



AGENDA

**REGULAR CITY COMMISSION MEETING
MONDAY, OCTOBER 3, 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 SEPTEMBER 12, 2022, AND THE REGULAR COMMISSION MEETING ON SEPTEMBER 12, 2022**
- V. **ADDITIONS OR DELETIONS OF THE AGENDA**
- VI. **CHANGES TO THE ORDER OF TOPICS ON THE AGENDA**
- VII. **PRESENTATIONS**
 - A. Interview of Ms. Allyson Chambers for Position of Junior Alternate on the Comprehensive Planning and Zoning Board
 - B. Report by Ms. Christina Parrish Stone Regarding the Former City Hall and Civil Rights Monument
- VIII. **PUBLIC COMMENTS**

IX. COMMISSIONER COMMENTS

X. PUBLIC HEARINGS

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)

1. Proclamations:
 - A. To Declare October 2022 as Domestic Violence Awareness Month
 - B. To Declare October 17-23, 2022, as Florida City Government Week
2. Reappointment to Three-Year Term of Comprehensive Planning and Zoning Board Members Kevin Kincaid, Chris Pranis and Larry Einheuser
3. Resolution 22-12, to Have Canvassing of Vote-by-Mail Ballots for the November 2022 General Election Done by the St. Johns County Supervisor of Elections
4. Budget Resolutions:
 - A. 22-12, to Adjust Three Accounts in the Current Fiscal Year 2022 General Fund Budget for Planning Department Wages and Purchase of Air Conditioning Equipment for City Hall and the Police Station
 - B. 22-13, to Adjust the Fiscal Year 2023 Budget to Show Carry Over of Funds from FY 22 to Purchase Two Vehicles for the Building Department
 - C. 22-14, to Amend the Fiscal Year 2023 Budget to Appropriate \$500,000 from American Rescue Plan Funds for the Purchase of Two Garbage Trucks

XII. OLD BUSINESS

5. Stormwater Utility Fee: Consideration of Levying (Presenter: Bill Tredik, Public Works Director)
6. Second Street East of 2nd Avenue: Consideration of Sharing Costs with Property Owners to Connect Houses to Underground Electric Lines (Presenter: Bill Tredik, Public Works Director)
7. Ordinance 22-13, First Reading, to Vacate Alley between 1st and 2nd Streets, West of 2nd Avenue, Block 32, Chautauqua Beach Subdivision (Presenter: Brian Law, Building Official)

XIII. NEW BUSINESS

8. Vacation Rentals: Consideration of Levying Non-Ad Valorem Assessment for Solid Waste Collection (Presenter: Bill Tredik, Public Works Director)
9. Code Enforcement: Request for Approval to Hire Second Code Enforcement Officer (Presenter: Brian Law, Building Official)
10. Request by Vice Mayor Rumrell to Discuss Changing Policy on When Commission Regular Meetings are to End
11. November Regular City Commission Meeting: Selecting Date for It Because on First Monday the Meeting Room is Reserved for the November Election (Presenter: Max Royle, City Manager)

XIV. STAFF COMMENTS

XV. ADJOURNMENT

NOTICES TO THE PUBLIC

1. **NATIONAL NIGHT OUT.** It will be held on Tuesday, October 4, 2022, from 5:00 p.m. to 8:00 p.m. at pier park. The hosts are area first responders (law enforcement and fire/rescue).
2. **VISION PLAN WORKSHOP.** The City Commission, the Comprehensive Planning and Zoning Board and the Sustainability and Environmental Planning Advisory Committee will hold a workshop on Thursday, October 5, 2022, at 5:30 p.m. in the Commission meeting room at city hall.
3. **SUSTAINABILITY AND ENVIRONMENTAL PLANNING ADVISORY COMMITTEE.** It will hold its monthly meeting on Thursday, October 6, 2022, at 6:00 p.m. in the Commission Meeting Room at City Hall.
4. **COMPREHENSIVE PLANNING AND ZONING BOARD.** It will hold its monthly meeting on Tuesday, October 18, 2022, at 6:00 p.m. in the Commission meeting room: Topics on the agenda may include: a) request for a variance to encroach five feet into a 15-foot vegetative buffer for the construction of an inground swimming pool at 103 Whispering Oaks Circle; and b) request for a variance to reduce the side setback from 15 feet to 12 feet three inches for the construction of a new staircase and landing at 201 B Street
5. **EARLY VOTING.** Early voting will begin on Wednesday, October 26, 2022, and will end on Saturday, November 5, 2022. Voting hours: 8:00 a.m. to 6:00 p.m. Location of polling site for City residents: the Commission meeting room at City Hall, 2200 A1A South.
6. **ELECTION DAY.** It will be Tuesday, November 8, 2022. Voting hours: 7 a.m. to 7 p.m. Location of the polling site is City Hall, 2200 A1A South.

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

SPECIAL CITY COMMISSION MEETING

MONDAY, SEPTEMBER 12, 2022, AT 5:01 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 Jacob McCrea, Police Chief Daniel Carswell, Police Commander T.G. Harrell, City Clerk Dariana Fitzgerald, Finance Director Patty Douylliez, Building Official Brian Law, and Public Works Director Bill Tredik.

IV. REVIEW OF FISCAL YEAR 2023 BUDGET

- A. Discussion of Proposed Budget, Millage, and First Reading of Ordinance 22-09 to Adopt Operating and Debt Millage (Presenters: Max Royle, City Manager; Patricia Douylliez, Finance Director)

City Manager Royle advised that this is a special meeting to review the Fiscal Year 2023 budget, to decide on the millage, to have the first reading of the budget ordinances, and to decide when to have the next and final budget meeting. He said that it is important to have the Public Hearing and allow the public to speak before you make any decisions. He advised that the budget ordinance and millage ordinance must be read in full by the City Attorney.

Mayor Samora asked when the Commission should address the two resolutions. City Manager Royle advised that the two resolutions should be addressed before the Public Hearing. Finance Director Douylliez agreed that the resolutions should be approved ahead of time.

Finance Director Douylliez presented a PowerPoint presentation on the FY 2023 budget [Exhibit A]. She advised that she has kept her presentation short because she has already had individual meetings with each Commissioner, and she has scrubbed the numbers. She said that at the first budget meeting on July 25th the Commission set the tentative millage at 2.50 mills and that the millage cannot go higher than that. She said that direction was given to staff to review certain areas of the budget and that those adjustments have been made. She advised that she is also prepared to take the millage down to 2.45 mills.

