result of physical circumstances such as a minor dead end roadway or driveway that cannot be extended and will serve no more than five (5) single-family dwelling units or lots, and further provided that:
- (1) There is a minimum easement width of thirty (30) feet in well drained soils requiring no ditches;
 - (2) The roadway or driveway is adequately paved or stabilized twenty (20) feet wide, six (6) inches deep to sixty (60) pounds per square inch, Florida bearing value. Proof of bearing value must be obtained by the interested party from an independent testing laboratory with tests taken at not more than fifty (50) feet apart;
 - (3) Utility main shall be located outside of the stabilized roadway,
 - (4) Roadway, driveway and drainage plans will not be required unless requested by the city public works department;
 - (5) The roadway or driveway shall be maintained to the above standard by the landowners owning the roadway or driveway, and
 - (6) If a subsequent subdividing or division of land is done to increase the number of lots or dwelling units the driveway or roadway can serve, the roadway or driveway must be improved to meet the requirements of this article.
- (d) Any owner or developer opening or paving any portion of a public roadway must comply with all paving, drainage, and other requirements of this article, and in addition thereto, such opening shall not be allowed without prior approval of the city commission. Approval may be conditioned upon such requirements as the city commission deems necessary to the public interest. The paving and drainage requirements may be relaxed to an appropriate degree in the discretion of the city commission.

- (e) A driveway providing access to a motel or hotel shall be exempt from the requirements of this article. A driveway of any condominium, the dwelling units of which are not contained in one main building, shall be subject to the requirements of this article.
- (f) This article shall not apply to roadways and driveways for which a permit has been issued prior to the effective date of this article. Such roadways and driveways shall be constructed in accordance with the requirements of the City Code in effect as of the date of issuance of such permit. If the permit shall expire, a new permit may be issued only in accordance with this article.

Sec. 18-15. - Ownership of private roadways or driveways.

Ownership of private roadways and driveways shall be vested in the abutting land owners either individually or in a homeowners association or similar entity. Retention of ownership of the private roadway or driveway by the developer will not be permitted unless he is the sole owner of all abutting properties and agrees that all properties abutting the private roadway or driveway which may be conveyed to others in the future will include use of the private roadway, or driveway by the lot owners, their guests, invitees, successors and assigns. The document providing for a private roadway or driveway serving more than one property owner, shall be recorded in the public records. The dedication contained in such document shall be irrevocable. Generally, ownership of a private roadway will be vested in all the abutting property owners for its entire length and width extending to its intersection with a public street or another approved private roadway; if the subject private roadway intersects with another approved private roadway then the dedication of such other private roadway must specifically permit usage by the owners, invitees, successors, etc., of the subject private roadway.

Sec. 18-16. - Acceptance of public roadways.

- (a) The city will accept public roadways for maintenance by the city only if the following conditions are met:
 - (1) At least seventy-five (75) percent of the developable area has been developed by the construction of buildings thereon; and
 - (2) The developer has complied with all the requirements of Chapter 18 and other applicable provisions of the City Code.
- (b) The developer shall have one (1) year from the date when the development has been seventy-five (75) percent developed to apply to the city to accept the public roadway. If this time requirement has not been met, the city has the right to refuse to accept such roadway for maintenance by the city.

Sec. 18-17. - Regulation of commercial access to city street system, and providing findings.

- (a) Findings. It is the finding of the city commission of the City of St Augustine Beach that:
 - (1) Regulation of access to the city street system is necessary in order to protect the public health, safety and welfare, to preserve the functional integrity of the city street system, and to promote the safe and efficient movement of people and goods within the city
 - (2) The development of a commercial management program, in accordance with this chapter will assist in the coordination of land use planning decisions by the city with investments

in the street system and will serve to enhance managed growth and the overall development of commerce within the city as served by the street system. Without such a program, the health, safety and welfare of the residents of the city may be placed at risk due to the fact that unregulated access to the street system is one of the contributing factors to the congestion and functional deterioration of the system.

- (3) The city commission further finds and declares that the development of an access management program in accordance with this chapter will enhance the development of an effective transportation system and increase the traffic-carrying capacity of the street system and thereby reduce the incidence of traffic accidents, personal injury and property damage.
- (4) Every owner of commercial property which abuts a road on the city street system has a right to reasonable access to the abutting city street but does not have the right of unregulated access to such street. The operational capabilities of an access connection may be restricted by the city public works director. However, a means of reasonable access to an abutting street may not be denied by the city public works director, except on the basis of safety or operational concerns as provided in section 18-18 of this Code.
- (5) The access rights of an owner of commercial property abutting the city street system are subject to reasonable regulation to ensure the public's right and interest in a safe and efficient highway system. This paragraph does not authorize the city public works director to deny a means of reasonable access to an abutting street, except on the basis of safety or operational concerns as provided in section 18-18 of this Code. Property owners are encouraged to implement the use of joint access where legally available.

Sec. 18-18. - Commercial access permit required.

- (a) A connection may not be constructed or substantially altered without obtaining an access permit in accordance with this chapter in advance of such action. As used herein the term "connection" means driveways, streets, turnouts, or other means of providing for the right of reasonable access to commercially zoned property from the city street system.
- (b) Any person seeking an access permit shall make application with the city public works director in such form as may reasonably be required by the city manager. In making the determination of whether to deny, oppose or approve with modification a connection, the city public works director shall consider:
 - (1) The number or severity of traffic accidents occurring on the segment of the street to which access is sought, and the impact thereon from providing such access;
 - (2) The operational speed on the segment of the street to which such access is sought and the level and amount of deceleration which such access would cause;
 - (3) The geographic location of the segment of the street to which such access is sought;
 - (4) The operational characteristics of the segment of the street to which such access is sought and the impact thereon from providing such access;
 - (5) The level of service of the segment of the street to which such access is sought and the impact thereon from providing such access;
 - (6) Existing and projected traffic volumes;

- (7) Existing and projected state, local and metropolitan planning organization transportation plans and needs;
 - (8) Drainage requirements;
 - (9) The residential or commercial character of lands adjoining the street;
 - (10) Local land use plans and zoning, as set forth in the comprehensive plan;
 - (11) The type and volume of traffic requiring access;
 - (12) Other operational aspects of access;
 - (13) The availability of reasonable access to the city street system by way of a state highway, county roads and other city streets; and
 - (14) The cumulative effect of existing and projected connections on the city street system's ability to provide for the safe and efficient movement of people and goods within the city.
- (c) In instances where a connection is sought and access is available by way of a county road or state highway and the city public works director determines, based on the criteria set forth in subsection (b) of this section, that access should be restricted to such county road or state highway, the city public works director may condition the granting of access to a city street upon abandonment or modification of the access to such county road or state highway

Sec. 18-19. - Appeals

Any person adversely affected by a determination of the city public works director may appeal such determination to the comprehensive planning and zoning board in the manner and within the time set forth in section 12.06.01 of the Land Development Regulations of the city.

Sec. 18-20. - Reserved.

ARTICLE II. - EXCAVATIONS

DIVISION 1. - GENERALLY

Sec. 18-21. - Lights, barricades, etc.

Any person granted a permit under this article shall protect each and every excavation in the road, street or public right-of-ways of the city by means of barricades, lights and when safety and/or protection of personal property dictates the city may require that steel plating be installed and maintained during the entire period of construction work. Any excavation found not to be properly barricaded and lighted, and steel plated when required, shall constitute a violation of this section and shall immediately be closed by the city and the cost thereof charged against the cash bond hereinafter provided for. The steel plates, barricades and lights shall be in accordance with acceptable engineering standards and shall extend the width and length of the road cut.

Sec. 18-22. - Surface restoration.

Upon the completion of each excavation permitted under this article, the person granted the permit shall backfill and finish to grade with soil similar to that adjacent to the trench, if suitable, or with approved granular backfill. Backfill under the pavement and out to a line extending on a

forty-five-degree angle below the horizontal outward from the back of the pavement shall be compacted to a density of at least ninety-eight (98) percent of the maximum density determined by AASHTO T-180. Backfill outside the above limits shall be compacted to a density comparable to the in-place material, sufficient to prevent subsidence in the open cut area. If any settlement occurs, the trench cut shall be refilled, smoothed off, and finally made to conform to the surface of the surrounding ground. The resulting surface of the trench shall conform and be equal in quality, character, and material to the original surface immediately prior to making the excavation, or to a higher quality as may be shown on the contract plans and provisions, and according to the contract bid document.

Sec. 18-23. - Right of city of complete work.

In any case where a permittee under this article is in default or shall fail to comply with the requirements of this article, the city public works director shall order the completion of the work by the city and shall recover the cost from permittee as required by law.

Secs. 18-24—18-35. - Reserved.

DIVISION 2. - PERMIT

Sec. 18-36. - Required.

No person shall excavate or dig holes or trenches in any street, road or public right-of-way without a permit.

Sec. 18-37. - Application.

Permits required by this division shall be approved by the city public works director and issued by the city building department upon written application, which application shall contain the following:

- (1) The name of the individual or corporation undertaking the excavation;
- (2) The reason which makes the excavation necessary;
- (3) The location and area of street, road or public right-of-way subject to excavation;
- (4) The date excavation shall begin and the anticipated date of completion.

Sec. 18-38. - Term, renewal and display.

Each permit issued by the city under this division shall be issued for five (5) calendar days, and shall be prominently displayed at the construction site for which the permit was granted. Renewal applications may be filed in the same manner and fashion as the original application and renewal permits may be issued with the same terms as the original permit.

Sec. 18-39. - Fee, bond, etc.

- (a) Before any permit shall be granted for excavation of any street, road or public right-of-way the person making application for such permit shall deposit with the city a cash bond of one hundred dollars (\$100.00) to ensure the maintenance of lights and barricades during the period of construction work, the refilling of such opening and the repaving thereof, as is provided in

this article. Those companies paying a franchise fee to the city shall be exempt from the requirements of this section. The state, county and all local governmental entities shall be exempt from posting any bond and paying a permit fee.

- (b) Each application shall be accompanied by a basic permit fee of fifteen dollars (\$15.00) which shall be for filing, engineering and inspections.
- (c) The city shall make a reasonable charge for the inspection of such construction work during the period thereof and shall deduct the same from the cash bond should the permit fee be insufficient to cover the reasonable charge for the same.
- (d) After all charges shall have been deducted from the cash bond, the balance shall be refunded to the person depositing same.
- (e) In cases where the estimated cost of the project shall exceed two hundred fifty dollars (\$250.00), the city public works director may require a maintenance and construction bond to be filed with the application for a permit hereunder in an amount equal to one-half of the estimated cost of the project and conditioned that such work shall be done in accordance with the city's standard specifications and guaranteeing the same for a period of six (6) months and those conditions provided for under subsection (a) of this section.
- (f) The city public works director shall have the authority to require an applicant hereunder to file a bond conditioned to protect and save harmless the city from all claims for damages or injury to other persons by reason of damages or injury sustained during the actual course of such alteration work.

Secs. 18-40—18-49. - Reserved.

ARTICLE III. - PROCEDURES FOR VACATING STREETS, ALLEYS AND EASEMENTS

Sec. 18-50. - Purposes

The purposes of this article are to establish uniform procedures for the application to the city for the vacation and abandonment of city streets, alleys, and special purpose easements of the city, to designate those individuals who shall have the responsibility for the processing of such applications; and to provide the methods and procedures for processing said applications.

Sec. 18-51. - Application required: form.

All requests for vacation and abandonment of city streets, alleys, and special purpose easements which the city may have in real property shall be made in writing upon an application form furnished by the city. Such application shall be executed in triplicate by the party or parties requesting the same, who shall verify under oath that the information contained in the application is true and correct. The application shall be filed with the building department and shall provide the following information

- (a) The name and address of the applicant or applicants.
- (b) A complete and accurate legal description of the street, alley or special purpose easement, or any portion thereof, sought to be abandoned or vacated. Accompanying the legal description shall be a plat, map or drawing showing the general area involved and the location of the specific property to be abandoned or vacated

- (c) Whether the title or interest of the city in and to the property for which the vacation is requested was acquired by deed, dedication, or prescription, and if recorded in the public records, the book and page number thereof.
- (d) The reason for the request of the abandonment or vacation.
- (e) The names and addresses of the owners of the real property bounding and abutting the property for which the vacation is requested. The names and addresses shall be taken from the current tax assessment roll. The written consent of each owner shall be obtained by the applicant and filed with the office of the city manager prior to final passage of any ordinance vacating any street, alley or other public easement.
- (f) The applicant shall certify that the property sought to be abandoned or vacated will not adversely affect other property owners or unreasonably limit access to their property
- (g) Such other relevant information as the city may require

Sec 18-52. - Application fee.

(a) Each application filed with the building department, other than an application initiated by the city commission, shall be accompanied by payment of a fee of two hundred fifty dollars (\$250.00) to pay for the costs of administrative review, site analysis and investigation, published notices of meetings for consideration of the vacation request, and any recording fee.

Sec. 18-53. - Processing of application.

- (a) Action by the building department. Upon receipt of the application and the fee, the building department shall review the application for completeness and for compliance with the requirements of this article. The building department may reject the application if a similar application for the same property has been considered at any time within six (6) months of the date when the later application is submitted. Upon proper submittal, the building department shall proceed as follows
 - (1) Advise the public works director, fire chief, police chief, and various utility authorities and companies, including Cable-TV, of the application by forwarding a copy thereof to their attention and request their review and recommendations for approval or disapproval thereof, which shall be made to the building department within twenty (20) days of the date the notice is sent by the department
 - (2) Schedule the applicant's request for the vacation for a hearing before the comprehensive planning and zoning board within thirty (30) days after the expiration of the deadline for comments to be received from the public works director, police chief, fire chief, and various utility companies and authorities.
 - (3) Notify by regular mail the applicant and owners of the real property bounding and abutting the property sought to be vacated of the date of the hearing before the comprehensive planning and zoning board at least fifteen (15) days before the meeting. The names of the owners are to be the same as certified, sworn to and provided by the applicant seeking the vacation.
 - (4) Provide the members of the comprehensive planning and zoning board with copies of the application, all other relevant materials, and a recommendation to approve or not approve

from the building official, who shall also provide the reasons for his recommendation. The building official shall determine and certify if true that the property sought to be abandoned or vacated:

- a Was not acquired or dedicated for state, county or federal highway purposes;
 - b Was not acquired or dedicated for utility purposes;
 - c Does not provide access to the ocean and/or beach, or other recreational resource;
 - d Does not provide access to public drainage facilities.
- (5) Notify the general public of the vacation request by publishing notice in a newspaper of general circulation in St. Johns County of the date and time of the public hearing by the comprehensive planning and zoning board at least fifteen (15) days before the meeting.
- (6) Forward to the city manager the recorded vote taken by the comprehensive planning and zoning board on the application, and all other relevant materials concerning the application.
- (b) Action by the city manager. Upon receiving the application materials and recorded vote of the comprehensive planning and zoning board, the city manager shall:
- (1) Schedule a public hearing on the vacation request at a city commission meeting that is to be held within sixty (60) days of the receipt of the materials from the building department
 - (2) Notify the general public of the vacation request by publishing notice in a newspaper of general circulation in St. Johns County of the date and time of the public hearing by the city commission at least fifteen (15) days before the meeting.
- (c) Action by the city commission. At its meeting, the city commission shall consider the reports and recommendations on the application for abandonment or vacation as described above from the comprehensive planning and zoning board, and shall, after due consideration, make a preliminary decision to grant with or without modifications the application, or make a final decision to deny the application, in accordance with the best interest of the public welfare.
- (1) If the city commission makes a preliminary decision to approve of the abandonment or vacation, then the city attorney shall prepare a proposed ordinance which shall contain a full legal description of the property to be vacated or abandoned, and which shall have as an exhibit a page from a legal plat book or map showing the exact location of the property to be vacated or abandoned.
 - (2) The procedure for adoption of such ordinance shall follow the usual city requirements, with two (2) readings, the second of which is to be done at a public hearing that has been advertised in a newspaper of general circulation in St. Johns County.

Sec. 18-54. - Power to vacate.

- (a) No city property which provides access to the ocean, beach, or other recreational resource will be vacated.
- (b) A portion of a street or alley lying between two (2) intersecting streets shall not be vacated unless the entire portion of the street or alley between such intersecting streets is vacated.

- (c) Subject to subsections (a) and (b) above, the city commission in its discretion, is authorized to vacate, abandon, discontinue and close any street, alley or special purpose easement of the city, or any portion thereof, other than a state, county or federal road or highway, and to renounce and disclaim any right of the city and the public in and to any land in connection therewith, and further to renounce and disclaim any right of the city and the public in and to the same whether acquired by purchase, gift, devise, dedication, prescription, or by recordation of a map or plat.

Sec. 18-55. - Action upon adoption of the ordinance.

Upon the ordinance being adopted, the building department shall send a certified copy of the ordinance and the attached exhibit to the property appraiser and to the clerk of the courts with the required recording fee.

Sec. 18-56. - Vacation or abandonment wanted by city

Should the city commission be the applicant for the vacation or abandonment of city property, the city commission shall follow the same notification and other public notice procedures as contained in section 18-53(a) (1) through (5) above. In addition, such vacation or abandonment shall be recorded, and adopted by ordinance in accordance with section 18-53(c) (1) and (2) above.

Section 2. Other Code Sections Unchanged. Any section or sections of the Code of the City of St. Augustine Beach not specifically modified herein shall survive in full force and effect and remain unchanged unless a conflict arises in which case this Ordinance shall control.

Section 3. Severability. If any phrase, clause, sentence, subsection, section, or provision of this Ordinance is held to be invalid, or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not be construed as to render invalid, or unconstitutional the remaining phrases, clauses, subsections, or provisions of this Ordinance.

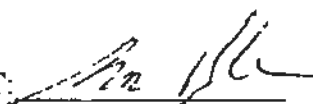
Section 4. Codification. Other than Section 1 hereof, this Ordinance shall not be codified, but a copy of this Ordinance shall be maintained in the offices of the City Manager.

Section 5. This ordinance shall take effect ten days following passage.

PASSED by the City Commission of the City of St. Augustine Beach, Florida, upon
Second Reading this 9th day of May, 2016

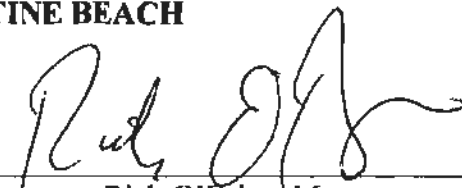
**CITY COMMISSION OF THE CITY OF
ST. AUGUSTINE BEACH**

ATTEST:



City Manager

By:



Rich O'Brien, Mayor

First reading: April 4, 2016

Second reading: May 9, 2016

**City of St. Augustine Beach Building and Zoning Department****TO: Max Royle****FROM: Brian Law****SUBJECT: Appendix I of the LMS****DATE: 8-15-2022**

Max

St. Johns County is preparing to adopt Appendix I Historical Flood Analysis to the LMS plan. This is through a consent agenda item on the 16th of August County Commission meeting. The ISO is requesting a full adoption process with the appendix I added. This appendix provides a Historical Flood Analysis for St. Johns County which addresses flood related claims and repetitive loss areas. The City of St. Augustine Beach is currently a Category B repetitive loss category while St. Johns County is a Category C repetitive loss category thus requiring the flood analysis for the county. The LMS plan is adopted by all three jurisdictions and as it is modified it is prudent that we adopt the most current form also. Due to the size of the plan (251 pages) I am simply providing the link for convenience [lms2020_combined.pdf](#) ([sjcemergencymanagement.com](#)) and attaching the hard copy of appendix I Historical Flood Analysis.

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

APPENDIX I

Historical Flood Analysis

1.1 HISTORICAL CLAIMS AND REPETITIVE LOSS AREAS

St. Johns County participates in the Community Rating System (CRS), which is part of Federal Emergency Management Agency's (FEMA) National Flood Insurance Program (NFIP). The CRS is a voluntary incentive program that recognizes and encourages community floodplain management practices that exceed minimum requirements of the NFIP. Communities are rated based on CRS criteria and NFIP policy discounts are provided to residents based on the communities CRS rating. The County's Local Mitigation Strategy (LMS) addresses many floodplain management strategies that the County uses and are included in the CRS scoring system. This Appendix was added to specifically address CRS manual Activity 510 Step 5(c) Assessment of Vulnerability: Historical Damage.

The Federal Emergency Management Agency's (FEMA) National Flood Insurance Program (NFIP) has paid over \$212 million in claims in St. Johns County. Table 1-1 describes the policy and claim statistics for the County. Claims have been paid to cover structure and contents damage and, in some cases, mold damage related to flooding. FEMA provides public assistance for large projects that deal with mold resulting from flooding, but a review of FEMA's public assistance data for the County does not indicate any applications for large mold-remediation projects.

Table 1-1 Policy and Claim Statistics for St. Johns County Structures

Zone	Policies in Force	Number of Closed Paid Losses	Closed Paid Losses
A01-30, AE	10,703	4,903	\$186,635,953
A	416	35	\$648,842
AO	5	2	\$0
AH	78	17	\$21,188
AR	0	0	\$0
A99	0	0	\$0
V01-30 & VE	272	199	\$7,781,725
V	0	0	\$0
D	2	1	\$0
B, C, X	19,902	1,003	\$17,498,787
Total	31,378	6,160	\$212,586,495

Note: Data is reflective of FEMA statistics as of 11/2/2021

The County maintains insurance for facilities that it owns, including flood insurance for facilities that are shown to be at risk for flooding.

Table 1-1 shows that approximately 11,500 policies are in force in special flood hazard areas (SFHAs) compared to approximately 9,200 structures within an SFHA. This high coverage rate is attributed to lender flood insurance policy requirements for structures within SFHAs. Figure 1-1 shows that the flood insurance policies cover many buildings in inland areas as well as on the coast. St. Johns County is proactive in identifying areas with flooding issues through its regional modeling program, which has developed hydrologic and hydraulic (H&H) models that cover most of unincorporated St. Johns County. The County also uses results from the regional models and FEMA flood hazard zones for building department reviews to ensure that new developments are not at risk of flooding and will not worsen off-site flooding. Policy coverage outside of SFHAs may be attributed to outreach and information made available to the public by St. Johns County.

Table 1-2 Policy and Claim Statistics by Occupancy Type

Occupancy Type	Policies	Closed Paid Losses
Single-Family	22,299	\$166,055,865
2- to 4-Family	1,127	\$9,926,190
All Other Residential	7,616	\$12,146,978
Non-Residential	1,127	\$26,354,323
Total	32,169	\$214,483,356

Note: Data is reflective of FEMA statistics as of 11/2/2021

Structures in the community are at risk for flooding even if they are not within a designated SFHA. Table 1-1 illustrates that nearly 16 percent of the paid loss claims for St. Johns County are for structures outside the SFHA. Overall, most of the policies in force are for single-family homes (22,299 policies). Most of the claims come from this group representing approximately \$166 million in paid losses from 5,260 claims.

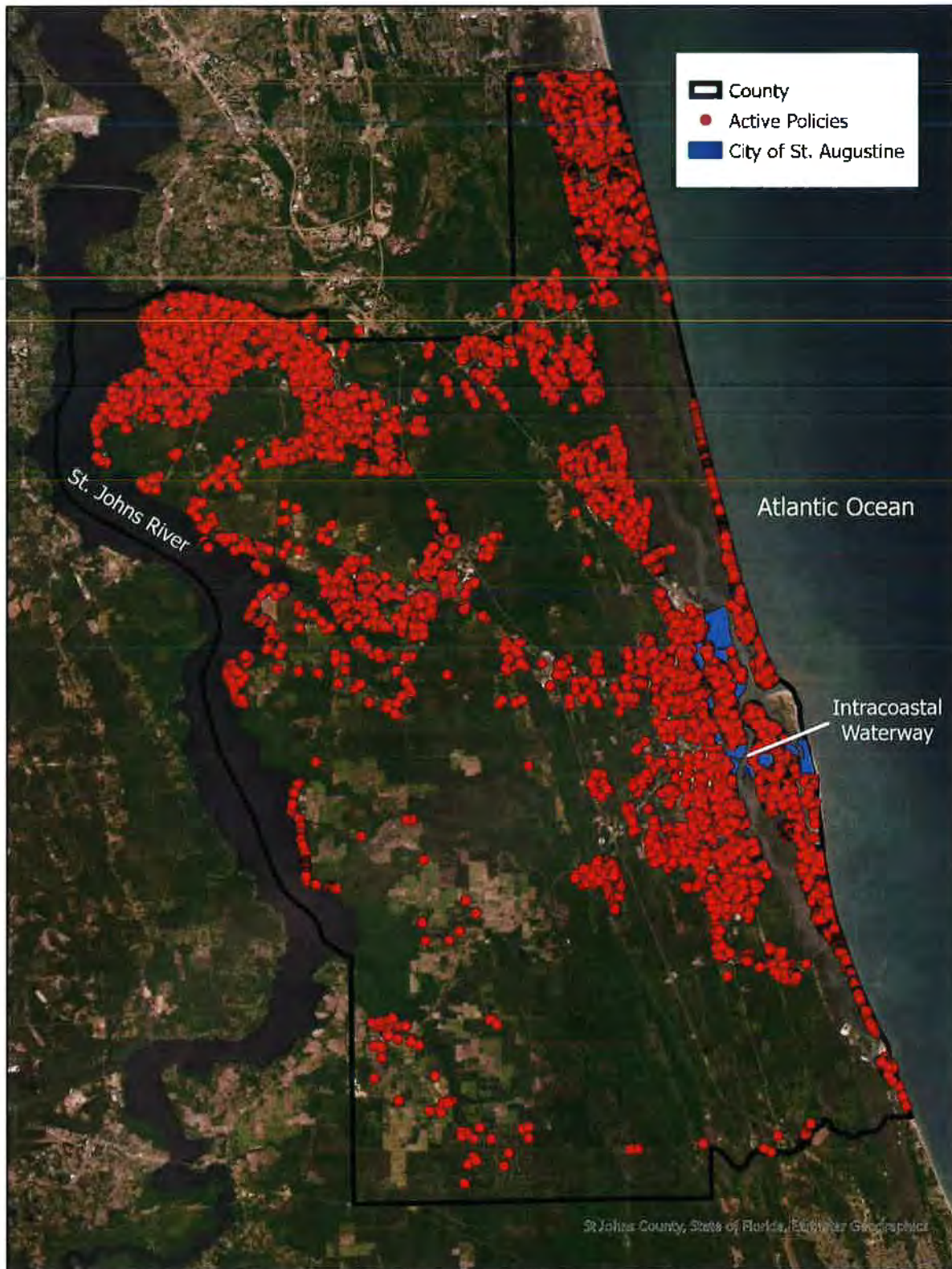
Figure 1-2 shows the historical claims data geocoded by St. Johns County. These data were overlaid with other data, such as topographic information, FEMA flood zones, and other information, to identify areas within the County that are at risk for flooding. The combined policies and claims information that the County geocoded helps the County determine where flood risk exists and where residents in high-risk flood areas do not currently have flood insurance.

St. Johns County performed a Repetitive Loss Area determination/delineation in 2019 using 2018 repetitive loss property (RLPs) data from FEMA, with the goal of reducing the number of RLPs within the County. A Repetitive Loss Structure is an NFIP-insured structure that has had at least two paid flood losses of more than \$1,000 each in any 10-year period since 1978. The County currently has 969 RLPs. A Severe Repetitive Loss (SRL) Structure is defined as a residential structure that is covered under an NFIP flood insurance policy and (a) had at least four NFIP claim payments (including building and contents) over \$5,000 each, and the cumulative amount of such claims exceeds \$20,000; or (b) had at least two separate claim payments (building payments only) with the cumulative amount of the building portion of such claims exceeding the market value of the building. For items (a) and (b), at least two of the referenced claims must have occurred within any 10-year period and must be more than 10 days apart. The County has 134 SRL properties.

St. Johns County is deemed a Class C repetitive loss community and is required to have a floodplain management plan or area analyses for its repetitive loss areas. The County mapped the RLPs and evaluated nearby properties with the same potential for flooding using the Insurance Services Office (ISO) standard procedure for mapping repetitive loss areas. The repetitive loss areas include the properties on the repetitive loss list and all nearby properties that may experience similar flooding conditions.

Figure 1-3 illustrates the repetitive loss areas identified by the analysis. Flooding occurrences in these areas were due to significant rainfall and/or storm-surge events combined with structures in or around water bodies. The terrain characteristics related to these structures can be described as low-lying areas with a high water table (close to land surface). Table 1-3 describes the causes of flooding for these repetitive loss areas related to significant storms.

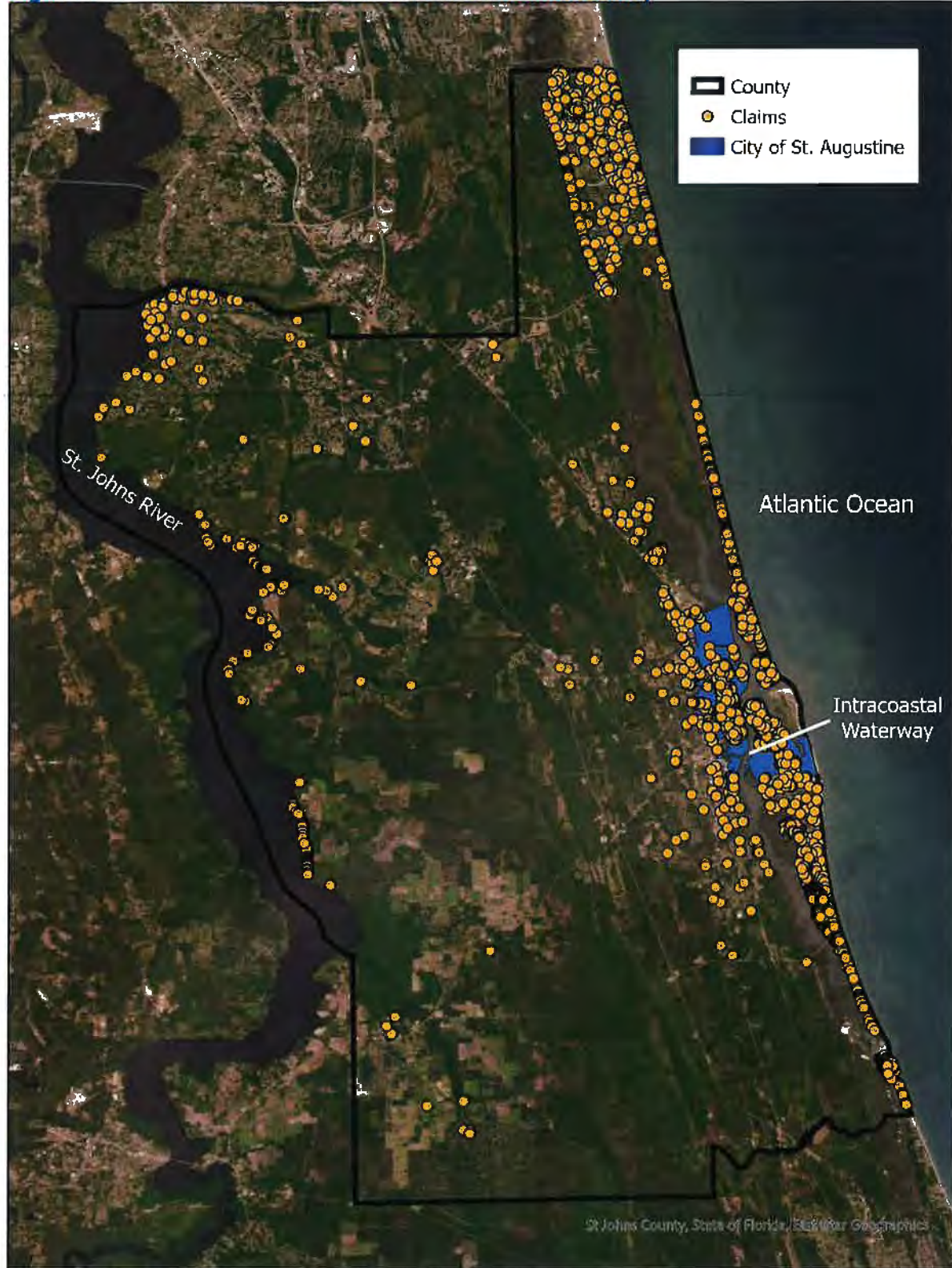
Figure 1-1 Flood Insurance Policies in St. Johns County



Note: Data is reflective of FEMA policy data from 2018.

Note: The County's Community Rating System Coordinator adheres to the data pertaining to SRLs and RLPs as protected under the Federal Privacy Act of 1974.

Figure 1-2 Flood Insurance Claims in St. Johns County



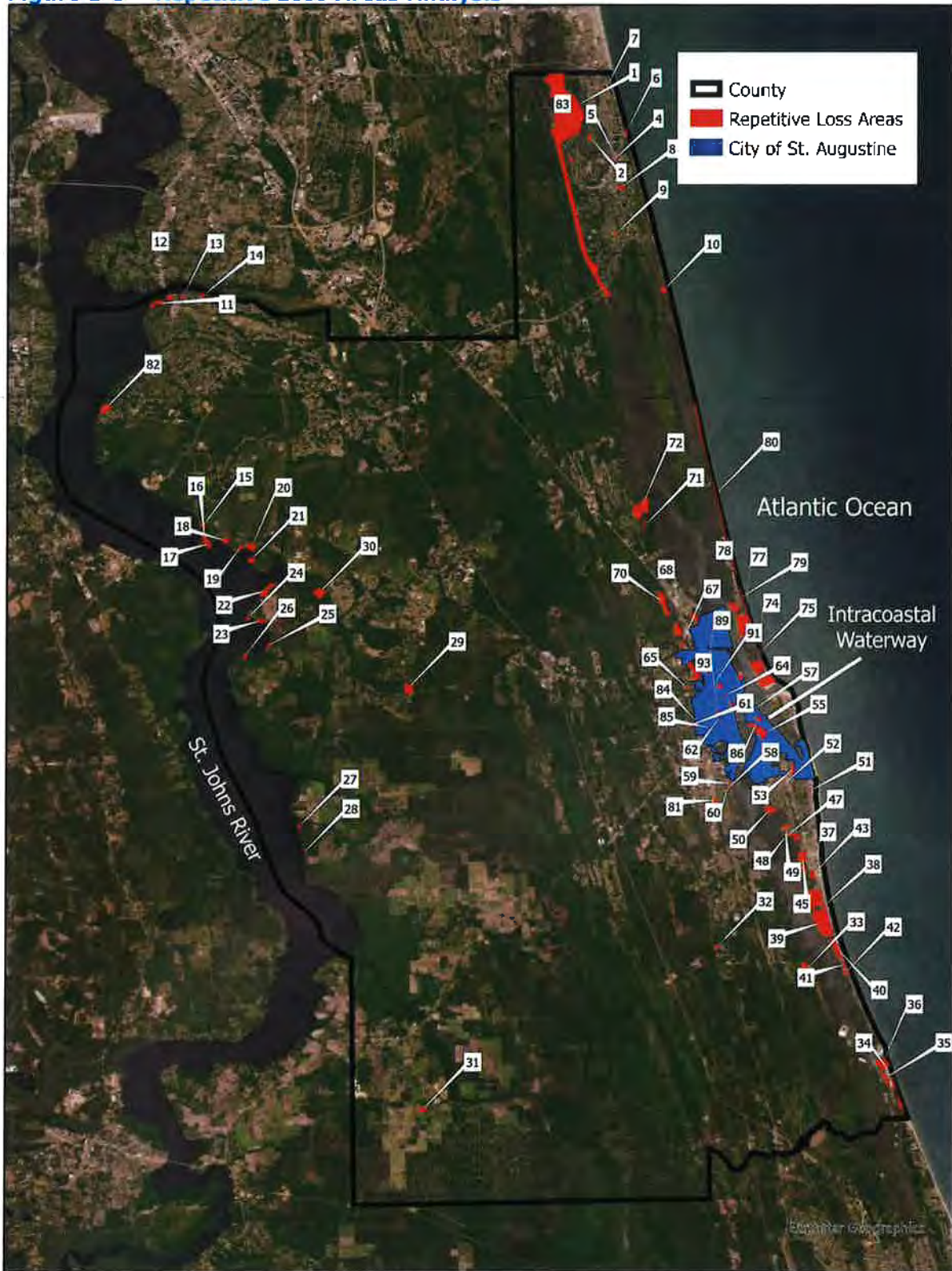
Note: Data is reflective of FEMA claims data from 2018.

Note: The County's Community Rating System Coordinator adheres to the data pertaining to SRLs and RLPs as protected under the Federal Privacy Act of 1974.

Through St. Johns County's regional stormwater modeling program, H&H models were created to cover most of unincorporated St. Johns County. The County's regional models were developed at a higher level of detail than the models used to develop the current FEMA flood hazard zones, and they better represent the rainfall-driven flood risk across the County. The County mapped inundation areas based on results from the regional models and LiDAR data. The inundation mapping was used to complete a flood protection level-of-service (FPLOS) analysis in 2018, which identified instances of roadway and structure flooding and estimated the economic impacts of rainfall-driven flooding Countywide. Results from the County's regional model were calibrated and verified to observed water levels, and the flooding predicted at many locations across the County was field-verified during actual storm events.

The FPLOS analysis identified 277 structures within the rainfall-driven 100-year/24-hour inundation areas with finished floor elevations (FFE) below the flood elevation and 6,014 structures within the rainfall-driven 100-year/24-hour inundation areas with FFEs above the flood elevation. Figure 1-4 shows the locations of structure flooding identified in the FPLOS. Average annual damages from structure flooding were estimated using Hazards US (HAZUS) depth-damage curves at each location where flooding above the FFE was expected. Based on this analysis, the estimated average annual rainfall-driven structure flooding damage cost Countywide was approximately \$200,000 in 2018 dollars. The estimated damage for a 100-year/24-hour rainfall-driven event was approximately \$5.6 million in 2018 dollars. These values do not include damage caused by storm surge-driven flooding and do not include incorporated areas within the County. Results from the County's regional models and the FPLOS analysis allow the County to identify structures that are vulnerable to rainfall-driven flooding and not covered by an existing insurance policy. These results can also be used to identify and prioritize areas for capital improvement projects to reduce flood impacts.

Figure 1-3 Repetitive Loss Areas Analysis



Note: RLA's were developed based on 2018 FEMA data.

Note: The County's Community Rating System Coordinator adheres to the data pertaining to SRLs and RLPs as protected under the Federal Privacy Act of 1974.