Finance Director Douylliez moved on to the ARPA Reserves portion of her presentation [Exhibit A-4] and advised that the City has received its final ARPA Funds and now has the full \$3,507,979.

She said that some expenditures were approved for FY 2022 at \$1,960,000, with a projected FY 2023 ARPA funds use of \$1,220,000, which leaves \$327,979 in reserves for future use.

Commissioner Sweeny asked if the mid-year salary adjustments fell into the “Current Approved Use” category. Finance Director Douylliez said yes and that it was fully approved for \$136,000 but that the full amount was not used, which is sitting in the Emergencies and Contingencies Fund for FY 2022.

Mayor Samora asked when the ARPA Funds need to be encumbered. Finance Director Douylliez advised by December 31, 2024. She said that there are some methodology changes to that because we took it as lost revenue, which means that we have taken the full amount and those deadlines may or may not apply. She said that she hesitates to go much farther beyond that in case the Federal Government asks for those funds to be returned. She suggested to try to meet the December 31, 2024, deadline and said that she believes that the City would have some funds left.

Finance Director Douylliez moved on to the Operating Expenses portion of her presentation [Exhibit A-5] and said that the original budget had an approximate 8% increase. She said that the U.S. inflation rate as of July was 8.5%, with gasoline year-on-year at a 44% increase. She advised that she held firm at 8% across the board for all departments. She said that it was suggested to review office supplies and it was found to be at a 30% increase on most items including electricity. She said that 8% is doable and any excess would go back into reserves at the end of next year. She advised that there were reductions made to the fuel line items. She advised that fuel costs had been increasing 4% month after month to a compounded amount that was originally calculated for July numbers. After reviewing it for the last six months, the adjustment was made to each department that amounted to a \$41,393 savings, which will be put into the Emergencies and Contingencies Fund and if not used it will go to Reserves at the end of the year.

Commissioner George asked for a further clarification of the fuel adjustment vs. the 8% increase. Finance Director Douylliez advised that each year she has to look at the expenses and she estimated an 8% increase in things such as operating supplies, utilities, etc. and felt it was a good number to leave in the budget with the exception of fuel. She advised that since July, the average for fuel costs has decreased.

Finance Director Douylliez moved on to the Employee COLA portion of her presentation [Exhibit A-6] and advised that she made an adjustment from the July proposed amount of 10% and reduced it to 5% with a savings of \$124,968. She moved on to the Solid Waste portion of her presentation [Exhibit A-7] and said that some reductions have been made to the non-ad valorem proposal for a savings of \$3,821.04. She said that Page 33 of the budget agenda book has a summary of the Revenues and Expenditures and that there is approximately \$3,800 more in Revenue than in Expenditures for the year. She advised that the auditors will be helping set up a Reserve Balance account just for garbage and recycling.

Mayor Samora thanked Finance Director Douylliez and the staff for a great job addressing the Commission’s concerns. He asked for any further Commissioner questions.

Commissioner Sweeny asked where the cuts would come from if the milage rate is reduced to the 2.45 mills. Finance Director Douylliez advised that it would be a reduction from one line item, the Road & Bridge Department – Drainage, on Page 17 of the budget agenda books. She said that over the past year the project costs have been coming in higher and the extra revenue was put in that fund to cover those costs. Vice Mayor Rumrell wanted to make sure that the salaries would not be affected if the millage goes back to 2.45 mills. Finance Director Douylliez advised that they would not be affected.

Commissioner Sweeny asked Director Tredik if he anticipated tipping fees to be reduced. Director Tredik advised that the base fee is about \$45 per ton with an added fuel surcharge and if fuel costs drop, then the overall cost to the City will go down. He said that on the flip side, if fuel costs go up again, then the City would pay more, and it is uncertain. Vice Mayor Rumrell asked if Director Tredik looked into bringing it back to St. Johns County vs. Bunnell. Director Tredik advised that it is break-even right now but if fuel goes up again, it becomes a more attractive option. Vice Mayor Rumrell asked about the wear-and-tear on the vehicles. Director Tredik said that it would be less miles to keep it in St. Johns County but the trip to Bunnell is highway miles vs. stop-and-go traffic.

Mayor Samora asked to address the percentage increase over the rollback millage rate. He said the rate of 2.50 mills would be an increase of 7.04% and a rate of 2.45 mills would be 4.90% increase. Finance Director Douylliez said correct.

Mayor Samora moved on to the discussion of the two solid waste resolutions and asked Public Works Director Tredik for his presentation for Resolution 22-08.

Public Works Director Tredik advised that in 2020 the Commission established the range for the non-ad valorem assessment from \$125-\$370 annually, in August of 2021 the Commission set the current fee of \$315 annually for residential, and in August 2022 he recommended an increase to \$345. He advised that he redid the analysis at approximately \$335 per residence to run the program, which is a \$20 increase. He said that staff recommends passing Resolution 22-08 to set the FY 2023 residential solid waste and recycling non-ad valorem rate to \$335. He said that the \$20 increase adds up to approximately \$60,000 per year that would need to be made up out of the General Fund if not in a non-ad valorem assessment.

Mayor Samora asked if the City has enhanced the accounting to dial in on the costs. Director Tredik advised that he believes it is getting better each year and that changing over to the current timesheet format has allowed him to hone in on the accurate number of hours, etc. He said that there is always going to be a certain level of estimation, but that he believes the numbers are solid. He said that it was approached from two different directions and his numbers were close to the Finance Director's numbers.

Mayor Samora asked if that part of the operations could be accurately monitored. Finance Director Douylliez advised that the managers receive a copy of each of their department's expenditures for the month with the year-to-date included and they can monitor where they see deficiencies and make corrections as needed.

Vice Mayor Rumrell asked what St. Johns County's fee is. Director Tredik advised that he did not know their current fee, but he believed it was around \$245. Vice Mayor Rumrell said that they are renegotiating right now.

Mayor Samora moved on to the discussion of Resolution 22-09 and asked Director Tredik for his presentation.

Director Tredik advised that the commercial fee structure was based on how much the actual cost was to collect the commercial pickups, which included both condo and non-condo units at \$315. The same percentage increases were used to try to keep it even across the board for both residential and commercial. He advised that staff is recommending a 6.3% increase with the 64-gallon carts increasing from \$6.25 to \$6.60 per week and the 96-gallon carts increasing from \$9.30 to \$9.90. He said that the unauthorized container fee would increase from \$11.00 to \$11.88, which was not adjusted the last time. He is requesting that the Commission pass Resolution 22-09 to modify the commercial solid waste and recycling fees.