Table 1-3 Causes of Repetitive Flooding

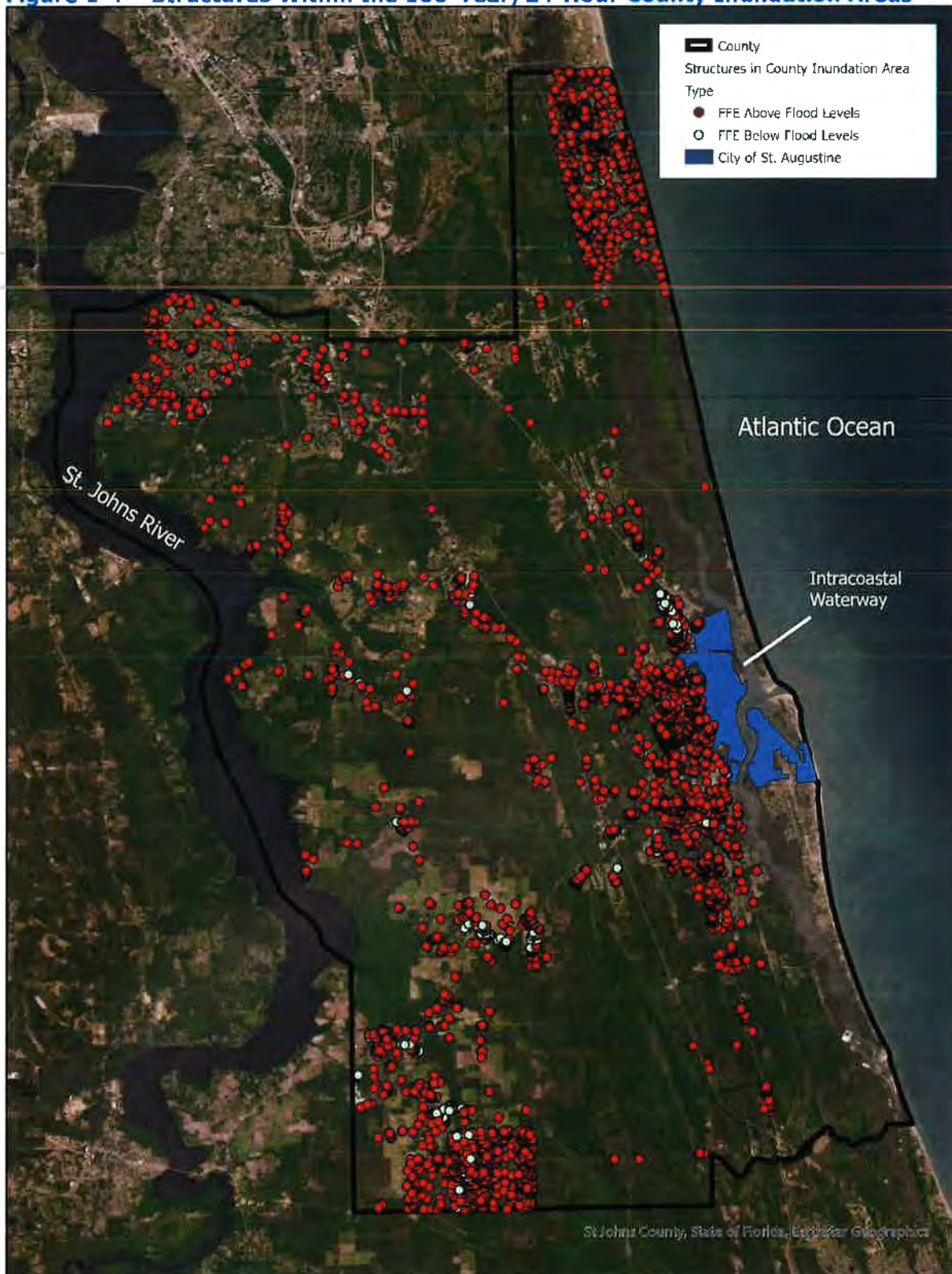
Repetitive Loss Area Map ID	Structure Count	Causes of Repetitive Flooding
1	1,194	Hurricane Irma (2017): 11.3 inches rainfall, storm surge Hurricane Matthew (2016): 10.1 inches rainfall Tropical Storm Debby (2012): 13 inches rainfall Hurricane Jeanne (2004): 3 inches rainfall, storm surge Hurricane Gabrielle (2001): 5 to 10 inches rainfall Hurricane Floyd (1999): 4 inches rainfall Hurricane Matthew: 10 inches rainfall
2	65	Tropical Storm Fay (2008): 9.8 inches rainfall Tropical Depression Ten (2007): 7.5 inches rainfall
3	68	Hurricane Irma: 10 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.5 inches rainfall
4	21	Tropical Storm Emily (2011): 3 inches rainfall Tropical Depression Ten: 7 inches rainfall
5	13	Tropical Storm Emily: 3 inches rainfall Tropical Depression Ten: 7 inches rainfall
6	13	Hurricane Irma: 10 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall, storm surge, and wave action
7	17	Tropical Storm Fay: 9.8 inches rainfall Tropical Depression Ten: 7 inches rainfall Unnamed Storm (1997): 5 inches rainfall
8	46	Hurricane Ernesto (2012): 5 inches rainfall Tropical Depression Ten: 7 inches rainfall
9	15	Hurricane Irma: 11.3 inches rainfall Tropical Storm Debby: 7.5 inches rainfall
10	9	Tropical Storm Josephine (1996): 10 inches rainfall Hurricane Opal (1995): 3 inches rainfall
11	15	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action along St. Johns River Hurricane Matthew: 10.1 inches rainfall
12	9	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action along St. Johns River Unnamed Storm (2013): 5.5 inches rainfall
13	34	Unnamed Storm (2013): 5.5 inches rainfall
14	6	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action along St. Johns River Hurricane Matthew: 10.1 inches rainfall
15	16	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action along St. Johns River Hurricane Matthew: 10.1 inches rainfall
16	14	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action along St. Johns River Hurricane Matthew: 10.1 inches rainfall
17	15	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action along St. Johns River Hurricane Gabrielle: 5 to 10 inches rainfall Tropical Storm Josephine: 10 inches rainfall
18	16	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action along St. Johns River Hurricane Matthew: 10.1 inches rainfall
19	18	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action along St. Johns River Hurricane Matthew: 10.1 inches rainfall
20	60	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action along St. Johns River Hurricane Matthew: 10.1 inches rainfall Tropical Storm Fay: 9.8 inches rainfall, storm surge Hurricane Jeanne: 3 inches rainfall
21	11	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action along St. Johns River Hurricane Matthew: 10.1 inches rainfall
22	35	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action along St. Johns River Hurricane Matthew: 10.1 inches rainfall
23	27	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action along St. Johns River Hurricane Matthew: 10.1 inches rainfall
24	8	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action along St. Johns River Hurricane Matthew: 10.1 inches rainfall
25	13	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action along St. Johns River Hurricane Matthew: 10.1 inches rainfall Unnamed Storm (2009): 11.3 inches rainfall Hurricane Jeanne: 3 inches rainfall
26	31	Hurricane Matthew: 10.1 inches rainfall, storm surge, and wave action along St. Johns River
27	12	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action along St. Johns River Hurricane Matthew: 10.1 inches rainfall

Repetitive Loss Area Map ID	Structure Count	Causes of Repetitive Flooding
28	5	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action along St. Johns River Hurricane Matthew: 10.1 inches rainfall
29	8	Hurricane Irma: 11.3 inches rainfall Unnamed Storm (2013): 5.5 inches rainfall Hurricane Matthew: 10.1 inches rainfall, storm surge, and wave action along St. Johns River
30	4	Tropical Storm Fay: 9.8 inches rainfall Hurricane Jeanne: 3 inches rainfall Hurricane Gabrielle: 5 to 10 inches rainfall
31	9	Tropical Storm Fay: 9.8 inches rainfall
32	22	Hurricane Irma: 11.3 inches rainfall Hurricane Matthew: 10.1 inches rainfall
33	6	Hurricane Irma: 11.3 inches rainfall, storm surge Hurricane Matthew: 10.1 inches rainfall
34	31	Hurricane Irma: 11.3 inches rainfall Hurricane Matthew: 10.1 inches rainfall, storm surge, and wave action from the Atlantic
35	89	Hurricane Irene: 3 inches rainfall, storm surge, and wave action along St. Johns River Hurricane Matthew: 10.1 inches rainfall, storm surge, and wave action from the Atlantic
36	85	Hurricane Irma: 11.3 inches rainfall, storm surge Hurricane Matthew: 10.1 inches rainfall, storm surge, and wave action from the Atlantic Hurricane Irene: 3 inches rainfall
37	384	Hurricane Irma: 10 inches rainfall, storm surge Hurricane Matthew: 10.1 inches rainfall, storm surge, and wave action from the Atlantic Hurricane Irene: 3 inches rainfall
38	7	Hurricane Gabrielle: 5 to 10 inches rainfall Hurricane Irene: 3 inches rainfall
39	650	Hurricane Irma: 11.3 inches rainfall, storm surge Hurricane Matthew: 10.1 inches rainfall, storm surge, and wave action from the Atlantic Hurricane Irene: 3 inches rainfall
40	154	Hurricane Irma: 11.3 inches rainfall, storm surge Hurricane Matthew: 10.1 inches rainfall, storm surge, and wave action from the Atlantic Hurricane Irene: 3 inches rainfall
41	17	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall, storm surge, and wave action from the Atlantic
42	16	Hurricane Irma: 11.3 inches rainfall Hurricane Matthew: 10.1 inches rainfall, storm surge, and wave action from the Atlantic
43	32	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall, storm surge, and wave action
44	105	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall, storm surge, and wave action from the Atlantic Unnamed Storm (2013): 5.5 inches rainfall Tropical Storm Fay: 9.8 inches rainfall Hurricane Gabrielle: 5 to 10 inches rainfall Hurricane Floyd: 23 inches rainfall
45	111	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall, storm surge, and wave action Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action
46	61	Hurricane Matthew: 10.1 inches rainfall Hurricane Gabrielle: 5 to 10 inches rainfall Hurricane Floyd: 3 inches rainfall
47	23	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall
48	36	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall
49	58	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall
50	21	Hurricane Irma: 11.3 inches rainfall Hurricane Matthew: 10.1 inches rainfall
51	9	Hurricane Irma: 11.3 inches rainfall Hurricane Matthew: 10.1 inches rainfall, storm surge, and wave action from the Atlantic
52	36	Hurricane Irma: 11.3 inches rainfall Hurricane Matthew: 10.1 inches rainfall Unnamed Storm (2013): 5.5 inches rainfall
53	26	Hurricane Gordon (1994): 3 inches rainfall

Repetitive Loss Area Map ID	Structure Count	Causes of Repetitive Flooding
54	16	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall
55	89	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall
56	24	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall
57	10	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall
58	18	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall Tropical Storm Erika (2015): 5.5 inches rainfall Unnamed Storm (2013): 5.5 inches rainfall Hurricane Erika (2009): 5.5 inches rainfall Tropical Storm Fay: 9.8 inches rainfall Tropical Depression Ten: 7 inches rainfall
59	7	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall Hurricane Gabrielle: 5 to 10 inches rainfall
60	18	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall
61	23	Hurricane Frances (2004): 7.9 inches rainfall
62	15	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall
63	23	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall
64	23	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall
65	10	Hurricane Erika: 2.5 inches rainfall Hurricane Opal: 3 inches rainfall
66	39	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall
67	52	Hurricane Irma: 11.3 inches rainfall Hurricane Matthew: 10.1 inches rainfall
68	62	Hurricane Irma: 11.3 inches rainfall Hurricane Matthew: 10.1 inches rainfall
69	15	Hurricane Irma: 11.3 inches rainfall Hurricane Matthew: 10.1 inches rainfall
70	41	Hurricane Irma: 11.3 inches rainfall Hurricane Matthew: 10.1 inches rainfall Unnamed Storm (2013): 5.5 inches rainfall Tropical Storm Fay: 9.8 inches rainfall
71	276	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall
72	176	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall
73	12	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall, storm surge, and wave action Tropical Depression Ten: 7 inches rainfall Tropical Storm Josephine: 10 inches rainfall
74	13	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall, storm surge, and wave action from the Atlantic Tropical Storm Josephine: 10 inches rainfall
75	73	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall, storm surge, and wave action
76	51	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall, storm surge, and wave action
77	341	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall, storm surge, and wave action from the Atlantic Tropical Storm Debby: 7.5 inches rainfall Tropical Storm Gabrielle: 2.5 inches rainfall Hurricane Gabrielle: 5 to 10 inches rainfall Hurricane Floyd: 2 inches rainfall Hurricane Opal: 3 inches rainfall

Repetitive Loss Area Map ID	Structure Count	Causes of Repetitive Flooding
78	30	Hurricane Irma: 11.3 inches rainfall, storm surge Hurricane Matthew: 10.1 inches rainfall Unnamed Storm (2013): 5.5 inches rainfall Tropical Storm Debby: 7.5 inches rainfall Hurricane Opal: 3 inches rainfall
79	32	Hurricane Irma: 11.3 inches rainfall Hurricane Matthew: 10.1 inches rainfall, storm surge, and wave action
80	20	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall, storm surge, and wave action
81	18	Tropical Storm Gabrielle: 2.5 inches rainfall Hurricane Erika (2003): 2.5 inches rainfall
82	458	Tropical Storm Josephine: 10 inches rainfall Tropical Storm Debby: 7.5 inches rainfall
83	1	Hurricane Igor (2011): 3.5 inches rainfall Tropical Storm Fay: 9.8 inches rainfall Tropical Depression Ten: 7 inches rainfall
84	6	Tropical Storm Earl (1992): 9.5 inches rainfall
85	1	Hurricane Matthew: 10.1 inches rainfall Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action
86	12	Hurricane Matthew: 10.1 inches rainfall, storm surge, and wave action Tropical Storm Debby: 13 inches rainfall Unnamed Storm (2009): 11.3 inches rainfall
87	37	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall, storm surge, and wave action Hurricane Hugo (1989): No rainfall data available, storm surge, wave action Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall
88	155	Unnamed Storm (1997): 5 inches rainfall Tropical Storm Josephine: 10 inches rainfall Hurricane Floyd: 3 inches rainfall
89	2	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall Hurricane Hugo: No rainfall data available, storm surge, wave action Unnamed Storm (1997): 8 inches rainfall Hurricane Opal: 3 inches rainfall
90	18	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall Tropical Depression Ten: 7.5 inches rainfall Hurricane Gabrielle: 5 to 10 inches rainfall Hurricane Hugo: No rainfall data available, storm surge, wave action
91	2	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall Hurricane Hugo: No rainfall data available, storm surge, wave action Hurricane Opal: 3 inches rainfall
92	20	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall Hurricane Jeanne: 3 inches rainfall, storm surge Hurricane Floyd: 4 inches rainfall Hurricane Opal: 3 inches rainfall Hurricane Hugo: No rainfall data available, storm surge, wave action
93	9	Hurricane Irma: 11.3 inches rainfall, storm surge, and wave action Hurricane Matthew: 10.1 inches rainfall Tropical Storm Fay: 9.8 inches rainfall

Figure 1-4 Structures Within the 100-Year/24-Hour County Inundation Areas



RESOLUTION NO. 22-11

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

**RE: TO ADOPT THE ST. JOHNS COUNTY LOCAL
MITIGATION STRATEGY PLAN**

The City Commission of St. Augustine Beach, St. Johns County, Florida, in regular meeting duly assembled on Monday, September 12, 2022, resolves as follows:

WHEREAS, the St. Johns County Local Mitigation Strategy (LMS) Taskforce was created in August 1998, with the responsibility of developing a Local Hazard Mitigation Plan; and

WHEREAS, this Local Mitigation Strategy Plan is intended to provide a strategy to mitigate dangers and costs associated with weather and man-made hazards and to provide a priority for recovery of hazardous events occurring in the City of St. Augustine Beach and St. Johns County; and

WHEREAS, the St. Johns County LMS Taskforce has completed a Local Mitigation Strategy Plan which has been reviewed by the Florida State Division of Emergency Management as meeting the criteria for such plans and was last approved by the City of St. Augustine Beach City Commissioners in 2020;

WHEREAS, the St. Johns County LMS taskforce has updated its name to the St. Johns County LMS Working Group on the 25th day of Sep 2019; and

WHEREAS, St. Johns County has conducted a historical flooding and damage analysis to be included as Appendix I in the Local Mitigation Strategy Plan.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission of the City of St. Augustine Beach, St. Johns County, Florida adopts the Local Mitigation Strategy Plan prepared by the LMS Working Group.

RESOLVED AND DONE, this 12th day of September 2022 by the City Commission of the City of St. Augustine Beach, St. Johns County, Florida.

Donald Samora, Mayor-Commissioner

ATTEST:

Max Royle, City Manager

MEMORANDUM

TO: Mayor Samora
Vice Mayor Rumrell
Commissioner England
Commissioner George
Commissioner Sweeny
Commissioner-Designate Morgan

FROM: Max Royle, City Manager 

DATE: September 2, 2022

SUBJECT: LED Streetlight Conversion: Approval of Phase 3 Contract with Florida Power and Light

As we did not receive pertinent information in time for a thorough review, we ask that this topic be postponed to your October 3rd meeting.

MEMORANDUM

Date: September 12, 2022
To: Max Royle, City Manager
From: Bill Tredik, P.E., Public Works Director
Subject: 22-05-RFQ
Professional Engineering Services for
Feasibility Study for Undergrounding of Utilities

BACKGROUND

The City Commission has expressed interest in converting existing overhead utilities to underground to increase resilience to windstorms as well as increase aesthetics and allow a more efficient use of the public right-of-way. On May 5, 2022 the City Manager informed the Commission of the upcoming election and asked the Commission to consider items for placement on the ballot. The possibility of undergrounding power lines was brought up. After discussion, the Commission determined that more information was needed and directed staff to develop a ballpark estimate of the potential costs of undergrounding and provide an update at the next meeting.

On June 6, 2022 the Public Works Director discussed the potential costs of undergrounding utilities along A1A Beach Boulevard. Based upon a St. Pete Beach undergrounding project of similar scope, the Director estimated it could cost as much as \$5.25 million to convert from overhead to underground utilities in the segment of road from Pope Road to F Street, plus between \$3.5 million and \$4 million to continue from F Street to S.R. A1A. Due to these high anticipated costs, staff recommended the Commission not include the undergrounding of utilities on this year's ballot, but rather, wait for the result of the currently

proposed one-cent sales tax proposal. If the one cent sales tax proposal passed, the City could consider dedicating a portion to the undergrounding of power lines. The Commission decided to not place the item on the ballot and discussed the use of American Rescue Plan Act (ARPA) monies to hire a consultant to develop a feasibility study for the undergrounding of utilities. The Commission directed the City Manager to contact FPL to schedule a workshop on the topic and to postpone the hiring of a consultant until after the workshop.

On July 25, 2022, Florida Power and Light (FPL) provided a ballpark estimate of \$3.1 million to convert overhead lines along A1A Beach boulevard from Pope Road to S.R. A1A. Several items were not included in this estimate, such as:

- Site restoration (sod, landscaping, pavement, sidewalks, etc)
- Rearrangement of customer electric service entrances (requires electrician) from overhead to underground. Also, additional customer expense if local inspecting authorities require customer wiring to be brought to current codes.
- Replacement street and security lighting currently attached to be poles being removed
- Trenching/backfilling for service laterals.
- Removal and undergrounding of other utilities (e.g. telecom, CATV, etc.)
- All work will be performed during the daylight hours, Monday through Friday, 8 A.M. to 5 P.M..
- Any afterhours work, e.g. disconnect / reconnect service appointments, would be an additional expense for the City.
- Acquiring, describing, securing and recording of easements for underground facilities. In underground systems, major components formerly attached to poles must now occupy "at grade" appurtenances, e.g., ground level pad mounted

transformers and switch cabinets. Facilities of an underground distribution system will not be placed in road right-of-way, with the exception of cables required for crossings. (See special note below)

On August 2, 2002 the City Commission held a workshop FPL to discuss the feasibility of undergrounding utilities along A1A Beach Boulevard and discussed their estimated costs. FPL went over the estimate of their costs, but did not provide additional information as to what the City could expect for the Total Project Cost (FPL costs plus other costs listed above) FPL provided a list of other cities who have undertaken similar projects so that St. Augustine Beach could better understand what to expect for the Total Project cost.

DISCUSSION

Following the August 2, 2022 workshop, staff reached out to Jacksonville Beach and the City of Holly Hill – two governments pursuing similar projects – to discuss their experience with undergrounding of power lines. Jacksonville Beach's perspective was largely positive, however, their situation differs from the City's in several ways, including:

- They have their own utility company (Beaches Energy Services)
- They allowed underground utilities in the right-of-way in some areas
- No condemnation used
- Did not force customers to convert to underground service

Holly Hill's overhead to underground project more closely resembled what a St. Augustine Beach effort would be:

- Both have FPL as electric provider
- Similar length project
 - 3.2 miles versus 2.5 miles
- Not a City roadway (FDOT versus St. Johns County)
- Similar configuration

- Curb and gutter with sidewalk on both sides
- Feeder line along one side of roadway' laterals crossing
- Mostly commercial
- Constricted right-of-way

The Holly Hill project has been underway since 2013. To date 0.6 miles of the 3.2 miles have been completed. Some key takeaways from staff's conversation with Holly Hill are:

- The anticipated final total cost estimate s between \$12 and \$12.5 million
- Had to pay up front; funding through a CRA Special Taxing District
- Easement acquisition took over 3 years; one (1) inverse condemnation required
- Holly Hill funded relocation of all other impacted secondary utilities (i.e. cable, phone, etc.)
- Secondary utilities were relocated first; FPL last
- Holly Hill funded all service modifications to customers
- Any cost overruns are the responsibility of the City
- No Off-Ramp once begun

While the exact circumstances will invariably differ from those of Holly Hill, their experience supports earlier estimates of a Total Project Cost of between \$9 and \$10 million (in 2022 dollars) to underground the 2.5 miles of utilities from Pope Road South the S.R. A1A. Additionally, the City can expect a project timeline to that experienced by Holly Hill.

As any process to underground utilities is complex, expensive and time consuming, it is imperative to hire an expert in the field to conduct a feasibility study prior to making any long-term decision or financial commitments. Per the City Commission's request, staff has generated a Draft Request for Qualification (RFQ 22-05) to select a consultant best suited to conduct a feasibility study for undergrounding of utilities. If the City Commission wishes to proceed with investigation of undergrounding of utilities on A1A Beach Boulevard, staff

can advertise RFQ 22-05 as soon September 15, 2022 with the following tentative schedule:

Procurement Event	Tentative Date
RFQ Advertised	September 15, 2022
Last day for questions	October 6, 2022
Written Addendum issued (if required)	October 7, 2022
Submissions Due	October 14, 2022; 3:00 PM EST
Committee Scoring of Submissions	October 28, 2022
Notice of Recommendation	November 4, 2022
Commission Presentations / Final Ranking	November 14, 2022
Negotiation of Phase 1 Agreement	December 16, 2022
Commission approval of Phase 1 Agreement	January 2, 2023
Project Event	Required Completion Time
Commission Presentation of Draft Feasibility Study	July 10, 2023
Completion of Feasibility Study	August 10, 2023

It is anticipated that after the initial scoring/ranking by a staff committee, the top three (3) firms would be invited to make a presentation to the City Commission, after which they would be ranked in order of preference by the Commission. Staff would then be directed to negotiate with the selected firm and the negotiated contract would be brought back to the City Commission for approval.

ACTION REQUESTED

Authorize staff to advertise RFQ 22-05 – Professional Engineering Services for Feasibility Study for Undergrounding of Utilities

CITY OF ST. AUGUSTINE BEACH, FLORIDA

REQUEST FOR QUALIFICATIONS



22-05-RFQ

City of St. Augustine Beach Professional Engineering Services for Feasibility Study for Undergrounding of Utilities

ISSUE DATE: Thursday, September 15, 2022

RESPONSES DUE: Friday October 14, 2022
3:00 P.M. (Local Time)

SUBMIT TO: City of St. Augustine Beach
Finance Department
2200 S.R. A1A South
St. Augustine Beach, FL 32080

CITY OF ST. AUGUSTINE BEACH, FLORIDA
Request for Qualifications
20-05-RFQ:
City of St. Augustine Beach
Professional Engineering Services for Undergrounding of Electric Lines

The City of St. Augustine Beach, Florida, a Florida Municipal Corporation, is requesting Statement of Qualifications (SOQ) from qualified firms interested in furnishing professional engineering services to conduct a Feasibility Study for the undergrounding of utilities along and east of A1A Beach Boulevard. The City intends to select one firm with demonstrated expertise in providing similar services to those requested herein.

Firms with demonstrated expertise in this field are invited to submit a Qualifications package. The Request for Qualifications (RFQ) can be obtained from the City of St. Augustine Beach, City Clerk's Office, 2200 S.R. A1A South, St. Augustine Beach, Florida 32080; or may be downloaded directly from DemandStar at <https://network.demandstar.com/>, beginning September 15, 2022. All questions must be received in writing no later than Thursday October 6, 2022, and will be answered via written addendum.

Responses/SOQs shall be submitted to the City of St. Augustine Beach, to the attention of City Clerk's Office, 2200 S.R. A1A South, City of St. Augustine Beach, Florida, 32080 **no later than 3:00 PM, local time, FRIDAY OCTOBER 14, 2022.**

The City of St. Augustine Beach will evaluate the responses based on the criteria established in the Request for Qualifications, and in accordance with Chapter 287.055 of the Florida Statutes, and rank the qualified firms in order of preference. The top three (3) firms will present their qualifications and project approach to the City Commission who will then rank the presenting firms in order of preference, and authorize negotiations with the top ranked firm. Upon successful conclusion of negotiations, the resulting agreement will be presented to the City Commission for consideration.

Persons with disabilities requiring reasonable accommodation to participate in this proceeding/event should call (904) 471-2122 (voice); or fax (904) 471-4108, not later than seven days prior to the due date.

CITY OF ST. AUGUSTINE BEACH, FLORIDA

Dariana A. Fitzgerald
City Clerk

Advertised on city website: Thursday, September 15, 2022

RFQ Document Available Online: Thursday, September 15, 2022

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EXHIBIT A: HMGP Phase 1 Contract

EXHIBIT B: City of St. Augustine Beach Vulnerability Study

ATTACHMENT H Certification Regarding Debarment, Suspension, Ineligibility and voluntary
Exclusion

22-05-RFQ: Professional Engineering Services for Feasibility Study for Undergrounding of Utilities

A. Invitation to Submit Statement of Qualifications

The City of St. Augustine Beach ("the City") is requesting Statement of Qualifications (SOQ) from qualified, experienced Engineering firms to conduct a Feasibility Study for the undergrounding of utilities along and east of 2.5 miles of A1A Beach Boulevard, from Pope Road south to S.R. A1A. The intent of this "Request for Qualifications" is for the City to select one Applicant Firm and its Sub-consultants capable of providing the Professional Engineering Services specified herein.

B. Submission Instructions

1. The City of St. Augustine Beach, Florida will receive sealed responses until 3:00 pm local time, Thursday September 15, 2022 for the purpose of selecting a firm to provide the services requested herein. SOQs must be in paper form as described in the following paragraphs.
2. Any SOQs received after the above stated time and date will not be considered. It shall be the sole responsibility of the Respondent to have their SOQ package delivered to the City Clerk's office, prior to the submittal deadline, by US mail, hand delivery, or any other method available to them.
3. All SOQs must include a MARKED ORIGINAL plus seven (7) bound paper copies, and an electronic copy of the SOQ on CD or USB flash drive. Submissions will be retained as property of the City. The ORIGINAL SOQ must be clearly marked on its face and must contain an original, manual signature of an authorized representative of the responding firm or individual. Submissions are to be addressed and delivered as follows:

22-05-RFQ
Professional Engineering Services for
Feasibility Study for Undergrounding of Utilities
ATTN: City Clerk
City of St. Augustine Beach
2200 S.R. A1A South
St. Augustine Beach, Florida 32080

4. Submittals shall clearly indicate the legal name, federal taxpayer identification number, address and telephone number of the prospective firm. SOQs shall be signed above the typed or printed name and titles of the signer. The signer shall have the authority to bind the prospective firm to the submittal.
5. All expenses for making submittals to the City are to be borne by the Respondent.
6. The City reserves the right to accept or reject any and all responses, to waive irregularities or technicalities, and to request re-submission. The City shall be the sole judge of the response and the resulting negotiated agreement that is in the City's best interest. The City's decision shall be final.
7. Responses received prior to the time of opening will be secured unopened. The City will not be responsible for the premature opening of responses not properly addressed and identified on the outside of the envelope/package with the RFQ name and number.
8. Any questions concerning the request for qualifications process, required submittals, evaluation criteria, schedule, and selection process should be submitted in writing to Dariana Fitzgerald City

Clerk, via email to dfitzgeralds@cityofsab.org. Questions must be received, in writing, no later than 2:00 pm local time Thursday, October 6, 2022 and will be answered via written addendum.

9. Respondents are expected to carefully examine the scope of services, evaluation criteria, and all general and special conditions of the RFQ prior to submission. Each Respondent shall examine the RFQ documents carefully and make a written request to the City for interpretations or corrections of any ambiguity, inconsistency, or error which may be discovered by the question deadline referenced in paragraph B.8. All interpretations or corrections will be issued via written addendum. The City will not be responsible for oral clarifications.
10. Firms responding to the RFQ must be available for interviews by City staff.
11. The contents of the SOQ of the successful firm will become part of the contractual obligations.
12. Responses must be typed or printed in ink. All corrections made by the Respondent prior to the opening must be initialed and dated by the Respondent. No changes or corrections will be allowed after the RFQ due date and time.
13. Respondents must complete and submit the enclosed Public Entity Crimes Statement.
14. The prospective primary participant must certify to the best of its knowledge and belief, that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency and meet all other such responsibility matters as contained on the attached certification form.

C. General Terms and Conditions

1. All applicable laws and regulations of the United States, the State of Florida, and the City of St. Augustine Beach will apply to any resulting agreement. The procedures of the Consultants' Competitive Negotiations Act (Section 287.055, Fla. Statue) will be followed, if and where applicable.
2. After notification of award and during the course of performance of the contract by the successful firm, and during actions taken by the City or its contractors based on or in reliance of the services provided by the successful firm, the successful firm shall indemnify, save harmless, and defend the City, its officers, employees and agents from and against all claims, suits, actions, damages or causes of action arising during the term of the resulting agreement entered into, the consultant's agents, employees, invitees, and all other persons, and from and against any orders, judgments or decrees, which may be entered thereto, and from and against all costs, attorney's fee's expenses and liabilities incurred in or by reason of the defense of any such claim, suit or action, and the investigation thereof. Nothing in the resulting agreement shall be deemed to affect the rights, privileges and immunities of the City as set forth in Section 768.28, Florida Statutes.
3. The successful firm will be deemed a subcontractor to the City in fulfillment of the City's obligations in relation to the City's Hazard Mitigation Grant Program (HMGP) contract (included as Exhibit "A") with the Florida Division of Emergency Management (FDEM). Per the requirements of the HMGP contract, the contract with the successful firm will include provisions that (i) the successful firm is bound by the terms of the HMGP agreement, (ii) the subcontractor is bound by all applicable state and federal laws and regulations, and (iii) the subcontractor shall hold the Division and Sub-Recipient harmless against all claims of whatever nature arising out of the subcontractor's performance of work under the HMGP agreement, to the extent allowed and required by law.
4. Any agreement or contract resulting from the acceptance of the response shall be on forms either supplied or approved by the City and shall contain as a minimum, applicable provisions of the response. The City reserves the right to reject any agreement, which does not conform to the RFQ

and any City requirements for agreements and contracts.

5. The City encourages the use of DBE's (Disadvantaged Business Enterprises) and MBE's (Minority Business Enterprises) where applicable for this project.
6. Any attempt by a Respondent to improperly influence a member of the evaluation committee during the response review and evaluation process shall result in response rejection.
7. The issuance of this RFQ and receipt of responses does not commit the City to award a contract. The City reserves the right to postpone the due date and time, accept or reject any or all responses received in response to this RFQ, or to negotiate with any of the firms submitting a response, waive any informality or defect in any response, or to cancel all or part of this RFQ if it is in the best interests of the City. All responses, plans and other documents submitted shall become the property of the City and are considered public information subject to review under Florida's public records law. In addition, the selected Respondent shall be expected to be familiar with and adhere to not only any applicable City Code, which can be viewed on the City's website www.cityofsab.org, but also any other laws, rules, or regulations.

D. Insurance

Without limiting any of the other obligations or liabilities, the successful Respondent shall, at its own expense, provide and maintain in force until all services to be performed under this agreement have been completed and accepted by the City (or for such duration is otherwise specified hereinafter), the following insurance coverage:

1. Workers' Compensation insurance to apply to all the consultant's employees in compliance with the "Worker's Compensation Law" of the State of Florida and all applicable federal laws, with minimum limits of \$1,000,000 for each employee, accident, and disease

Notice of Cancellation and/or Restriction of the policy(ies) must be endorsed to provide the City with thirty (30) days' notice of cancellation and/or restriction.

2. Comprehensive General Liability with minimum limits of \$1,000,000 per occurrence, combined single damage liability, and property damage liability. Coverage must be afforded on a form no more restrictive than the latest edition of the comprehensive general liability policy, without restrictive endorsements other than ISO endorsement GL 21 06 (engineers, architects or surveyors professional liability exclusion), as filed by the Insurance Services Office and must include: Premises and/or operations; Independent Contractors; broad form property damage; broad form contractual coverage; personal injury coverage with minimum limits of \$1,000,000 bodily injury liability

The consultant's insurance, including that applicable to the City as an additional insured, shall apply on a primary basis and any other insurance maintained by the City shall be in excess of and shall not contribute with the consultant's insurance.

Notice of cancellation and/or restriction of the policy(ies) must be endorsed to provide the City with thirty (30) days' notice of cancellation and/or restriction.

3. Professional liability insurance with minimum limits of \$1,000,000 per occurrence applicable to the City project and requiring notice to the City at least thirty (30) days prior to cancellation or restriction of coverage. Coverage shall be afforded on a form acceptable to the City. Consultant shall maintain such professional liability insurance until at least three (3) years after completion of all services required under this agreement.
4. Business automobile liability insurance with minimum limits of \$1,000,000 each occurrence

combined single limit or \$1,000,000 each occurrence and general aggregate. Notice of cancellation and/or restriction of the policy(ies) must be endorsed to provide the City with thirty (30) days' notice of cancellation and/or restriction. This coverage must also name the City of St. Augustine Beach as an additional insured.

5. Prior to commencement of services, the firm selected shall provide to the City, certificates of insurance evidencing the insurance coverage specified in the foregoing paragraphs 1, 2, 3 and 4. The required certificates of insurance shall name the types of policies provided. The policies for general, professional and business automobile liability shall name the City as an additional insured. If the initial insurance policies required by this RFQ expire prior to the completion of the services, renewal certificates of insurance or policies shall be furnished thirty (30) days prior to the date of their expiration.

E. Scope of Work

1. Statement of Intent

The City of St. Augustine Beach is seeking to retain the services of a qualified and experienced Engineering Firm to conduct a Feasibility Study to underground utilities along and east of A1A Beach Boulevard. The selected Project Team shall be a recognized firm with sub-consultants in required areas of expertise, preferably with knowledge and experience with similar projects with the same utility providers as within the City of St. Augustine Beach. It is imperative that the Project Team have a proven track record of success on projects/programs of similar scope with utility providers active within the City of St. Augustine Beach.

Florida Power and Light has approximately 2.5 miles of aerial feeder along A1A Beach Boulevard and approximately 2 miles cumulative of primary laterals east of A1A Beach Boulevard. The area includes a mixture of single family homes, multifamily, mixed use, government, commercial, office, and recreational uses. The existing overhead utilities include electric, telephone, and cable TV. Consideration of underground utilities west of A1A Beach Boulevard may be added to the scope at the City's discretion.

2. Work to be performed

The categories of services anticipated for the Feasibility Study include – but may not be limited to – the following:

- Data Acquisition and Compiling
- Mapping Services
- Land Surveying
- Utility Locations / Assessment
- Utility Coordination
- Legal Services
- Public Information / Resident Coordination / Project Liaison
- Planning and Civil Engineering

Key items for consideration in the Feasibility include, but are not limited to:

- Identify all utility providers which currently service the RFQ area
- Identify all required easements for the undergrounding effort
- Identify the project in conjunction with additional infrastructure either planned, or that could be undertaken in conjunction with, the utility conversion, such as:
 - The future River to Sea Loop Bicycle Trail

- Irrigation and reuse extensions
- Landscaping
- Parkette beautification
- Sidewalk and accessibility improvements
- Street lighting conversion and improvements
- Safety improvements
- Produce of an order of magnitude cost estimate (for the undergrounding portion only) of all aspects of the project including, all utility fees, design and engineering fees and construction costs.
- Prepare a proposed project schedule which includes design (both from utility companies and design consultants), preparation of bidding documents, bidding and award and construction.
- Provide options for funding
- Identify benefits to the community realized by the conversion project.
- Identify potential liabilities or detriments that could result due to the conversion project.

The Project Team Manager or designated Key Project Team Member(s) will schedule, conduct, take minutes, and solicit input at public meetings, as necessary to complete the Feasibility Study, and as agreed upon in the agreement with the City. The Project Team Manager or Key Project Team Member will present a Draft Feasibility Study to the City Commission, take input, make modifications as necessary and submit a Final Feasibility Study.

3. Project Timeline

The schedule shown below is provided for general information purposes only. Specific dates have been estimated and may vary as circumstances change. The City reserves the right to adjust this timeline as required.

Procurement Event	Tentative Date
RFQ Advertised	September 15, 2022
Last day for questions	October 6, 2022
Written Addendum issued (if required)	October 7, 2022
Submissions Due	October 14, 2022; 3:00 PM EST
Committee Scoring of Submissions	October 28, 2022
Notice of Recommendation	November 4, 2022
Commission Presentations / Final Ranking	November 14, 2022
Negotiation of Phase 1 Agreement	December 16, 2022
Commission approval of Phase 1 Agreement	January 2, 2023
Project Event	Required Completion Time
Commission Presentation of Draft Feasibility Study	July 10, 2023
Completion of Feasibility Study	August 10, 2023

F. Minimum Credentials of the Project Team

The Consultant's Project Team shall have verifiable experience and meet the following minimum credentials:

1. A Project Manager with a minimum of ten (10) years demonstratable experience on projects of similar scope and size.

2. A Florida Licensed Civil Engineer with a minimum of five (5) years demonstratable experience on projects of similar scope and size.
3. Florida Licensed Professional Surveyor with at least five (5) years of post-licensure experience

The Respondent must have a clear understanding of the uniqueness of the City of St. Augustine Beach and describe the potential challenges that may be presented to residents, business, and governmental agencies by the execution of a utility conversion project.

G. Submittal Requirements

Responses shall be designed to portray to the City how the Consultant's range of services can best assist the City in the Project. In order for the City to evaluate the responses, each Respondent shall provide information relative to their ability to provide services that will best meet the needs of the City.

All Responses shall follow the format described in this section and be accompanied by all applicable forms contained in the Request for Qualifications. Responses should be limited to the page maximums outlined below for each section and include all required forms. Respondents are encouraged to print SOQs double sided; a double-sided print will be considered two pages. Responses shall be appropriately sequenced per the following outline:

SOQ CONTENTS:

Provide the following information in the order in which it appears below

Tab 1: General / Background Information (5 page maximum)

- If the team wishes to provide a cover letter, it should be included in this section
- General overview of Firm and project team
- Describe the organization's ability in providing service like those detailed in this RFQ

Tab 2: Project Approach (10 page maximum)

- Demonstrate an understanding of the scope of work and the project goals
- Explain the team's approach to project and how it will meet the project goals
- Demonstrate the team's ability to meet the project schedule
- Demonstrate team's approach to understanding, designing and permitting the project improvements, in conjunction with the City's overall permitted drainage system
- Describe methods for quality assurance and quality control (QA/QC)

Tab 3: Project Team Qualifications and Experience (15 page maximum)

- Project Team Organizational chart
- Key Project Team Resumes
- Project Examples
 - Must include for each project; project location, type of work, total project construction cost, reference contact, and Key Project Team involvement
- Additional information (1 page)

Tab 4: Required Forms:

- Response Cover Sheet*
- Public Entity Crimes Statement*
- Attachment H – Certification Regarding Debarment, Suspension and Other Responsibility Matters*

- Statement of any Conflicts of Interest

In order to avoid a conflict of interest, or the appearance of a conflict of interest, your firm should not engage in any outside activities that are inconsistent, incompatible, or appear to conflict with your ability to exercise independent/objective judgment in the best interest of the City of St. Augustine Beach. Please outline any conflicts of interest that may exist for your firm in relation to providing services for the City of St. Augustine Beach.

- Statement of Good Standing

Your firm must be in compliance with Federal, State, County and local units of government; which specifically includes good tax payment status and good corporate registration status. Please indicate the payment status of taxes applicable to your firm and provide your firm's legal corporate name and Tax ID number.

**Required forms included with this RFQ document*

H. Evaluation of Submissions

The City desires to award the contract to the firm which most demonstrates the ability to provide the highest quality of service and meet the required project schedule. To accomplish this goal, the City criteria for evaluation of responses will include, but not be limited to:

1. The project team's experience in providing timely, cost-effective, and high-quality projects of similar scope
2. The project team's project approach meets the intent of the project and provides value-added betterments and innovations.
3. The project team's ability to provide services within the required schedule.
4. The project team demonstrates a commitment to high quality assurance and quality control and has a program to ensure both.
5. The qualifications of the primary team members in the technical disciplines required to complete the project.

Evaluation criteria will be reviewed and scored based on the following matrix:

Category	% of Score	Rating	Max Score
Relevant Project Experience	20	1-5	100
Project Approach	20	1-5	100
Ability to Meet Project Schedule	15	1-5	100
Quality Control and Quality Assurance	10	1-5	50
Qualifications in Specific Areas			
Civil and Utility Engineering	10	1-5	50
Familiarity with Local Utilities	10	1-5	50
Permitting of Similar Projects	5	1-5	25
Grant Experience (State, Federal, etc.)	10	1-5	25
Total Maximum Points Available			500

Each category has specific weights of importance to the project. Each design team will be scored 1 to 5 in each category listed:

- 1 – Non-responsive in category
- 2 – Below Expectations
- 3 – Meets Expectations
- 4 – Exceeds Expectations
- 5 – FarExceeds Expectations

I. Selection and Ranking

The City will review all responses. A Scoring Committee made up of no less than three (3) members will evaluate, score, and rank the responses relative to their qualifications, approach to the project and ability to provide services to best serve the needs of the City and project.

It is the intention of the Scoring committee to score and rank the applicants based upon the written submittals, and submit the top three (3) ranked firms to the City Commission for consideration. Interviews or presentations are an option of the City Commission and may or may not be conducted. Any interviews/oral presentations conducted are fact finding and explanation sessions only and do not include negotiations. A specific time schedule will be established after the SOQs are received and reviewed. Upon completion of the oral presentation(s), the City Commission will re-evaluate, re-rate and re-rank the proposals remaining in consideration based upon the written documents combined with the oral presentation, utilizing the same evaluation criteria detailed herein.

Following evaluations, should the scores result in a tie for the top-ranked Respondent, the City will utilize a tie-breaker procedure, including but not limited to, the Respondent scoring highest in the component with greatest weight; Respondent with the most first or second place ranks among the individual score cards, or the Respondent who has been awarded the least dollar value of contracts over the past five years.

J. Negotiations and Award

After the ranking is completed, the City will attempt to negotiate an Agreement with the top ranked firm, which will be in the best interest of the City. If no Agreement is reached with the top ranked prospective firm, negotiations will be formally terminated with that firm and initiated with the second ranked prospective firm, and so on until an Agreement is reached.

Upon the successful negotiation of an Agreement, a formal contract will be prepared, submitted to the City Commission for approval, and executed by both parties.

K. Contract/Agreement Term

The City intends on executing an Agreement with a term valid through the completion of work, as determined during the negotiation process, and reflected in the final Agreement.

Required Forms

Includes the following:

- Response Cover Sheet
- Public Entity Crimes Statement
- Attachment H - Certification Regarding Debarment, Suspension and Other Responsibility Matters

Response Cover Sheet

This page is to be completed and included as the cover sheet for your response to the Request for Qualifications.

The City Commission of the City of St. Augustine Beach reserves the right to accept or reject any and/or all responses in the best interest of the City.

This response is submitted by the below named firm/individual by the undersigned authorized representative.

	(Firm Name)
BY	_____
	(Authorized Representative)

	(Printed or Typed Name)
ADDRESS	_____

CITY, STATE, ZIP	_____
TELEPHONE	_____
FAX	_____

ADDENDA ACKNOWLEDGEMENTS: (IF APPLICABLE)

Addendum# 1 dated _____ Initials _____

Addendum# 2 dated _____ Initials _____

Addendum# 3 dated _____ Initials _____

Public Entity Crimes Statement

SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

1. This sworn statement is submitted to _____
(print name of the public entity)

by _____
(print individual's name and title)

for _____
(print name of entity submitting sworn statement)

whose business address is: _____

and (if applicable) its Federal Employer Identification Number (FEIN) is: _____

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or any agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, robbery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
- a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a "person" as defined in paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officer, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement in which I have marked below is true in relation to the entity submitting this sworn statement. **(Indicate which statement applies).**

☐ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

☐ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

☐ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. **(attach a copy of the final order).**

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

(Corporate Seal)

Authorized Representative-Sign in Ink

Authorized Signature (typed) Title

Company Name

Mailing Address

City, State, Zip

(Area Code) Telephone Number

SUBSCRIBED AND SWORN BEFORE ME AT:

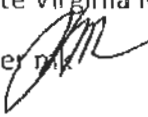
THIS ____ DAY OF _____ 2022.

NOTARY PUBLIC

MY COMMISSION EXPIRES: _____

MEMORANDUM

TO: Mayor Samora
Vice Mayor Rumrell
Commissioner England
Commissioner George
Commissioner Sweeny
Commissioner-Designate Virginia Morgan

FROM: Max Royle, City Manager 

DATE: August 9, 2022

SUBJECT: Proposed Vision Plan: Scheduling Workshop in October with Comprehensive Planning and Zoning Board and the Sustainability and Environmental Planning Advisory Committee

INTRODUCTION

The Board and the Committee have reviewed the Plan and individual members have provided comments.

Attached is the following:

- a. Pages 1-2, comments from SEPAC's chair, Lana Bandy.
- b. Page 3-4, comments from Planning Board member, R. Conner Dowling.
- c. Pages 5-6, comments from Planning Board member, Gary Smith.
- d. Page 7, a memo from Ms. Bonnie Miller, Senior Planner, in which she provides comments from the Planning Board when it reviewed the Vision Plan at its July 19th meeting.

ACTIONS REQUESTED

There are two:

1. That you schedule a date for the workshop in October, keeping in mind that the Commission room won't be available on Tuesday, October 18th, which is when the Planning Board will hold its monthly meeting, and between October 24th and November 9th because of early voting and the general election, which is scheduled for Tuesday, November 8th.

2. That you consider using Zoom for members of the Planning Board and SEPAC to attend the workshop. In the past, when tables have been put in the meeting room for a workshop there has been difficulty in hearing some participants speak because of the lack of microphones or because some microphones aren't sensitive enough to pick up speech beyond a certain distance. If persons attend by Zoom, their comments will be heard and recorded. Members of the Planning Board and SEPAC who want to attend the workshop in person can do so.

Dear Commissioners,

Thank you for giving SEPAC members the opportunity to review the Vision Plan draft. I am glad to know the City is planning for the future and soliciting feedback on the document. I hope this will continue and you will involve residents as well. I've learned from their attendance at Commission and SEPAC meetings that our residents love the City and have strong thoughts about its future. I hope the final Vision Plan reflects that the City is doing what is best for its residents.

The Vision Plan has some great phrases and goals: "provide more green space in the City" (page 10); "ensure an exceptional quality of life for residents" (page 2); "preserving its natural resources" (page 2); and "reducing waste and consumption" (page 18).

However, the Plan does not make clear how these things will happen. In fact, the **only consistent theme I see in the Vision Plan is more parking, which is in absolute opposition to the three goals above.** The Plan calls for removing much of the City's green space for additional parking – at the pier, all along A1A Beach Boulevard in our parkettes, on the side streets east of A1A, at Ocean Hammock Park, and on the currently undeveloped Hammock Dunes land. This plan is proposing new parking in a huge portion of our City, which is just 2.5 square miles.

I understand that during Spring Break and on Summer weekends, our street parking areas are full. However, the other 300 days of the year, I see many empty parking spaces. We also allow driving and parking on the beach, which means we already have thousands of parking spaces.

I do not understand why we would convert the green space on the public parkettes to parking lots. The residents of the City of St. Augustine Beach have made it very clear that they want green space and do not want more parking: at the standing-room-only Commission meeting during COVID; at our most recent SEPAC meetings; and through the recently American Rescue Plan Act (ARPA) survey the City conducted. (Note "improved" parking does not equal "more" parking.) A resident who attended SEPAC's March meeting said that she thought the City had dropped the idea of increasing parking due to public outcry. I'm certain residents will not be happy when they see its emphasis in this Plan.

Residents also do not feel it is fair to use their tax dollars to pay for parking that will be used mainly by tourists and out-of-towners. The question was noted in your January 8, 2018 Commission book: "Should the City's taxpayers pay the costs related to parking that's primarily used by non-City residents, or, more appropriately, should the visitors pay the costs?"

Your thought may be that these visitors will be spending money in St. Augustine Beach, thus helping our businesses. I imagine the average group is spending very little; they are here for the beach, then they return home or to the Old Town for the remainder of the day. You may also think that if we build more parking, tourists will stop parking on A1A Beach near Pope Road and right outside residents' homes. I believe there's an easier way to stop this: put up "no parking" signs and enforce them. The City could actually make money by issuing tickets and/or towing illegally parked vehicles.

Parking lots cost many thousands of dollars – in fact, I was shocked to see that hiring a consultant to devise a plan for improving the parking at Jack's BBQ is \$30,000+. This is *just for a consultant to devise a plan* to improve the current dirt parking area, *not for the actual work* to be done. I can only imagine what the cost would be for the plans and the development of new parking up and down A1A Beach Boulevard and in the parks as well as moving the fire station and beach volleyball courts at the pier.

I should note that SEPAC has been investigating green infrastructure – systems that work with nature to solve flooding and other neighborhood problems that arise from storms and climate issues – for years. We want to hire a consultant to help us come up with solutions to these complicated issues, but the Commission has told us

numerous times that you do not want us to spend a few thousand dollars to tackle the issue. Again, I do not understand prioritizing parking for guests vs. tackling flooding in our streets.

That 2018 Commission book also noted that “A total of \$1,279,189 has been spent on parking improvements since 2004, when the City bought the land north of 10th Street for parking and restrooms. Deducting the \$226,500 provided by the County and private business owners for parking improvements and restrooms for beach visitors, the City’s taxpayers have spent \$1,052,689.”

Now this Vision Plan calls for spending millions more. It seems as though the City could use those funds much more wisely.

In addition to more parking, the plan calls paving over other green space to make way for roads, or “connections between A1A Beach Boulevard and State Road A1A on the south end of the City” (page 6). Again, I’m not sure why this would be needed; citizens certainly have not been complaining about a lack of connections between our main roads. The area you have targeted for this – Hammock Dunes – is the last remaining native land in the City, and it is home to numerous animal species.

As you know, once we lose our green space, it is gone for good. The trees, plants, flowers, and animals will never return. This is detrimental to our health and well-being. Numerous studies have shown how crucial nature is to humans—especially children. A recent study found that “growing up deprived of green space is associated with an up to 55% higher risk of mental illness” (World Economic Forum).

In addition, with a lessened tree canopy, the City will significantly increase its chance of severe wind, hurricane, and flooding damage.

Nature is what people love about the City of St. Augustine Beach. By adding more parking, we’re adding more people and more destruction of nature. We will have even more plastic and other trash on the beach, along the boardwalks, and in the ocean, even more dune erosion, and even more noise. Like in the rest of St. Johns County, the fastest-growing county in the state, the gopher tortoises, Anastasia Island Beach mouse, deer, snakes, and other native animals will lose their habitats.

Consider two of our neighbors with distinctly different personalities – Ponte Vedra Beach and Daytona Beach. Do we want to be a quiet, beautiful area like our sister city to the north or a busy, overcrowded tourist destination like the one to our south? With more parking, more people, and more business comes more waste and consumption—also in opposition to the catchphrase in the Vision Plan. It appears that the “pristine beach” that “creates a paradise-like atmosphere for residents” (page 8) is going to be a thing of the past. The Vision Plan notes on the first page that “the City’s character is largely residential;” it seems that this Plan calls to change that.

Thank you for taking this first step in updating the City’s Vision Plan. The Plan has a lot of good ideas like “create a plan to develop the unimproved parkettes with examples of native plants or rain gardens to educate the public about sustainable gardens” (page 7). This is a great starting point. However, I hope that you strongly reconsider paving our green spaces and instead plan for the future sustainability of the City of St. Augustine Beach. The volunteers serving on the Sustainability and Environmental Planning Advisory Committee are dedicated to this and would love to work closely with you in finalizing a Vision Plan that emphasizes the important stated goals of providing more green space in the City, ensuring an exceptional quality of life for residents, and reducing waste and consumption.

Sincerely,

Lana Bandy
SEPA Chair

Dear Commissioners,

Thank you for your efforts in updating and promoting a Vision plan for our city. I appreciate the time and effort by everyone involved in drafting the document but also keeping the ball rolling with this important topic.

As an architect I see this vision plan as a series of 'master plans' that overlay on one another, each piece providing a more cohesive whole.

From the Draft Vision Plan I've broken out the elements into:

- Transportation (pedestrian, bicycle, car, parking)
- Parkette plan and Green Space (parkettes, and major parks)
- Mixed Use and Commercial (mixed use zoning district, etc)
- Pier Park (all current and future issues associated with and around Pier Park)

The current vision plan mostly refers to A1A Beach blvd, which deserves the most attention, but it would be worth including State Road A1A and State Rd 312 to address the subjects listed above.

The COSAB acts as a gateway to the large southern end of Anastasia island if traveling south, as well as a gateway to downtown St. Augustine if traveling north. Although our community's jurisdiction is limited in size, the adjacent SJC properties will take cues from what COSAB implements from its Vision Plan. While state road A1A's character and use differs greatly from A1A beach blvd, I think it is important to include it when defining the Vision plan. These roads create what are the 'entry corridors' into the COSAB.

In the vision plan the issue of parking and the parkettes along A1A beach blvd are joined together in one category. (heading C, page 4) I would suggest the issue of parking and the parkettes should be looked at as two separate issues. A comprehensive plan and design for the parkettes seems to be the best first step. If some or any of the parkettes would make sense as public parking within an overall design framework that should be studied with a design and publicly discussed.

The Vision plan mentions bicycling and bike paths in multiple places. I would suggest a comprehensive Bike plan that would include possible improvements to A1A beach blvd, State road A1A and secondary roads.

Pier Park and its future should be master planned in such a way that it compliments the other items on the Vision plan and vice versa. This is a major piece of the COSA that deserves attention. I agree with all the points made in section H with the exception of relocating the volleyball courts in order to provide more parking. Having recreation along A1A beach blvd keeps the area safer, as people use it in the evening after the beachgoers have left, as well as providing a for a sport meant to be close to the beach.

Lastly, I believe it would be important to include Art in public spaces within the process of planning the parkettes and other public spaces.

Thank you for the opportunity to comment on the future of the City of St. Augustine Beach. I believe the underlying goals of smart, sustainable livability for our city is the correct approach. We have a unique and beautiful place to promote and enhance for future generations. Whether you are visiting or living in St. Augustine beach, what makes our city special is the northeast Florida coast hammock and beach environments. The more we can plan to enhance the livability within that environment the better.

Sincerely,

R. Conner Dowling, AIA
Planning and Zoning Board member

Jennifer Thompson

From: Bonnie Miller
Sent: Tuesday, July 05, 2022 2:13 PM
To: Gary Smith
Cc: Max Royle; Jennifer Thompson
Subject: RE: vision plan 2022

Thanks Gary for your questions and comments. They will be included in the packet information for the PZB's July 19, 2022 meeting.

*Bonnie Miller, Senior Planner
City of St. Augustine Beach
Building & Zoning Department
2200 State Road A1A South
St. Augustine Beach, Florida 32080
Telephone Number : 904-484-9145
Email Address: bmiller@cityofsab.org*

PLEASE NOTE: Under Florida law, most communications to and from the City are public records. Your emails, including your email address, may be subject to public disclosure.

Sent from [Mail](#) for Windows

From: [Gary Smith](#)
Sent: Tuesday, July 5, 2022 2:01 PM
To: [Bonnie Miller](#)
Subject: vision plan 2022

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.

Hello Bonnie,
I would like to ask questions and add comment about the proposed vision plan 2022.
Questions:
What will the design look like for the proposed parking on Pope Rd.
How will shared parking work for additional parking spaces on A1A Beach Blvd.
How does this work in parking requirements in urban areas
Comments:
I would like to keep the paid parking option open due to advances in technology for payment and monitoring
Against using tax dollars to restore beach erosion behind the Embassy Hotel
Include A Street addressing public safety and major corridors
Against using tax dollars for the "Wade ins Memorial"
Our volleyball and bocce courts add a charming, picturesque, attractive, unique flavor to our beach side, instead of parking spaces

Moving the courts to the actual beach would be my second recommendation instead of losing its flavor at Ron Parker Park
Devote less land for parking and more land for green space to preserve why we chose to live here on the island

I would like to thank Commissioner Margaret England, City Manager Max Royal and Mayor Don Samora for the time and hard work that is involved with the Vision 2022 Plan. This project is extremely important in preserving and advancing our city for the years ahead.

Thank you,
Gary Smith
Planning and Zoning Board

MEMO

To: Max Royle, City Manager
From: Bonnie Miller, Senior Planner
Subject: 2022 City of St. Augustine Beach Vision Plan
Date: Wednesday, July 20, 2022

Please be advised that at its regular monthly meeting held Tuesday, July 19, 2022, the City of St. Augustine Beach Comprehensive Planning and Zoning Board discussed and provided feedback to be forwarded to the City Commission regarding a proposed 2022 City of St. Augustine Beach Vision Plan.

The general comments and feedback the Board discussed included having more discussion with St. Johns County regarding beach grooming services, picking up trash and keeping the beach clean and trash-free; providing more pedestrian safety measures, such as putting in more crosswalks and utilizing ways to light and draw attention to crosswalks to slow down and stop vehicular traffic; pursuing beautification of the City's plazas and providing better signage to clearly identify public parking areas on City plazas; providing a conceptual master plan and vision for City plazas; and finding ways to strike a balance between maintaining the quality of life and meeting the needs of residents and providing additional parking and amenities for visitors and tourism. The Board agreed, by general oral consensus, to move forward with the development of the City's vision plan and the scheduling of a joint community workshop meeting of the City Commission, Planning and Zoning Board, Sustainability and Environmental Planning Advisory Committee (SEPAC), and members of the public, to further discuss how the City's vision plan should evolve and what it should entail.

I. INTRODUCTION

The City of St. Augustine Beach is located five miles southeast of St. Augustine and is approximately 2.5 square miles in area. Its boundaries are Anastasia State Park (north), Atlantic Ocean (east), western boundary of State Road A1A, except for subdivisions and other properties west of that highway that have been annexed into the City; and the southern boundary of the Sandpiper Village subdivision. The City's main industry is tourism with numerous hotels, motels and restaurants along its main street, A1A Beach Boulevard. Though the beach and ocean are the magnets that attract thousands of overnight and day visitors from interior areas of Florida and many states for swimming, sunbathing, fishing and surfing, the City's character is largely residential with an estimated 2021 population of 6,888.

ILLUSTRATION #1**II. VISION STATEMENT**

St. Augustine Beach is an ocean-front paradise committed to preserving its natural resources, inspiring a socially responsible and engaged citizenry by means of communication, transparency and accountability, and supporting a safe and exceptional quality of life for its residents and visitors.

III. MISSION STATEMENT

To maintain and enhance standards and activities that will ensure an exceptional quality of life for residents and visitors through effective and efficient municipal services.

IV. PURPOSE OF THE 2006 VISION PLAN

In 2006, the City Commission hired a consultant, Wallace, Roberts and Todd, to do the City's first vision plan. The Commission appointed a 14-member Vision Plan Steering Committee, to develop the plan with the consultant and the Planning Board. The 2006 Vision Plan had five basic purposes:

1. To establish a coherent long-term vision for the A1A Beach Boulevard corridor, both in the public and private realms, by identifying community aspirations and integrating prior initiatives.
2. To proactively manage the growing pressure for redevelopment and infill by determining a desirable mix of land uses, intensities, and visual character of development, and by modifying development standards and regulations accordingly.
3. To activate the corridor and create a sense of identity and community by identifying opportunities for nodes of mixed activity at key locations.
4. To maximize the utility of City-owned squares (plazas or parkettes) by identifying optimal uses and potential design prototypes, in line with the vision for the corridor.

5. To enhance the overall visual aspect and functionality of the corridor by creating pedestrian and bicycle linkages, providing amenities and enhancing parking opportunities.

V. RESULTS OF THE 2006 VISION PLAN

The Vision Plan was focused on the City's "main street," A1A Beach Boulevard. Several of the actions/projects listed in the 2006 Plan have been implemented and several have not been accepted:

1. Building height limits strengthened.
2. Business sign regulations updated.
3. The mixed use district was enacted and applies to a section of Boulevard between Pope Road and F Street. However, certain recommended modifications to the Land Development Regulations were not done.
4. Some design guidelines for buildings along the Boulevard were included in mixed-use district regulations.
5. The Comprehensive Plan was amended in 2020 to incorporate a mixed-used district as a land-use type.
6. Initiatives Not Accepted or Created:
 - Activity center
 - A Street Town Center
 - One goal in the 2006 Plan was to investigate funding/grant opportunities for parking and open space/recreation improvements for the plazas/parkettes along the Boulevard. The grant sources listed were: Florida Communities Trust/Florida Forever program, Florida Land and Water Conservation Fund, Community Development Block Grant program, Florida Recreation Development Assistance Program, National Scenic Byways Program, Greenways and Recreational Trails Program, and Federal Urban Parks and Recreation Recovery Program. However, none of these applied to the very small (under a quarter acre) plazas/parkettes in the City. Rather, the City sought Florida Recreation Development Assistance Program grants for the much larger Ocean Hammock Park.
 - Initiate a dialogue with the County for possibly changing the name of A1A Beach Boulevard to Beach Boulevard was rejected.
 - Create logo for banners, signage and marketing material in conjunction with creating town centers at A Street and the City's north end. As the centers weren't created, the logo wasn't created.

VI. EXISTING CONDITIONS

- A. As part of the foundation for the development of the 2022 Vision Plan, the following are existing features or characteristics that are beneficial to the City:
 1. Public beach accesses: over twenty-five (25) beach access points.
 2. Five (5) public parks.
 3. Three (3) major pedestrian walkways.

4. Over one thousand hotel/motel rooms available to visitors, in addition to private bed-and-breakfasts and short-term rentals.
5. Two hundred twenty (220) small businesses, including four banks, and chain and non-chain restaurants and stores.
6. Fifty-two (52) public parkettes.
7. St. Augustine Beach Hotel and Beachfront received U.S. National Park Service "National Register of Historic Places," January 2022.

ILLUSTRATION #2

B. The following are existing features in the City that are unlikely to change and thus will not be addressed in the Plan:

1. **Road network:** If no new subdivisions are created, there'll likely be no addition to the existing road network. Nearly all of the existing roads have been paved. Comprehensive network of paved roads, including arterial highways (SR A1A) and A1A Beach Boulevard, plus County-owned collector streets and City-owned residential streets that provide access to all residential subdivisions.
2. **New subdivisions:** It is unlikely that there will be any significant new subdivisions because there are no large tracts in the City nor are there any large, vacant tracts adjacent to the City that could be annexed and developed as new subdivisions.
3. **Water and sewer systems:** Except for upgrades, it is unlikely that the County-owned potable water system currently in place throughout the City will be changed. There is only one small area without a connection to the County-owned sewer system.
4. **Major commercial development:** Only one large commercial tract remains between 4th and 5th streets, west of A1A Beach Boulevard. However, renovation is possible in other buildings or buildings destroyed by fire or flood.
5. **Parkland:** Within its limits, the City already has five City- and County-owned parks, which are sufficient for the City's population of about 7000 residents. Also, because of the high level of the City's current long-term debt, the City is unlikely to incur additional debt in order to buy more parkland for recreation/open space purposes, or to provide a match for a grant to buy additional parkland.

VII. PURPOSE OF THE 2022 VISION PLAN

Since 2006, cities have emphasized the use of technology and data to become more efficient and to prioritize planning to meet such new challenges as sustainability and climate change. Many cities now collect and make optimal use of all the interconnected data, information and communication technologies to address the issues and challenges with the goal of achieving efficient and sustainable infrastructure. Use of such technologies has created the phrase "Smart City," the goals of which are to improve the quality of life for City residents by:

- -Enhancing performance
- -Optimizing resources
- -Reducing waste and consumption

VIII. SMART CITY PROJECTS

To meet the goals listed above, the following are suggested projects for the 2022 Smart City Vision Plan:

A. Zoning and Land Use Ordinances

The City shall remain proactive in the maintenance and upkeep of its land use ordinances and Comprehensive Plan. Suggested improvements include:

1. Encourage desired commercial and mixed-use development and redevelopment by means of a thorough review of parking and shared parking ideas, thoughtful and realistic buffers between land uses, and continued efforts to explore the use of flexible setbacks in commercial areas.
2. Develop architectural design features and restrictions for buildings along A1A Beach Boulevard, both commercial and those allowed for residential use by conditional use permits, in order to maintain the City's beach culture and character. Guidelines should be created to address the following:
 - rooflines
 - uninterrupted planes or walls
 - allowance for architectural features, such as cupolas
 - setbacks
 - parking
 - landscaping

B. Safe and Complete Streets

The City is committed to providing safe and walkable streets, public parking, as well as easy access to the beach. Initiatives include:

1. Identify additional thru streets or sidewalks between F Street and the shopping center to increase the City's walkability by providing connections between A1A Beach Boulevard and State Road A1A on the south end of the City.
2. Identify streets where sidewalks are needed and budget for repair of existing sidewalks.
3. Underground utilities wherever street construction is done.
4. Provide additional and improved streetlighting.
5. Participate with St. Augustine on studies to increase mobility between the two cities.
6. Provide speed calming devices in certain high-traffic streets, such as Pope Road and A Street.
7. Work with the County on providing measures for safety of pedestrians using the crosswalks on A1A Beach Boulevard and other County Roads in the City.
8. Actively participate in the proposed River-to-Sea Loop.

C. Parking and Use of Parkettes

The City is unusually blessed with 52 parkettes, which can be used for mini-parks or landscaped areas to beautify A1A Beach Boulevard, or utilized as appropriate and necessary for public parking in commercial zones. Illustration 4 shows the locations of these parkettes: nine that are improved for parking, eight that are currently landscaped park areas, and 35 that are undeveloped.

The demand for more parking by out-of-town visitors, the need to encourage tourism and to stimulate the economy versus the desire of residents to maintain the laid-back and safe, pedestrian-oriented beach community creates a conflict for the use of these parkettes. However, the following guidelines may assist in the future development of the parkettes and improved parking:

1. Restrict the use of the parkettes for improved parking to commercial areas along A1A Beach Boulevard.
2. Review and update City parking requirements in commercial zoning district. Take into consideration pedestrian, bicycle traffic, recent trends in parking requirements for urban areas, shared parking, and need to encourage commercial and mixed use along A1A Beach Boulevard.
3. Designate by a numbering system the improved and unimproved parking spaces in the City and through the use of technology to enable visitors to find open or unused parking spaces.
4. Encourage St. Johns County to provide improved parking spaces along County-owned streets in the City, such as Pope Road. By letter dated August 26, 2021, the City officially requested additional public parking on Pope Road.
5. Keep paid parking as a viable option in conjunction with decisions by the County concerning having paid parking in areas it owns that are in the City's limits.
6. Investigate having possible parallel parking spaces along the side streets east of A1A Beach Boulevard.
7. Create a plan to develop the unimproved parkettes with examples of native plants or rain gardens to educate the public about sustainable gardens.

D. Beach-Related Matters

ILLUSTRATION #3

The pristine beach within the City is one of its most beautiful assets. It attracts tourists, contributes to the economy and creates a paradise-like atmosphere for residents. Therefore, it is imperative that the City give high priority to the following beach-related matters:

1. Work with County for periodic beach restoration projects to restore sand to eroded sections of the beach.
2. Provide more improved beach walkovers for public access to the beach.
3. Participate in sea oats planting projects to strengthen dunes that protect the beach from erosion.

ILLUSTRATION #4

E. Sustainability and Resiliency

Sustainability means the ability to withstand efficiently and economically a changing environment and climate. Resiliency indicates how quickly a city can recover from an unusual event, be it economic- or weather-related.

The City has obtained an up-to-date Vulnerability Study and is in the process of revising its Master Stormwater Drainage Plan. HAVE BILL ADD TO THIS SECTION, SUCH AS HOW OFTEN TO UPDATE THE PLAN AND HOW TO WORK WITH THE COUNTY.

The City shall pursue the following initiatives to protect and develop its sustainability:

1. Provide more green space in the City.
2. Purchase electric vehicles when their prices are reduced to make them competitive with fossil fuel-powered vehicles.
3. Retrofit City buildings to make them more energy efficient.

F. Public Safety

The City is characterized by a very active pedestrian and bicyclist community. There are several major pedestrian corridors, such as Mickler Boulevard, 2nd Avenue and A1A Beach Boulevard. These corridors shall be preserved, protected and improved as much as possible for pedestrians, bicyclists and types of micro-mobility, as appropriate.

Other initiatives for Public Safety improvements include:

1. Improve crosswalks on A1A Beach Boulevard by means of technology, lights and audio.
2. Continually identify the need for, and location of, additional crosswalks.
3. Purchase body cameras for officers when the Sheriff's Office and St. Augustine mandate their use.

ILLUSTRATION #5

G. Parks/Recreation

There are five (5) parks in the City, either City- or County-owned:

1. Pier Park (County)
2. Ron Parker Park (County)
3. Lakeside Park (City)
4. Ocean Hammock Park (City)
5. Hammock Dunes Park (City)

Also, the beach could be considered a park because it offers areas for such recreation activities as swimming, fishing, volleyball, jogging, surfing and the numerous games, such as horseshoe throwing, that persons bring to the beach.

These parks provide sufficient park and recreation space for a city the size of St. Augustine Beach (2.5 square miles in area with about 7,000 residents). It is unlikely that any future parkland will be available, nor will the City take on additional debt to acquire more parkland. Therefore, it is advisable that the City adopt policies and pursue initiatives to develop the highest and best use of these properties.

3. Create a Civil Rights memorial to commemorate the "Wade Ins" which occurred on the segregated St. Augustine Beach during the summer of 1964.
4. Investigate the possibility of renovation of the second floor of the old city hall (St. Augustine Beach Hotel and Beachfront) and further preservation. Working with the St. Johns County Cultural Council explore available grants to preserve the property, improve its economic usefulness and highlight its historical significance.
5. Investigate and discuss in a public forum possible other uses of the property, such as a community center on A1A Beach Boulevard, a raised boardwalk or raise retail buildings with parking underneath and/or storage for the St. Augustine Beach Police Department, County Marine Rescue and vendors.

IX: TIMETABLE FOR DEVELOPMENT AND ADOPTION OF 2022 PLAN

The suggested schedule is:

- a. January-March 2022: Commissioner England, City Manager and City staff complete first draft and forward it to the City Commission.
- b. April 4, 2022: Commission reviews draft and forwards it to the Planning Board and SEPAC for review and recommendations for changes.
- c. May 2, 2022: Commission reviews proposed changes and schedules community workshop with residents and members of SEPAC and Planning Board to discuss the Plan.
- d. June 2022: Commission holds community workshop.
- e. July 2022: Commission discusses results of the community workshop and directs that changes be made to the Vision Plan.
- f. August 2022: Commission reviews revised Vision Plan and directs that it be provided to the Planning Board and SEPAC for their review and schedules date in October for a workshop with both boards.
- g. October 2022, Commission and board workshop held.
- h. November 2022, the Commission decides the details for a draft of the 2022 Vision Plan.
- i. December 2022, draft submitted to Commission, Planning Board and SEPAC for review and comment.
- j. January 2023, Commission schedules public hearing with Planning Board and SEPAC to decide final draft of 2022 Vision Plan.

1. **Pier Park (four acres):** Both the City and the County own parcels within this Park, which is a critical destination point for beach access, recreational activities and special events. The City is actively working with St. Johns County to maximize the Park's highest and best use. The County has agreed to move the fire station to another location near the City. This relocation will provide an opportunity to demolish outdated buildings to create more parking and to obtain grants to build a community center on the fire station site close to A1A Beach Boulevard. If sports facilities such as the volleyball and bocce courts are moved to Ron Parker Park, more space would be available at Pier Park for parking and special events.
2. **Ron Parker Park (four acres):** The City will work with the County to maintain existing sports-related facilities, such as paddle tennis courts, and to create new ones, such as moving the volleyball and bocce courts from Pier Park.
3. **Lakeside Park (one acre):** It is located on the north side of 11th Street adjacent to the City's Police Department. It currently contains a veterans' memorial, sculpture garden, walk/bicycle path, picnic area and a dock by the lake.
4. **Ocean Hammock Park (18 acres):** The City has obtained grants and having design and permitting work done for certain amenities, such as restrooms, trails and an overlook. Other grants will also be sought. The grants will enable the City to complete the management plan that it agreed to do as a condition of the grants from the Florida Communities Trust to purchase the property.
5. **Hammock Dunes Park (six acres):** It is located on the west side of A1A Beach Boulevard and north of the shopping center. It has no trails, walkways or other amenities for the public. Possible amenities are a walk trail through it, plus a parking area and restrooms. A long-range park use plan should be developed and then grant funding sought to construct the amenities that the residents and Commission decide the Park should have.

H. Historic Preservation and Best Use of Pier Park

Pier Park is a major destination for both residents and visitors to St. Augustine Beach. It provides beach access, a place for events, such as the weekly farmers' market, music-by-the-sea summer concerts, wedding and any more special and seasonal events. Some suggestions to improve this Park, preserve the historical civil rights significance and provide additional parking include but are not limited to the following:

ILLUSTRATION #7

1. Relocate the County fire station. The fire station is outdated and St. Johns County has listed its relocation (possibly to the Anastasia Mosquito Control District property) in its five-year capital improvements plan.
2. Relocate beach volleyball and bocce courts to Ron Parker Sports Park and/or provide access to volleyball on the actual beach. Moving these recreational activities to other equally accessible locations will provide more parking at a major destination.

k. February 6, 2023: Commission adopts the Vision Plan.

MEMORANDUM

TO: Mayor Samora
Vice Mayor Rumrell
Commissioner England
Commissioner George
Commissioner Sweeny
Commissioner-Designate Morgan

FROM: Max Royle, City Manager 

DATE: August 23, 2022

SUBJECT: Memento of City: Consideration of Having Coin Made

At your August 1st meeting, the City Manager told you that the City in the past had had keys to the City made to give as mementos to special honorees. Your consensus was for the staff to research the options for a City coin.

Attached as pages 1-3 is an email from Ms. Fitzgerald, the City Clerk, and the information that she found.

Commissioner George asked that the City Manager contact the County for information about the vendor it uses for its coins or mementos. Attached as pages 4-12 is the additional information that Ms. Fitzgerald found.

ACTION REQUESTED

It is that you select a coin and what you want on its front and back sides, and the quantity you think is needed. Money for what you select can be put in the Fiscal Year 2023 budget.

Max Royle

From: Dariana Fitzgerald
Sent: Monday, August 22, 2022 9:39 AM
To: Max Royle
Subject: FW: City Keys/Coins

From: Dariana Fitzgerald
Sent: Tuesday, August 9, 2022 11:38 AM
To: Max Royle <mroyle@cityofsab.org>
Subject: RE: City Keys/Coins

For the coins, the PD uses a vendor in Ormond Beach that seems reasonable. Their last order was August 2021 and included a \$90 die charge for a new design, then \$4.25 per coin (1.75" gold/nickel plate, each in a clear vinyl pouch). They ordered 100 coins. I'm sure the Chief would be willing to give or show you one as an example.

The Keys would likely be \$30 or more each depending on the size, style, how customized, if a decorative case was included, etc.

If you have any additional questions, feel free to contact me.

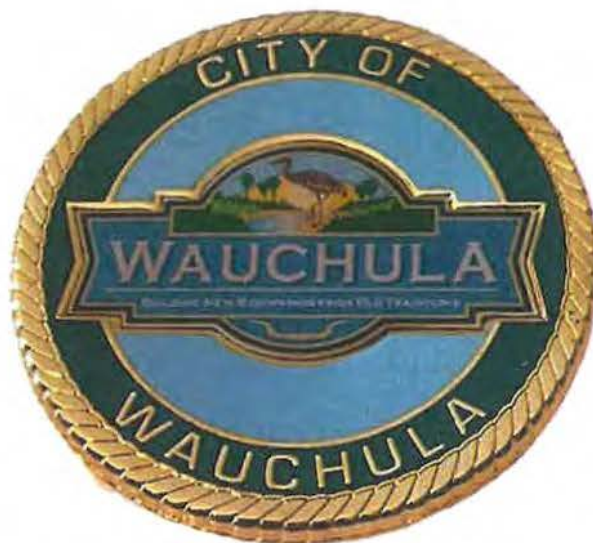
Dariana A. Fitzgerald
City Clerk
City of St. Augustine Beach
2200 A1A South, St. Augustine Beach, FL 32080
(904) 471-2122; FAX (904) 471-4108
www.staugbch.com

PLEASE NOTE: Under Florida law, most communications to and from the City are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing. (F.S. 668.6076)

From: Max Royle <mroyle@cityofsab.org>
Sent: Monday, August 8, 2022 11:41 AM
To: Dariana Fitzgerald <dfitzgerald@cityofsab.org>
Subject: City Keys/Coins

Pls. see if you can get more info re: keys and what sorts of coins (size, what would be on them) could be made and for what cost.

Thanks





BACK



FREE
100% Quality
Guarantee

- 4 -

Challenge Coins

Superior Quality at an Amazing Value

Contact Us Today

Start Your Order & Quote

Custom Challenge Coin Example Gallery



Corporate Coins



Corporate Coins



Army Challenge Coins



Corporate Coins



Corpor



Custom Challenge Coin Pricing

Color on Both Sides

Color on One Side

Metal Only (No Color)

Coin Mold Fee

Color on Both Sides

(Up to 7 Colors per Side)

Size	50	100	300	500	1,000	2,000
1.5"	\$5.58	\$3.39	\$3.00	\$2.93	\$2.85	\$2.80
1.75"	\$6.32	\$3.85	\$3.46	\$3.42	\$3.37	\$3.32
2"	\$7.05	\$4.29	\$3.97	\$3.92	\$3.87	\$3.82
2.25"	\$7.67	\$4.85	\$4.51	\$4.45	\$4.38	\$4.33
2.5"	\$8.61	\$5.75	\$5.41	\$5.29	\$5.28	\$5.23
2.75"	\$9.51	\$6.32	\$6.00	\$5.77	\$5.62	
3"	\$10.56	\$6.88	\$6.59	\$6.22	\$5.98	\$5.93

3.25" Size	\$14.03 50	\$7.59 100	\$7.26 300	\$6.88 500	\$6.59 1,000	\$6.22 2,000
3.5"	\$15.43	\$8.35	\$7.99	\$7.56	\$7.25	\$6.84
3.75"	\$16.97	\$9.18	\$8.78	\$8.32	\$7.97	\$7.52
4"	\$18.67	\$10.10	\$9.66	\$9.15	\$8.77	\$8.27

Our Customers Say...