Commissioner Sweeny said that she understands the logic of trying to keep the numbers the same and she asked if the actual workload was the same. Director Tredik said that it is challenging to differentiate between them at times, which is the main reason for keeping it simple and a flat percentage rate. He said that it is more challenging to calculate the cost for commercial and that he does not have the data to do the same level of analysis.

Finance Director Douylliez advised that next year the Commission will see presentations to move the transient rentals from manual billing and put them into a standard non-ad valorem just for transient rentals, which allows it to be adjusted with one line item annually. She said that the tracking, the excess billing, the overages, etc. would go away and she would ask to set the rate and move forward with a motion later in FY 2023. Commissioner George asked if that was because there are more transient rentals than commercial. Finance Director Douylliez said yes, but the problem with the cart system happens when a person sells their transient rental and takes the commercial cart that they purchased with them to their new residence within the City. She said that it makes it very confusing for those on the garbage trucks to try to determine why those carts are there and not on their route sheet. She advised that there is also the challenge of the overages being calculated and that there must be an easier mechanism. She said that the point of trying to right-size the commercial garbage has created another level of challenges with trying to track it, how much they are billed for, disagreements with the overages, etc. and the City does not have the workforce to take photos of every overage. Commissioner George said that there would still be that issue with the commercial. Finance Director Douylliez said yes, but that it would be to a lesser degree because there are only approximately twenty-five commercial customers with fewer overages than the transient rentals. Director Tredik agreed that the transient rentals pose more of a problem than the commercial customers because the commercial customers tend to have a consistent amount of refuse that they generate. He said that there was progress made by switching over to the cart system but that he did not foresee the number of overages to account for and that the non-ad valorem would be a simpler approach. Commissioner England said that only twenty-five commercial customers is a significant decrease. Finance Director Douylliez advised that the majority has always been the transient rentals that are billed per month. She said that there were approximately 40 commercial customers that the City helped move to their own private services, but there were others with the inability for a dumpster, etc. that remained under City services. Director Tredik said that Ponce Landing and Makarios are examples of areas that did not have a place for a dumpster. Commissioner England asked if the Commission could be presented with a comparison of any income that the City may be losing by going to a flat rate. Finance Director Douylliez said that she could run the numbers for the billing including the overages for the last year with the use of the carts and isolate the transient rentals from the commercial.

Mayor Samora asked for the math to be checked for the 64-gallon cart because he calculates it to be at 5.6%. Director Tredik agreed to do the recalculation during Public Comments.

Mayor Samora opened Public Comment.

Sgt. Natalie Gillespie, SABPD, 2300 A1A South, St. Augustine Beach, FL, said that rent, car, fuel expenses, etc. are averaging about \$2,870 a month/\$34,000 per year, which leaves employees that make \$51,000 with only \$16,000 left for things such as diapers, phone, food, etc. She said that the City needs to keep up with the surrounding agencies; St. Johns County estimated 273,000 residents in the 2020 census and the growth is anticipated to continue; if each of the roughly 3,500 City households paid twenty-five cents more per day it would be roughly \$319,000 more for the City; Trip Advisor shows St. Augustine Beach as #14 on the list of Best Beaches for 2022 in the entire U.S., including Hawaii; A Street and Ocean Trace Road toll booths have sold more than 28,000 beach passes between March 1st and July of 2022, which equates to \$467,000; asked to

keep up with inflation to retain high caliber employees; the City is dead-last for salaries within the County and the employees are the heartbeat of the town; why would employees invest themselves in a City that does not appreciate them; retention is the biggest problem because they cannot afford it; only four sworn officers have more than ten years of service.

Nick Binder, 232 Big Magnolia Court, St. Augustine Beach, FL, understands where the Police Department is coming from; seniors are also being stressed with high costs; suggested meeting with the County to try to get supplemental money from beach passes; four years ago the non-ad valorem was \$74, then to \$178, then to \$315 to balance the budget; some should be in the ad valorem and balanced over the community; there are around 2,100 homesteads in the City with another 1,200 that are not; the biggest increase over the last three years has been non-ad valorem; asked to consider balancing off in the ad valorem; stormwater fees should be put aside right now.

Mayor Samora closed the Public Comments. He said that Sgt. Gillespie had very powerful words and he asked Chief Carswell or Commander Harrell for their comments regarding pay increases, retention issues, etc.

Chief Carswell advised that the Department has not been fully staffed for over a year and that retention has been a problem. He said that Sgt. Gillespie is accurate in stating that the more seasoned officers are going places where they can make more money. He advised that they also have an issue hiring new experienced officers because they would be taking a pay cut to come here and that they just lost another officer a month ago. Mayor Samora said that it is important to the Commission to make sure that the Police Department has the resources it needs, and he asked what the pay scale percentage differences were. Chief Carswell said that he did not know the percentage but that it is a couple thousand dollars a year, which is a lot for someone that is making \$45,000-\$50,000 a year. Commissioner George asked if that figure was across the board for each pay rate or if there are certain positions that are impacted more. Chief Carswell said that the entry level positions are impacted more, but the Beach Police supervisors are making about \$10,000 less than those supervisors in St. Johns County. Commissioner George asked if a pay and benefits survey is needed for the Police Department. Chief Carswell said that the most recent survey that was done showed that we were pretty far behind.

Commissioner England said for employees that are at their limit for their salary range and others that are in the first quartile, that managers could adjust the increase by looking at the department as a whole and reduce for some in the fourth quartile and increase for some in the first quartile for exceptional performance. Finance Director Douylliez advised that the majority of the Police Department employees are already below the first quartile. She said that if you look at pages 28 and 29 of the budget agenda books, the analysis shows that the majority of City staff is below mid-range. She said that for basic employees there are twenty steps, and the Police Department is based on fifteen steps.

Commissioner Sweeny asked to walk through the step schedule and how it correlates to the market. Finance Director Douylliez advised that when the City did the most recent analysis eighteen months ago, we analyzed across the surrounding counties, looked at the ranges, and set the City ranges for the departments at that time with the minimum being step one and the maximum being step fifteen, for the Police Department, and twenty, for the other departments. She said to divide it by fifteen steps, which goes up approximately 3% per step but that inflation has gone up significantly over the past eighteen months. She said that she believes that St. Johns County Sheriff's Department was approved for starting pay at \$52,000 for FY 2023. Commissioner Sweeny said that it would be helpful to have a list of the surrounding jurisdictions' starting pay for comparison. Finance Director Douylliez advised that a pay analysis is a lengthy process that

was done eighteen months ago but probably has changed given the nature of the economy right now and that she would look into doing another analysis again.