How Big is it Really?

Approximate Sizes for Reference



1.5 Inch Custom Coin

[Hover / Tap here](#)
to see Challenge Coin in hand

1.75 Inch Custom Coin

[Hover / Tap here](#)
to see Challenge Coin in hand

2 Inch Custom Coin

[Hover / Tap here](#)
to see Challenge Coin in hand



Custom Pantone Color Matching

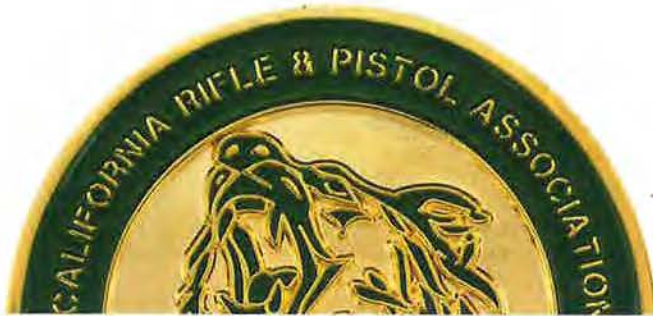
Since colors appear different on all monitors and screens, we use Pantone colors to indicate colors. These are universal and industry constructed to ensure consistency across different media. Pantone colors are not on individual screens. Unsure of what exact color you want? We can provide a professional or college sports team or a Fortune 500 company that uses a color



you like, and we can look up the Pantone color for you!

Custom Challenge Coin Edge Options

Choose the Edge Style that fits your needs



Standard Flat Edge

Price:

Included FREE



Rope Edge

Price:

Included FREE



Spur Edge

Price:

Included FREE



Flat Weave Bevel Edge

Price:

\$0.35 per side per coin



Oblique Edge



Cross Cut Edge

Price:

\$0.35 per side per coin

Price:

\$0.35 per side per coin

Challenge Coin Plating Options



Antique Gold

Price:

\$0.60 per coin



Antique Silver

Price:

\$0.35 per coin



Antique Copper

Price:

\$0.30 per coin



High Polish Gold

Price:

FREE





High Polish Silver

Price:

FREE



Dual-Plating

Price:

\$0.70 per side

Additional Challenge Coin Options

Select from a wide array of custom coin options:



Spinner Challenge Coins

Challenge coins where part of the coin is attached to a rod or an arm allowing a section of the coin to spin freely.

Pricing depends on size and complexity

Challenge Coin Cutouts

Not only can the outer shape of the coin be customized, but the interior areas can be "cut out" as well

Cut Outs:

\$0.15 per cutout

SIGNATURE COINS





3D Challenge Coins

3D coins have an unlimited number of sculpted levels, we can round edges and create smooth gradations.

3D Image

\$150



Sequential Numbering

The perfect option for anyone looking for trackable coins or just a fun way to make every coin a little more special.

Numbering:

\$0.25 per side

Glow in the Dark

Choosing glow enamels ensures your design will continue to shine even when the lights go out

Glow Enamel

\$0.20 per side



Edge Engraving

Not only can you design the front and back of your coins, but the true edge can be engraved with messages as well.

Starting At:

\$0.65 per coin

Presentation Options

We offer a variety of presentation options and packages



PVC Pouch

Archival poly coin envelopes are included free with every order. Transparent for easy viewing and acid-free, safe for long-term storage

Free with Order



Velvet Case

A black velvet finish covers the outside of the box while the inside is a recessed 1 9/16th inch circle cutout that will fit standard challenge coins.

Hard, crystal cover and base

\$4.00/ea

Challenge Coins Help Foster a Sense of Belonging and Achievement



First appearing during World War I, these military coins were used to prove membership in a particular squad or regiment, and each member was expected to carry his coin at all times. Today, the rich history that surrounds challenge coins make them a popular choice for schools, police and fire departments, and other organizations who want to instill in their members a sense of belonging. While challenge coins are still given as a tangible symbol of membership in a group, they're often used in other ways as well. They may be presented to reward a special achievement, to encourage continued efforts for improvement, or to commemorate a significant event.

These modern coins are available in nearly any shape or color combination and can include details such as event names and dates, mottos, or meaningful symbols. For true design flexibility, you can even choose single- or two-sided coins with color on one or both sides.

Challenge coins are fully customizable to match your exact specifications, such as:

- Custom color matching to ensure your school, unit or team colors are accurately depicted.
- Shapes such as logos, mascots, or other symbols are easily recreated.
- A variety of available styles means you get the look and feel that perfectly matches your group or event.
- Incredible detailing so your military regiment's motto is readable and its emblem instantly recognizable.

[Tap to Flip Challenge Coin](#)



[Tap to Flip Challenge Coin](#)



[Tap to Flip Challenge Coin](#)



Common Challenge Coin Questions

What is a challenge coin?



A challenge coin is usually a metal coin or medallion, bearing an organization's insignia, emblem or logo and carried by the organization's members. Traditionally, challenge coins were used by the military and displayed by service men and women to prove exclusive membership when challenged, and to enhance the military units' morale.

Historically, challenge coins were awarded by military unit commanders in recognition of special achievement made by a member of the unit. They are also known to be exchanged and traded during recognition visits to different international organizations, bases and service tours. These coins have been heavily collected by active and retired service members and law enforcement personnel for years.

Modern challenge coins are made in a variety of sizes and often include popular culture references such as superheroes as well as known characters in a parody. Many companies today are using them to build morale in teams, link people with similar interests and even to promote their brand. Challenge coin designs today are pushing the boundary of what a challenge coin could mean or be used for. One thing is for sure, personalized coins further strengthen the sense of bond within people that both give and receive them.

What are challenge coins used for?



When do you give challenge coins?



How to give a challenge coin?



How much are challenge coins?



How to design a challenge coin?



The Signature Difference:

Free Artwork from our Professional Designers
Free Unlimited Revisions & Adjustments
Free UPS Air Shipping to all 50 states in the U.S.
100% American-based Customer Service

MEMORANDUM

TO: Max Royle, City Manger

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

DATE: September 1, 2022

SUBJECT: RFQ 22-04 HMGP #4468-017-R City of St. Augustine Beach
Professional Engineering Services for C.R. A1A / Pope Road Drainage
Consultant Submittal Scoring

BACKGROUND

As identified in the May 2021 St. Augustine Beach Vulnerability Study, the City of St. Augustine Beach is vulnerable to storm surge from Salt Run along its northern boundary. Two (2) 48" and three (3) 36" existing culverts allow storm surge to travel under CR A1A into Anastasia State Park Property north of Pope Road. Surge then travels through two culverts under Pope Road to enter the City's stormwater drainage system. The additional flow into the City's pumped system increases the risk of flooding within the City. Blocking extreme tides and storm surges is critical to maintaining acceptable water levels within the City's drainage system, thus reducing the frequency, intensity and duration of flooding.

The C.R. A1A / Pope Road Drainage Project (the Project) will install backflow prevention devices on the outfalls under CR A1A and/or Pope Road to reduce the potential for storm surge and extreme tides from entering the City's stormwater system. Preventing these tidal inflows from Salt Run will allow the City's Stormwater Pump Station to operate at maximum efficiency and reduce the potential for storm surge and extreme tide related flooding.

The City successfully applied to the Hazard Mitigation Grant Program (HMGP) to assist in the funding for the design, permitting and construction of the project. The purpose of this RFQ is to select a consultant to provide Phase 1 (design and permitting) and Phase 2 (construction) services.

DISCUSSION

The Project is in the FY2022 and draft FY2023 City budget. RFQ 21-06 was advertised on August 18, 2022 with statements of qualifications (SOQs) due by 3:00 PM August 31, 2022.

As specified in the RFQ, scoring of SOQs was based upon the following matrix:

<u>Review Category</u>	<u>Percent of Score</u>
• Relevant Project Experience	20%
• Project Approach	20%
• Ability to Meet Project Schedule	20%
• Quality Control and Quality Assurance	10%
• Stormwater Engineering Modeling and Design	10%
• State and Local Environmental Permitting	10%
• Federal Permitting and Grant Experience	5%
• Construction Project Management and Inspection	5%

Three (3) city staff (scoring committee) independently review and score each SOQ. Each reviewer assigns a score of 1 through 5 for each category. A description of general guidelines for scoring of each category was specified in the RFQ as follows:

- 1 - Non-responsive in category
- 2 - Below Expectations
- 3 - Meets Expectations
- 4 - Exceeds Expectations
- 5 - Far Exceeds Expectations

The City received SOQs from the following three (3) engineering firms:

1. Gulfstream Design Group, LLC
2. Matthews Design Group, LLC
3. Crawford, Murphy & Tilly

At the time of this writing, the SOQs were still under review by scoring committee members. A scoring committee meeting is scheduled for September 8, 2022 whereupon members will present their scores for tabulation. Tabulated scores will be made available following after the September 8, 2022 scoring committee meeting, and presented to the City Commission for consideration at the September 12, 2022 Regular Meeting.

Consultants Competitive Negotiation Act (CCNA) Requirements

Per the 287.055 Florida Statutes, an agency shall negotiate a contract with the most qualified firm for professional services at compensation which the agency determines is fair, competitive, and reasonable. Should the agency be unable to negotiate a satisfactory contract with the firm considered to be the most qualified at a price the agency determines to be fair, competitive and reasonable, negotiations with that firm must be formally terminated. The agency shall then undertake negotiations with the second most qualified firm. Failing accord with the second most qualified firm, the agency must terminate negotiations. The agency shall then undertake negotiations with the third most qualified firm.

ACTION REQUESTED

Review the tabulation of scores and rankings for RFQ 22-04 and authorize the City Manager or designee to negotiate and execute a contract with the top ranked firm (and lower ranked firms per CCNA requirements if a satisfactory contract cannot be reached) for engineering services related to HMGP #22-04-RFQ City of St. Augustine Beach Professional Engineering Services for C.R. A1A / Pope Road Drainage.

MEMORANDUM

TO: Max Royle, City Manger

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

DATE: September 12, 2022

SUBJECT: Ocean Hammock Park
Consideration of Sea Colony Funding for Beach Boardwalk Relocation

BACKGROUND

Ocean Hammock Park is an 18.2 acre park located between A1A Beach Boulevard and the Atlantic Ocean. In 2006, the park site was permitted for development as Maratea, a 72-unit condominium complex with a clubhouse, pool, detached garages and parking lots. The proposed development would have developed all of the available upland portions of the property. As part of the Maratea's development plan the property owners dedicated 2.2 acres along the front and southern boundary for conservation and the construction of a public beach access.

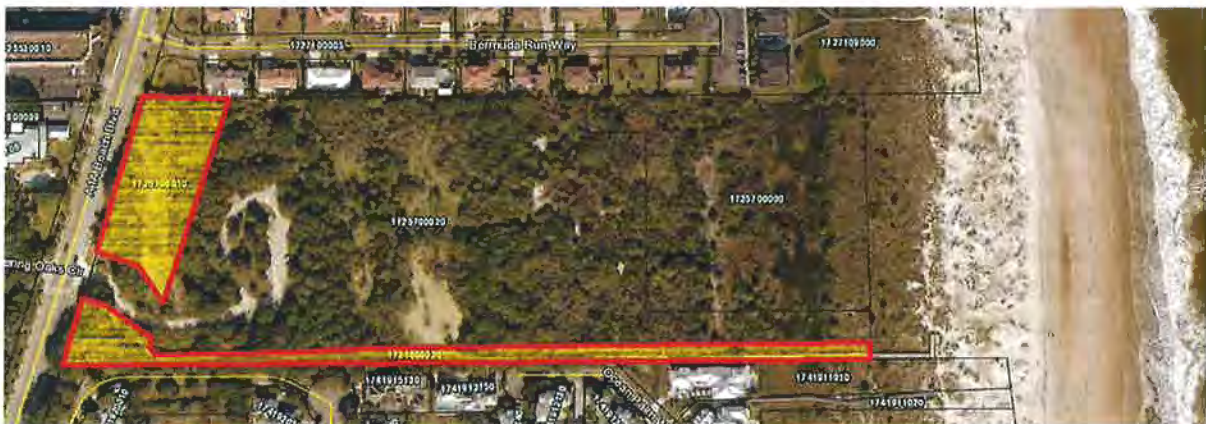


Figure 1 –2.2 Acre Maratea Dedication

By 2008, the Country was in recession, construction of Maratea had not commenced, and the City expressed interest in purchasing additional property for development of a City park. A City referendum was approved levying up to ½ mil for the purchase, and the City commenced negotiations with the landowner. In 2009, the City purchased 11.5 acres in the center of the property for \$5.25 million, \$4.5 million of which came from the Florida Communities Trust (FCT).



Figure 2 - 2009 11.5 Acre Purchase

As a requirement of the \$4.5 million FCT contribution to the 11.5 acre parcel, the City developed a Park Management Plan for the property designating how the park would be developed. The Management Plan included special management conditions with which the City must comply, including:

- Land use and zoning to recreation
- Permanent FCT recognition sign
- At least four (4) recreation facilities
- Pervious parking where feasible
- Sidewalk connection
- Bike racks
- Beach access / dune walkover
- Interpretative signs or kiosks
- Regularly scheduled educational classes
- Staffed nature center/museum
- Preservation of natural communities
- Protect and enhance wildlife
- Planting of wetland areas
- Invasive vegetation management
- Feral animal management
- Stormwater system to recreation open space or habitat
- Stormwater facilities coordinated with SJRWMD
- Archaeological survey
- Coordinate management with existing park
- ¼ mile minimum nature trail
- Enhance the designated Florida Circumnavigational

In addition to the special management conditions, the Management Plan identified the following proposed physical improvements to the park property:

Recreational Facilities

- Children's playground
- Horseshoe courts
- Bike Racks and canoe/kayak storage
- Picnic pavilion and grills
- Nature trail (¼ to ½ mile)

Amenities

- Restrooms
- Parking area
- Education center
- Wildlife observation deck

Construction on the beach boardwalk along the southern border of the property was completed in 2009 with assistance of the Florida Recreation Development Assistance Program (FRDAP). In 2012 the City constructed the current shell parking lot. Improvements completed to date include:

- Parking lot
- Sidewalk Connections
- Beach Access (Connection to Beach Boardwalk)
- Permanent FCT recognition sign
- Construction of stormwater treatment system

An aerial photograph of a coastal area. A large, irregularly shaped parcel of land is outlined in red. This parcel is divided into two main sections: a larger, darker green section on the left and a smaller, lighter yellowish-green section on the right. The parcel is situated between a residential area with houses and streets (top and left) and a beach area (right). Various parcel numbers are visible on the map, including 1725700010, 1725700020, 1725700030, 1725700040, 1725700050, 1725700060, 1725700070, 1725700080, 1725700090, 1725700100, 1725700110, 1725700120, 1725700130, 1725700140, 1725700150, 1725700160, 1725700170, 1725700180, 1725700190, 1725700200, 1725700210, 1725700220, 1725700230, 1725700240, 1725700250, 1725700260, 1725700270, 1725700280, 1725700290, 1725700300, 1725700310, 1725700320, 1725700330, 1725700340, 1725700350, 1725700360, 1725700370, 1725700380, 1725700390, 1725700400, 1725700410, 1725700420, 1725700430, 1725700440, 1725700450, 1725700460, 1725700470, 1725700480, 1725700490, 1725700500, 1725700510, 1725700520, 1725700530, 1725700540, 1725700550, 1725700560, 1725700570, 1725700580, 1725700590, 1725700600, 1725700610, 1725700620, 1725700630, 1725700640, 1725700650, 1725700660, 1725700670, 1725700680, 1725700690, 1725700700, 1725700710, 1725700720, 1725700730, 1725700740, 1725700750, 1725700760, 1725700770, 1725700780, 1725700790, 1725700800, 1725700810, 1725700820, 1725700830, 1725700840, 1725700850, 1725700860, 1725700870, 1725700880, 1725700890, 1725700900, 1725700910, 1725700920, 1725700930, 1725700940, 1725700950, 1725700960, 1725700970, 1725700980, 1725700990, 1725701000, 1725701010, 1725701020, 1725701030, 1725701040, 1725701050, 1725701060, 1725701070, 1725701080, 1725701090, 1725701100, 1725701110, 1725701120, 1725701130, 1725701140, 1725701150, 1725701160, 1725701170, 1725701180, 1725701190, 1725701200, 1725701210, 1725701220, 1725701230, 1725701240, 1725701250, 1725701260, 1725701270, 1725701280, 1725701290, 1725701300, 1725701310, 1725701320, 1725701330, 1725701340, 1725701350, 1725701360, 1725701370, 1725701380, 1725701390, 1725701400, 1725701410, 1725701420, 1725701430, 1725701440, 1725701450, 1725701460, 1725701470, 1725701480, 1725701490, 1725701500, 1725701510, 1725701520, 1725701530, 1725701540, 1725701550, 1725701560, 1725701570, 1725701580, 1725701590, 1725701600, 1725701610, 1725701620, 1725701630, 1725701640, 1725701650, 1725701660, 1725701670, 1725701680, 1725701690, 1725701700, 1725701710, 1725701720, 1725701730, 1725701740, 1725701750, 1725701760, 1725701770, 1725701780, 1725701790, 1725701800, 1725701810, 1725701820, 1725701830, 1725701840, 1725701850, 1725701860, 1725701870, 1725701880, 1725701890, 1725701900, 1725701910, 1725701920, 1725701930, 1725701940, 1725701950, 1725701960, 1725701970, 1725701980, 1725701990, 1725702000, 1725702010, 1725702020, 1725702030, 1725702040, 1725702050, 1725702060, 1725702070, 1725702080, 1725702090, 1725702100, 1725702110, 1725702120, 1725702130, 1725702140, 1725702150, 1725702160, 1725702170, 1725702180, 1725702190, 1725702200, 1725702210, 1725702220, 1725702230, 1725702240, 1725702250, 1725702260, 1725702270, 1725702280, 1725702290, 1725702300, 1725702310, 1725702320, 1725702330, 1725702340, 1725702350, 1725702360, 1725702370, 1725702380, 1725702390, 1725702400, 1725702410, 1725702420, 1725702430, 1725702440, 1725702450, 1725702460, 1725702470, 1725702480, 1725702490, 1725702500, 1725702510, 1725702520, 1725702530, 1725702540, 1725702550, 1725702560, 1725702570, 1725702580, 1725702590, 1725702600, 1725702610, 1725702620, 1725702630, 1725702640, 1725702650, 1725702660, 1725702670, 1725702680, 1725702690, 1725702700, 1725702710, 1725702720, 1725702730, 1725702740, 1725702750, 1725702760, 1725702770, 1725702780, 1725702790, 1725702800, 1725702810, 1725702820, 1725702830, 1725702840, 1725702850, 1725702860, 1725702870, 1725702880, 1725702890, 1725702900, 1725702910, 1725702920, 1725702930, 1725702940, 1725702950, 1725702960, 1725702970, 1725702980, 1725702990, 1725703000, 1725703010, 1725703020, 1725703030, 1725703040, 1725703050, 1725703060, 1725703070, 1725703080, 1725703090, 1725703100, 1725703110, 1725703120, 1725703130, 1725703140, 1725703150, 1725703160, 1725703170, 1725703180, 1725703190, 1725703200, 1725703210, 1725703220, 1725703230, 1725703240, 1725703250, 1725703260, 1725703270, 1725703280, 1725703290, 1725703300, 1725703310, 1725703320, 172570

As with the prior purchase, FCT required a Park Management Plan which included the following special management conditions:

- Due to the scope of the improvements and limited funding availability, it was necessary to break up Phase 2 into two phases; Phase 2 and Phase 3. Phase 2 is underway with assistance from the FRDAP grant and includes the following work in the vicinity of the parking lot:

- 3 -

Phase 3 design and permitting is complete and was accomplished with assistance from the Coastal Partnership Initiative (CPI) a FDEP administered grant program funded through the National Oceanic and Atmospheric Administration (NOAA).

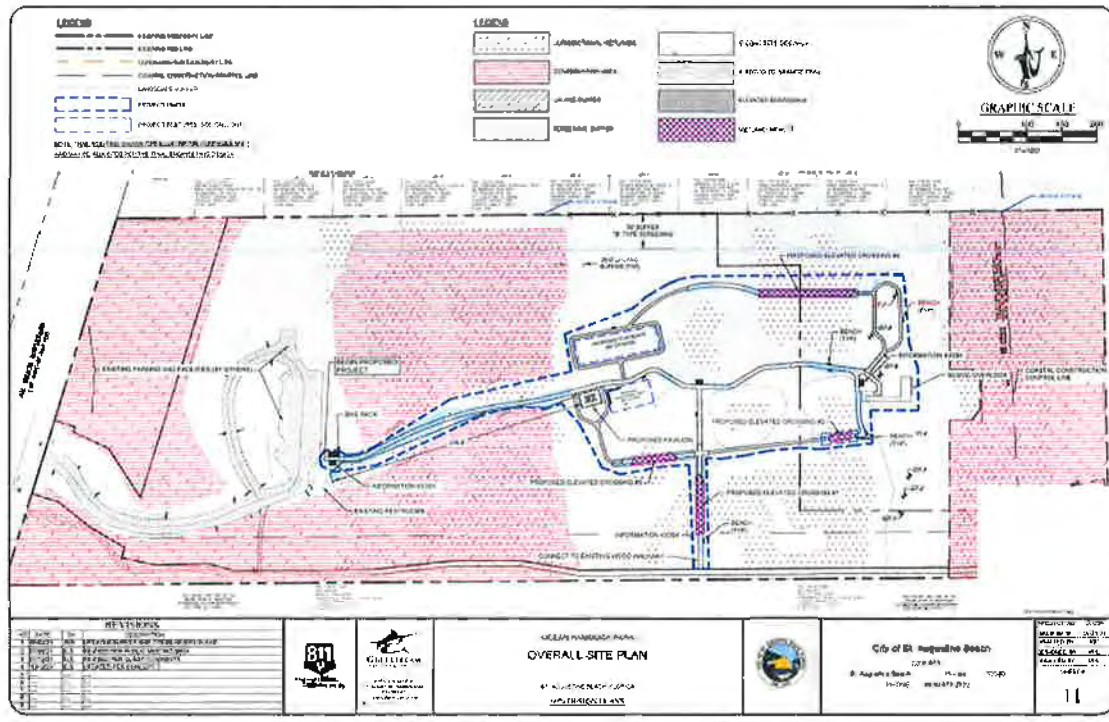


Figure 4 - Ocean Hammock Park Permitted Phase 3 Design

At the time of design and permitting of Phase 3, there was no consideration of relocating any portion of the existing beach boardwalk. The connection to the existing beach boardwalk was initially planned along the relict dune line where the observation deck is located but was moved westward approximately 300 feet to avoid connecting immediately north of the newly constructed home at 612 Ocean Palm Way. The currently permitted connection is shown on Figure 4, and does not abut existing homes in Sea Colony.

The City has entered into a CPI grant agreement to construct Phase 3.1 (a portion of the Phase 3 design). The City plans to bid for construction in the next month and commence construction in Fall. Note that due to funding limitations, Phase 3.1 does not include the permitted connection to the beach boardwalk, and is limited to the central concrete walkway, the observation deck and wetland and upland plantings.

Property owners in Sea Colony have suggested the idea of relocating a portion of the existing beach boardwalk to the center of the Ocean Hammock Park. Their proposal would necessitate relocating a portion of the western end of the boardwalk, utilize the Phase 3.1 central pathway, and extend to the beach from the location of the observation deck. They also request 60' buffers be created along the north and south boundaries of the park. The location of the connection at Beach Boulevard

would remain unchanged. Sea Colony has offered to donate \$600,000 toward the relocation effort. Their proposal is attached as Exhibit A.

DISCUSSION

Relocation of the beach boardwalk, while possible, has challenges which must be addressed, including, but not necessarily limited to:

- The existing boardwalk was constructed with FRDAP grant funds. The City would require FDEP approval to have the relocated boardwalk serve as a replacement walkway. Without this approval, the City would be required to return the FRDAP funds.
- The relocated walkway would require State and Federal permitting
- The relocated walkway would cross a SJRWMD conservation easement. Crossing the conservation easement is subject to SJRWMD approval.
- Impacts to habitat of threatened or endangered species would need to be considered and permitted.
- Demolition of the existing walkway will be labor intensive due to the existing wetlands and conservation easements.
- The proposed central pathway though the park would need to be expanded to 8' wide

Time considerations

The above challenges, though potentially surmountable, will require time to accomplish. Phase 3.1 is partially funded through a \$60,000 CPI grant. In order to meet grant obligations, the City must remain on schedule and bid the project as soon as feasible. Delays in bidding could jeopardize future reimbursement. In order to avoid delays, Public Works intends to bid Phase 3.1 with an additive alternate to expand the central pathway width from six feet to eight feet. A decision on the pathway width is necessary prior to bid award this Fall. Other Phase 3.1 components are not impacted by the potential relocation.

Cost Considerations

Relocating the beach boardwalk will incur significant cost, including:

- Design and permitting (\$45,000)
- Widening of the Phase 3.1 walkway from 6' to 8'
- Construction of new beach boardwalk
- Removal of existing beach boardwalk
- Mitigation for any environmental impacts

Dependable cost estimates, unfortunately, will not be available until design and permitting is approximately 60% complete and environmental permitting issues are better understood. Based upon prior cost estimates for Phase 3, it is probable that the relocation of the beach boardwalk can be accomplished with the \$600,000 offered by Sea Colony. It should be noted, however, that construction costs have increased significantly in the past six months, and demolition costs for the existing boardwalk

are less predictable due to environmental permitting uncertainties. While the proposed relocation likely can be accomplished for the offered \$600,000, the funding of the picnic pavilion and children's playscape is less certain. Until detailed updated cost estimates are created by the design consultant there is some element of risk in assuming that all proposed work can be accomplished for the offered \$600,000. Due to uncertainty, the Commission may wish to create an agreement which shares the risk with the donors and guarantees the availability of required funds when needed.

Other Considerations

- The Sea Colony proposal offers – with the proper assurances in an agreement – an opportunity to construct mandated, but currently unfunded, features of Ocean Hammock Park.
- If the whole of Ocean Hammock Park was acquired at one time, the beach boardwalk might not have been constructed along the south boundary.
- Restrooms, water fountain, beach shower, information kiosk, bike racks, picnic pavilion, children's playscape, observation deck, as well as the future educational area, will all be along the pathway to the beach. This will increase convenience to beachgoers and park visitors.
- The relocated walkway would be better buffered from Sea Colony homes and from the south boundary fence
- Some may view the park features along the walkway as detracting from the natural aesthetics.
- Views from the observation platform will be impacted with a central walkway alignment
- The width of undisturbed primary and secondary dune will be reduced with the walkway down the center of the park

STAFF RECOMMENDATION

In order to initiate the process for the relocation of the beach boardwalk, the following actions are necessary:

- Specify desired terms and responsibilities of the donation agreement
- Authorize the City Attorney to draft an agreement between the City and the donors clarifying term and responsibilities.
- Authorize the City Manager to execute the donation agreement and accept the donated funds into a dedicated account

EXHIBIT A

From: [Gregg Hammann](#)
To: [Bill Tredik](#)
Subject: Revised Ocean Hammock Park donation letter
Date: Monday, August 15, 2022 2:21:05 PM
Attachments: [Ocaen Hammock Park Donationl.docx](#)

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.

Bill -

Thank you for your continued work and diligence on Ocean Hammock Park. You have made great progress on the new pathway, pavilion, playground, restroom location, establishing a buffer to the south matching the north and removal of the old walkway after the current walkway is complete. Wow! That is a big effort. Well done sir!

The local citizens of Sea Colony want to support your plan and will contribute up to \$600,000 for the implementation. Please see the attached letter confirming the donation.

Please feel free to reach out with any questions.

Here is my mobile:

563-581-9076

Sincerely,

Gregg Hammann
Sea Colony HOA President

To: The City of St. Augustine Beach commission,

This document outlines a charitable donation to the City of St. Augustine Beach for the development of Ocean Hammock Park by the families of Lisa and Matt Bond, Dave and Marcia Campbell and Dave and Kathy White all residents of St. Augustine Beach in the amount of up to \$600,000 for the following:

- 1) A new walkway down the center (north to south) of the park running west to east toward the ocean front with a direct exit to the beach in the same center (north to south) flow.
- 2) Removal of the current aging walkway (after the new walkway is installed) to the south of the property that runs west to east and returning this area to its natural state;
- 3) The establishment of a permanent buffer to the north and south of 60' each to provide natural space for wildlife between the adjoining subdivisions;
- 4) A pavilion with picnic tables directly off the center walkway;
- 5) A play area for children directly off the center walkway;

The attached map provides for the approximate placement of each of the items listed above.

Should any of the above listed items 1-3 be revised or changed without the consent of the donors listed above the full donation above must be returned.

Additional funding has been received for the development of other amenities including a bathroom area adjoining the walkway in the center (north to south) by the parking area.

This is a win-win for everyone, and we believe a great opportunity to show how the city worked with the community to deliver a beautiful park in a natural setting that will be a great resource for residents and visitors for years to come. It has been an honor to work with the Counsel and members of the city to bring this park from an idea to a reality.

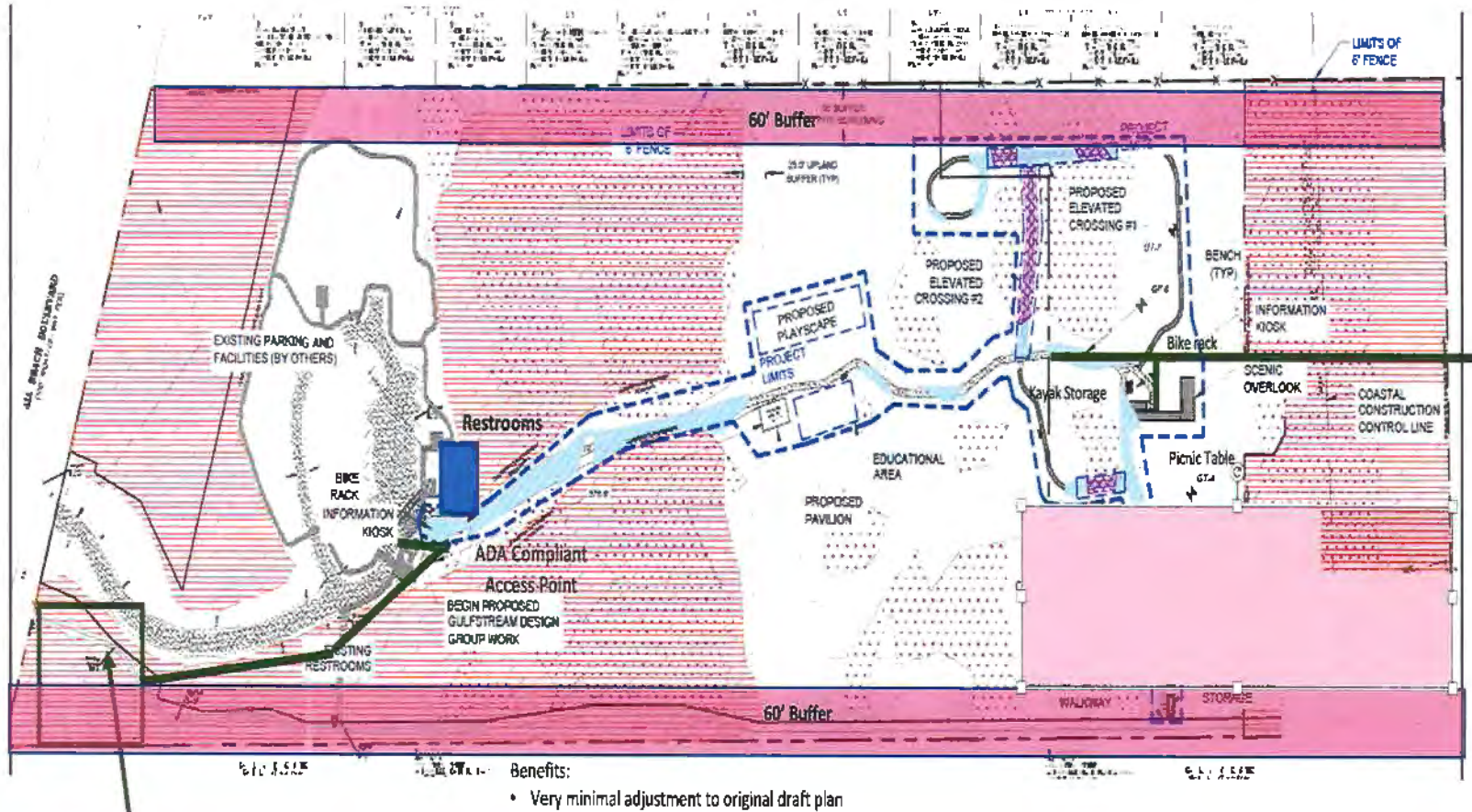
Sincerely,

Matt and Lisa Bond

David and Marcia Campbell

Dave and Kathy White

Option 1: Walkway to pathway Combination



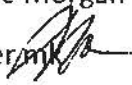
Existing walkway

Benefits:

- Very minimal adjustment to original draft plan
- Creates easy access from parking w/ direct access to amenities and beach
- Direct connection from Hammock Park (from A1A)
- Convenient location for restrooms at start of access point
- Drier ground for easier maintenance and less disruption to wetlands and wildlife
- Easy cost-effective connection to overlook, bike rack, kayak storage and picnic area
- Maintains natural space for visitors to enjoy wildlife and a place for wildlife to live
- Re-establishes the wetlands area for wildlife

MEMORANDUM

TO: Mayor Samora
Vice Mayor Rumrell
Commissioner England
Commissioner George
Commissioner Sweeny
Commissioner-Designate Morgan

FROM: Max Royle, City Manager 

DATE: August 11, 2022

SUBJECT: Proposed One-Cent Sales Tax for Infrastructure Purposes: Consideration of Uses of Revenue from It

INTRODUCTION

On March 15, 2022, the County Commission by a 4-1 vote approved Ordinance 2022-23, which authorized asking the voters at the November 8, 2022, general election whether they would approve an additional one-cent sales tax for infrastructure purposes. If approved, the tax would go into effect on January 1, 2023, and expire in 10 years.

The advantage of the additional one-cent sales tax is that it provides a means for the County and its cities to collect money from visitors and thus provide revenue for facilities and services, such as law enforcement vehicles and improved roads, which provide a benefit to the visitors.

Attached for your review is the following information:

- a. Pages 1-9, an email from the City Clerk, Ms. Dariana Fitzgerald, and a copy of County Ordinance 2022-23.
- b. Pages 10-13, a copy of Section 212.055(2) Florida Statutes, which defines "infrastructure" and is referenced in Ordinance 2022-23.
- c. Pages 14-15, the Q&A prepared by the County staff to explain the proposed one-cent sales tax to the citizens.
- d. Page 16, a list of the County's proposed projects to be funded by the one-cent sales tax.

The additional one cent would be distributed in accordance with Section 218, 62, Florida Statutes, which states:

"The proportion for each municipal government shall be computed by dividing the population of that municipality by the sum of the total country population plus two-thirds of the incorporated area population."

According to the County's Q&A (pages 14-15), the additional revenue the one cent will annually generate is \$49,626,914, and of that, our City will receive \$1,336,779 annually.

ACTION REQUESTED

It is that you discuss at your September 19th meeting whether you want to inform the City's voters before the referendum what could be the purposes for which you might approve the spending of the additional one-cent sales tax, if the voters approve it. The voters could use this information to decide whether or not to vote in favor of the tax. Some of them may want to know before voting what your intentions are for the revenue from the tax.

You could give guidance to the City staff as to your collective thoughts on this request and make a final decision at your October 3rd meeting.

In accordance with Section 212.055(2), Florida Statutes, the purposes of the additional one cent could be spent are:

- Renovation of the former city hall
- Purchase of vehicles for the Police Department
- Projects related to improvements for energy efficiency, such as retrofitting City buildings

In addition, Section 212-055(2) references other sections in Florida statutes concerning "public facilities" for which the one-cent sales tax could be spent: 163.3164 (39), 163.3221(13) and 189.012 (5). Allowable uses of sale tax revenue under these sections that could be applicable to the City are:

- Transportation
- Solid waste
- Drainage
- Parks and recreation facilities, which could include the removal of invasive species from the City's parks and renovations to Splash Park.

Thus, the City could use revenue from its share of the additional one-cent tax for road paving, the purchase of solid waste vehicles, drainage projects and improvements to Hammock Dunes Park to make it accessible to the public.

As State law prohibits the City from advocating for or against the tax, the purpose of the information would simply be to inform the voters about what it could be used for and the specific purposes for which you might spend the revenue.

This information could be provided to the voters by the City's Communications and Events Coordinator, Ms. Melinda Conlon, by means of, the City's website and social media pages.

Max Royle

From: Dariana Fitzgerald
Sent: Wednesday, August 10, 2022 8:38 AM
To: Max Royle
Subject: RE: One Cent Sales Tax
Attachments: 03-15-22REG15.pdf

Attached is the full memo and ordinance they approved.

In Section 4 (b) of the ordinance, it states:

"Sales surtax proceeds distributed to the County and the Municipalities shall be used to fund, procure, plan, design and construct infrastructure (as defined in section 212.055(2), Florida Statutes), which shall be limited to the following types of projects: road improvements, alternative transportation facilities, infrastructure for law enforcement, emergency services, public parks and recreation facilities, libraries, stormwater management and coastal erosion management projects"

In Section 8, it specifies that the ordinance sunsets on December 31, 2032, however the restrictions in Sec. 4(b) would still apply to the funds collected under this ordinance for as long as they remain unspent, or generate interest or other earnings.

If you have any additional questions, feel free to contact me.

Dariana A. Fitzgerald
City Clerk
City of St. Augustine Beach
2200 A1A South, St. Augustine Beach, FL 32080
(904) 471-2122; FAX (904) 471-4108
www.staugbch.com

PLEASE NOTE: Under Florida law, most communications to and from the City are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing. (F.S. 668.6076)

From: Max Royle <mroyle@cityofsab.org>
Sent: Wednesday, August 10, 2022 8:30 AM
To: Dariana Fitzgerald <dfitzgerald@cityofsab.org>
Subject: One Cent Sales Tax

Pls. check County records as to what the one-cent tax, if approved by the voters, is to be spent on. The information might be in the minutes of the County Commission meeting when having the referendum on the tax was approved.
Thanks

15**AGENDA ITEM
ST. JOHNS COUNTY BOARD OF COUNTY COMMISSIONERS***Deadline for Submission - Wednesday 9 a.m. - Thirteen Days Prior to BCC Meeting***3/15/2022****BCC MEETING DATE****TO:** Hunter S. Conrad, County Administrator**DATE:** March 2, 2022**FROM:** David Migut, County Attorney**PHONE:** 904 209-0815**SUBJECT OR TITLE:** Second reading of proposed one-cent infrastructure surtax ordinance.**AGENDA TYPE:** Business Item, Ordinance**BACKGROUND INFORMATION:**

On February 15, 2022, the Board of County Commissioners ("Board") directed the County Attorney to prepare a proposed one percent local government infrastructure surtax ordinance for first reading on March 1st and notice the second reading for adoption on March 15th. The final draft is attached. In sum, the proposed ordinance: (1) provides for the levy of a 1% local government infrastructure surtax upon all authorized taxable transactions occurring within the County (subject to voter approval); (2) provides that the levy shall be effective for ten years, beginning on January 1, 2023; (3) provides for the distribution and use of surtax revenues, including a listing of the types of potential infrastructure projects; (4) directs the Supervisor of Elections to hold a Countywide precinct referendum election on November 8, 2022; (5) provides the ballot language; (6) directs the Clerk of Court to advertise the referendum election in accordance with state law; and (7) provides for a performance audit in accordance with state law.