Commissioner George said that the starting pay for the current unfilled positions with the proposed budget would be \$51,717.12, which is pretty close to the County's at \$52,000. Finance Director Douylliez advised that she could not speak to the number of hours that it is based on for the Sheriff's Office but that the City's is based on eighty-four hour shift work every two weeks instead of the eighty hours for regular employees. Commissioner George said maybe there is something in the step program that could be reconsidered to encourage retention but that the City has a small Department, and it is always going to be fighting against the lack of opportunity that a larger agency might be able to offer as well as the finances. She said that the Commission wants to support the Police Department.

Commissioner Sweeny suggested that Chief Carswell should provide the Commission with a proposal or an outline. She said that the July ARPA discussion in particular was very vocal regarding the salary increases and that she would need that information to be brought forward. Chief Carswell said that there was a step program implemented a year ago, which is not just a COLA, but it gives the ability to reward the officers with additional money to keep them. He said that there are employees getting perfect scores on their evaluations and there is no incentive. Commissioner England asked why he could not reward the exceptional performers based on their quartile or where they are in their salary range. Chief Carswell said that if the Commission would allow it that he would love to be able to do that but right now the budget is to pay the salaries with no excess money to do that. Mayor Samora said that this budget is all COLA money and nothing for the step program. Chief Carswell said yes.

Commissioner Sweeny asked what other agencies are doing, if their pay structure is similar, and are they paying COLA and step increases, etc. She asked if it better to give a smaller COLA increase and use the money to reward those exceptional performers. Chief Carswell said that he would personally like to have the money to be able to pay the officers based on their merit.

Vice Mayor Rumrell advised that whether the millage is based on 2.50 or 2.45 mills, that no salaries would change for the Police Department. Finance Director Douylliez said correct, that as it is proposed right now every employee across the City is estimated to receive a 5% COLA.

Mayor Samora said that from a salary, COLA, and inflation perspective, that this has been an unprecedented year, which has been seen across the County. He said that he has attended County Commission meetings to address affordable housing because most employees cannot afford to live in the City. He said that the City is trying its best to keep up during these challenging times. He said that the City has limited funds but does want to recognize top performers, retain them, and attract new talent. He advised that the millage cannot go any higher but that things could possibly be changed within the budget, but he did not think that it could be solved tonight. He asked the Police Chief, the Commander, and the Finance Director if there was anything that they wanted to change to try to address this before the final reading.

Mayor Samora asked for any further Commissioner discussion.

Commissioner England said that the Commission had discussed doing a mid-year look at salaries based on expenses and inflation and hopefully it can be done. Mayor Samora asked if there were still ARPA funds in reserves for salaries. Finance Director Douylliez said that there might be something in the current budget that gets reallocated.

Mayor Samora asked Director Tredik if he had recalculated the numbers for Resolution 22-09. Director Tredik said that the 6.3% was rounded to the nearest ten-cents for the residential, the 64-gallon, and the 96-gallon cart service. He said that it would have been \$6.64 for the 64-gallon

and \$9.89 for the 96-gallon and to make it consistent with the percentage, he just set it at \$6.60 and \$9.90, which makes it the same ratio.

Mayor Samora asked for a motion for Resolution 22-08, to set the residential non-ad valorem for waste collection at \$160, waste disposal at \$130, and recycling at \$45, for a total of \$335.

Motion: To approve Resolution 22-08 to set the non-ad valorem fees as previously stated. **Moved by** Mayor Samora, **Seconded by** Commissioner England. Mayor Samora asked for a roll call vote.

Commissioner Sweeny	Yes
Commissioner George	No
Vice Mayor Rumrell	Yes
Mayor Samora	Yes
Commissioner England	Yes

Motion passed 4-1.

Motion: To approve Resolution 22-09 as outlined by the recommendation of staff. **Moved by** Mayor Samora, **Seconded by** Commissioner England. Mayor Samora asked for a roll call vote.

Vice Mayor Rumrell	Yes
Commissioner England	Yes
Commissioner Sweeny	Yes
Commissioner George	No
Mayor Samora	Yes

Motion passed 4-1.

Mayor Samora asked for a motion to approve the millage rate.

Motion: To approve Ordinance 22-09 to set the millage rate of 2.45 and a debt millage rate of 0.50. **Moved by** Commissioner Sweeny, **Seconded by** Vice Mayor Rumrell.

Mayor Samora asked the City Attorney to read the full ordinance. City Attorney McCrea read Ordinance 22-09 in full. Mayor Samora asked for a roll call vote.

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

Motion passed unanimously.

- B. Ordinance 22-10, First Reading, to Adopt FY 2023 Budget as proposed at 2.45 mills (Presenter: Patricia Douylliez, Finance Director)

Motion: To approve Ordinance 22-10. **Moved by** Commissioner Samora, **Seconded by** Commissioner Sweeny.

Mayor Samora asked the City Attorney to read the ordinance in full. City Attorney McCrea read Ordinance 22-10 in full. Mayor Samora asked for a roll call vote.

Commissioner George Yes

Vice Mayor Rumrell Yes

Mayor Samora Yes

Commissioner Sweeny Yes

Commissioner England Yes

Motion passed unanimously.

- C. Confirmation of Date and Time for Second Public Hearing and Final Reading of Millage and Budget Ordinances for FY 23 on Monday, September 26, 2022, at 5:01 p.m. (Presenter: Max Royle, City Manager)

It was the consensus of the Commission to set the second public hearing for September 26th, 2022, at 5:01 p.m.

V. ADJOURNMENT

Mayor Samora asked for a motion to adjourn.

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

Mayor Samora adjourned the meeting at 6:07 p.m.

Donald Samora, Mayor

ATTEST:

Dariana Fitzgerald, City Clerk



MINUTES

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

I. CALL TO ORDER

Mayor Samora called the meeting to order at 6:15 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 Jacob McCrea, Police Chief Daniel Carswell, Police Commander T.G. Harrell, City Clerk Dariana Fitzgerald, Finance Director Patty Douylliez, Building Official Brian Law, and Public Works Director Bill Tredik.

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

Motion: To approve the 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. **Moved by** Commissioner Rumrell, **Seconded by** Commissioner Sweeny. Motion passed unanimously.