1. IS FUNDING REQUIRED? No**2. IF YES, INDICATE IF BUDGETED.** No**IF FUNDING IS REQUIRED, MANDATORY OMB REVIEW IS REQUIRED:****INDICATE FUNDING SOURCE:****SUGGESTED MOTION/RECOMMENDATION/ACTION:**

APPROVE: Motion to enact Ordinance 2022- _____, levying a 1-cent infrastructure sales tax for 10 years, pursuant to Section 212.055(2), Florida Statutes, and subject to voter approval in a countywide referendum election to be held on November 8, 2022.

DENY: Motion to deny

For Administration Use Only:**Legal:** DM 3/7/2022**OMB:** JDD 3/7/2022**Admin:** Joy Andrews 3/7/2022

ORDINANCE NO. 2022-_____

AN ORDINANCE LEVYING A LOCAL GOVERNMENT ONE-CENT INFRASTRUCTURE SURTAX ON ALL AUTHORIZED TAXABLE TRANSACTIONS OCCURRING WITHIN ST. JOHNS COUNTY, AS AUTHORIZED BY SECTION 212.055(2), FLORIDA STATUTES; PROVIDING THAT THE LEVY OF THE SURTAX SHALL NOT BE EFFECTIVE UNLESS APPROVED AT A COUNTYWIDE PRECINCT REFERENDUM ELECTION; PROVIDING THAT THE LEVY SHALL BE EFFECTIVE FOR A PERIOD OF TEN (10) YEARS, BEGINNING JANUARY 1, 2023; PROVIDING FOR DISTRIBUTION AND USE OF SURTAX REVENUES; DIRECTING THE SUPERVISOR OF ELECTIONS TO HOLD A COUNTYWIDE PRECINCT REFERENDUM ELECTION ON NOVEMBER 8, 2022; PROVIDING BALLOT LANGUAGE AND A BRIEF DESCRIPTION OF INFRASTRUCTURE CAPITAL PROJECTS; DIRECTING THE CLERK OF COURT TO ADVERTISE THE REFERENDUM ELECTION IN ACCORDANCE WITH STATE LAW; PROVIDING FOR A PERFORMANCE AUDIT IN ACCORDANCE WITH STATE LAW; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, section 212.055(2), Florida Statutes, (2021), authorizes the St. Johns County Board of Commissioners ("Board") to levy a 1.0 percent (1%) local government infrastructure sales surtax upon transactions occurring within St. Johns County ("County") that are taxable under Part I, Chapter 212, Florida Statutes, (2021); and

WHEREAS, a 1.0 percent (1%) surtax would, under current State sales tax rates, result in a one cent (1¢) surtax on each ONE AND NO/100 DOLLAR (\$1.00) sale as specifically provided in the Florida Statutes; and

WHEREAS, the surtax differs from the transactions subject to the State sales tax in that the infrastructure sales tax base applies only to the first \$5,000 of the purchase price of an item of taxable personal property while the State sales tax applies to the entire purchase price regardless of amount, pursuant to Section 212.054(2)(b)(1), Florida Statutes (2021); and

WHEREAS, the surtax does not apply to certain groceries, medical products and supplies, fuel, and other specifically identified goods and services listed in Section 212.08, Florida Statutes (2021); and

WHEREAS, funds received from the surtax authorized by Section 212.055(2), Florida Statutes (2021), may be utilized by the County and the municipalities located within the County ("Municipalities") to finance, plan, construct, reconstruct, renovate and improve needed infrastructure, as defined in Section 212.055(2)(d), Florida Statutes (2021); and

WHEREAS, the County and the Municipalities are presently without sufficient fiscal and monetary resources to adequately fund their infrastructure needs; and

WHEREAS, in accordance with section 212.055(2), Florida Statutes, (2021), proceeds of the sales surtax may be utilized by the County and the Municipalities to finance, plan, construct, reconstruct, renovate and improve needed infrastructure along with long term capital maintenance and useful life extension of the County road system, law enforcement facilities, vehicles and equipment, fire and emergency medical services stations and related public safety vehicles, alternative transportation facilities (such as public transportation, sidewalks, bike lanes and trails), storm water and water quality facilities, library improvements, public parks and recreational facilities, coastal erosion management projects and other infrastructure authorized by law, for the use and benefit of the citizens of the County; and

WHEREAS, a brief description of the projects to be funded from the local infrastructure sales surtax proceeds is set forth in the ballot language contained in this Ordinance; and

WHEREAS, adequate public infrastructure of the types described hereinabove promotes the safe, efficient and uninterrupted provision of numerous general and essential public services by the County and the Municipalities; and

WHEREAS, the provision of adequate public infrastructure improvements is a matter of great public concern to the citizens of the County as it facilitates continued economic recovery, expanded employment opportunities and an enhanced quality of life; and

WHEREAS, sections 212.055(2) and (10), Florida Statutes (2021), requires voter approval in a countywide precinct referendum election held at a general election prior to levy of the local government infrastructure sales surtax; and

WHEREAS, the Board deems it appropriate to direct the St. Johns County Supervisor of Elections to conduct a countywide referendum election on November 8, 2022 regarding levy of the local infrastructure surtax.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA:

Section 1. Authorization.

This Ordinance is authorized by Section 212.055(2), Florida Statutes (2021), and other applicable law.

Section 2. Incorporation of Recitals.

The foregoing recitals constitute essential findings of fact by the Board, and accordingly are fully incorporated into this Ordinance by reference.

Section 3. Levy of Local Government Infrastructure Sales Surtax.

Subject to Section 5 of this Ordinance, there is hereby levied and imposed a 1.0 percent (1%) local government infrastructure sales surtax upon all authorized taxable transactions occurring within the County, including all incorporated and unincorporated areas, for a 10-year period commencing January 1, 2023 and continuing in full force and effect through and including December 31, 2032.

Section 4. Distribution and Use of Surtax Revenues.

(a) In accordance with section 212.055(2), Florida Statutes (2021), proceeds of the sales surtax levied under this Ordinance shall be distributed pursuant to section 212.054, Florida Statutes (2021), by the Department of Revenue directly to the County and the Municipalities according to the formula provided in section 218.62, Florida Statutes (2021).

(b) Sales surtax proceeds distributed to the County and the Municipalities shall be used to fund, procure, plan, design and construct infrastructure (as defined in section 212.055(2), Florida Statutes), which shall be limited to the following types of projects: road improvements, alternative transportation facilities, infrastructure for law enforcement, emergency services, public parks and recreation facilities, libraries, stormwater management and coastal erosion management projects.

(c) Any expenditure or use of funds derived from the surtax shall comply with the limitations imposed in section 212.055(2), Florida Statutes.

Section 5. Countywide Precinct Referendum Election.

(a) The sales surtax levied in Section 3 of this Ordinance shall not take effect unless and until approved by a majority of the electors of the County voting in a countywide precinct referendum election on the sales surtax.

(b) A referendum election is called and the St. Johns County Supervisor of Elections is hereby directed to hold such countywide precinct referendum election on November 8, 2022, in a manner prescribed by law.

(c) The St. Johns County Supervisor of Elections shall cause the following question to be placed on the ballot:

ST. JOHNS COUNTY TEN YEAR SALES SURTAX TO FUND COUNTYWIDE PUBLIC INFRASTRUCTURE AND IMPROVEMENTS

To provide for safer neighborhoods, reduce traffic congestion, and improve roadways and public facilities, shall St. Johns County levy a one-cent sales surtax for a period of ten years to fund road improvements, alternative transportation facilities, and infrastructure for law enforcement, emergency services, public parks and recreation facilities, libraries, storm water management, and coastal erosion management projects, beginning on January 1, 2023?

_____ FOR THE ONE CENT SALES TAX

_____ AGAINST THE ONE CENT SALES TAX

**PROPUESTA DEL CONDADO ST. JOHNS PARA UN AUMENTO DE
IMPUESTOS POR DIEZ AÑOS PARA NUEVA Y EXISTENTE
INFRAESTRUCTURA PÚBLICA**

¿Para proveer apoyo y recursos para vecindades seguras, reducir congestión de tráfico, mejorar las carreteras y edificios públicos, si el condado St. Johns recauda impuestos de ventas de un centavo por diez años para el mejoramiento de las carreteras, edificios de transporte alternativos, infraestructuras para oficiales de la ley, servicios de emergencia, parques públicos e instalaciones recreativas, bibliotecas, edificios de gestión del agua, y proyectos para el control de la erosión costera, empezando el 1 de enero de 2023?

_____ POR EL IMPUESTO SOBRE LAS VENTAS DE UN CENTAVO

_____ CONTRA EL IMPUESTO SOBRE LAS VENTAS DE UN CENTAVO

(d) Said referendum election shall be held between the hours of 7:00 a.m. and 7:00 p.m. on November 8, 2022, at the same polling places established in St. Johns County for the General Election to be held on said date, and all persons eligible to vote in the General Election shall be eligible to vote in the referendum election.

(e) Absentee ballots for said referendum election shall be prepared and made available as provided by law.

(f) The election boards consisting of the clerks and inspectors appointed to serve for the General Election are hereby appointed to serve in the referendum election.

(g) Upon conclusion of the referendum election, the election canvassing board shall deliver the certificates of results, in the manner prescribed by law and appropriate rules and regulations, to the appropriate officials as designated in Section 101.5614, Florida Statutes.

(h) The St. Johns County Clerk of Court shall provide, on behalf of the Board, the certified copies of notices to the Florida Department of Revenue required by Section 212.054(7)(a) and (b), Florida Statutes.

Section 6. Advertisement.

The St. Johns County Clerk of Court shall ensure that notice of this countywide precinct referendum, including its purpose and eligibility requirements for voting, is advertised in accordance with the provisions of section 100.342, Florida Statutes (2021). Proof of publication shall be provided to the Chair of the Board.

Section 7. Performance Audit.

(a) In accordance with Section 212.055(11), Florida Statutes, the St. Johns County Clerk of Court shall provide a certified copy of this ordinance to the Office of Program Policy Analysis and Government Accountability no later than 180 days before the November 8, 2022 referendum.

(b) The County Administrator and County Attorney and their designees shall do all things necessary to assist in the performance and completion of the performance audit required by Section 212.055(11), Florida Statutes.

(c) Upon receipt of the performance audit report and at least sixty (60) days before the November 8, 2022 referendum, the County Administrator shall cause the audit report, including any findings, recommendations, and other accompanying documents to be available on the County website. The audit report shall remain on the County website for at least two (2) years from the date of posting.

Section 8. Expiration Date; Survival of Certain Restricted Uses.

(a) *Sunset.* In all events, this Ordinance shall be in effect only through December 31, 2032. It shall “sunset” and expire thereafter, without further action by the Board, at which time it shall be deemed repealed and of no further force and effect, and the sales surtax levied hereunder shall terminate.

(b) *Survival of restrictions on use of sales surtax proceeds.* Notwithstanding the provisions of subsection (a) for the expiration and repeal of this Ordinance, so long as any sales surtax proceeds shall remain unspent, the restrictions hereby imposed concerning the distribution and use of sales surtax proceeds as well as the proceeds of any borrowings payable from sales surtax proceeds, and all interest and other investment earnings on either of them shall survive such expiration and repeal and shall be fully enforceable in a court of competent jurisdiction.

Section 9. Severability.

If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, it is the intent of the Board that such invalidity shall not affect other provisions or applications of the Ordinance which can be given effect without the invalid provision or application and, to this end, the provisions of this Ordinance are declared severable.

Section 10. Effective Date.

(a) The surtax levied hereby shall be effective from January 1, 2023 to December 31, 2032, both inclusive, if approved in the countywide precinct referendum election to be held on November 8, 2022.

(b) This Ordinance shall be filed with the Secretary of State within ten (10) days of its enactment and shall take effect as provided by law.

PASSED AND ENACTED by the Board of County Commissioners of St. Johns County,
State of Florida on this _____ day of _____, 2022.

ATTEST: Brandon J. Patty, Clerk of the
 Circuit Court & Comptroller

**BOARD OF COUNTY COMMISSIONERS
OF ST. JOHNS COUNTY, FLORIDA**

By: _____
 Deputy Clerk

By: _____
 Henry Dean, Chair

Effective Date: _____

THE ST. AUGUSTINE RECORD
Affidavit of Publication

MINUTES AND RECORDS
500 SAN SEBASTIAN VIEW

SAINT AUGUSTINE, FL 32084

ACCT: 15634
AD# 0003404869-01
PO# 3404869

PUBLISHED EVERY MORNING SUNDAY THROUGH SATURDAY
ST. AUGUSTINE AND ST. JOHNS COUNTY, FLORIDA

STATE OF FLORIDA
COUNTY OF ST. JOHNS

Before the undersigned authority personally appeared MELISSA RHINEHART who on oath says he/she is an Employee of the St. Augustine Record, a daily newspaper published at St. Augustine in St. Johns County, Florida; that the attached copy of advertisement being a NOTICE OF HEARING in the matter of ONE-CENT INFRASTRUCTURE SURTAX was published in said newspaper in the issue dated 03/04/2022.

Affiant further says that the St. Augustine Record is a newspaper published at St. Augustine, in St. Johns County, Florida, and that the said newspaper heretofore has been continuously published in said St. Johns County, Florida each day and has been entered as second class mail matter at the post office in the City of St. Augustine, in said St. Johns County, Florida for a period of one year preceding the first publication of the attached copy of advertisement; and affiant further says the he/she has neither paid nor promised any person, firm or corporation any discount, rebate, commission, or refund for the purpose of securing this advertisement for publication in said newspaper.

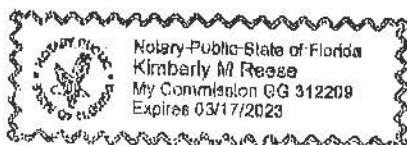
Sworn to (or affirmed) and subscribed before me by means of

☒ physical presence or
☐ online notarization

this _____ day of **MAR 04 2022**

by *Melissa Rhinehart* who is personally known to
me or who has produced as identification

Kimberly M Reese
(Signature of Notary Public)



NOTICE OF PUBLIC HEARING OF
THE
ST. JOHNS COUNTY BOARD OF
COUNTY COMMISSIONERS
NOTICE IS HEREBY GIVEN that the
Board of County Commissioners of St.
Johns County, Florida, will hold a pub-
lic hearing to consider adoption of the
following ordinance at a regular meet-
ing on Tuesday, March 15, 2022, at
9:00 a.m. in the County Auditorium at
the County Administration Building,
500 San Sebastian View, St. Augustine,
Florida:

AN ORDINANCE OF ST. JOHNS
COUNTY, A POLITICAL SUBDIVI-
SION OF THE STATE OF FLORIDA,
LEVYING A LOCAL GOVERNMENT
ONE-CENT INFRASTRUCTURE
SURTAX ON ALL AUTHORIZED
TAXABLE TRANSACTIONS OCCUR-
RING WITHIN ST. JOHNS COUNTY,
AS AUTHORIZED BY SECTION
218.055(2), FLORIDA STATUTES;
PROVIDING THAT THE LEVY OF
THE SURTAX SHALL NOT BE EF-
FECTIVE UNLESS APPROVED AT A
COUNTYWIDE PRECINCT REFER-
ENDUM ELECTION; PROVIDING
THAT THE LEVY SHALL BE EFEC-
TIVE FOR A PERIOD OF TEN (10)
YEARS, BEGINNING JANUARY 1,
2023; PROVIDING FOR DISTRIBU-
TION AND USE OF SURTAX REVE-
NUES; DIRECTING THE SUPERVI-
SOR OF ELECTIONS TO HOLD A
COUNTYWIDE PRECINCT REFER-
ENDUM ELECTION ON NOVEM-
BER 8, 2023; PROVIDING BALLOT
LANGUAGE AND A BRIEF DE-
SCRIPTION OF INFRASTRUCTURE
CAPITAL PROJECTS; DIRECTING
THE CLERK OF COURT TO ADVER-
TISE THE REFERENDUM ELEC-
TION IN ACCORDANCE WITH
STATE LAW; PROVIDING FOR A
PERFORMANCE AUDIT IN AC-
CORDANCE WITH STATE LAW;
PROVIDING FOR SEVERABILITY;
AND PROVIDING AN EFFECTIVE
DATE

The proposed ordinance is on file in the
office of the Clerk of the Board of Coun-
ty Commissioners at the County Ad-
ministration Building, 500 San Sebas-
tian View, St. Augustine, Florida, and
may be examined by interested parties
prior to the said public hearing. Please
take note that the proposed ordinance
is subject to revision prior to hearing or
adoption. All parties having any interest
in said ordinance will be afforded an
opportunity to be heard at the public
hearing.

If a person decides to appeal any decision
made with respect to any matter consid-
ered at the hearing, such person will
need a record of the proceedings, and
for such purposes he/she may need to
ensure that a verbatim record of the
proceedings is made, which record in-
cludes the testimony and evidence upon
which the appeal is to be based.

NOTICE TO PERSONS NEEDING SPE-
CIAL ACCOMMODATIONS AND TO
ALL HEARING IMPAIRED PER-
SONS: In accordance with the Ameri-
cans with Disabilities Act, persons
needing a special accommodation to
participate in the proceedings should
contact the ADA Coordinator at (904)
209-0650 at the St. Johns County Ad-
ministration Building, 500 San Sebas-
tian View, St. Augustine, Florida
32084. For hearing impaired individu-
als: Florida Relay Service: 1-800-925-
8770 no later than 5 days prior to the
date of the meeting.

BOARD OF COUNTY COMMISSION-
ERS
OF ST. JOHNS COUNTY, FLORIDA
BRANDON J. PATTY, ITS CLERK
By: Yvonne King, Deputy Clerk
0003404869 March 4, 2022

Florida Statutes 212.055 - Discretionary sales surtaxes; legislative intent; authorization and use of proceeds

(2) LOCAL GOVERNMENT INFRASTRUCTURE SURTAX.—

(a) 1. The governing authority in each county may levy a discretionary sales surtax of 0.5 percent or 1 percent. The levy of the surtax shall be pursuant to ordinance enacted by a majority of the members of the county governing authority and approved by a majority of the electors of the county voting in a referendum on the surtax. If the governing bodies of the municipalities representing a majority of the county's population adopt uniform resolutions establishing the rate of the surtax and calling for a referendum on the surtax, the levy of the surtax shall be placed on the ballot and shall take effect if approved by a majority of the electors of the county voting in the referendum on the surtax.

2. If the surtax was levied pursuant to a referendum held before July 1, 1993, the surtax may not be levied beyond the time established in the ordinance, or, if the ordinance did not limit the period of the levy, the surtax may not be levied for more than 15 years. The levy of such surtax may be extended only by approval of a majority of the electors of the county voting in a referendum on the surtax.

(b) A statement which includes a brief general description of the projects to be funded by the surtax and which conforms to the requirements of s. 101.161 shall be placed on the ballot by the governing authority of any county which enacts an ordinance calling for a referendum on the levy of the surtax or in which the governing bodies of the municipalities representing a majority of the county's population adopt uniform resolutions calling for a referendum on the surtax. The following question shall be placed on the ballot:

FOR the _____ -cent sales tax

AGAINST the _____ -cent sales tax

(c) Pursuant to s. 212.054(4), the proceeds of the surtax levied under this subsection shall be distributed to the county and the municipalities within such county in which the surtax was collected, according to:

1. An interlocal agreement between the county governing authority and the governing bodies of the municipalities representing a majority of the county's municipal population, which agreement may include a school district with the consent of the county governing authority and the governing bodies of the municipalities representing a majority of the county's municipal population; or

2. If there is no interlocal agreement, according to the formula provided in s. 218.62.

Any change in the distribution formula must take effect on the first day of any month that begins at least 60 days after written notification of that change has been made to the department.

(d) The proceeds of the surtax authorized by this subsection and any accrued interest shall be expended by the school district, within the county and municipalities within the county, or, in the case of a negotiated joint county agreement, within another county, to finance, plan, and construct infrastructure; to acquire any interest in land for public recreation, conservation, or protection of natural resources or to prevent or satisfy private property rights claims resulting from limitations imposed by the designation of an area of critical state concern; to provide loans, grants, or rebates to

residential or commercial property owners who make energy efficiency improvements to their residential or commercial property, if a local government ordinance authorizing such use is approved by referendum; or to finance the closure of county-owned or municipally owned solid waste landfills that have been closed or are required to be closed by order of the Department of Environmental Protection. Any use of the proceeds or interest for purposes of landfill closure before July 1, 1993, is ratified. The proceeds and any interest may not be used for the operational expenses of infrastructure, except that a county that has a population of fewer than 75,000 and that is required to close a landfill may use the proceeds or interest for long-term maintenance costs associated with landfill closure. Counties, as defined in s. 125.011, and charter counties may, in addition, use the proceeds or interest to retire or service indebtedness incurred for bonds issued before July 1, 1987, for infrastructure purposes, and for bonds subsequently issued to refund such bonds. Any use of the proceeds or interest for purposes of retiring or servicing indebtedness incurred for refunding bonds before July 1, 1999, is ratified.

1. For the purposes of this paragraph, the term "infrastructure" means:
 - a. Any fixed capital expenditure or fixed capital outlay associated with the construction, reconstruction, or improvement of public facilities that have a life expectancy of 5 or more years, any related land acquisition, land improvement, design, and engineering costs, and all other professional and related costs required to bring the public facilities into service. For purposes of this sub-subparagraph, the term "public facilities" means facilities as defined in s. 163.3164(39), s. 163.3221(13), or s. 189.012(5), and includes facilities that are necessary to carry out governmental purposes, including, but not limited to, fire stations, general governmental office buildings, and animal shelters, regardless of whether the facilities are owned by the local taxing authority or another governmental entity.
 - b. A fire department vehicle, an emergency medical service vehicle, a sheriff's office vehicle, a police department vehicle, or any other vehicle, and the equipment necessary to outfit the vehicle for its official use or equipment that has a life expectancy of at least 5 years.
 - c. Any expenditure for the construction, lease, or maintenance of, or provision of utilities or security for, facilities, as defined in s. 29.008.
 - d. Any fixed capital expenditure or fixed capital outlay associated with the improvement of private facilities that have a life expectancy of 5 or more years and that the owner agrees to make available for use on a temporary basis as needed by a local government as a public emergency shelter or a staging area for emergency response equipment during an emergency officially declared by the state or by the local government under s. 252.38. Such improvements are limited to those necessary to comply with current standards for public emergency evacuation shelters. The owner must enter into a written contract with the local government providing the improvement funding to make the private facility available to the public for purposes of emergency shelter at no cost to the local government for a minimum of 10 years after completion of the improvement, with the provision that the obligation will transfer to any subsequent owner until the end of the minimum period.
 - e. Any land acquisition expenditure for a residential housing project in which at least 30 percent of the units are affordable to individuals or families whose total annual household income does not exceed 120 percent of the area median income adjusted for household

size, if the land is owned by a local government or by a special district that enters into a written agreement with the local government to provide such housing. The local government or special district may enter into a ground lease with a public or private person or entity for nominal or other consideration for the construction of the residential housing project on land acquired pursuant to this sub-subparagraph.

- f. Instructional technology used solely in a school district's classrooms. As used in this sub-subparagraph, the term "instructional technology" means an interactive device that assists a teacher in instructing a class or a group of students and includes the necessary hardware and software to operate the interactive device. The term also includes support systems in which an interactive device may mount and is not required to be affixed to the facilities.

2. For the purposes of this paragraph, the term "energy efficiency improvement" means any energy conservation and efficiency improvement that reduces consumption through conservation or a more efficient use of electricity, natural gas, propane, or other forms of energy on the property, including, but not limited to, air sealing; installation of insulation; installation of energy-efficient heating, cooling, or ventilation systems; installation of solar panels; building modifications to increase the use of daylight or shade; replacement of windows; installation of energy controls or energy recovery systems; installation of electric vehicle charging equipment; installation of systems for natural gas fuel as defined in s. 206.9951; and installation of efficient lighting equipment.

3. Notwithstanding any other provision of this subsection, a local government infrastructure surtax imposed or extended after July 1, 1998, may allocate up to 15 percent of the surtax proceeds for deposit into a trust fund within the county's accounts created for the purpose of funding economic development projects having a general public purpose of improving local economies, including the funding of operational costs and incentives related to economic development. The ballot statement must indicate the intention to make an allocation under the authority of this subparagraph.

(e) School districts, counties, and municipalities receiving proceeds under the provisions of this subsection may pledge such proceeds for the purpose of servicing new bond indebtedness incurred pursuant to law. Local governments may use the services of the Division of Bond Finance of the State Board of Administration pursuant to the State Bond Act to issue any bonds through the provisions of this subsection. Counties and municipalities may join together for the issuance of bonds authorized by this subsection.

(f)1. Notwithstanding paragraph (d), a county that has a population of 50,000 or less on April 1, 1992, or any county designated as an area of critical state concern on the effective date of this act, and that imposed the surtax before July 1, 1992, may use the proceeds and interest of the surtax for any public purpose if:

- a. The debt service obligations for any year are met;
- b. The county's comprehensive plan has been determined to be in compliance with part II of chapter 163; and
- c. The county has adopted an amendment to the surtax ordinance pursuant to the procedure provided in s. 125.66 authorizing additional uses of the surtax proceeds and interest.

2. A municipality located within a county that has a population of 50,000 or less on April 1, 1992, or within a county designated as an area of critical state concern on the effective date of this act, and that imposed the surtax before July 1, 1992, may not use the proceeds and interest of the surtax for any purpose other than an infrastructure purpose authorized in paragraph (d) unless the municipality's comprehensive plan has been determined to be in compliance with part II of chapter 163 and the municipality has adopted an amendment to its surtax ordinance or resolution pursuant to the procedure provided in s. 166.041 authorizing additional uses of the surtax proceeds and interest. Such municipality may expend the surtax proceeds and interest for any public purpose authorized in the amendment.

3. Those counties designated as an area of critical state concern which qualify to use the surtax for any public purpose may use only up to 10 percent of the surtax proceeds for any public purpose other than for infrastructure purposes authorized by this section. A county that was designated as an area of critical state concern for at least 20 consecutive years prior to removal of the designation, and that qualified to use the surtax for any public purpose at the time of the removal of the designation, may continue to use up to 10 percent of the surtax proceeds for any public purpose other than for infrastructure purposes for 20 years following removal of the designation, notwithstanding subparagraph (a)2. After expiration of the 20-year period, a county may continue to use up to 10 percent of the surtax proceeds for any public purpose other than for infrastructure if the county adopts an ordinance providing for such continued use of the surtax proceeds.

(g) Notwithstanding paragraph (d), a county having a population greater than 75,000 in which the taxable value of real property is less than 60 percent of the just value of real property for ad valorem tax purposes for the tax year in which an infrastructure surtax referendum is placed before the voters, and the municipalities within such a county, may use the proceeds and interest of the surtax for operation and maintenance of parks and recreation programs and facilities established with the proceeds of the surtax throughout the duration of the surtax levy or while interest earnings accruing from the proceeds of the surtax are available for such use, whichever period is longer.

(h) Notwithstanding any other provision of this section, a county shall not levy local option sales surtaxes authorized in this subsection and subsections (3), (4), and (5) in excess of a combined rate of 1 percent.

1. What is the proposed infrastructure surtax?

The infrastructure surtax is a voter-approved one percent sales tax used to invest in local infrastructure improvements, such as public safety, roads, sidewalks, parks, libraries and beach renourishment. Proceeds may not be used to pay for operating expenses.

2. What does this tax apply to?

The additional 1% or one-cent sales tax applies to all transactions in the county subject to the state imposed sales tax on goods and services. Here is an example of how it would be applied:

What you spend	What gets allocated for infrastructure projects
\$1	One cent
\$5	Five cents
\$2,500	\$25
\$5,000*	\$50

* Florida law provides that the sales amount above \$5,000 on any item of tangible personal property shall not be subject to an infrastructure surtax. Tangible personal property means personal property which may be seen, weighed, measured, or touched or is in any manner perceptible to the senses, including electric power or energy, boats, motor vehicles and mobile homes as defined in s. 320.01(1), Florida Statutes.

3. How is the infrastructure sales tax used?

Every penny collected goes toward infrastructure improvements in the County as described in Ordinance 2022-23.

4. How much does the infrastructure sales tax generate?

According to the latest estimates provided by the Florida Department of Revenue's Office of Tax Research, a one-cent sales surtax would generate annually \$49,626,914 for St. Johns County, \$2,986,098 for the City of St. Augustine, and \$1,336,779 for the City of St. Augustine Beach. If approved by the voters, the additional sales tax would be collected for ten (10) years beginning on January 1, 2023, through December 31, 2032.

5. How is a sales tax different from a property tax?

Property taxes (ad valorem) are assessed based on property ownership. Sales taxes are generated from monetary transactions/purchases made in St. Johns County. Unlike property taxes, tourists and visitors to St. Johns County contribute to collecting the sales tax revenue by making eligible purchases in the County.

6. Are there items exempt from the sales tax?

Yes. There are several exemptions, including certain groceries and prescription drugs. For a complete listing, view Florida Statute 212.08 at: <https://bit.ly/3x0TOvZ>.

7. Who gets to vote for the sales tax?

All registered voters in St. Johns County will have the opportunity to vote for the sales tax referendum in the 2022 general election on November 8, 2022. The additional sales tax will be approved if a majority of the people voting in the referendum vote in favor of it.

8. What future projects will these tax dollars fund?

A list of potential projects was developed and presented to the St. Johns County Commission on Feb. 15, 2022. [View the list of potential projects](#).

9. Why does the County's Sales Tax Project List vary from the County's published Capital Improvement Plan?

The County's Capital Improvement Plan (CIP) is a budgetary document intended to capture county departments' proposed capital projects with considerations including outstanding capital needs and anticipated funding availability within a five-year time frame.

The County's Sales Tax Project List is an example that strictly addresses the infrastructure backlog and deficiencies within the proposed ten-year surtax period. The list focuses exclusively on roads, public safety, parks and recreation, and libraries. The Sales Tax Project List also includes timely inflationary pressures on project costs that the CIP does not capture.

10. Can revenue from the sales tax be used to fund operating expenses such as staff?

No. The revenue can be used to build a library, for example. Still, it cannot be used to pay for operating or maintaining the library or library staff.

11. Can the public provide input on projects if the St. Johns County Commission moves forward with the sales tax referendum?

Yes. Suppose the Commission moves forward with the sales tax referendum. In that case, the County will publicly notice times, dates, and locations for public meetings and workshops.

12. If the St. Johns County Commission moves forward with the sales tax referendum, is the project list permanent, or can it change?

The project list presented is intended to be an example within the proposed use of the one-cent sales tax. It will change over time. For example, specific projects may be eligible for an alternative funding source, such as a federal or state grant. Any unused funds generated by the sales tax will be allocated to the following priority project.

13. If the St. Johns County Commission moves forward with the sales tax referendum, who decides on the projects built from funding?

The St. Johns County Board of County Commissioners, the St. Augustine City Commission, and the St. Augustine Beach City Commission will allocate the funds in a public forum. Residents and stakeholders will have the opportunity to provide feedback.

Example Capital Infrastructure List for a Proposed One Cent Sales Tax

Presented on February 15, 2022

Roads & Infrastructure

CR 16A Improvements	3,600,000
CR 208 Town branch Bridge #784023	2,900,000
CR 210 / US1 Interchange	28,000,000
CR 210 4 lane section from Greenbriar to CR 16A	32,800,000
CR 2209 (Central) from CR210 to CR208	25,000,000
CR 2209 4L to 6L Widening, CR210 to SR95	8,500,000
CR2209/CR210 Intersection/Interchange Modifications	12,600,000
Four Mile Road Westbound Turn Lane Approaching SR10	2,500,000
Kings Estate Road Corridor Improvements	21,000,000
Longleaf Pine Parkway 4-Laning Roberts Road to Veterans Parkway	10,000,000
Mickler Road Roundabout to A1A	14,000,000
Old Moultrie Rd. Improvements from SR 312 to US 1	3,000,000
Palm Valley Road Roscoe Road to Roundabout	15,000,000
Pine Island Road at US1 Signalization	1,500,000
Roberts Road Improvements	18,100,000
W. King Street Improvements	11,000,000
Woodlawn Road Improvements	4,500,000
Drainage Improvements	17,000,000
Sidewalk Improvements	6,000,000

Public Safety

Sheriff's Communit [®] Center	55,000,000
Coastal Management	30,000,000
Silverleaf Fire Station	10,000,000
Twin Creeks Fire Station	10,000,000
SAB Fire Station 7 Relocation	10,000,000
Fire Rescue Training Facility	5,000,000

Parks & Recreation

Northwest Park	25,000,000
Silverleaf Park	20,000,000
Waterway Access	30,000,000
Nocatee Park	15,000,000
Shearwater Park	3,000,000

Library & Public Service Centers

Regional North Central Library	20,000,000
Nocatee Library	12,000,000
Rivertown Library	12,000,000
Hastings Library/Community Center	5,000,000

Total	500,000,000
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MEMORANDUM

TO: Mayor Samora
Vice Mayor Rumrell
Commissioner England
Commissioner George
Commissioner Sweeny
Commissioner-Designate Morgan

FROM: Max Royle, City Manager 

DATE: August 22, 2022

SUBJECT: Request from Northeast Florida Regional Council for City's Suggestions for Regional Legislative Priorities for 2023 Florida Legislative Session (Presenter: Max Royle, City Manager)

Attached is an email (page 1) from Ms. Beth Payne, Executive Director, of the Northeast Florida Regional Council, in which she asks for our City's priorities for the 2023 Legislative Session.

Also, attached (pages 2-5) is a copy of St. Johns County's top three legislative priorities for 2022. They were transportation, affordable housing, and water conservation/water quality.

ACTION REQUESTED

It is whether you have suggestions for the Council to consider including on its list of three priorities for 2023.

Max Royle

From: Payne, Elizabeth <epayne@nefrc.org>
Sent: Wednesday, July 6, 2022 10:00 AM
To: Payne, Elizabeth
Cc: Kate Haigh; Forde, Sheron; Commissioner Christian Whitehurst
Subject: Legislative Priorities for the 2023 Session

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.

Good morning.

As NEFRC does each year, we are requesting your County/City Legislative Priorities to include with and help determine the Regional Legislative Priorities for the 2023 Legislative Session. Our Legislative Committee will review the priorities submitted, aggregate and determine the top priorities that impact the Region.

Please submit a copy of your priorities to Kate Haigh, khaigh@nefrc.org by September 30, 2022.

Thanks for your participation in this effort. If you have questions, please send and feel free to forward this email to any I have missed.

Beth Payne, AICP
Chief Executive Officer
Northeast Florida Regional Council
904.279.0880 x 133
904.233.0423 - cell
epayne@nefrc.org



St. Johns County, Florida – Top Three (3) Legislative Priorities for 2022

1. TRANSPORTATION

Background: St. Johns County's road network has not kept up with the County's rapid growth, resulting in severe congestion on several key roadways.

Requested Actions:

- **State Road 312, including the State Road 313 Bypass** – Request \$95 million for the proposed State Road 313 Extension/Bypass, the Lower Segment, from State Road 207 to State Road 16; request \$135 million for proposed State Road 313 Extension/Bypass, the Upper Segment, from State Road 16 north to U.S. 1.
- **County Road 2209/County Road 210 to State Road 16** – Request \$102.6 million for the proposed County Road 2209 from County Road 210 to State Road 16; ensure maximum eligibility of State, Federal, and regional funding sources for County Road 2209 by designating it as a Strategic Intermodal System (SIS) Facility from the State Road 9B Extension to the First Coast Expressway.
- **First Coast Expressway** – Provide additional capacity across the St. Johns River as part of an overall corridor that addresses the area's transportation deficiencies and serves existing and future development; construct First Coast Expressway from Interstate 95 to U.S. 17 as the next top priority segment, including interchanges at Interstate 95, County Road 2209, County Road 16A Spur, and U.S. 17, with a bridge replacement and expansion of the Shands Bridge crossing the St. Johns River.
- **Interchange Area Improvement at Interstate 95/State Road 16/County Road 208** – Request \$12 million for the purpose of improving traffic safety and congestion at this interchange of Interstate 95 and State Road 16. Construction includes conversion of a diamond interchange configuration into a diverging diamond interchange (DDI) configuration, lane addition, turn lanes, directional islands, and signal improvements.
- **Race Track Road (Bartram Park Blvd to Bartram Springs Pkwy)** – Request \$30 million for the purpose of expanding this important east/west corridor to a four-lane road, with ultimate expansion to a six-lane facility, improving traffic safety and congestion currently experienced.
- **State Road 207 Improvements** – Request \$20 million for the widening of State Road 207 from a four-lane facility to a six-lane facility; ensure maximum eligibility of State, Federal, and regional funding sources for State Road 207 by designating it as a Strategic Intermodal System (SIS) Facility from Interstate 95 to State Road 312.
- **County Road 5A Safety Improvements** – Request \$9.5 million for the purpose of improving traffic safety and congestion, pedestrian and bike safety, and water quality on County Road 5A. Construction includes turn lanes, bike lanes, sidewalks, and stormwater ponds.
- **County Road 210 Overpass at U.S. 1** – Request \$32 million for the purpose of constructing a full interchange connecting the County Road 210 overpass to U.S. 1.
- **Expansion of St. Johns County Public Transit** – Ensure maximum eligibility of State, Federal, and regional funding sources to provide funds to expand transit service in St. Johns County. Expand transit service provided by St. Johns County to include decreasing transit headways and expand operating time. Support collaboration with local transit agencies toward a more regional structure.

- **County Road 305 Extension from County Road 13S to State Road 206** – Request funding for the construction of a segment of County Road 305 to connect County Road 13S and State Road 206. (At the request of the Flagler Estates Community Redevelopment Area.)
- **State Road A1A Intersection Improvements** – Request \$20.6 million for State Road A1A and Palm Valley Road intersection improvements to include nine intersections from JT Butler Boulevard to Mickler Road and intersections on Palm Valley Road and Mickler Road from the Intracoastal Waterway to State Road A1A, and ensure maximum eligibility of State, Federal, and regional funding sources for SR A1A and Palm Valley Road intersection improvements.
- **County Road 203 Pedestrian and Bicycle Safety Circulation Improvements** – Request \$750,000 for County Road 203 pedestrian/bicycle safety and circulation improvements to a missing segment of sidewalk connecting State Road A1A in Duval County to State Road A1A in St. Johns County. (At the request of the Ponte Vedra Municipal Service District.)
- **Commuter Rail between Jacksonville and St. Augustine** – Request legislative appropriation to the Florida Department of Transportation for commuter rail design and construction that will connect the City of Jacksonville and the City of St. Augustine. (At the request of the City of St. Augustine.)

Effect: Funding these transportation improvements will relieve traffic congestion, clarify transportation authority, and reduce associated risks to the health, safety, and well-being of the users of those roadways.

2. ECONOMIC DEVELOPMENT / AFFORDABLE HOUSING

Background: In many circumstances, new businesses who are seeking a site for relocation or expansion request financial incentives by local, regional, and statewide entities as an inducement to make a final location selection. Providing local governments with additional confidentiality, funding mechanisms, and educational opportunities would give Florida a competitive advantage when competing for economic development and job creation. In addition, funding affordable housing would support St. Johns County's economy by providing residential opportunities for the local workforce, young families, and entry-level employees within the public and private sectors.

Requested Actions:

- **Public Record and Open Meeting Exemptions for Economic Development Agencies** – Amend Sections 286.0113 and 288.075, Florida Statutes, to enhance the confidentiality of economic development activities by allowing the Board of County Commissioners to deliberate in private regarding an economic development proposal and allow confidential information in the possession of an economic development agency to be provided to a member of the Board of County Commissioners without such communication being considered a disclosure which would terminate the confidential nature of the information.
- **Funding of State-level Economic Development and Workforce Education and Training Programs** – To support prioritization of Economic Development programs and maintain funding of initiatives aimed at helping existing businesses expand and the attraction of new businesses to enhance Florida's job creation efforts.
- **University Recruitment and Development** – Request funding for the recruitment and development of public and private universities within St. Johns County.
- **Florida Sales Tax on Commercial Rent** – Urge the St. Johns County legislative delegation to support the further reduction of and the eventual elimination of Florida's sales tax on commercial rent during the 2021 Legislative Session. (At the request of the St. Johns County Chamber of Commerce.)
- **State Housing Initiatives Partnership (SHIP) Funding** – To encourage our delegation to support the County's request for the full amount funds collected from St. Johns County Documentary Stamp Taxes that are paid into the Sadowski Housing Trust Fund be allocated back to the County through its annual SHIP allocation and the State not redirect affordable housing funds to other programs.

Effect: Having the ability to negotiate in the "shade" would allow St. Johns County and other public agencies throughout Florida to be more competitive with other states when vying for large-scale economic development projects. In addition, funding affordable housing creates a larger workforce available to support economic growth, business expansion, and corporate relocations.

3. WATER CONSERVATION / WATER QUALITY

Background: With the impact of State mandates, multiple hurricanes, and other environmental impacts, water quality and water conservation have increasingly become urgent issues in St. Johns County.

Requested Actions:

- **Sustainable Florida and Water Conservation** – Request the Florida Legislature support regional and local communities to address water supply development, alternative effluent reuse opportunities and provide sufficient financial resources.
- **Storm Water Trust Fund Pilot Program** – Request the Florida Legislature support legislation that establishes a pilot program for small coastal cities to improve resiliency against flooding and sea level rise. (At the request of the City of St. Augustine and City of St. Augustine Beach.) **Update item once carried over.
- **City of St. Augustine Water, Wastewater, and Stormwater Infrastructure Funding** – Support appropriations to increase funding for increasing resiliency in water, wastewater, and stormwater infrastructure in the City of St. Augustine. (At the request of the City of St. Augustine.)
- **St. Johns County Drainage Improvements Funding** – Request \$12 million for numerous drainage system improvements and repairs throughout St. Johns County to alleviate flooding, improve traffic safety, and minimize future damage to roads, agriculture, businesses, and homes.
- **St. Johns County Reclaimed Water Infrastructure Funding** – Support appropriations to increase funding for reclaimed water infrastructure projects in St. Johns County. Request \$11.5 million for reclaimed water projects and enhance the County's ability to provide reclaimed water, promote water conservation and reduce nutrients to water bodies.
- **State Road 207 Water Reclamation Facility Improvements** – Support appropriations for funding of infrastructure improvements to increase the capacity at the existing SR 207 Water Reclamation Facility (WRF). With the recently approved Senate Bill 64 (SB 64) requiring statewide elimination of non-beneficial surface water discharges of effluent or reclaimed water, this project eliminates approximately 1.0 million gallons a day of treated effluent being discharged to the Matanzas River and repurposes the effluent to new reclaimed water customers. The request is for \$10.0 million in funding for the expansion of the SR 207 WRF to reduce nutrients to the Matanzas River.

Effect: Funding these initiatives will allow St. Johns County to alleviate flooding and drainage concerns, address State mandates, and prepare for future environmental impacts.

**BOARD AND DEPARTMENTAL REPORT FOR CITY COMMISSION MEETING
SEPTEMBER 12, 2022**

CODE ENFORCEMENT/BUILDING/ZONING

Please see pages 1-19.

COMPREHENSIVE PLANNING AND ZONING BOARD

The minutes of the Board's July 19, 2022, meeting are attached as pages 20-27.

SUSTAINABILITY AND ENVIRONMENTAL PLANNING ADVISORY COMMITTEE

The minutes of the Committee's August 4, 2022, are attached as pages 28-39. Also, the report from the Chair, Ms. Lana Bandy, is attached as pages 40-41.

POLICE DEPARTMENT

Please see page 42.

FINANCE DEPARTMENT

Please see page 43. The Finance Director has also provided an updated report on the spending of money from the American Rescue Plan Act funds. It is attached as page 44.

PUBLIC WORKS DEPARTMENT

Please see pages 45-48.

CITY MANAGER

1. Complaints

A. Illegal Transient Rental

A resident's complaint about it was forwarded to the Code Enforcement Officer, who issued a notice to cease the illegal rental.

B. Drainage

In August, the Sea Oaks Homeowners' Association notified the City about alleged violations of the storm water permit conditions related to construction activities at a house in the Ocean Ridge subdivision. The Public Work Director will investigate whether the permit conditions have been violated.

C. Fence and Access

The fence is on private property between Saltwater Circle in the Sea Grove subdivision and the south end of Hydrangea Street, which is in an unincorporated part of the County south of 11th Street and west of

State Road A1A. Persons have complained to the City that the fence blocks access to Sea Grove. However, the subdivision's plat shows no easement between Hydrangea and Saltwater Circle. Therefore, there is nothing for the City to enforce concerning the fence.

D. Removal of Tree

A resident inquired whether a tree removal permit had been issued to a property owner on B Street. The Building Official found in accordance with City regulations a certified arborist had recommended removal of the tree because it had undermined the driveway and presented "a High probability of failure over the Entryway [driveway] and Roadway."

E. Unkempt Condition of Lakeside Park

Lakeside Park is east of the City's police station. A resident complained about the Park not being maintained. A day after her complaint was received, a Public Works crew was at the Park, mowing, trimming and picking up fallen palm fronds.

F. Trash on Lot

A resident complained that there was trash of a lot on 15th Street, east of A1A Beach Boulevard. The complaint was forwarded to the Public Works Director.

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 FP&L'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 has started with clearing of the right-of-way.

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 start in 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. In early August, flashing signals were erected at the 16th and 11th Street crosswalks. The fifth and final crossing signal will be put in the vicinity of the pier park, most likely before the end of 2022.

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 City 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, the Matthews Design Group, is now doing the design work. Money for the improved parking area will come from American Rescue Plan Act funds. At the Commission's July 11th meeting, Matthews provided an update report on the design. The Commission selected the second option: Vehicles will enter the parking area from 1st Street and exit it to the Boulevard near A Street. The conceptual design is complete; work on permits is underway; construction will be done in early 2023.

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.

2) Beach Restoration

The next restoration project is scheduled to be done from June 30 to December 30, 2023. Two million cubic yards of sand will be put on the beach from the middle of the state park to Sea Colony's boundary with Ocean Hammock Park.

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 before the fall 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 wording for the RFQ will be done in the coming months.

D. Change to Land Development Regulations

The change is an ordinance 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 discussed the ordinance and the Planning Board's recommendation at its July 11th meeting and approved the ordinance on second reading. The final reading of the ordinance was scheduled for the Commission's August 1st meeting. However, because two Commissioners couldn't vote on the ordinance because of a potential conflict of interest, and a third Commissioner was unable to be at the meeting, the Commission postponed a vote on the ordinance until its September 12th meeting.

3. Finance and Budget

A. Fiscal Year 2022 Budget

July 31, 2022, marked end of the tenth month of Fiscal Year 2022, which began on October 1, 2021, and will end on September 30, 2022. As of July 31st, the City for its General Fund had received \$7,511,781 and spent \$6,288,308. The surplus of revenues over expenditures at the end of the tenth month was \$1,223,473. Also, as of the end of July 2022, the City had received \$3,789,867 from its major revenue source, property taxes. A year earlier, at the end of July 2021, the amount received from property taxes was \$3,460,643, or \$329,224 less. In terms of percentages, the City by the end of July had received 76.9% of the revenue projected to be received for the entire fiscal year and had spent 64.4% of the projected expenditures. The gap between revenues and expenditures will narrow during the remaining two 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 was submitted to the Commission in mid-July and the Commission held a special meeting on Monday, July 25th, at 6 p.m., to review the proposed budget. The Commission set 2.50 mills as the preliminary property tax rate for the General Fund and 0.50 mills for to pay towards the debt for the purchase of 4.5 acres for Ocean Hammock Park. The Commission also scheduled the first public hearing for the FY 23 budget on Monday, September 12, 2022, at 5 p.m.

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 will be on the agenda for the Commission's October 3, 2022, meeting.

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 to be levied for 10 years. At its September 12th meeting, the City Commission will discuss whether to create a list of projects for which the City would spend money from the tax, should the voters approve it. It is estimated that the City would annually receive \$1.3 million yearly from the tax.

4. Miscellaneous

A. Permits for Upcoming Events

In late July and in August, the City Manager approved the following permits: a) the Life Guard King of the Beach Race on July 30th; b) the Celebration of Life for Rudy White, September 11th; c) the Celebration of Life for Jennifer Hyland on September 24th; d) the Santas on the Loose 5K Race on December 10th; e) the Run for Peace, April 8, 2023; and f) the Hugh Shaw Memorial Surf Contest on May 20, 2023.

B. Vision/Strategic Plan

The Strategic Plan may be replaced by the Vision Plan, which was prepared by Commissioner England during her term as Mayor. She 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 meeting. The Planning Board continued its review at its July 19th meeting and discussed such topics as services related to the beach, pedestrian safety on A1A Beach Boulevard and use of the City's plazas for beautification and public parking. The Board recommended moving forward with the Plan and for the City Commission to have a joint meeting with the Board and with the Sustainability and Environmental Planning Advisory Committee. The Commission will be asked at its September 12th meeting to schedule the workshop in October.

C. Workshops

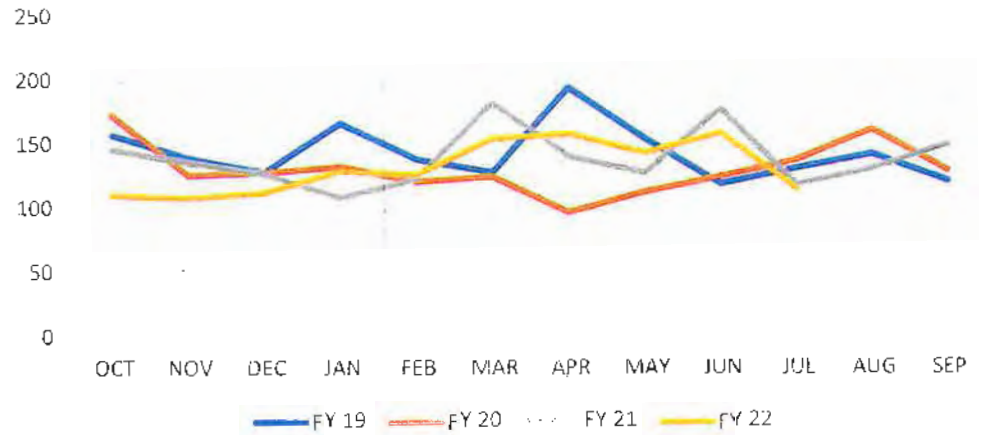
On Wednesday, March 23rd, the City Commission held a workshop to discuss possible uses for the former city hall, which is located on the south side of pier park. Ms. Christina Parrish Stone, Executive Director of the St. Johns Cultural Council, informed the Commission that the City has received \$500,000 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. In July 2022, Ms. Stone reported that a request for architectural services to design the civil rights monument was being advertised. She will make a presentation to the City Commission concerning the monument and its location in the fall. The \$25,000 grant must be spent by March 31, 2023.

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	159
MAY	155	114	129	144
JUN	120	126	179	160
JUL	132	139	120	116
AUG	143	163	132	
SEP	122	131	151	
TOTAL	1729	1583	1683	1324

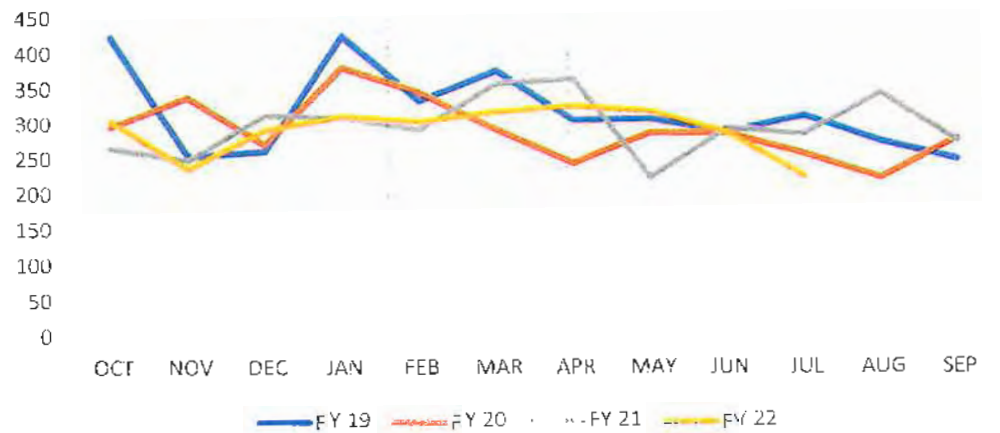
OF PERMITS ISSUED



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	288
JUL	312	259	287	227
AUG	275	225	347	
SEP	250	281	277	
TOTAL	3817	3524	3596	2935

OF INSPECTIONS PERFORMED

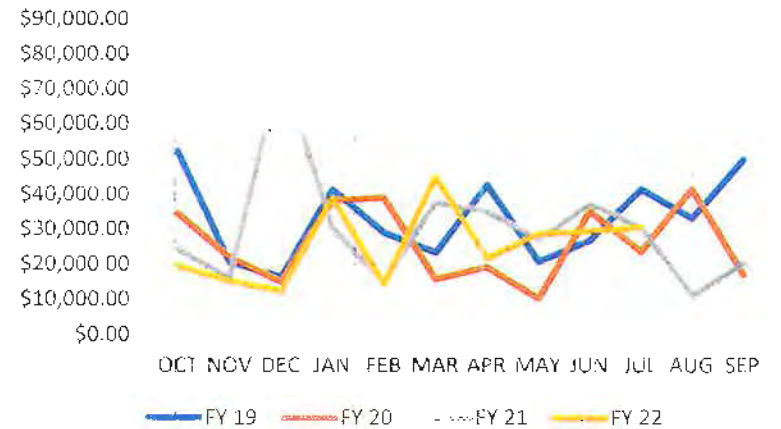


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

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	\$29,198.87
JUL	\$41,120.86	\$23,555.36	\$30,368.01	\$30,368.57
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	\$252,726.28

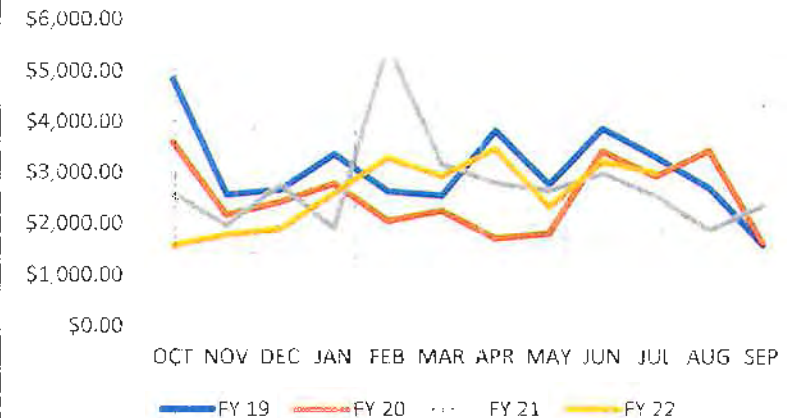
BUILDING PERMIT FEE GRAPH



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	\$3,204.70
JUL	\$3,286.00	\$2,917.93	\$2,535.39	\$2,981.26
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	\$25,919.57

MECHANICAL PERMIT FEE REPORT

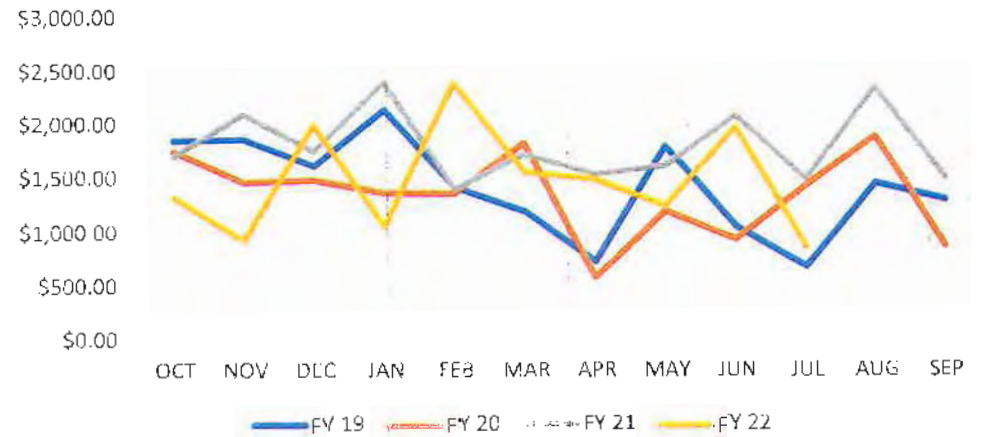


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

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	\$1,985.50
JUL	\$690.00	\$1,443.00	\$1,505.00	\$885.00
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	\$14,930.50

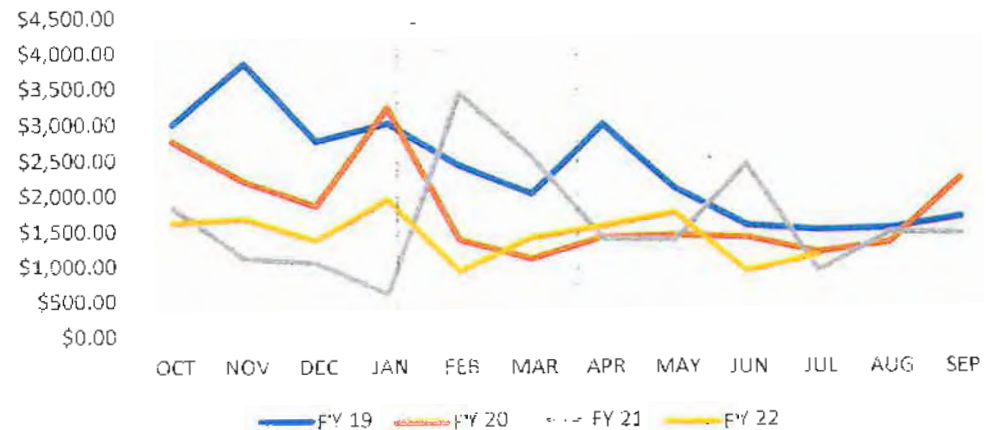
ELECTRICAL PERMIT FEE REPORT



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	\$943.00
JUL	\$1,525.00	\$1,218.00	\$952.00	\$1,170.00
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	\$14,482.00

PLUMBING PERMIT FEE REPORT

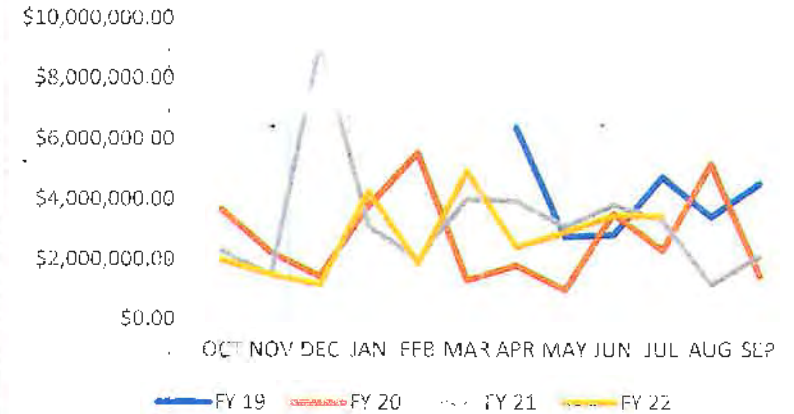


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

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	\$3,445,719.17
JUL	\$4,717,293.00	\$2,300,478.87	\$3,279,350.11	\$3,436,811.93
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	\$27,759,776.34

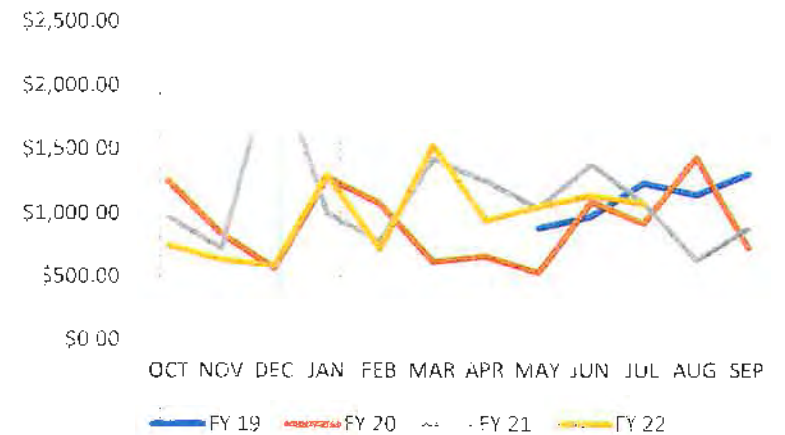
ALTERATION COST



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	\$1,139.84
JUL	\$1,230.25	\$928.44	\$1,085.45	\$1,078.15
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	\$9,719.20

STATE SURCHARGE PERMIT FEE REPORT

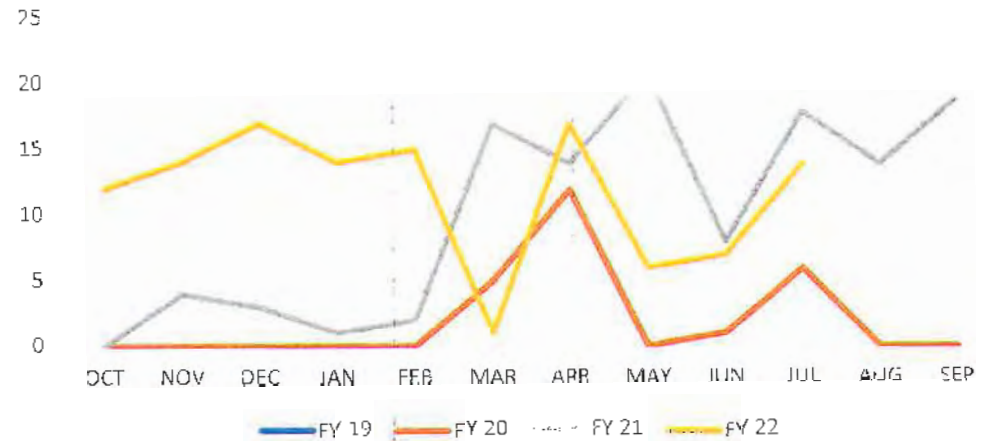


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

OF INSPECTIONS PERFORMED BY PRIVATE PROVIDER

	FY 19	FY 20	FY 21	FY 22
OCT		0	0	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	7
JUL		6	18	14
AUG		0	14	
SEP		0	19	
TOTAL	0	24	121	117

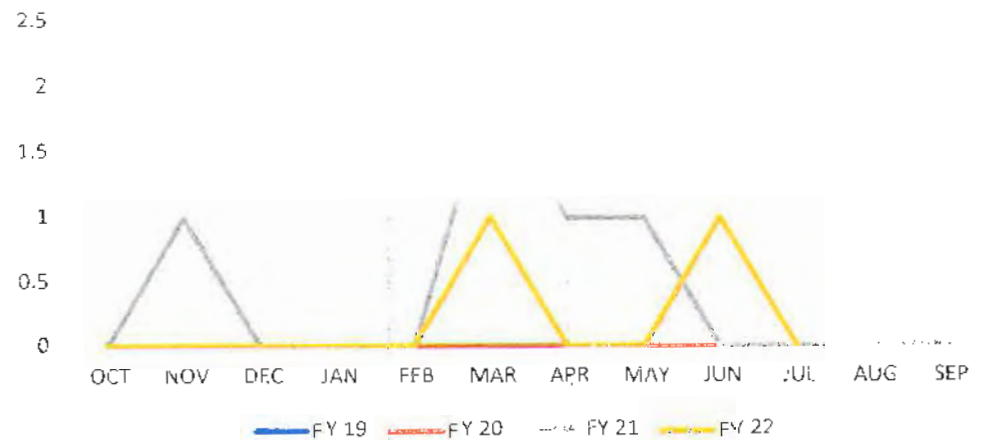
OF INSPECTIONS PERFORMED BY PRIVATE PROVIDER



OF PLAN REVIEWS PERFORMED BY PRIVATE PROVIDER

	FY 19	FY 20	FY 21	FY 22
OCT	0	0	0	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	1
JUL	0	0	0	0
AUG	0	0	0	
SEP	0	0	0	
TOTAL	0	0	5	2

OF PLAN REVIEWS PERFORMED BY PRIVATE PROVIDER

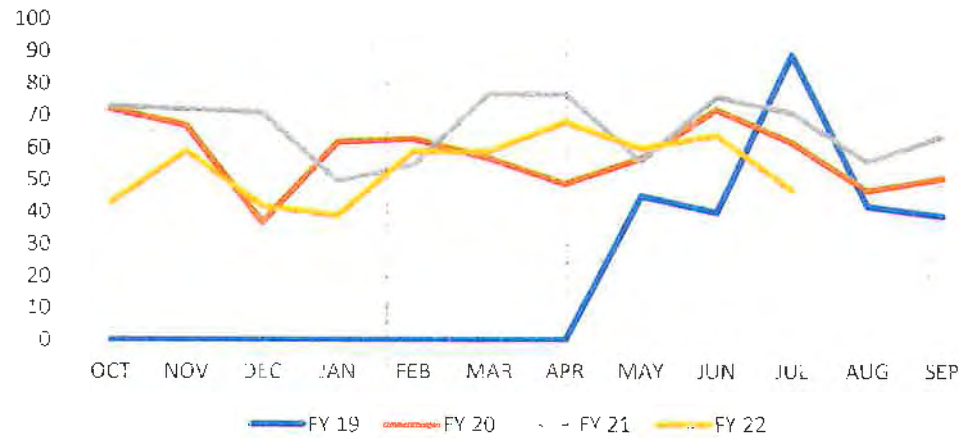


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

OF PLAN REVIEW ACTIVITIES PERFORMED BY BLDG. DEPT.

	FY 19	FY 20	FY 21	FY 22
OCT	0	72	73	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	64
JUL	89	62	71	47
AUG	42	47	56	
SEP	39	51	64	
TOTAL	255	696	798	540

OF PLAN REVIEW ACTIVITIES



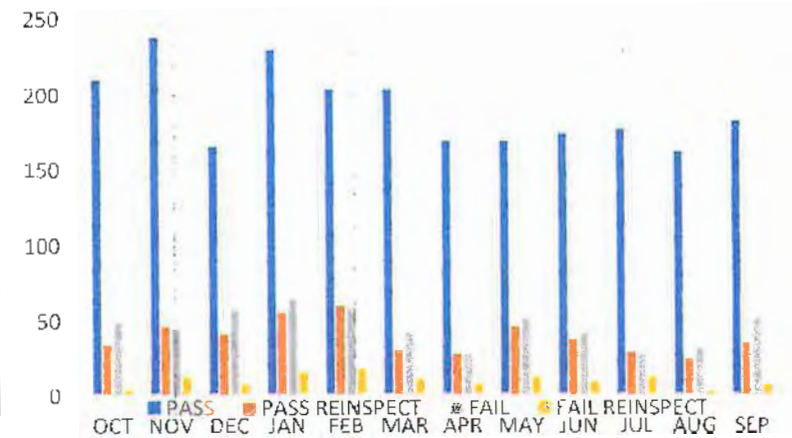
CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

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

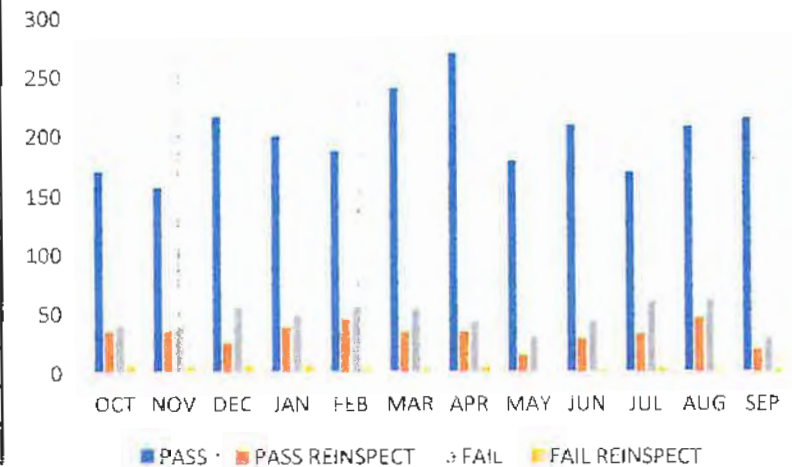


FY 21 INSPECTION RESULTS

	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



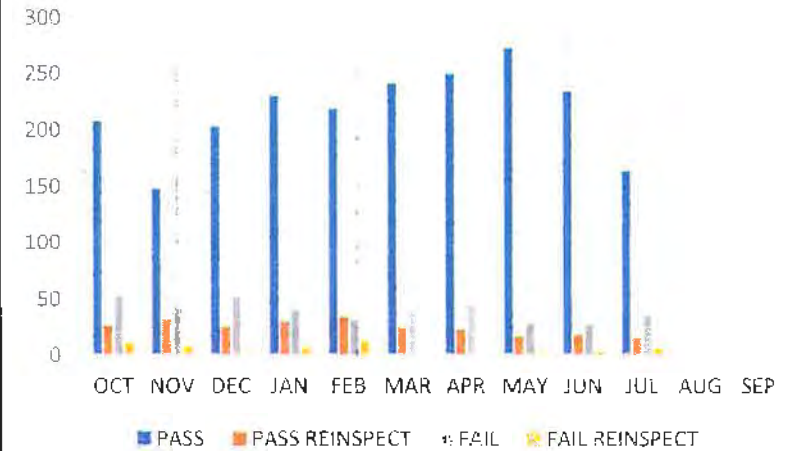
CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

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	234	18	28	2
JUL	163	16	36	5
AUG				
SEP				
TOTAL	2160	244	399	48

RESULTS DO NOT INCLUDE CANCELED/PERFORMED INSPECTIONS

FY 22 INSPECTION RESULTS



COSAB NEW CONSTRUCTION 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
2956	31 VERSAGGI DR	P2002022	SFR-D	1/26/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
2598	7 6TH ST	P2100089	SFR-D	1/28/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3070	115 D ST	P2100133	SFR-D	2/4/2021		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
3101	121 5TH STREET	P2100710	SFR-D	6/3/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3103	129 5TH STREET	P2100711	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
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
3747	529 RIDGEWAY RD	P2100925	SFR-D	7/15/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4104	2580 A1A S	P2101186	SFR-D	9/10/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3176	129 14TH ST	P2101217	SFR-D	9/24/2021		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
4723	282 RIDGEWAY RD	P2200346	SFR-D	1/3/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4852	800 TIDES END DR	P2200394	SFR-D	1/11/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4657	135 13TH ST	P2200427	SFR-D	1/20/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4186	13 13TH LN	P2200376	SFR-D	1/24/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4734	23 OCEAN PINES DR	P2200462	SFR-D	1/28/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5058	1 LISBON ST	P2200704	SFR-D	2/17/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4332	2472 A1A S	P2200573	SFR-D	2/22/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4983	3 LISBON ST	P2200629	SFR-D	3/2/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3897	15 SABOR DE SAL RD	P2200622	SFR-D	3/7/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4665	171 RIDGEWAY RD	P2200670	SFR-D	3/10/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5016	103 WHISPERING OAKS CIR	P2200667	SFR-D	3/10/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5123	316 B ST	P2200699	SFR-D	3/18/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4828	106 F ST	P2200648	SFR-D	3/31/2022		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
4894	107 E ST	P2201127	SFR-D	6/7/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5018	507 F ST	P2201176	SFR-D	6/15/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5644	399 OCEAN FOREST DR	P2201148	SFR-D	6/16/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5662	129 WHISPERING OAKS CIR	P2201164	SFR-D	7/5/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5724	254 RIDGEWAY RD	P2201288	SFR-D	7/12/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5666	105 KINGS QUARRY LN	P2201335	SFR-D	7/26/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4634	301 S FOREST DUNE DR	P2201349	SFR-D	8/2/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5839	133 ISLAND HAMMOCK WAY	P2201408	SFR-D	8/4/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES

COSAB COMMERCIAL CONSTRUCTION LIST

Application Id	Property Location	Permit No	Work Type	Issue Date	Certificate Type 1	Description	User Code 1
2141	3920 A1A S UNIT 1-6	P2001353	COM ADDITION	8/7/2020		BUILDING ADDITION - SHELL CONSTRUCTION 4987 SQUARE FEET - UNITS 1-6	COM
4891	3920 A1A S UNIT 4	P2200457	COM BUILD OUT	1/27/2022		COMMERCIAL BUILDING ALT.-- BUILD OUT UNIT 4 - BEACH NAIL BAR	COM
5363	3920 A1A S UNIT 1&2	P2200978	COM BUILD OUT	5/10/2022		COMMERCIAL BUILDING ALT.-- BUILD-OUT UNITS 1 & 2 COUSTEAU ICE CREAM	COM
5719	2100 A1A S	P2201295	COM BUILD OUT	7/11/2022		INITIAL BUILDOUT FOR AMARA MED SPA	COM
5728	3920 A1A S UNIT 3	P2201245	COM BUILD OUT	6/30/2022		INTERIOR BUILD OUT -- UNIT 3 -- PROPOSED DRY CLEANER DROP OFF & ALTERATIONS	COM
5989	1015 A1A BEACH BLVD		COM BUILD OUT			COMMERCIAL BUILDING ALT.-- TMOBILE - TENANT BUILDOUT	COM

Application Id Range: First to Last

Issue Date Range: First to 08/22/22

Expiration Date Range: First to 09/15/23

Applied For: Y Open: Y

Application Date Range: First to 08/22/22

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: COM to COM

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
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	BONNIE M	7/11/2022	APPROVED
5559	1692400000	621 A1A BEACH BLVD	ZONING	Z-MIXED USE	BONNIE M	6/21/2022	APPROVED
5643	1726800000	225 MADRID ST	ZONING	Z-FINAL DEV	BONNIE M	7/19/2022	APPROVED
5643	1726800000	225 MADRID ST	ZONING	Z-FINAL DEV	BONNIE M	8/1/2022	APPROVED
5670	1687700000	14 6TH ST	ZONING	Z-COND USE	BONNIE M	7/19/2022	APPROVED
5670	1687700000	14 6TH ST	ZONING	Z-COND USE	BONNIE M	8/1/2022	APPROVED
5698	1697200120	211 2ND ST	ZONING	Z-VACATE ALLEY		8/25/2022	OPEN
5698	1697200120	211 2ND ST	ZONING	Z-VACATE ALLEY		9/12/2022	OPEN

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

Activity Date Range: 10/01/21 to 09/29/22 Activity Type Range: Z-APPEAL to Z-VARIANCE

Inspector Id Range: First to Last

Included Activity Types: Both

Sent Letter: Y

COSAB FY'22 TREE INSPECTIONS

Application Id	Property Location	Building Code 1	Description of Work 1	Issue Date	Description
4490	109 B ST	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	10/11/2021	RESIDENTIAL-TREE REMOVAL INSPECTION
4501	24 DEANNA DR	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	10/13/2021	RESIDENTIAL-TREE REMOVAL INSPECTION
4558	126 MICKLER BLVD	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	10/27/2021	RESIDENTIAL-TREE REMOVAL INSPECTION
4577	0 SEA COLONY PARKWAY	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	11/2/2021	RESIDENTIAL-TREE REMOVAL INSPECTION
4663	129 14TH ST	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	11/23/2021	RESIDENTIAL-TREE REMOVAL INSPECTION
4693	129 14TH ST	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	11/30/2021	RESIDENTIAL-TREE REMOVAL INSPECTION
4741	28 LEE DR	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	12/8/2021	RESIDENTIAL-TREE REMOVAL INSPECTION
4937	28 MAGNOLIA DUNES CIR	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	2/4/2022	RESIDENTIAL-TREE REMOVAL INSPECTION
4943	208 4TH ST	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	1/28/2022	RESIDENTIAL-TREE REMOVAL INSPECTION
5078	201 7TH ST	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	2/23/2022	RESIDENTIAL-TREE REMOVAL INSPECTION
5103	505 D ST	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	3/1/2022	RESIDENTIAL-TREE REMOVAL INSPECTION
5137	605 A St	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	3/10/2022	RESIDENTIAL-TREE REMOVAL INSPECTION
5184	508 E ST	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	3/17/2022	RESIDENTIAL-TREE REMOVAL INSPECTION
5365	981 SALTWATER CIR	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	4/19/2022	RESIDENTIAL-TREE REMOVAL INSPECTION
5477	34 MAGNOLIA DUNES CIR	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	5/3/2022	RESIDENTIAL-TREE REMOVAL INSPECTION
5571	3 Sea Oaks Drive	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	5/20/2022	RESIDENTIAL-TREE REMOVAL INSPECTION
5726	42 OCEAN CT	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	6/23/2022	RESIDENTIAL-TREE REMOVAL INSPECTION

Totals

Application Id Range: First to Last

Issue Date Range: 10/01/21 to 08/22/22

Expiration Date Range: First to 09/01/23

Applied For: Y Open: Y

Application Date Range: First to 08/22/22

Use Type Range: First to Last

Hold: Y

Building Code Range: TREE to TREE

Contractor Range: First to Last

Completed: Y

Work Type Range: First to Last

User Code Range: First to Last

Denied: Y

Void: Y

Customer Range: First to Last

Inc Permits With Permit No: Yes

Inc Permits With Certificate: Yes

Waived Fee Status to Include: None: Y

All: Y

User Selected: Y

Range: First to Last
Violation Date Range: First to 08/22/22
Ordinance Id Range: First to Last

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

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

Customer Range: First to Last

Inc Violations With Waived Fines: Yes

Violation Id: V1900065 Prop Loc: 720 A1A BEACH BLVD
Viol Date: 07/30/19 Status: Open Comp Name: Comp Phone:
Comp Email:

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

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

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

Created	Modified	Note
05/05/22	05/05/22	Ms. Johnson came by the building department to obtain documents she submitted. Records indicate Ms. Johnson had already checked out her submission on 3/30/22. She also stated that her attorney will reach out to schedule an inspection of her home in the near future.
05/02/22	05/02/22	Mr. Timmons spoke with Mr. Valeriy Avanesov (Ms. Johnsons attorney) Mr. Avanesov stated that Ms. Johnson will be by the building apartment this afternoon to schedule an inspection. Also, the property in New Smyrna (108 Eddie Rd.) did not close. They are hoping to close this week. Mr. Avanesov: (904) 525-6393
04/20/22	04/20/22	Mr. Timmons attempted to make contact 4/20/2022. left door notice
04/13/22	04/13/22	Mr. Timmons attempted to make contact on 4/11/2022 at the residence. Let door notice and another hand delivered letter.
04/06/22	04/20/22	Mr. Timmons E-mailed, called, certified mail sent, and went to the residence in person to try and set up an inspection. 4/04/2022

03/23/22	03/23/22	Received Certified mail receipt. 3/22/2022
03/15/22	03/15/22	Certified letter, standard letter, and hand delivered letter have been sent. Upon hand delivering the notice to appear, Mr. Timmons spoke with "Crystal" in the bottom story of the building. Crystal stated that Debora has Coronavirus and is ill, but will let her know about the upcoming Code Board and the summons that Mr. Timmons left in the upstairs door. (See attachments)
03/29/21	03/29/21	The number Liv called from on 3-29-2021 was different from what we have on file, 904-788-9522
03/29/21	03/29/21	Debra "Liv" Johnson called the office of 3/29/2021. She stated that she just picked up the certified mail today regarding the Code Enforcement Board Meeting on Wednesday, March 31st. She stated that her daughter is having surgery tomorrow and she will be taking care of her and will be unable to make it to the meeting. She asked if I could put her on the agenda for April's meeting instead, however, I told her that decision would be up to the code board. I let Ms. Johnson know that I had hand delivered the notice to appear on March 15th and I sent her an email with the notice to appear on March 24th. She stated that she does not usually check her email and is not great with computers. I told her that if she wanted to write a letter explaining to the code board why she can't make it and what her plans are, to go ahead and drop it off prior to the meeting and I will include it in the board packets.
03/15/21	03/15/21	Certified Mail, regular mail, and hand delivered letter sent 3/15/21 Notice to appear for March 31st, 2021 meeting. Attached.
12/11/20	12/11/20	The copy of the lien was returned as unclaimed on 12/11/2020.
11/17/20	11/17/20	A copy of the lien was sent via certified mail 7018-1130-0002-0083-3427 and regular USPS mail on 11-17-2020
11/16/20	11/16/20	A lien in the amount of 22,250.00 was recorded with St. Johns County Clerk of the Courts office on 11-16-2020 @ 1:32 PM. See attachments.
06/01/20	06/01/20	5-27-2020 The CEB made a motion to file a lien for \$22,500 (the roof fine total). Other fines will continue.
05/20/20	05/20/20	Notice to appear emailed 5-20-20.
05/19/20	05/20/20	Notice to appear sent on 5-18-2020 and hand delivered, see attached.
05/06/20	05/20/20	Ms. Johnson called and left a voicemail on 5-5-20, to say that she is planning on applying for a permit on Monday May 11th. In the message, she stated she was having trouble finding an architect to design the deck.
05/04/20	05/04/20	Certified Mail Sent 5-1-20 Letter, hand delivered on 5-4-20. Ms. Johnson was at the home when I delivered the letter. She told me that rather going to the post office to pick up the letter, she would just sign for it in person. See attached.
04/27/20	04/27/20	EMAILED MS. JOHNSON 4/27/2020 TO REMIND HER OF THE CODE BOARD MEETING SCHEDULED FOR 4/29/20 AT 2PM. SEE ATTACHED.
04/22/20	04/22/20	HAND DELIVERED & MAILED CERTIFIED MAIL CITATION TO APPEAR, SEE ATTACHED. WHILE I WAS DELIVERING THE LETTER, I SAW SOME REMOVED SIDING, AND A REMOVED WINDOW. SEE ATTACHED PICTURES. --JT

04/16/20	04/16/20	FINAL INSPECTION FOR ROOF PERMIT WAS APPROVED BY GLENN BROWN ON 4-15-2020 (SEE ATTACHED CERTIFICATE OF COMPLETION)
04/02/20	04/02/20	Certified Mail signature card received on 4-1-20. Signed by Crystal. See attached.
03/26/20	03/26/20	Certified Mail and a Hand Delivered letter were sent to Ms. Johnson regarding the code enforcement board meeting on 3/26/20. The letter and a photo of it being hand delivered to her residence are attached.
03/16/20	03/16/20	Spoke with Ms. Johnson this am relative to the circumstances of events that surround her code enforcement case. There were excuses presented by Ms. Johnson concerning the compliance issue but no resolution was given. We reaffirmed the next code enforcement meeting (3/25 @ 1400hrs) in order to discuss the matter(s) pending. I advised Ms. Johnson to attend the meeting. A certified mailing was issued prior on 3/10 to Ms. Johnson @ her private address. A separate reg mailing was issued on 3/16 and a copy of that doc (notice to appear) was also emailed accordingly.
03/10/20	03/10/20	Certified mail sent relative to Citation to Appear for 3/25 to follow-up on non-compliance.
02/10/20	02/10/20	Staff notified the code enforcement officer this morn that Ms. Johnson inquired about permitting friday of last week. The staff advised Ms. Johnson of the pending code enforcement action against her and further stated that she contact this office. As of 0340 hrs this date, no contact has been made.
02/10/20	02/10/20	Certified mail dated 12/18 was returned by the USPS as undelivered. Last service attempt was 1/16/2020. Certified mail # 7018 1130 0002 0083 2918.
01/29/20	01/29/20	As of this date, no communication has been rec'd from Ms Johnson. Multiple letters have been issued concerning the scenario(s).
01/22/20	01/22/20	Contact Info for the contractor that Ms. Johnson hired: Richard Sean Construction @ 352 639-1060
01/22/20	01/22/20	Spoke with the contractor, Richard Fulmer on 1/21 relative to pulling permits on the deck. He advised that a building permit would be aquired. This is the second request. Also requested was info pretaining to the re-roof. Mr. Fulmer also stated that this project had a current estimate for the roof and the roofer (unk) was to pull their own permit. No action has occured. As of this date there has been no communication with the property owner (Liv Johnson) to answer for the code enforcement action. The penalty phase sanctioned by the code board went into effect midnight 1/19 @ 250.00/day for non-compliance to violations of the SAB Building Code.
12/19/19	12/19/19	LETTER HAND DELIVERED ON 12-19-19 AT 245PM, LEFT IN DOOR. -JT (SEE ATTACHED PHOTO)
12/17/19	12/17/19	As of this date, no communication has commenced relative to compliance of this scenario concerning the building violatios. Ms. Johnson further has ignored a correction her conditional use permit relative to the multi-use property @ the stated address. Bonnie Miller (Building Dept Admin Sec) offered assistance to Ms. Johnson in weeks past relative to applying for a revision through the PZB. Ms. Johnson never responded.
12/02/19	12/02/19	Ms. Johnson contacted this office @ 0830hrs to relay info concerning needed repairs relative to code enforcement case. Ms. Johnson asdvied that a contractor was being hired to complete all issues. Permits are pending TBA. If permits are not aquired prior to the Dec board meeting, a notice to appear will be issued.

10/29/19	10/29/19	Certified Mail notice sent this date
08/26/19	08/26/19	Second notice sent this date. Regular mail.
08/26/19	12/17/19	Cerified Letter issued Aug 1st returned.

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

Ordinance Id Description

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

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

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

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

Violation Id: V2100048 Prop Loc: 860 A1A BEACH BLVD
Viol Date: 06/17/21 Status: Open Comp Name: Mark Anthony Comp Phone: (352)425-1283
Comp Email: markanthonyocala@gmail.com

Ordinance Id Description

Description: On 6/10/2021 Mark Anthony called to complain about the fire alarm going off at the Guy Harvey resort that morning at 3 am. He stated that the fire alarm had been taped off and was not working. However, he confirmed that when the alarm went off that morning, the SJC fire department arrived and evacuated the building.
Mr. Anthony also stated that work was being done in the pool area, and that the dunes were being disturbed.
The entire pool area at the Guy Harvey Resort is seaward of the CCCL and requires a DEP permit.

Created	Modified	Note
05/11/22	05/11/22	Mr. Timmons spoke to Mr. Hatch with DEP. Mr. Hatch has stated that he will open a case against Guy Harvey.
03/31/22	03/31/22	*REOPENED* Mr. Timmons and Mr. Law investigated a complaint about construction being done without permits. On scene, discovery was made that a total of two decks have been built without permits and one still under construction. Electric conduit has been installed by an unlicensed electrician as per conversation with the General Manager (Mr. Kilmovsky). He also stated that the south deck had been approved by the DEP yet upon review of the email correspondence with Mr. Kilmovsky and Mr. Hatch with the DEP, the south deck had been left out of the scope of work. STOP WORK ORDER has been posted, permits for all work, included after the fact permits, will be required to bring things into compliance. DEP will be notified.

07/19/21	07/19/21	Trey Hatch replied via email and stated that no permits were necessary for this work. See attached email. This case is closed as of 7/19/2021
07/08/21	07/08/21	Code Enforcement reached out to Trey Hatch of DEP via email on 7/8/2021, (see attached email) requesting an update on this project and confirmation that Gene has been in touch with him.
06/18/21	06/18/21	Until a DEP permit is received or DEP confirms that a permit is not required, this violation will remain open.
06/17/21	06/17/21	See attached email from the manager Gene. He stated he has reached out to Trey Hatch and is in the process of obtaining a permit.
06/17/21	06/17/21	On 6/17/2021, Code enforcement reached out to Guy Harvey Resort via phone call. No one answered, so I left a voicemail for Gene. I then sent him an email asking for an update.
06/17/21	06/17/21	6/10/2021 Later in the day, code enforcement visited the property. The pool area had some sand brought in and laid out as well as some fill being moved around (see attached photo). I spoke with the manager Gene Klimovsky and told him that anything occurring in the pool area would require a DEP permit. He stated that he did not know this and apologized. He stated he would reach out to Trey Hatch to obtain a field permit. As for the fire alarm, Gene said that it did in fact go off that morning and that the fire department evacuated the building. He stated that none of the fire alarms are "taped off" as the complainant stated. While code enforcement was on the property, Cintas Fire Protection was also there to service the fire alarms.

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

<u>Ordinance Id</u>	<u>Description</u>
10-3 PLACEMENT	GARBAGE & TRASH-PLACEMENT

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

<u>Created</u>	<u>Modified</u>	<u>Note</u>
10/05/21	10/05/21	Recieved an update that Rita's has switched to an appropriate dumpster and are awaiting a quote for a proper fence for enclosing said dumpster. see attached.
09/20/21	09/20/21	Certified Mail and regular USPS mail Sent on 9/20/2021

Violation Id: V2200023	Prop Loc:	
Viol Date: 04/26/22	Status: Open	Comp Name:
Comp Email:		Comp Phone:

<u>Ordinance Id</u>	<u>Description</u>
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: V2200027	Prop Loc: 12 LEE DR		
Viol Date: 06/29/22	Status: Open	Comp Name:	Comp Phone:
Comp Email:			

Ordinance Id	Description
6.07.06	Sec. 6.07.06. - Care of premises.

Description:

Created	Modified	Note
06/29/22	06/29/22	Fence at SW corner of lot in disrepair. House numbers N/A. Code Enforcement spoke with owner, plans for repairing fence within one months time.

Violation Id: V2200028	Prop Loc: 312 D ST		
Viol Date: 06/29/22	Status: Open	Comp Name: Public Works	Comp Phone:
Comp Email:			

Ordinance Id	Description
CC 18-7	Sec. 18-7. - Construction within rights-of-way.

Description: Paver wall withing rights of way

Created	Modified	Note
06/29/22	06/29/22	Code Enforcement spoke with the owner of the property. Informed the owner of the LDR regarding construction and landscaping within the right of way. Directed the owner to contact Public works for further instruction.

Violation Id: V2200029	Prop Loc: 108 SANDPIPER BLVD		
Viol Date: 06/29/22	Status: Open	Comp Name:	Comp Phone:
Comp Email:			

Ordinance Id	Description
19-30	Sec. 19-30. - Standing or parking prohibited in specified places.

Description: Camper parked within the south end of the parking lot.

Created	Modified	Note
06/29/22	06/29/22	Code Enforcement spoke to the Owner. The Rectreational Vehicle is not being used for living and

will be removed in one months time.

Violation Id: V2200032 Prop Loc: 3848 A1A S
Viol Date: 07/11/22 Status: Open Comp Name: Amanda Rodriguez Comp Phone: (202)280-4869
Comp Email: rodriguez.amanda.lucia@gmail.com

<u>Ordinance Id</u>	<u>Description</u>
CC 9.02.10	Sec. 9.02.10. - Noise

LDR 6.08.00 OUTDOOR LIGHTING STANDARDS

Description: AC Unit and New light fixtures causing noise and light pollution East of Alvins Island

<u>Created</u>	<u>Modified</u>	<u>Note</u>
07/11/22	07/11/22	Local PD were called out to measure the decibel levels. Awaiting a response from the local PD to affirm the recorded levels.
07/11/22	07/11/22	Spoke with General Manager of Alvins Island. Parts have been delivered for AC, just waiting for AC contractors to fix the issue. Waiting to hear back about the lighting situation and if there are timers to be installed.

Violation Id: V2200033 Prop Loc: 201 3RD ST
Viol Date: 07/25/22 Status: Open Comp Name: JOSHUA PATTERSON
Comp Phone: (904)557-5252 Comp Email: JTP@G-ETG.COM

<u>Ordinance Id</u>	<u>Description</u>
LDR 3.09	Sec. 3.09.00. - Transient lodging establishments within medium density land use districts.

Description: Transient Rental usage without permit or BTR

<u>Created</u>	<u>Modified</u>	<u>Note</u>
07/25/22	07/25/22	Recieved E-mail with a link to AirBNB for transient rentals at 201 3rd St. Certified mail has been sent to 201 3rd St. and 130 Lauren Place



MINUTES

PLANNING AND ZONING BOARD REGULAR MONTHLY MEETING

TUESDAY, JULY 19, 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, Conner Dowling, Victor Sarris, Junior Alternate Gary Smith.

BOARD MEMBERS ABSENT: Scott Babbitt, Larry Einheuser, Hester Longstreet, Senior Alternate Hulsey Bray.

STAFF PRESENT: Building Official Brian Law, Planner Jennifer Thompson, Recording Secretary Bonnie Miller.

IV. **APPROVAL OF MINUTES OF REGULAR PLANNING AND ZONING BOARD MEETING OF JUNE 21, 2022**

Motion: to approve the minutes of the June 21, 2022 meeting. **Moved** by Conner Dowling, **seconded** by Victor Sarris, **passed 5-0** by unanimous voice-vote.

V. **PUBLIC COMMENT**

There was no public comment pertaining to anything not on the agenda.

VI. **NEW BUSINESS**

- A. Conditional Use File No. CU 2022-07, for proposed new construction of a single-family residence in a commercial land use district on Lot 13, Block 5, Chautauqua Beach Subdivision, at 14 6th Street, Jeffrey and Marcia Kain, Applicants

Jennifer Thompson: This is a conditional use application for new construction of a single-family residence at 14 6th Street. A conditional use permit was previously granted by the City Commission on April 5, 2021, but it has since expired, as it was only valid for one year.

Kevin Kincaid: Is this lot the auxiliary parking lot for Obi's Restaurant, or is it the wooded area to the east of the parking lot? I could not find the posted zoning sign when I went out to look at this lot.

Jennifer Thompson: Obi's currently uses this lot for parking, but it is not owned by the owners of Obi's. This lot is owned by the applicants for this conditional use permit. I posted the sign on the lot a couple of weeks ago, so it may possibly have blown away.

Kevin Kincaid: Okay, if we could hear from the applicant, please.

Jeffrey Kain: My name is Jeff Kain, 1580 Maidencane Loop, Oviedo, Florida, 32765. My wife and I have owned this lot since 2008, and we have been leasing it to Obi's Restaurant for parking since 2015. The owners of Obi's understand this is not going to go on forever. We applied for a conditional use permit to build a new single-family home on this lot over a year ago, but it has taken us longer than expected to finalize the plans and financing. However, we are now ready to go, so we are reapplying for a new conditional use permit.

Kevin Kincaid: Any questions for the applicant? Any public comments? My only comment would be that typically, because this is a commercial lot, the conditional use permit would be approved under the condition that the new residence be built in compliance with all regulations for single-family residences in medium density residential land use districts.

Chris Pranis: Do we need to address a time constraint as well?

Brian Law: Traditionally, the Code allows conditional use permits to be granted for one year. As the application for the new single-family residence is currently in the Building Department, I see no reason to extend the approval past the usual one-year time period.

Motion: to recommend the City Commission approve Conditional Use File No. CU 2022-07, for a conditional use permit to allow construction of a new single-family residence in a commercial land use district on Lot 13, Block 5, Chautauqua Beach Subdivision, at 14 6th Street, subject to the condition that the new single-family residence be built in compliance with regulations for new single-family residences in medium density residential land use districts per the City's Land Development Regulations (LDRs). **Moved** by Conner Dowling, **seconded** by Gary Smith, **passed 5-0** by unanimous voice-vote.

- B. Final Development File No. FD 2022-01, for a major development application for a replat of the south one-half of Lot 21 and all Lots 22 and 23, the south 25 feet of Lot 24, the south one-half of Lot 27 and all Lots 28 and 29, Block C, Sevilla Gardens Subdivision, to Lots 1, 2, 3, and 4, Madrid Oaks Subdivision, in a medium density residential land use district at 225 Madrid Street, Brandon Shugart, IME Civil & Surveying LLC, Agent for 31 Coquina Avenue LLC, Applicant

Jennifer Thompson: The Board heard the concept review for this agenda item back in March of this year. This is a proposed replat application for the property at 225 Madrid Street, to replat the currently chopped up lots that make up this parcel into four buildable

lots that will allow four new single-family residences to be built on them. DRMP, the third-party surveying company that reviewed the proposed replat, noted some corrections that needed to be made to the title page and replat map page emailed to the Board members in their packets. These corrections have been made, and copies of the corrected title page and replat map were provided to the Board tonight (**Exhibit A**). Those updates and corrections were just small fixes, for example, the scale and some of the coordinates were off, a little bit of the wording on the title page needed to be corrected, there were some old boundary lines that needed to be removed, etc. I received an email from DRMP this afternoon stating they received the revised plat and have found it to be in compliance with St. Johns County platting requirements and current Florida Statutes, Chapter 177, Part 1, Platting (**Exhibit B**). So, the two revised pages that have been submitted as **Exhibit A** are good to go, according to the third-party surveying company.

Victor Sarris: I do remember looking at the proposed replat during the concept review back in March. There was conversation from the citizens of that area about this, right?

Jennifer Thompson: Yes. There is a letter in the Board members' packets from a resident, Joseph Price, in opposition to the proposed replat, along with a petition to oppose it signed by several neighboring residents.

Kevin Kincaid: I noticed in the LDRs that for major development and approval of a major development order, the applicant has to meet a whole host of requirements.

Jennifer Thompson: Yes. Some of the checklist requirements do not apply, just because this is a smaller development as a replat for four single-family residential lots, versus a brand new Planned Unit Development (PUD) that could be enormous.

Kevin Kincaid: So, has the applicant satisfied all of the City's requirements or needs regarding all of the required information?

Jennifer Thompson: Correct.

Kevin Kincaid: Any questions? Would the applicant like to speak on this?

IME Civil & Surveying LLC, Agent for 31 Coquina Avenue LLC, Applicant: Representatives from IME Civil & Surveying LLC said they are here and are happy to answer any questions.

Kevin Kincaid: Okay. Would anyone from the public like to speak on this issue? Okay, there is no public comment. Is there any other Board comment on this issue?

Gary Smith: I am just concerned about the traffic that will be going into this area, and there was also some mention in the letter submitted by the resident about the sewer lines, and the drainage going into the sewer, and complications there may be with that.

Kevin Kincaid: Mr. Tredik has looked at all of this, right? I did not see any opposition from City staff anywhere in the application information copied to the Board.

Brian Law: Opposition from City staff is very minor, as all staff is asking is that when development occurs on Lot 4, which is the lot adjacent to and on the corner of A1A South and Madrid Street, the driveway be located on the east side and as far away from A1A South as possible, so there is no chance of vehicle stacking. This, however, will be handled by staff when a permit application for development is submitted. As far as the sewer manhole covers, that is an opinion. Public Works reviews all new development projects for drainage, to determine where water goes. With some projects, Public Works requires water run-off to be held onsite with depressions in yards, but this will be up to them.

Kevin Kincaid: There are a lot of opinions in that letter to oppose the replat, but they are not substantiated by any outside evidence that I could see. The experts this Board has to rely on are generally the City engineers and Public Works and Building Department staff, none of whom have submitted any opposition, only the request to move the driveway of Lot 4 away from A1A South. The parcel at 225 Madrid Street will go from five or six chopped up lots to four lots, so if somebody wanted to build a bunch of houses there, they could actually probably build more than the four lots and four houses the Board is being asked to approve. Right now, there is only one house on the entire parcel, and you have to expect that anything more is going to increase the impervious surface ratio (ISR) coverage, because vacant lots generally do not have impervious surfaces. I also had a problem with the photo taken by the resident who submitted the letter and petition that shows a bunch of cars on another property owned by the developer. Unless these cars are the developer's cars, or unless this developer is known for renting or selling properties to people who have a bunch of cars, I am not sure how this photo is relevant to anything. I actually had a problem with many of the things in the letter, because they are opinions that have been put out there, but I was not able to make any of them work in my mind or see that any of them are legitimate. There are concerns anytime anything new is built, but this sounds to me like something where the residents just do not want anything built in their neighborhood. I do not honestly know how fair that is, or if the Board can protect the neighborhood from never having anything built on these lots. Those are my issues with the letter, as I did not see anything unreasonable in the proposed replat of the lots.

Chris Pranis: I think the big thing is, if City staff and each City department is okay with what is proposed, and there are no infrastructure issues or challenges with drainage, I am okay with recommending that this be forwarded to the Commission for approval.

Conner Dowling: The Board has to look at this replat not in terms of what is going to be built there, because we literally do not know what the new houses will look like, but in terms of how the replat redefines the overall square footage of the lots, what the setbacks are, etc. How someone parks on these lots in the future versus how cars are parked on this parcel now is not anything this Board can control. As for ISR, one lot can have as much ISR coverage as four lots, because ISR is proportional to the overall square footage of the lot or parcel. The existing parcel could have the same ISR coverage as each of the four proposed new lots put together. If there is an existing stormwater run-off problem, the folks who live around there can ask the City to address this. I do not see a reason to hold up the proposed new plat, as it is not really even a new development. The applicants are not asking for a zoning change, and I cannot really see any existing problems.

Kevin Kincaid: I think the City experts have concurred with that. Does anyone from the public want to speak on this? There was no public comment.

Motion: to recommend the City Commission approve Final Development File No. FD 2022-01, for the proposed replat of 225 Madrid Street to Lots 1-4, Madrid Oaks Subdivision, based on and including the recommendations of the City's Public Works Department that the driveway for Lot 4 be located on the east side of the lot. **Moved** by Kevin Kincaid, **seconded** by Victor Sarris, **passed 5-0** by unanimous voice-vote.

C. Review and recommendations to the City Commission pertaining to a proposed 2022 City of St. Augustine Beach Vision Plan

Jennifer Thompson: This next agenda item was first presented to the Board at last month's meeting, and since then, Gary Smith and Conner Dowling submitted some comments, which are included in the Board members' packets. Any discussion or suggestions for the proposed Vision Plan will be forwarded to the City Commission.

Gary Smith: When is the next Commission discussion or meeting for the Vision Plan?

Brian Law: At this time, I do not know if an exact date has been set. If I recall, the Commission is trying to schedule a joint meeting with this Board and SEPAC to discuss the Vision Plan, so any feedback the Board can provide will be forwarded to the Commission.

Kevin Kincaid: Looking at what the focus of our community is, tourism, the beach, and making people who come to the beach comfortable, I would like to see more attention given to the beach. I know the City is not responsible for sand and beach renourishment, that is the County's responsibility, so I would like to see more discussion with the County about grooming the beach and providing better beach services. I do not know who picks up trash on the beach, other than the citizens. We walk our dog every morning and we carry bags and pick up trash. After the 4th of July, the beach was just completely littered with fireworks and garbage. Some of the beaches I grew up around had beach grooming services to clean up and filter the sand and remove trash, so this might be an option.

Brian Law: That is probably not an option right now, because we are still in turtle season, until the end of October. Raking or running tractors over the sand and beach would not be good for the turtles. But there are a lot of beach clean-ups, with volunteer groups that come and help clean up the beach, especially after the 4th of July and other holidays.

Kevin Kincaid: It is important that the City is in constant discussion with the County, as the beach is pretty much the City's livelihood and the reason it exists. I also think pedestrian safety is getting more and more out of hand every day. I see vehicles flying by the crosswalks and people halfway through the crosswalks jumping out of the way, so I would like to see more crosswalks that are lit and have flashing lights, like the ones in downtown St. Augustine. I know this is being worked on at some of the intersections, but I think more crosswalks are needed, as this will keep people from crossing in between crosswalks that are several blocks away, and ways to light crosswalks are needed. I think

the orange flags at crosswalks are an okay idea, but I also think waving these flags may motivate some people in vehicles to go faster. Also, some of the City plazas are just kind of in a state of disarray, and I think the City could do better with them. Some of the plazas have been maintained and are beautiful, and some have public parking, but I do not know how much of the parking is noted as public parking, or if there is clear signage as to what is public parking and what is not. I would like the City to find the money to improve some of these plazas and public parking areas, and to clearly mark them as public parking that the City provides to the public, the residents and the guests who come here to visit.

Chris Pranis: To Kevin's point, the public parking areas the City has are not really well-defined, so instead of saying we need to change some of the City's plazas and green space to provide more public parking, if we just defined what we already have, so people are aware of the areas where there is free public parking, this would help a lot. I know when I first moved here, I did not realize I could park on the City plaza in front of Jack's Bar-B-Que, because I thought this was parking for Jack's, and not public parking.

Brian Law: We can definitely pass this on to City Manager Max Royle, so this can be forwarded to the City Commission and included at the Commission's next meeting.

Kevin Kincaid: Yes, and to tie this back to the Vision Plan and the City's vision statement, I think it is important to make the parts of the City that are available to the public, such as the beach and public parking areas, accessible, comfortable, and easily definable for people who visit here as well as the people who live here.

Victor Sarris: What about the discussion this Board had a while back regarding parking, and the growth the City and St. Johns County has seen in general? I remember from this discussion that the citizens of St. Augustine Beach were not necessarily the ones who really needed more parking spaces, and there was also a concern that it should not be the responsibility of the residents of St. Augustine Beach to provide more parking for the influx of people visiting this area. Is this a part of the Vision Plan?

Brian Law: The development of the City plazas for public parking is a part of the Vision Plan, but there has also been some talk about developing some of the plazas as rain gardens. No final decisions have been made that I am aware of to develop any plazas at this time, especially with hardscaping. I think what you are referring to, Victor, is the discussion the Board had about a year ago about ranking the priority of the development of the City plazas. That has not really progressed anywhere, it kind of died on the table.

Victor Sarris: I think a bigger step in the future for the City is how the community of St. Augustine Beach can accommodate the massive growth of the area that surrounds us, so we can have some plan or some ability to save what we currently have here.

Chris Pranis: The proposed Vision Plan talks about moving the St. Johns County Fire Station and possibly the volleyball and bocce ball courts to create more parking. Personally, I do not agree with this, because this would further clog the roads and infrastructure to provide parking for 75-100 or however many more cars. This takes away

from the whole vision of what the City was meant to be early on, with parks and recreational facilities provided for the people who live here. Moving all of this out to create more parking does not really benefit the quality of life and activities intended for the residents. I loved what Conner suggested, that the Vision Plan include a comprehensive bike path improvement plan in multiple places, including A1A Beach Boulevard and A1A South. I ride my bike every morning around 6:00 a.m., because after 6:30 a.m., I do not want to be out on the streets on a bike.

Victor Sarris: It is kind of like, how do you balance the quality of life and needs of the people who live in this community with the needs of the massive influx of people who want to enjoy it as visitors? Even though it is going to be a real challenge to solve this problem, I think it has to be part of the City's Vision Plan.

Conner Dowling: Clearly, nothing can be solved overnight, and it might have to be something progressive, that sort of evolves as the City and the influx of people coming here both grow. Looking at the Vision Plan with the way my architectural training works, it seems there is a huge transportation issue in regard to getting people to the beach, slowing traffic down for pedestrians crossing A1A Beach Boulevard, parking, etc. This deserves a comprehensive look as to how this all works, now and in the future. There should also be a comprehensive or master plan for the City plazas, so there is a basic concept as to what the community wants to get from these plazas. I am sure this would drum up a lot of positive response from the community, and then, this master plan could be implemented slowly, because the plazas are small enough that literally two or three a year could be earmarked for development, starting with the ones along the Boulevard.

Victor Sarris: I think it is a great idea from a safety standpoint to slow traffic, but at the same time, if you slow traffic down, you are also backing it up on a busy day. There are only so many battles we can pick and choose, but certainly, keeping the beach clean has to be a major priority, because a clean beach makes an important statement for the City.

Chris Pranis: So, if the Board's recommendation is to move forward with the proposed Vision Plan, would the next step be a workshop meeting?

Brian Law: I believe so. The next step would be a community workshop meeting with the Commission, this Board, SEPAC, and the public. The Board's discussion tonight will be summarized and provided to the City Manager in a memo by Ms. Miller. Keep in mind the Vision Plan is a living, breathing, evolving document that is just in its infancy stages right now. It will serve as the basis for the next Comprehensive Plan review and update, which will be done in about five years, to set the City on its rightful path.

VI. OLD BUSINESS

Kevin Kincaid: A while back, this Board approved a variance for the property on the corner of Pope Road and A1A Beach Boulevard (301 A1A Beach Boulevard) to allow the required buffer areas along A1A Beach Boulevard and Pope Road to be reduced for a paver driveway section in front of the building. One of the things specifically discussed at the

time was that there was not to be an entrance to this property off Pope Road. The Board was told by the applicant's attorney, Mr. James Whitehouse, that no access entrance would be allowed off Pope Road, which is a County road, because the County would not allow an access driveway off Pope Road. Going by there, I saw the owners have removed some white posts that were along Pope Road and there is a definite dirt pathway which is being used to drive in and out of the property. They have put big planters on the pavers to deter people from driving into and out of the property the way the design of the driveway access off Anastasia Lodge Drive was presented to the Board for the variance.

Brian Law: Right now, that project has stalled, as far as converting this property from a residential to a commercial use. The owners have not, as of yet, submitted a permit for a change of use, so it still retains its single-family residence status. That dirt path off Pope Road has existed for a long time and has probably been used for the past 20 or 30 years. I have seen the planters on my walks, and they are more towards the outside of the driveway pavers. Basically, an architect is required for a permit for a change of use to address the accessibility issues to convert the structure from a residential use to a commercial use, and none of this has been done or submitted to date.

Kevin Kincaid: So, the Board approved the variance based on something that has never happened?

Brian Law: It will happen, it is just not happening now, from what I understand. Staff can reach out to the owners and remind them that the access that has existed for many years off of Pope Road is not allowed, as the driveway access to the property was clearly supposed to come from the south side of the property off of Anastasia Lodge Drive.

Kevin Kincaid: Yes, and this access on the south side has been clearly blocked with great big planters, so that any equipment or vehicles or work that is done on this property has to come through the path off Pope Road, because they have not moved those planters.

VIII. BOARD COMMENT

IX. ADJOURNMENT

The meeting was adjourned at 6:37 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)



MINUTES

SUSTAINABILITY & ENVIRONMENTAL PLANNING ADVISORY COMMITTEE MEETING

THURSDAY, AUGUST 4, 2022, AT 6:00 P.M.

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

I. CALL TO ORDER

Vice Chair Krempasky called the meeting to order at 6:04 p.m.

II. PLEDGE OF ALLEGIANCE

The Committee recited the Pledge of Allegiance.

III. ROLL CALL

Present: Vice Chair Sandra Krempasky, and Members Craig Thomson, Karen Candler, and Nicole Miller.

Chair Lana Bandy and Member Edward Edmonds were absent. City Clerk Fitzgerald advised that for the record this is Member Edmonds' second consecutive absence.

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

Vice Chair Krempasky moved on to Item V.1.a to accommodate a guest in the audience.

IV. APPROVAL OF MINUTES OF JULY 7, 2022, REGULAR MEETING

Motion: to approve the minutes of July 7, 2022, with correction of typographical errors. **Moved by:** Vice Chair Krempasky, **Seconded by:** Member Miller. Motion passed unanimously.

Vice Chair Krempasky moved to Item V.1.b

V. PRESENTATION OF REPORTS:

1. Reforestation and Landscaping Projects

a. Mickler Boulevard

Member Candler introduced Boy Scout Alister McIsaac who is working on his Eagle Project. She explained that several months ago he was asked if he would be interested in building pollinator boxes, but then SEPAC ran into a problem because the City Code had regulations about the keeping of bees, but has since been revised. She stated that SEPAC will be putting wildflower seeds on Mickler Boulevard and would also like to put the first pollinator boxes there. Member Thomson asked how many pollinator boxes would be made. Scout McIsaac advised that he could probably build five or six of them. He said that he did some research and found that pollinator boxes need to be made from untreated wood and to not put too many in the same area. He suggested two in the marked area on Mickler Boulevard. He said that untreated wood

rots more easily and that he was thinking of making them with a removable center piece that could be swapped out for a new piece of untreated wood, which could help them last longer. Foreman Large agreed that two pollinator boxes would be great for each end of the Mickler Boulevard project and that the others could be used in the parkettes.

Member Candler asked Scout McIsaac what he needed from SEPAC. Scout McIsaac advised that once he gets it approved by his Troop Committee that he would need signatures from SEPAC. Vice Chair Krempasky asked if SEPAC or City staff would need to sign. City Clerk Fitzgerald advised that since SEPAC is sponsoring it that Chair Bandy could sign, or City staff could sign in her absence.

[Scout McIsaac asked a question from the audience, which was inaudible and could not be retrieved for the minutes.] Foreman Large answered yes and said that it was something that would be discussed soon. He said that most of it would have to be done on his own and that he would be there to help find the spots for them. Member Thomson asked who would be installing the posts. Foreman Large advised that Scout McIsaac must do most of it himself for his Eagle project and that Public Works would help with whatever he needs. Member Thomson asked if the other pollinator boxes would be held at Public Works. Foreman Large said that if SEPAC chooses other spots that he would continue getting them set up.

Motion: To approve the project by Scout Alister McIsaac to build six pollinator boxes and post assemblies to be installed first at Mickler Boulevard and then later at plazas to be determined. **Moved by** Member Thomson. **Seconded by** Member Candler. Motion passed unanimously.

Foreman Large advised that the area on Mickler Boulevard has generated a lot of interest and that Public Works would like for SEPAC to create a sign for the area such as “future home for wildflowers” to let people know that it is a SEPAC project. He said that he checked with the Finance Director and that SEPAC has money for a sign. Member Candler said that SEPAC wants to put permanent signs there and she asked Scout McIsaac if he had any input that he would like to share for the sign. Scout McIsaac said that he could provide information about the types of bees that might be seen using the pollinator boxes. Member Candler asked if this would be a temporary sign. Foreman Large said yes.

Discussion ensued regarding the verbiage for the sign; to include “SEPAC” on the sign; to either decide on the wording now or dictate a Member to work with City staff on it.

It was the consensus of SEPAC to have Vice Chair Krempasky work with Foreman Large on the temporary sign verbiage.

Foreman Large provided a handout with a list of wildflower seeds for the southeastern region and said that he already ordered and received three pounds of the seeds [Exhibit A]. He advised that during his research he found that Southern Horticulture was selling seeds from California and that he wanted to make sure that the seeds he purchased were for this area. He said that he spent \$162 for the seeds and \$140 for the plastic from SEPAC’s budget. He advised that the plastic would stay in place until late October – early November, then the wildflowers would be planted and covered with straw so that birds do not take the seeds. Member Thomson asked if the plastic could be recycled for another project. Foreman Large said that it deteriorates in the sun but that he would try to reuse it if possible. Member Candler said it seems strange to plant wildflowers in November. Foreman Large advised that they are spring wildflowers, and it would take that long for them to germinate. Vice Chair Krempasky asked if the plan is to overseed

seasonally. Foreman Large said that he has never done this before but that the people he spoke to at the State said that it would not be necessary and that he would have to evaluate it over time. Member Thomson asked what the coverage is for a pound of seeds. Foreman Large said that the area on Mickler Boulevard is less than 2,000 square feet and that he was told that it would need approximately two pounds of seeds. Member Thomson suggested that some seeds could also be used on the parkettes. SEPAC thanked Foreman Large, Member Candler, and Scout McIsaac for the time they put into this project.

Vice Chair Krempasky moved back to Item IV for approval of the minutes.

b. Urban Forestry and Planning Projects

Foreman Large advised that Member Miller provided information for a resident on 15th Street that was interested in getting trees and that he met with him and hopes to have the underground utility report next week. He said he is moving forward with planting more of SEPAC's trees and that he plans to try to have them done before the end of this fiscal year and use the trees from Lowe's next year. He said that the plantings need to be done in sections to help ensure their survival.

Vice Chair Krempasky said that she contacted Native Plant Consulting and they said that they usually only provide labor for projects that they design but that they would entertain the idea. She said that she sent them the rendering for the parkettes and if SEPAC's budget request is approved in September that there would labor lined up for October. She said that she has not heard back from her yet but that she indicated that labor would not be an issue.

Member Thomson asked if there was a project to put those trees into a parkette. Vice Chair Krempasky said that there are some palms for the parkettes. Foreman Large said those are for the Model Green Infrastructure not Urban Forestry and the trees that SEPAC purchased are going in City right-of-ways to help build up areas where trees have been lost. Member Thomson asked how many SEPAC trees are available. Foreman Large advised that there are two Live Oaks, one East Palatka Holly, and two Simpson Stoppers. Member Thomson asked where those trees would be planted. Foreman Large advised that he would be willing to meet with any resident that wanted a tree and then determine what tree would be best suited for that area. He said that he does not want to get too far ahead of things because Public Works would not be able to take care of all of them.

Member Thomson asked what Native Plant Consulting would be helping with. Vice Chair Krempasky said that she contacted them to try to line up labor for the two parkettes if SEPAC's budget request passes. She said that Lonnie Kaczmarzsky had also contacted them about putting in a rain garden and that maybe it could be added to the renderings from Mr. Dix.

c. Model Green Infrastructure Plan

Member Thomson asked if there was still \$5,000 in this year's budget. Vice Chair Krempasky said no, that the \$5,000 was contingent upon SEPAC being able to spend money from the Tree Fund if it had residential buy-in and Commission approval. She said that after trying for most of the year, the latest renderings are finally something that the residents like. Member Thomson said that using the \$5,000 was dependent upon Building Official Law agreeing to it. Vice Chair Krempasky said that it was contingent upon Public Works, the residents, and the Commission agreeing that the project needs to be done. Member Thomson asked if that was presented at

last year's budget. Vice Chair Krempasky said yes. Member Thomson asked why it did not get done. Foreman Large advised that the residents did not want a lot of it. Member Thomson said that they approved the palms trees and the fence. Vice Chair Krempasky said that the residents want it to be left as natural as possible. City Clerk Fitzgerald advised that SEPAC needed a plan of what was going to be done, which did not happen until two months ago. Member Thomson asked if it was approved two months ago. Vice Chair Krempasky said no, that the project is not happening this year and SEPAC is not getting the \$5,000. Vice Chair Krempasky advised that the dry retention pond idea may have been overwhelming for the residents and they were not interested in having their parkettes engineered. Member Thomson said that if you have a project, you should follow it along.