V. ADDITIONS OR DELETIONS OF THE AGENDA

City Manager Royle advised that there was one deletion of Item 5, which was not prepared for presentation this month and will be on the October agenda.

VI. CHANGES TO THE ORDER OF TOPICS ON THE AGENDA

Mayor Samora suggested moving Item XII.10 after Item IX.3 to accommodate audience members and moving Commissioner Comments to just before Staff Comments.

Motion: to make the discussed changes to the agenda. **Moved by** Vice Mayor Rumrell, **Seconded by** Commissioner George. Motion passed unanimously.

VII. PRESENTATIONS

There were no presentations.

VIII. PUBLIC COMMENTS

Jim LeClare, 115 Whispering Oaks Circle, St. Augustine Beach, FL, said that Florida Department of Transportation said they did not see a need to lower the 45 mph speed limit on A1A South behind Publix, but people are already slowing down approaching the red light and it is the last of the green space; said that he took pictures of deer on the beach.

Ed Pritchett, 1121 Overdale Road, St. Augustine Beach, FL, said that Sea Grove needs help with speeding and that he has asked for speed bumps; needs to have a certain percentage of people that want them; does not understand why you cannot do them on your own; asked for police but has not seen any; ten cars went through the stop sign; warnings do not mean anything.

Nick Binder, 232 Big Magnolia Court, St. Augustine Beach, FL, asked for any update on traffic safety for the four new homes on Madrid Street; no sign has been put up yet to limit parking; still have \$300,000 from ARPA that could be used for mid-year pay adjustments; the beach restoration is June 30th to December 30th, 2023, which is turtle season; beach access could be limited during the restoration north of Sea Colony; agenda items tonight might be a conflict of interest.

Mayor Samora closed Public Comments. He asked staff to follow up on those items brought up in Public Comments. Public Works Director Tredik advised that he has reached out to St. Johns County regarding a traffic study/light, but it has not progressed yet. Mayor Samora asked the City Manager about the beach restoration and advised that a lot goes into the scheduling of it that is above the City's authority. City Manager Royle said that he believes this restoration is fully funded by the Federal Government, which means that no Tourist Development Council (TDC) or County money is being used. He advised that there have been beach restorations done in the past during sea turtle season and they monitor the nests and move them if necessary to a more hospitable location because they are very aware that they need to protect the sea turtles. The location was not determined by the City, but it would include Ocean Hammock Park. Mayor Samora said that he did not believe the City could do much about the timing, but it would take place prior to next hurricane season, which is desperately needed.

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

IX. 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)

Vice Mayor Rumrell and Commissioner George recused themselves and left the room at 6:27 p.m. [Form 8B attached as Exhibit A].

Mayor Samora said that he would like to give the opportunity for Public Comment again on this item and asked the City Attorney for his recommendation. City Attorney McCrea agreed that Public Comment should be given but to restrict the time on repeat comments. Mayor Samora asked if it could be limited to those that did not speak last time. City Attorney McCrea said yes because they already had their opportunity. Mayor Samora asked the City Attorney to explain voting on this topic. City Attorney McCrea advised that the only way to pass anything with this motion is by a unanimous vote by the three remaining Commissioners. He said that if it does not pass, then it would take another motion to put it back on the agenda for a rehearing or it falls off today.

Building Official Law advised that this is a continuation of the final reading for Ordinance 22-08 and that this shall serve as a correction and not an amendment to the existing Land Development Code, which regulates 100 transient rentals in medium and medium low density and that this correction would take it to 123, which represents the twenty percent from the latest data according to the Property Appraiser. He advised that the "whereas" clauses are very specific as to the Commission's intent of the twenty percent rule.

Commissioner England thanked the residents that expressed their opinions both for and against it and that all their opinions are taken into consideration.

Mayor Samora opened Public Comments.

Nicole Miller, 214 12th Street, Unit B, St. Augustine Beach, FL, was born and has lived here the majority of her life; supports the increase in transient rentals; rents are increasing nationally; limiting rentals will not fix it and would only decrease tax and revenue back into the City; tax revenue is needed to maintain the beaches and it is a vacation destination; tax revenue can be used to maintain boardwalks, make safer crosswalks, and more environmentally stable beaches; Florida is a free enterprise state supporting property rights; she wants to encourage entrepreneurs.

Lee Geanuleas, 233 North Forest Dune Drive, St. Augustine Beach, FL, the City of St. Augustine has said there is a horrible impact from short-term rentals; 50% of Flagler Model Land Company are short-term rentals, which is not a neighborhood; cities can exist without residents because all they really care about is property taxes; neighborhoods are important to the health of the City; asked to use caution when increasing the limit of short-term rentals; does not want to see it happen at the beach.

Nick Binder 232 Big Magnolia Court, St. Augustine Beach, FL, agreed with the previous speaker; referenced an article in The Record about being a resort or a community; the 100 limit was set when there were about 65 short-term rentals; suggested that Code Enforcement follow the recycle trucks from F Street to 16th Street to take action against the illegal short-term rentals; is against increasing it.

Lorraine Kulas, 203 4th Street, St. Augustine Beach, FL, is against the increase because she likes to “live” in St. Augustine Beach; there are neighbors that want to sell their homes because they do not want to live here anymore because of the short-term rentals; community is really important and we help each other; lives next to the Marriott, which is not full, so there are plenty of places for the tourists to stay that still pay the bed taxes.

Mayor Samora closed Public Comments and asked for Commissioner discussion. He said that a resident came before the Commission asking for the increase and it went through the first two hearings with very little public comments. He thanked everyone that emailed, wrote, and came to express their comments.

Commissioner England said that Planning and Zoning recommend not approving it due to lack of information from the Police Department and now we have that information and she asked Chief Carswell for his comments such as the 9-1-1 calls, noise, etc. Chief Carswell said that the 9-1-1-calls could be for anything such as law enforcement, emergency, medical, etc., which is very difficult to breakdown, so he researched the most common five or six calls they respond to. He said the majority were for parking and noise and for the most part it indicates that there is not a big problem and that only a few residences make up the majority of these calls.

Commissioner Sweeny asked if he was able to identify if there were certain properties that received multiple complaints and if so, what would the action be. Chief Carswell said that he believed the City has a user fee for problem residences and that they could be fined after a certain amount of calls. Commissioner Sweeny questioned whether a few properties were giving this a bad name. Building Official Law advised that the City Code authorizes the City Manager to remove a Business Tax Receipt (BTR). He said that he tried to come up with another way of doing it but the City Attorney at that time advised not to do it because it left too much open to subjectiveness. He said that the biggest complaint for Code Enforcement is illegal transient rentals. He advised that if there was a BTR removal requested that it would go before the Code Enforcement Board.

Commissioner England said for the record that Chief Carswell gave the Commission a chart that showed a period of 640 days that had a total of 185 calls that included noise, parking, etc. and that the majority were 9-1-1 calls, which could be anything. Chief Carswell said these are the types of calls from problem residences. Commissioner England said that the number of noise disturbances were twenty-six, other disturbances were seventeen, and parking had thirty-three. Chief Carswell said yes. Commissioner England said that that gives the audience some factual information about the number of calls from the Police Department.

Mayor Samora said that he asked at the last meeting how people could report calls. Building Official Law said that he rolled out a Resident Self-Service Portal on the City's website, which has preselected items and one is for Code Enforcement. He said that with the new State laws, that any complaints made cannot be anonymous.

Commissioner England said that there has been a lot of comparison to the City of St. Augustine, which does not have an ordinance that is grandfathered, and that they do not have as much control as the City does. She said that the State has preempted home rule and if the City does not keep the ordinance relevant with its intent that there could be more legal challenges to that grandfathered rule. She said that the twenty percent is a balanced approach for a beach town's medium/medium-low density, which is very reasonable and that there are other residents that have been on the waiting list. She said that there has been an increase in the number of homes and the Commission has been asked to consider increasing the number of licenses. She said that the City Clerk has advised that the license runs with the land and with the owner and that there is barely any turnover and that is why the Commission has considered this very small increase while still keeping the balance in the revenue received and protecting the low density and the neighborhoods. She said that some people have said that they do not want more transient rentals, but that the Commission must consider this balance and protect the grandfathered ordinance.

City Attorney McCrea advised that it is not an increase per say, it is a correction to the original intent, which is important.

Commissioner Sweeny said that she understands that it is a correction, and she agrees with it in concept to stick with the intended twenty percent. She said that she values the idea of preserving the neighborhoods, but she also understands the flip side of things and she has received emails supporting the increase. She has talked with staff and there is a waiting list, and they receive calls every day asking about it with very little movement on that waiting list, so she understands the need for clarification of the intent of the ordinance. She said that this is not an easy decision; she hears the concerns, but she wants to make sure that the Commission is preserving the community. If it does move forward, she would like further discussion for how to increase enforcement. She said that she also hears complaints about the transient rental recycling and suggested that the homes should post notices indicating what can and cannot be recycled, which is a small thing that could increase the efficiency and performance and limit the disruption to the permanent residents.

Mayor Samora said that both Commissioners bring up very valid points on both sides of it. He said that there has been some support for the increase but more against it. He advised that the Commission must make a decision and he asked for a motion.

Motion: To approve Ordinance 22-08. **Moved by** Commissioner England, **Seconded by** Mayor Samora.

Mayor Samora asked for the City Attorney to read the preamble. City Attorney McCrea read the preamble for Ordinance 22-08. Mayor Samora asked for a roll call vote.

Mayor Samora

No

Commissioner Sweeny	No
Commissioner England	Yes

Motion fails 2-1.

Vice Mayor Rumrell and Commissioner George returned to the room at 6:54 p.m.

2. Request to Vacate Alley between 1st and 2nd Streets, West, of 2nd Avenue, Block 32, Chautauqua Beach Subdivision, Danielle Gustafson, Agent for Paul Crag (Presenter: Brian Law, Building Official)

Building Official Law advised that there is one correction in that James Whitehouse is the Agent for Ms. Gustafson. He said that the Planning and Zoning Board reviewed and recommended approval of this vacation. He said that they do require the same standard easement as normal and reserve the right for drainage and utility at the discretion of the Public Works Director. He advised that they contacted several agencies, and no other agency has had an issue but that Florida Power and Light (FPL) would need a small portion for utilities. He showed an aerial map [Exhibit B] depicting the alley in question.

Vice Mayor Rumrell said that FPL stated in their memos that the motion needs to have some access granted, which he believed to be standard. Building Official Law said that the standard language was changed about a year ago and would always reserve the right to utilize the easements if needed. He said that vacating the alley turns over approximately 7 ½ feet on each side to the citizens, which can be used in any future development calculations but that nothing permanent can be built.

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

Motion: To approve the request to vacate the alley between 1st and 2nd Streets, West of 2nd Avenue, Block 32, Chautauqua Beach Subdivision, and direct staff to draft an ordinance. **Moved by** Commissioner Sweeny, **Seconded by** Vice Mayor Rumrell. Motion passed unanimously.

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)

Building Official Law advised that City Planner Jennifer Thompson had searched the standard forms that the City uses, which referenced an ordinance. He said that sometime between 2015-2016 that the original ordinance that allowed seventy-five percent of the residents to petition for an alley vacation was indirectly eliminated and no one knows how it happened. It is very possible that the sitting Director at that time copied the section of Code for another change before it had been updated and it just replaced it. He recommended to correct this deficiency and restore it back to the normal procedure.

City Attorney McCrea advised that he recalled that the 2015 ordinance was correct. Building Official Law said that another one came in an inadvertently removed it.

Mayor Samora opened Public Comments. Being none, he closed Public Comments and asked the City Attorney to read the preamble. City Attorney McCrea read the preamble for Ordinance 22-12.

Motion: To approve Ordinance 22-12. **Moved by** Vice Mayor Rumrell, **Seconded by** Commissioner England. Motion passed unanimously.

The Commission moved to Item XII.10 at 7:00 p.m.

X. 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

The Commission returned to this item at 7:47 p.m. after Item XII.10.

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

XI. OLD BUSINESS

5. LED Streetlight Conversion: Approval of Phase 3 Contract with Florida Power and Light (Presenter: Bill Tredik, Public Works Director)

This item was removed from the agenda.