Member Thomson asked to have it in the minutes that this project is not going to happen this year and to try to get it on the table again for next year. Vice Chair Krempasky agreed.

Member Thomson asked for a motion that SEPAC would not spend any money on infrastructure because it could not get approval and would try again next year. He asked what the action would be. City Clerk Fitzgerald advised that there is no action. Member Thomson asked why it was on the agenda. Member Candler said because SEPAC will be doing it next year. Member Thomson asked if it was part of Chair Bandy's budget presentation. Vice Chair Krempasky said that Chair Bandy wrote a memo outlining what SEPAC wanted to do. Member Thomson said that the Chair's memo was pretty specific about what SEPAC wanted to do and the amount of money being requested. City Clerk Fitzgerald advised that there has only been one preliminary budget meeting and that the next budget meeting would be on September 12th at 5:01 p.m.

Foreman Large advised that last month a resident asked about using coquina rock. He said that he does not know if Public Works has enough to make it look like a designated area and that the fence would be best suited for that. Member Thomson said that he does not think that SEPAC should talk about it unless there is an approved budget. Member Candler said that SEPAC needs to talk about it to be able to present a plan to get the budget. Member Thomson said that it has gone out in a memo, and it would be presented as part of the budget review. Vice Chair Krempasky said that she only brought it up because Member Miller suggested not to wait until September 30th to try to find labor for next year's projects.

City Clerk Fitzgerald said that a consistent issue with SEPAC is that you do not plan until you have money and that you need a plan for the Commission to agree to give the money. Member Thomson said that is the catch, because SEPAC wanted the money to hire a designer and it was not allowed. He said that the Vice Chair is saying that the public did not want it and that Public Works did not have the labor. He said that we finally got a designer to donate services and we are still doing nothing. Vice Chair Krempasky said that the Vision Plan workshop might be a good time to bring it up because we are not going to get many parkettes for green infrastructure. Member Thomson said that it does not have to be big, but it is something that has been researched and recommended by SEPAC. Vice Chair Krempasky said that unless the Commission, Public Works, and all the City boards agree with how these spaces should be used that she does not think it makes sense to do a model and spend money for a designer for only one parkette. Member Thomson asked if she does not want to do a green infrastructure plan on the parkette. Vice Chair Krempasky said that she does not want to do it but would support whatever SEPAC wants to do.

Member Candler asked Member Thomson to define a model green infrastructure plan for a parkette. Member Thomson said that it would be a shallow area that helps with retention from major storms, and it is part of a sustainable stormwater management system, which is the goal of green infrastructure. He said that there is a need for sustainable stormwater drainage in the City and that water conservation is a sustainable need. Vice Chair Krempasky said when Dr. Kaczmarsky made a presentation to the Commission, and he kept calling them rain gardens and that everyone bought in to that. She said that she believed that Native Plant Consulting gave Dr. Kaczmarsky a quote of around \$200 to do a rain garden on a parkette and that she was hoping that it could be incorporated into the parkette plans. Member Thomson said there was a great article in the Newsletter from SEPAC about green infrastructure and that he thought that Chair Bandy prepared it. Vice Chair Krempasky advised that it was Dr. Kaczmarsky's article, and that Chair Bandy did the PowerPoint presentation.

Member Thomson asked if this would be a project for this year. Vice Chair Krempasky said that it would not be for this year and that there is currently a freeze on spending. She said that even after receiving residential buy-in this year, there would not be funding. She said that SEPAC is waiting for the new budget to implement the landscape rendering and to possibly incorporate a rain garden, which would help with stormwater runoff. Member Thomson agreed and said that he is trying to make sure that the minutes are clear and summarize what SEPAC is or is not doing and why it is not being done. Vice Chair Krempasky said it would be a discussion of the same thing as the last four meetings and that when we think we have moved on, apparently, we have not.

Member Miller asked if there is a plan of action for the \$4,000 improvements to the parkettes. She said that at her place of work she identifies the project, the funds that are needed, and then presents it to the stakeholders (in this case the Commission), who would allocate the funds and then they would execute that plan. She asked if there is a definitive timeline and budget for improving the parkettes. Vice Chair Krempasky said that there is no definitive plan or timeline, but SEPAC needs to get approval of the funds. Member Miller said that there needs to be a case to present to the Commission and that SEPAC could allocate an entire meeting to just developing that plan and should not wait for the budget. Member Candler suggested that SEPAC should rename the plan because "model green infrastructure" should be a component of the plan along with rain gardens, coquina rock, etc. She said that is where SEPAC is getting confused because it is not just about Dr. Kaczmarsky's original bioswales.

Member Miller asked if there were any components to the model green infrastructure plan outside of improving the parkettes. Member Candler said that it had a completely different focus and that Dr. Kaczmarsky's first bioswale was on Mickler Boulevard. Member Miller asked if his first plan was a PowerPoint or a document. Member Thomson said that it was a document describing the types and purposes of green infrastructure such as bioswales. Member Miller asked if it could be emailed to her. City Clerk Fitzgerald said yes. Vice Chair Krempasky said that she believed calling it a model green infrastructure was to try to bring awareness to the Commission of ways to control excess water other than grey infrastructure and to have a model to show how it could work in a small setting to be as effective as piping. Member Thomson said that it deters pollution by controlling the first half-inch of runoff so that the road pollution would not be going into the stormwater system and the waterway. He said that it also conserves water and is a flood control measure during periods of high tide and excessive rain when the

stormwater system would backup. He said that this is a three-prong purpose and those are very good purposes for SEPAC to work towards.

Vice Chair Krempasky asked Foreman Large if the \$4,000 for each parkette was based on Public Works doing the work. Foreman Large said that it was based on the cost from Leonardi's for the planting of the palm trees on B and C Streets, plus the cost of the fencing and plants. Vice Chair Krempasky said that part of the problem is that SEPAC is not completely in control of any project and would need to work with Public Works to have the projects fit in. She said that the prior Public Works Director had suggested that SEPAC should hire outside vendors, which would give SEPAC more control. Member Thomson said that it also has delayed the decision making, which has led to things not getting done. He said that the budget should be prepared with one figure for Public Works and another for an outside vendor. Member Miller asked if the FY23 budget request had any documentation with quotes, etc. City Clerk Fitzgerald said that the request would go in a single line-item lump sum under Public Works' Beautification budget. Member Miller asked if SEPAC had ever presented more information for why the budget is needed. City Clerk Fitzgerald advised that this year actually had more information than what was provided in the past. Member Miller suggested that SEPAC should identify one or two projects to focus on because not showing the progress or the value is an easy way to lose our voice. She also suggested that the budget request should have supporting documents which could help SEPAC get funding. She said that SEPAC could identify the key priorities either tonight or at the next meeting.

Member Candler asked when the next budget meeting would be. City Clerk Fitzgerald advised that the first Public Hearing is scheduled for September 12th at 5:01 p.m., which would be the final budget unless the Commission has any significant changes, and then it would be approved two weeks later. Member Candler said then there is no opportunity to make a presentation. City Clerk Fitzgerald advised that the budget workshop was on July 25th and that the Commission did not seem to have an issue with what was proposed, but there could be changes made at the September 12th meeting and she suggested that someone from SEPAC may want to attend.

Vice Chair Krempasky said that SEPAC is asking for \$8,000 more for FY23 than it received for FY22. Member Thomson said that SEPAC was supposed to get \$5,000 so it is only \$3,000 more for the same project. Member Candler said that the \$5,000 was not in the budget. Vice Chair Krempasky said that the \$5,000 was supposed to come from another fund only if SEPAC received permission to go forward with the project. She said that SEPAC is asking for \$13,000 for FY23 and that she would be amazed if that much is received. Member Candler suggested to be prepared at the September 12th meeting to justify the request in case the Commission questions it. Vice Chair Krempasky agreed. She said that SEPAC budgets \$1,850 to replant trees, which is not really a project, it is part of SEPAC's goal for reforestation of the City. She advised that the two items that would require a real plan are the parkette improvements and the second part of Mickler Boulevard. Member Thomson said that SEPAC was denied use of the Tree Funds to hire a landscape architect and the project is not making any progress. Vice Chair Krempasky suggested that if Public Works really wants to make the improvements to the parkettes that SEPAC may be able to get the \$8,000 from the Tree Fund. Member Thomson said that SEPAC still does not have a plan and we are back at square one. Member Candler said that she does not think that there is a need for that much specificity to get the budget. Vice Chair Krempasky asked Member Thomson if he considered the plan to be green infrastructure. Member Thomson said no because it is not conserving water, reducing pollution, or controlling stormwater. Vice

Chair Krempasky said what if SEPAC can add the rain garden. Member Thomson said yes, if we can add the rain garden, but that it was not shown or presented that way. Vice Chair Krempasky advised that she contacted Native Plant Consulting to see if there is a way to incorporate a rain garden. Member Thomson said that he has the same frustration as Member Miller and that SEPAC is not making progress for whatever reason, which needs to be resolved.

Vice Chair Krempasky said that she would welcome any help with it and that she had two professional landscape architects walk D Street and that their vision was not green infrastructure. Member Thomson suggested to do a Request for Proposals (RFP) for a landscape architect/civil engineer to help design a model green infrastructure for one of the parkettes and then they would know what SEPAC is asking for. Vice Chair Krempasky said that the Commission is not going to approve money for a designer. Member Thomson said that they approved the flat fund. Vice Chair Krempasky said it was not approved and that they only said that the funds "could" be used if a project proposal was approved.

Vice Chair Krempasky asked Foreman Large if he would work with a SEPAC member to create a project timeline for improvements to the parkettes. Foreman Large said that he would need to get more information about the rain garden and determine if the residents want it. Vice Chair Krempasky suggested that she could approach the architect and ask how he would incorporate a rain garden to the rendering. Member Thomson said that he would put out an RFP and to tell your architect that we have \$2,000. Vice Chair Krempasky advised that her architect does huge projects and that this was done as a favor and that SEPAC probably would not be able to get anyone to do it for \$2,000. Member Thomson said that other parkettes were designed for \$2,000-\$3,000, so what is the big difference. Vice Chair Krempasky said that the last landscape architect was for Alvin's Island. Member Thomson said that several of the parkettes have used landscape architects, such as D Street. Vice Chair Krempasky said that the parkettes are beautiful, but that some are twenty years old and that she was talking about more recent history. She advised that the City gave SEPAC \$18,000 for the Alvin's Island project but that it was a Commission directed item to improve the entrances to the City. Member Thomson said that SEPAC needs to convince the Commission that this is as important as the beautification of the entrances and that if an expert is needed for the design, then it should be allowed. Vice Chair Krempasky suggested that Member Thomson should attend the September 12th meeting. Member Thomson said that SEPAC can only make the recommendation.

Vice Chair Krempasky asked if there was any objection to her sending it to Mr. Dix to ask for his suggestions to incorporate a rain garden. Member Thomson asked what the proposed ground cover would be. Vice Chair Krempasky said whatever is there. Member Thomson said it is grass that needs to be mowed. Vice Chair Krempasky said that she does not think that the residents would be happy if the grass was removed without providing an attractive alternative. Member Thomson said that the wildflowers are an attractive alternative. Member Miller said that this should go into a plan to show that rain gardens can be incorporated and for Dr. Kaczmarzky to meet with Public Works to discuss a timeline for the improvements of the parkettes and then he could advise SEPAC. Vice Chair Krempasky said that Dr. Kaczmarzky does not live here full time. Member Miller said that whether the rain gardens are incorporated or not, that someone from SEPAC should meet with Public Works to determine a bare-bones timeline for completion and then allocate each member to do a research project. Member Thomson said that we are designating Chair Bandy, who is not even here, and that Director Tredik would also not be available for the rest of the month.

Foreman Large advised that he talked with the residents and that some are onboard with the palm trees and the fence and others are not. He said that the residents did not want bioswales and wanted to keep the land flat so that kids can play. He said that he was not familiar with Dr. Kaczmarzsky's proposed rain garden and that it would have to be presented to Director Tredik, Assistant Director Gatchell, and then to the residents. He said that he would get with Chair Bandy and redo the cost and present it again. Member Thomson said that he did not believe that that would satisfy the goals of SEPAC and that he disagreed with moving forward unless SEPAC votes on a plan that accomplishes certain goals. Vice Chair Krempasky said that they are going to develop a plan and bring it back. Foreman Large said that he would be updating the costs. Member Thomson asked how you would know the cost without a plan. Foreman Large said that SEPAC already has a plan and presented it months ago but that the cost may have changed. Member Thomson asked if the plan was the one from Mr. Dix. Foreman Large said yes and that he went to Home Depot and priced the fencing and the cost for Leonardi's to plant the palms, which was presented to the Board and that he could do it again. Member Thomson said that palm trees and a fence do not create a green infrastructure. Vice Chair Krempasky said that there would also be a four to six foot native hedgerow with either Yaupon Holly or Simpson Stopper, native grass in the sun, and Coontie in the shade. She said that Mr. Dix wanted to make a vegetative buffer between the parkette and the abutting neighbor and that it should be the same in each one to establish them as City parkettes. Member Thomson asked which parkettes would be used to come up with the branding. Foreman Large said that he believed that the resident on D Street at 4th Avenue on the southwest corner said that they would like one and the other is at 3rd Avenue and D Street on the northeast corner. Member Thomson said that choosing those two parkettes was news to him. Foreman Large said that those are the parkettes that the residents have been onboard with. Member Thomson asked how doing those two parkettes would create branding if there are no other locations and suggested at least two at the same intersection. He said that he thought it had been decided six months ago to do the east side of 2nd Avenue and D Street. Foreman Large advised that that location only has one parkette that is an empty lot. Member Thomson said that it is obvious that SEPAC does not have a specific spot, a plan, or a budget for the past year. Vice Chair Krempasky said that Member Thomson was confusing two different projects and that SEPAC has only had this information for a few months. Member Thomson said that we have been talking about this for a year and now we are going to ask the Commission for more money. Vice Chair Krempasky said that SEPAC has asked for the money and that Foreman Large and Chair Bandy need to refine the cost, determine the best time for Public Works to do it and/or that Chair Bandy could bid it with and without Public Works. She said that if SEPAC only receives \$4,000 then we would have to reduce the amount of work. Member Thomson said SEPAC could just do one parkette and would at least have something to show for the effort and to bring back something for the next meeting. Vice Chair Krempasky said that it would depend on what Chair Bandy and Foreman Large can pull together by the next meeting.

Member Thomson said that the action item for this topic is that Chair Bandy and Foreman Large are going to present a plan depicting the number of plants, the location of the parkettes, the budget, and the timetable for getting it done next year. Member Miller agreed and would like to know when this project could be implemented for Public Works and for Chair Bandy to provide several tasks to be flushed out at the next meeting. Foreman Large said that he would work on it.

Member Thomson said that he would like to make a motion. Vice Chair Krempasky said there does not need to be a motion.

Motion: to request that Public Works and Chair Bandy present the project plan, plantings, budget, and timeline at the next meeting. **Moved by** Member Thomson. **Seconded by** Member Miller. Motion passes unanimously.

Vice Chair Krempasky said that she did not think a motion could be done to make someone do something; that SEPAC are volunteers and that Foreman Large has his own work schedule. Member Thomson said that the motion is approving the process that SEPAC agreed with. City Clerk Fitzgerald advised that a consensus is all that is needed, not a motion.

Vice Chair Krempasky moved on to Item V.2.a

2. Educational Programs

a. Environmentally Friendly Landscaping Awards

Vice Chair Krempasky advised that the awards are posted on the City's website and that Chair Bandy would be working on the press for them. She said that she is hoping that tomorrow she can speak with Tara Freeman, head of the Master Gardener Program for St. Johns County. She provided a handout showing the sign price of roughly \$20 each and said that SEPAC could buy approximately twelve signs with its \$250 budget [Exhibit B]. She asked Member Miller if she was able to contact her graphic artist friend about the project. Member Miller said that unfortunately the graphic artist does not have the time for the project. Vice Chair Krempasky said that she knows a graphic artist that she would contact for help.

Vice Chair Krempasky asked the City Clerk to email Chair Bandy about doing a press release. City Clerk Fitzgerald agreed and said that she did not believe that it made it in the August Newsletter. Member Candler said that the August Newsletter only mentioned the upcoming film event. Vice Chair Krempasky said that the SEPAC film event at the library on August 25th is called "Reuse, Because You Can't Recycle the Planet" and that it would have several guest speakers. She said that the game plan is for the guest speakers to let people know what is already being done in the community.

Vice Chair Krempasky moved on to Item 2.b.

b. Newsletter Topics

Vice Chair Krempasky said that the Environmentally Friendly Landscape Awards Program should be a topic for the upcoming Newsletter. She asked if any other Members had ideas for the September Newsletter. Member Thomson said yes, environmental planning, and that someone should do a synopsis of how we are addressing climate change, etc. and that he would be willing to gather information for the topic and present it. He said that about five years ago SEPAC did individual study projects regarding things such as sea level rise, ocean erosion, the tree canopy, etc. He said that the clock is ticking, and that SEPAC should get the information out again because it affects people's attitudes about stormwater runoff, flooding, and beach erosion, which are all threats to sustainability of the community. Member Miller asked if he intended to present it to the Commission or the public. Member Thomson said that it would help SEPAC be able to recommend policy and to have the information out there on the City's website/Facebook page. Member Miller asked if it could be in the Newsletter. Member

Thomson said yes, which could help direct people to it. Member Miller suggested that research should be done for the next meeting to possibly get it in the Newsletter. Member Thomson agreed.

Vice Chair Krempasky said that staff is trying to streamline the Newsletter and that is why Dr. Kaczmarzsky's long article was not used. Member Miller said that it could have click through for SEPAC's recommendations and then the Commission could reference it when they need it. Member Thomson said that the documents and the proposals would help focus the community on the bigger sustainability issues. Vice Chair Krempasky said that she is on-board with whatever SEPAC wants in the Newsletter.

Member Miller asked Member Thomson about drafting the recommendations. Member Thomson said that the recommendations should be approved by SEPAC as a group because we are advising the Commission on sustainability issues and making recommendations to policy and regulations.

Vice Chair Krempasky asked Member Thomson if he read the Vision Plan. Member Thomson said that the Vision Plan has no force of law. Vice Chair Krempasky said neither does SEPAC, but if our goals are in the Vision Plan, that the Commission would want SEPAC's feedback. Member Thomson said that he is working from the Comprehensive Plan, the Land Development Regulations (LDRs), and down to SEPAC's recommendations for policy that aligns with the Comprehensive Plan and produces regulations that can be incorporated into the LDRs. Vice Chair Krempasky advised that she is suggesting the Vision Plan because there is going to be a workshop on it and that there have been very few times that the Commission has asked for feedback from SEPAC. She said that there were so many inconsistencies with the Plan that she wanted to wait until there was a workshop to address them. Member Thomson said that it was poorly written, there was no planner involved, and it has no rule of law which the Comprehensive Plan and the LDRs do. He said that he appreciates them doing it but that it gets put on a shelf and no one looks at it again. Member Miller said that the Commission did not ask for SEPAC's recommendations, and we have a full plate. She suggested for one member to do the research, draft the document, and distribute it for review. Member Thomson said that he did not know where it would go if it were drafted. City Clerk Fitzgerald advised that the Vision Plan is still in the development phase and that SEPAC could draft something as a section of the Plan. Vice Chair Krempasky said that the Plan says that the City wants to provide parking and they also want green spaces, and she does not know how they would do that.

Member Miller suggested that SEPAC needs to have a targeted audience and for Member Thomson to put together some high-level key points for his recommendation document, then SEPAC can allocate what needs to be done at the next meeting and each member can take on some of the work as a team. Member Thomson said that he would be prepared to give a small bulletpoint presentation on environmental planning policies that are in place such as the Comprehensive Plan.

Member Miller advised for the record that Member Thomson has been asked to draft a sustainability and environmental policy. City Clerk Fitzgerald advised that after reviewing Member Thomson's draft that SEPAC can then make a motion to officially accept the document.

Member Candler said that it is that time of year again when people will be trimming palm trees. Vice Chair Krempasky said that the pruning guidelines are in the Comprehensive Plan, the LDRs,

and the Urban Forest Plan. Member Candler said that she would like to put something in the Newsletter about the correct way to prune palm trees and be able to reference where to find the guidelines. Foreman Large advised that he uses the University of Florida's website, which has pruning guidelines. Vice Chair Krempasky said that Member Candler should submit her Newsletter topic to Chair Bandy to work on and then she can submit it to the City Clerk and Ms. Conlon.

Vice Chair Krempasky moved on to Item VI.

VI. OTHER COMMITTEE MATTERS

Member Candler asked about the tree that was planted near the bocce ball courts. Foreman Large said that it was a Red Cedar tree that went into shock and that it may come back because the bottom is green.

Vice Chair Krempasky moved on to Item VII.

VII. ADJOURNMENT

Motion: to Adjourn. **Moved by** Member Thomson. **Seconded by** Member Miller. Motion passes unanimously.

Vice Chair Krempasky adjourned the meeting at 7:44 p.m.

Sandra Krempasky, Vice Chair

ATTEST

Dariana Fitzgerald, City Clerk

One goal of the Sustainability & Environmental Planning Advisory Committee is educating St. Augustine Beach residents about native plants, trees, and green infrastructure. To this end, we will use some public land to introduce landscaping that will beautify the city, increase residents' quality of life, and work with nature to help flooding issues.

We will transform a plain, unmaintained 100 X 50' area ("parkette") using palm trees, native plants, native grasses, and fencing with blooming vines. We will include signage describing the plants/flowers and the important role they play – from providing wildlife with food and shelter to enhancing our quality of life and ensuring environmental sustainability. This project will encourage people to learn more about native plants and trees and to appreciate nature and all it does for us. They may be inspired to introduce green infrastructure elements on their own land, which too, will help our city and its tree canopy.

We have held several public meetings to discuss the parkettes with residents and have produced a plan they support. Some residents volunteered to help plant and water areas as needed. We are certain the project will be a success, as we also have the support of others with whom we work closely: Public Works employees, the local Florida Native Plant Society chapter, a Florida Association of Native Nurseries (FANN) member nursery, an area sign company, and various scouting groups.

This project would be a "model," as we expect to use a similar design in other areas throughout the city. We aim to create a "brand" and help people identify the land our city has for their enjoyment. As we are a small town with minimal funds set aside for our committee and community beautification/education projects, a City Catalyst Grant would be extremely helpful and appreciated.

Grant Budget

Purchase white vinyl fencing	\$425
Purchase 30 various plants @ \$15 apiece	\$450
Purchase 12 various plants @ \$25 apiece	\$300
Plant 3 palm trees (labor)	\$840
Purchase signage	\$300
Purchase solarization materials	\$175
TOTAL	\$2,490

SEPAC/City of St. Augustine Beach Contributions

3 palm trees @ \$250 apiece	\$750
15 grasses @ \$15 apiece	\$225
Public Works labor to prep land, install fencing, plant grasses/vines/plants (64 hrs @ \$32.83/hr)	\$2101.12
SEPAC volunteer time to plan, order, plant, communicate, etc. (20 hrs @ \$32.83/hr)	\$656.60*
Landscape architect time for design (10 hrs @ \$32.83/hr)	\$328.30*
TOTAL	\$4,061.02

*Volunteer in-kind donation

Timeline

Prepare area (solarization) – 1.5 months
Install trees/fencing – 1 month
Install other plants – 1 month
Maintain – Ongoing

Max Royle

From: Lana Bandy <lcbandym@yahoo.com>
Sent: Thursday, August 18, 2022 9:34 AM
To: Comm Samora; Comm England; Comm George; Comm Rumrell; Beth Sweeny
Cc: Max Royle; Melinda Conlon; Dariana Fitzgerald
Subject: SEPAC Update - August

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.

Hi,

I was unable to attend the August SEPAC meeting, but I can provide a few updates on what has happened since the July report. Our programs continue:

-- Public Works put down the plastic on Mickler where we will be planting wildflowers. We expect to put the seeds down in September.

--We have launched the environmentally friendly landscaping recognition project:

<https://www.staugbch.com/bcbatb/page/environmentally-friendly-landscaping-recognition>. If you know of anyone with such a yard, please recommend that they apply.

--You may have noticed publicity about our upcoming event in the St. Augustine Record, Entertainer, etc. We are hoping for a good turnout, so please help us invite residents to it. It is August 25 (next Thursday) at the Anastasia Island library at 5:30 pm. The film will be "Reuse!: Because You Can't Recycle the Planet." It will be followed by a discussion with local environmental experts Jen Lomberg and Adam Morley.

--Mayor Samora, did you hear from the Florida League of Mayors? According to its website, they selected only three grant recipients, and we are not one of them: <https://floridamayors.org/>. Thanks for thinking of us, though, and we'll continue to work on the parkettes with the funds we do have.

Please let me know if you have any questions, and thank you for your support!

Lana Bandy

Chair

Sustainability & Environmental Planning Advisory Committee

On Thursday, July 14, 2022 at 09:19:41 AM EDT, Lana Bandy <lcbandym@yahoo.com> wrote:

Dear Commissioners,

SEPAC met on July 7; here's an update on our activities.

1. We had several residents in attendance. One resident from the D Street area said she liked SEPAC's recent **parkette ideas**, including the sketches Mr. Hite prepared.

2. Public Works will start the **Mickler project** this month. They will begin by putting down plastic to solarize the area at the north end of Mickler. The plastic will remain for 6 weeks, with the goal of burning off weeds and unwanted ground cover to prep the land for wildflower seed planting (in the fall).
3. We continued to discuss our new **environmentally friendly landscaping recognition project**. We will kick off the program this month, putting the application and other materials on the City's website. We will also include it in the City's August newsletter and prepare a press release for Melinda Conlon to send to the media. We decided to make it an ongoing program instead of having a set deadline. This should allow us to get more recognition signs out in the community and increase awareness of the importance of environmentally friendly landscaping. SEPAC members hope to pair with Master Gardeners to examine the potential award-winning yards. At our August meeting, we will determine the number of "winners" we can select for FY 2023. It is dependent on signage costs, which Vice Chair Krempasky will investigate. Member Miller will check with a graphic designer she knows to see if this person might be willing to design our signs.
4. Chair Bandy will work with Marc Craddock on a press release and newsletter article about the **conservation easement**. He is also interested in doing an open house and/or ribbon-cutting event. Chair Bandy shared this information with Melinda Conlon.
5. SEPAC's **environmental film/speaker series** will resume August 25 at the Anastasia Island library at 5:30 pm. The film will be "Reuse!: Because You Can't Recycle the Planet." It will be followed by a discussion with local environmental experts Jen Lomberg and Adam Morley. Other topics we'd like to explore this year are zero waste and sustainable fashion.
6. SEPAC continues **resident outreach** through the City's newsletter. We hope to include information on several of the above items in the August issue.
7. Vice Chair Krempasky will attend the July 11 and 25 **Commission meetings**, as Chair Bandy will be out of town.

Please let me know if you have suggestions and/or questions. The next SEPAC meeting is August 4. Thank you again for your support!

Lana Bandy
Chair, Sustainability & Environmental Planning Advisory Committee

COMMISSION REPORT

August 2022

TO: MAYOR/COMMISSIONERS

FROM: DANIEL P. CARSWELL, CHIEF OF POLICE

DEPARTMENT STATISTICS July 18, 2022- August 23, 2022

CALLS FOR SERVICE – 1956

OFFENSE REPORTS - 77

CITATIONS ISSUED - 103

LOCAL ORDINANCE CITATIONS - 32

DUI - 5

TRAFFIC WARNINGS - 180

TRESSPASS WARNINGS -29

ANIMAL COMPLAINTS - 12

ARRESTS - 28

- **ANIMAL CONTROL:**
 - St. Johns County Animal Control handled 12 complaints in St. Augustine Beach area.

MONTHLY ACTIVITIES –

July 21: Bowling with a Cop

July 22: Island Prep School Visit- Dive

July 26: Project Buckle Up

Aug 3: Island Prep School Visit with Kilo

Aug 9: Big Brothers Big Sister School Bash

M E M O R A N D U M

TO: MAX ROYLE, CITY MANAGER
FROM: PATTY DOUYLLIEZ, FINANCE DIRECTOR
SUBJECT: MONTHLY REPORT
DATE: 8/16/2022


Finance

Finances through the end of July are reflecting almost 76.9% of revenue collected with 64.4% of expenses recognized. At this time the city has received 97.5% of the budgeted Ad Valorem taxes for the year. Other revenue is trending as expected. Final adjustments are being made to the FY23 Budget in preparation of the September 12th budget hearing.

ARPA

We received an email from the Florida Division of Emergency Management stating the second half of the ARPA disbursements were being processed and are expected to be received by the end of August.

Communications and Events

Don't forget the **Harvest Moon Luau**  on Saturday, September 10th at Pier Park. The event will feature Prince Pele's Polynesian Revue, as well as local food vendors and artists. This event will coincide with the last full moon of summer, also known as the Harvest Moon. This was a huge event last year and we look forward to hosting it again this year. Stay tuned for more information in the coming weeks!

Technology

The IT Department has no updates.

ARPA Worksheet

\$3,507,979.00

APPROVED TO SPEND

Approval Date	Police Department ARPA List				
	Item		Quantity	Cost Estimate	
4/19/2022	Detective's Vehicle		1	\$ 40,000.00	
4/19/2022	Administrative Vehicle		1	\$ 50,000.00	
4/19/2022	Commander Vehicle		1	\$ 50,000.00	
4/19/2022	Chief Vehicle		1	\$ 50,000.00	
4/19/2022	Vehicle Radars		3	\$ 25,000.00	\$ 215,000.00
Public Works ARPA List					
7/11/2022	Claw Truck		1	\$162,000.00	
6/6/2022	Trailer 12 ton deckover 22'		1	\$12,000.00	
4/19/2022	Refuse truck 25cy	replacing 77	1	\$250,000.00	
4/19/2022	Refuse truck 25cy	replacing 79	1	\$250,000.00	\$ 674,000.00
Other Suggestions					
4/19/2022	Pipe Ditch-Vacant Alley	2nd/3rd Street-West of 2nd Ave		\$100,000.00	
5/2/2022	Ocean Hammock Park	Restroom completion-in addition to grant		\$300,000.00	
6/6/2022	Beach Access Walkovers	\$67k in FY22, remainder in FY23		\$335,000.00	
6/6/2022	Paving Projects	Needed paving throughout the city		\$200,000.00	\$ 935,000.00
Pay Increases					
4/19/2022	Pay Increases-FY22	Increase pay to \$15/hr minimum or bonus		\$136,000.00	\$136,000.00
				Total Approved	\$1,960,000.00

ADOPTED BY COMMISSION

Public Works ARPA List					
Dump truck	replacing 56	1	\$130,000.00		
Water tanker	**REMOVED**	1	\$0.00		
Pickup	replacing 55	1	\$30,000.00		
Pickup	replacing 67	1	\$30,000.00		
Pickup	replacing 64	1	\$30,000.00		
6" dewater pump DBA		1	\$75,000.00		
Concrete grinder		1	\$10,000.00		
Storm drain cleaning		1	\$100,000.00		
48" mower	replacing scag	1	\$10,000.00		\$415,000.00
IT ARPA List					
Directional Sign	Building C to PD Fiber Installation to complete redundant loop through parking lot	1	\$0.00		
PWD Surveillance Refresh	PWD camera system is due for replacement	1	\$0.00		
Locking Rack Enclosures	Enclosures to secure communication equip	1	\$0.00		
Secure Bldg C	Block in front glass, block in W & N PTAC units, place flooring over concrete	1	\$40,000.00		
MFA Citywide	Add multifactor authentication for entire city. According to Homeland Security CISA, cyberinsurance underwriters are going to be requiring this.	1	\$40,000.00		
Video Production Impr	Cameras/Captioning equipment for city meetings; addition of wiring & technology to dais.	1	\$75,000.00		
ID Cards	ID Card equipment, cards, printers, supplies	1	\$20,000.00		
Electronic Message Board	Stationary full matrix, full color, led, variable message board for City Hall sign replacement	1	\$0.00		\$175,000.00
Other Suggestions					
Parking Improvements	North Side of 5th St Between Blvd & 2nd Ave		\$150,000.00		
Parking Improvements	N Side of 4th St Between Blvd and Beach		\$100,000.00		
Parking Improvements	Dirt Lot Paving W Side of Blvd Between A & 1st St		\$200,000.00		
Parking Improvements	Dirt Lot Paving SW Corner of Blvd & 8th St		\$180,000.00		\$ 630,000.00
Pay Increases					
Pay Increases-FY22-FY24	**REMOVED**		\$0.00		\$0.00

Total Adopted
Total Spend

\$1,220,000.00
\$3,180,000.00

MEMORANDUM

Date: September 2, 2022
To: Max Royle, City Manager
From: William Tredik, P.E., Public Works Director
Subject: Public Works Monthly Report
August 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 complete by 9/30.
- **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 complete by 9/30.
- **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
Restroom ordered. Construction in Fall 2022
- **Ocean Hammock Park Phase 3**
Coastal Partnership Initiative Grant – NOAA funded
Grant amount \$60,000; \$60,000 match required
Status – Grant Contract Executed. Construction planned for Fall 2022.
- **Ocean Walk Drainage Improvements**
Legislative Appropriation Request
Appropriation Request Amount - \$694,000
Status – Grant Agreement executed. 50% Design complete.
- **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 – RFQ for design consultant in process

- **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 underway
- **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

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 90% complete. Work underway includes:

- New pump station operational
- Western pond berm nearing completion
- Final completion anticipated by end of September

Ocean Walk Drainage Improvements [DESIGN] –Design 50% complete.
Development of permit plans underway. Construction planned for FY 2023

Oceanside Circle Drainage [FINAL DESIGN/PERMITTING] – SJRWMD permit received
Construction planned for Fall 2022.

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. Design to commence upon completion of procurement.

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 were ordered in July. Site preparation is underway. Construction is planned to commence in fall.

Ocean Hammock Park Phase 3 [BIDDING] – 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. Grant agreement is fully executed. The City is concurrently investigating the feasibility of relocate the eastern portion of the beach boardwalk to the center of Ocean Hammock Park and how it may impact the planned construction.

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 to help identify drainage needs beyond those currently known by staff. A public meeting will subsequently be scheduled 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. Construction has commenced. 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 scheduled for mid September. 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

A Street to 1st Street West Parking Lot – Conceptual Design complete.

Commission presentation occurred July 11, 2022. Preparation of permit plans underway. 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 the October 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 an ordinance concerning erosion-resistant materials and the resurfacing of parking lots. It 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 discussed the ordinance and the Planning Board's recommendation at its July 11th meeting and passed the ordinance on second reading. The third and final reading of the ordinance was scheduled for the Commission's August 1st meeting. However, because two Commissioners had to recuse themselves from voting because of possible conflicts of interest and because a third Commissioner was absent, the public hearing and final reading of the ordinance has been scheduled for the Commission's September 12th meeting.

3. UPDATING VISION/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 (SEPAC) at its June 2nd meeting. The Comprehensive Planning and Zoning Board discussed it at its June 21st and July 19th meetings. The Commission will consider at its September 12th meeting when to schedule a workshop with SEPAC and the Planning Board to discuss the Vision Plan.

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 for two options were reviewed by the City Commission at its July 11th meeting. The Commission selected the option where vehicles will enter the parking lot from 1st Street with the exit on A1A Beach Boulevard. The conceptual design is complete; work on permits is underway; construction will be done in early 2023.

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 may be scheduled in October 2022, to discuss the Vision Plan.

6. **UPDATING PERSONNEL MANUAL.** The entire Manual will be reviewed by an attorney familiar with Florida public sector personnel regulations and laws. The consultant will be hired in the fall of 2022.

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 October 6th 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. The restrooms will be delivered in the fall of 2022.

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. Construction is planned to start in the fall of 2022.

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 95% complete and will likely be finished in October 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 the City will receive \$90,000 from a state appropriation.

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. Matthews provided an update report on the design/planning phase of the project to the City Commission at its July 11th meeting. Permit plans are nearly complete. Construction phase will begin in early 2023.

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. The City has received the Water Management District permit. Construction is scheduled to begin in the fall of 2022.

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 prepared Request for Qualifications for a design consultant. The responses were reviewed by a City staff committee and a recommendation will be provided to the Commission at its September 12th meeting.

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 coordinating with the Florida Department of Environmental Protection on the development of a grant agreement. When the agreement is complete, the City will hire a design consultant to do design and permitting work. This phase is scheduled to be done in 2023 with the construction done in 2024.

g. West End of 7th, 8th and 9th Streets. The Legislature in its 2023 budget approved an appropriation of \$90,000 for this project. Underway is the preparation of a grant 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 at its October 3, 2022, meeting.

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.

On July 12th, Ms. Christina Parrish Stone and Ms. Brenda Swan of the Cultural Council met with the Public Works Director and the City Manager and reported that the Council was advertising for proposals from architectural firms for the civil rights monument. Also discussed was where the monument would be located. One possible site is on the concrete walkway next to seawall and the stairs to the beach, so that the monument will be positioned where visitors can see it and the beach where the civil rights wade-in occurred in 1964. Ms. Stone will present the plans for the sign to the City Commission. The \$25,000 grant must be spent by March 31, 2023.

Ms. Parrish Stone will provide an update report to the Commission at its October 3rd meeting.

13. BEACH RESTORATION. According to the County's Coastal Manager, two million cubic yards of sand will be put on the beach from the middle of the state park south to the northern boundary of Sea Colony. The project will be done between June 30 and December 30, 2023. The federal government will pay the entire cost.

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. The contract for the fireworks will be signed in October. The \$25,000 for the fireworks is provided from the bed tax by the County Commission.

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 crosswalks between the Whispering Oaks subdivision and Ocean Hammock Park, 16th Street and 11th Street. Plans are being developed for a crosswalk in the vicinity of the pier park.

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 June 6th meeting, the City Commission approved the City's match of \$335,000 coming from ARPA funds. The City has entered into an agreement with a contractor to design, permit and construct the first phase of the project. Survey work for 16th Street walkover has been completed. Construction of 10 walkovers will begin in the fall of 2022 and will take two years to finish.

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. T

In August, the City received its second and final payment of ARPA funds: \$1,753,990

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. At its July 11th meeting, the Commission held a workshop for Tuesday, August 2nd with representatives from FP&L. The outcome was for City staff to prepare a Request for Qualifications for companies experienced with assisting cities with planning for undergrounding projects. The Commission will review the proposed RFQ at its September 12th 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 the lots along 2nd Street east of 2nd Avenue for FP&L to put its equipment on private property. To date, three property owners on the north side haven't 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 has reviewed. The final study is complete. It will be provided to the City Attorney.

19. **UPDATING STORM DRAINAGE MASTER PLAN.** The City has hired CMT, a civil engineering consultant, to do the update. Work on it has started. Once it is completed, a public meeting will be held to discuss the report's findings and what projects should be included in the updated plan.