6. Undergrounding of Utility Lines along A1A Beach Boulevard: Review of Proposed Request for Qualifications for a Consultant (Presenter: Bill Tredik, Public Works Director)

Public Works Director Tredik presented a PowerPoint [Exhibit D] and showed the timeline for where the City is today with the project. Staff presented a cost estimate based on St. Pete Beach's project cost per mile and adjusted for inflation, which estimated the City's cost to be between \$8.75 million and \$9.25 million for A1A Beach Boulevard from Pope Road to State Road A1A. He advised that there were some things that were not included in the FPL estimate such as site restoration, customer meter conversions (which can get pretty expensive and he will discuss that later); street lighting, etc. as outlined on slide 3 [Exhibit D-2]. He said that the Holly Hill project was the most similar in size to what the City is proposing, as shown on the comparison on slide 4 [Exhibit D-2]. He moved on to the next slide that showed before and after photos from Holly Hill and he said that they went with the less expensive concrete light poles. He moved on to slide 6 [Exhibit D-3], which described some of the challenges that Holly Hill has had since their project began in 2013 and their total cost is forecasted to be between \$12 to \$12.5 million when it is done. He said that it is important for the City to choose someone that is qualified, that has done this before, and has a proven track record. He said that he believed that Holly Hill is about one-third done with their project after nine years.

Commissioner George asked when Holly Hill actually broke ground. Director Tredik said that he did not have that information but that he could get it. He said that he believes it was sometime in 2018 or 2019 when they started to break ground. Commissioner George said that she thought it was around a seven year estimate to obtain the easements, the designing, etc.

Director Tredik said that he believed that this would be a \$9-\$10 million dollar project for the City, which would take approximately 5-7 years and it would need to be reliably funded. He advised that a draft Request for Qualifications (RFQ) is in the Commission packet, and that it could be put out this week if the Commission gives direction to do so. He advised not to do the RFQ unless the City is certain that it wants to go through with it, because to change our mind could jeopardize getting submittals in the future. He said that some designs could be upwards of \$100,000 and that the City's initial investment would be at least \$30,000 to get the ball rolling. He said that it is important to not do the RFQ just to see what response we get.

Commissioner England asked where the RFQ came from. Director Tredik said that he downloaded about four from DemandStar and that it is a compilation of those to get the best of all. Commissioner England suggested to discuss where the City would get funding before it does an RFQ. Director Tredik said that he is hesitant to do an RFQ until the City is sure that it wants to

move forward with at least a feasibility study. He said that funding is the absolute prudent first step.

Commissioner Sweeny asked if there is an expiration date on a feasibility study. Director Tredik said that a feasibility study should be good for a couple years but that it might need to be updated because it would involve some cost estimation to help develop the scope of the projects.

Mayor Samora asked what should come first, the feasibility study or trying to develop a plan for funding. Commissioner England asked if there would be grants or loans available, or should a referendum be used. Director Tredik said that it is all part of the feasibility study, which would give the City good guidance but that there is a cost for it.

Commissioner George said that the one consultant said that there are grants out there, but it does not mean that the City would get one. She said there is also the possibility of the one-cent sales tax revenue, which could be just over \$1 million a year for the City. She questioned Holly Hill's use of a CRA assessment. Director Tredik advised that he did not know the details of it but that he has worked with a couple of CRAs in the past and it is his understanding that it would be on the property owners that are benefiting from the modification. Commissioner George questioned whether they were able to borrow and bond against the CRA revenue coming in. Commissioner England advised that she has asked the City Manager in the past if the City qualifies for a CRA and that he indicated no. City Manager Royle said that the City does not have blighted areas. Director Tredik said that the City does not meet the economic requirements to do it.

Commissioner England asked about the Federal Infrastructure Bill. Director Tredik said that it is very early in it and that he does not have a good answer yet. He said it is possible along with mitigation grants, which usually require a match of at least twenty-five percent. He said that there may be other grants that he is not aware of that could be explored and that a feasibility study would give some guidance with that. He said that there are funding opportunities, and it would just be a question of moving forward and getting an engineer on board and see where it leads.

Mayor Samora asked how much the RFQ bids might be. Director Tredik said that it could be around \$30,000 to start. Vice Mayor Rumrell agreed with Director Tredik and said that if the City does an RFQ and then pulls out, the City could lose some good bidders for future projects. He said that until the City has a funding mechanism in place that he does not feel comfortable doing an RFQ and spending \$20,000-30,000 for a project that the City does not have the funding for.

Commissioner George questioned whether to wait until November to see what happens with the one-cent referendum but said that a consultant would have details for other funding options. She said that she would like to proceed because there is value in knowing what the consultant could bring to the table to navigate the other grant options.

Mayor Samora said that he struggles with waiting to try to find a funding mechanism when you do not know how much money you need. Director Tredik said that the St. Pete Beach and the Holly Hill projects were roughly the same cost per mile, which is what he used to develop his cost estimate and that it is fairly close to what the City's estimated cost would be. He said that inflation is a huge unknown, which could drive prices higher but that he is comfortable with his ballpark estimate.

Commissioner England said that she would be more comfortable with a broad picture of some of the grants that the project might be eligible for, especially the Federal Infrastructure Bill, which might be a good source of funds. She said that from back when she started that the City's budget has gone from \$9 million to \$14 million this year. She is not sure if the City should tie up some revenue that would normally go to the General Fund because the City may need it for something else. Commissioner George said that it would only be for a period of time. Finance Director Douylliez advised that the feasibility study is not in the budget. Director Tredik said that the

Commission talked about using ARPA Funds for it at some point. Finance Director Douylliez said that some funds would still have to be allocated from the ARPA Reserves for a feasibility study.

Mayor Samora opened Public Comments.

Marc Craddock, 116 2nd Street, St. Augustine Beach, FL, thanked Mayor Samora for completing the land donation today; the existing portion of 2nd Street had been proceeding with underground utilities, but there are a few holdouts for the easements because there is a cost to the owners for undergrounding that could be up to \$5,000; it is unfair to unevenly distribute the costs to owners on streets where undergrounding is happening; needs to be consideration by the Commission to cover some or all of the cost; there is also a tariff cost from FPL; asked the Commission to follow through with undergrounding the existing portion on 2nd Street.

Lana Bandy, 150 Whispering Oaks Circle, St. Augustine Beach, FL, did some research of site restoration in Deland, Florida, that covered some utility boxes with artwork [Exhibit E] and that this might be a good way to cover them; SEPAC would be happy to help with a project like this or to help landscape those areas.

Jim LeClare, 115 Whispering Oaks Circle, St. Augustine Beach, FL, underground utilities are a great idea depending on the cost; wants to keep what we have and not disrupt the area; the parkettes are great; some people may not have the resources to convert to underground.

Nick Binder, 232 Big Magnolia Court, St. Augustine Beach, FL, attended the FPL meeting, which quoted about \$17,000 for their initial evaluation; Director Tredik did an excellent job; the one-cent sales tax vote should be done before the RFQ; would like to hear about Vice Mayor Rumrell's involvement with the Amphitheater last week.

Mayor Samora said that he could go either way on this and that there were a lot of good points made. He said that because Director Tredik has such high confidence in his estimate that he is leaning towards the Vice Mayor's suggestion to have more discussions or with Commissioner George's suggestion to wait until after November's outcome for the one-cent vote.

Vice Mayor Rumrell agreed and said that he is comfortable with waiting for the one-cent sales tax vote, which might eliminate one of the fund sources. He said that it may be too premature at this point.

It was the consensus of the Commission to hold off on this topic for now.

Mayor Samora moved on to Item XI.7.

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)

City Manager Royle said that Commissioner England devised a Vision Plan, the Commission reviewed it, and asked that it be forwarded to Planning and Zoning and SEPAC. He advised that he received only a few responses from each Board, and that the Commission might want to consider a workshop to determine more details for the Vision Plan or the Commission may want to move forward with it at a future meeting.

Mayor Samora asked the Commissioners their thoughts about having a workshop with the other Boards and said that it should be the next relevant step.

Commissioner George advised that she would defer to Commissioner England and whether she wanted to have the workshop while she was still an active Commissioner. Commissioner England said that she would have time to update the draft if more comments are received and that she could answer any questions. She said that one of the comments was that there is too much

parking in the Vision Plan and that she did not understand where that was coming from because there are several statements that say the City would not use the green space or parkettes for parking. She said that a workshop would be a good idea to gather more specific areas that could be updated and that she is available. Mayor Samora advised that he would like to extend the courtesy of having a workshop while Commissioner England is still a sitting Commissioner because she has put in the work for it and the incoming Commissioner would also be invited to participate.

City Manager Royle discussed the potential October dates for the workshop and said that the Commission Room would not be available during early voting from October 20th through November 10th.

Discussion ensued regarding potential dates for the workshop meeting; to ask that everyone attend in person and not Zoom in; the sound system is not good for the workshop and that people could either speak at the podium or use a hand microphone; to ask the Boards to have their comments, additions, and/or deletions prepared ahead of time.

It was the consensus of the Commission to have the Vision Plan workshop on October 5, 2022, at 5:30 pm.

Mayor Samora asked who would be invited. City Manager Royle advised that SEPAC and the Planning and Zoning Board would be invited. Building Official Law advised that he would be away at a conference. City Manager Royle advised that he could prepare any comments ahead of time. Commissioner England asked if it would be open to the public. City Manager advised yes and said that it would be posted.

Mayor Samora moved on to Item XI.8

8. Memento of City: Consideration of Having a City Coin Made (Presenter: Max Royle, City Manager)

City Manager Royle said that Vice Mayor Rumrell had asked for staff to research more substantial gifts other than the lapel pins. He advised that Chief Carswell gave him six mementos from the Police Department, and he passed them around for the Commission to see. He said that there are photos of different types of mementos and prices in the agenda books that City Clerk Fitzgerald provided. He asked the Commission for guidance on what should be the next step.

Mayor Samora said that the coin seemed to be the way to go, and he asked if anyone had any suggestions for what should be on it or a design preference. City Manager Royle suggested that the City Seal be included on one side. Commissioner England suggested the palm tree logo that is used for City event marketing and that maybe the Art Council could come up with a proposal for it.

City Clerk Fitzgerald advised that the screen shot is from the site that St. Johns County uses and that the price is determined by whether it is going to be one- or two-sided, color, and the size.

Discussion ensued regarding the different samples being passed around, the photos, the sizes, etc.; that the last Police Department order were two inches; that it should be two-sided; asked what was on the time capsule cube; that the County made theirs specific to each Commissioner; that they seem affordable; does the City have a mission statement.

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

Vice Mayor Rumrell suggested for staff to come back with a couple ideas. Mayor Samora suggested to get with the City's Events Coordinator, Ms. Conlon. He suggested maybe the key or the mission statement on one side. Commissioner George suggested to use the rope band detail from the Commission Room on one side. Mayor Samora asked the City Manager if he had enough information to bring back something. City Manager Royle said yes.

Mayor Samora moved on to XI.9.

XII. NEW BUSINESS

9. County Road A1A Storm Surge Protection Project: Selection of Design Consultant (Presenter: Bill Tredik, Public Works Director)

Public Works Director Tredik presented a PowerPoint [Exhibit F]. He advised that this is for the prevention of storm surge from Salt Run on County Road A1A and Pope Road. He said that there are places where culverts go under roads and are an avenue for storm surge during extreme tides. He said that it was an HMGP grant from Hurricane Dorian and that FEMA rules require a formal RFQ to be done, which was not known beforehand. He advised that RFQ 22-04 qualifications were submitted on August 31, 2022, with scoring categories as outlined in the agenda books on page two and because of the time constraints that this project needs to be finished this year. He advised that there were only three respondents, which are the same ones that responded to the Master Stormwater Plan Update. He advised that he recused himself from the review of the RFQ since he had worked with Crawford, Murphy & Tilly (CMT) on some scoping of the project. He advised that three staff members reviewed it and scored it with Matthews Design Group scoring the highest at 1215, CMT scoring 1205, and Gulfstream Design Group scoring 1065. He asked the Commission to review the tabulation scores and said that the Commission is not bound by those scores but to use them as a guideline. He advised that a representative from Matthews Design Group is present for any questions that the Commission may have. If the Commission decides to go ahead with it, it could authorize the City Manager to negotiate a contract with the top ranked firm. He said that they should be able to reach a contract because the project is pretty simple.

Mayor Samora asked if this was tied in with Ocean Walk. Director Tredik said yes, indirectly, because Mathews Design Group is working on Ocean Walk and has done some modeling of the basins that drain through the culverts under Pope Road and that they have good knowledge of it, but that is not a disadvantage to the other consultants.

Mayor Samora opened Public Comments. Being none, he closed Public Comments and asked if there was Commission discussion for any reason not to move forward with the ranked scores. Being none, he asked for a motion.

Motion: To authorize the City Manager to negotiate with the top ranked firm. **Moved by** Vice Mayor Rumrell, **Seconded** by Commissioner George. Motion passed unanimously.

Mayor Samora moved on to Item XII.11.

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)

The Commission addressed this Item at 7:00 p.m. immediately following Item IX.3.

City Attorney McCrae stated that there may be a potential conflict for one of the Commissioners and that he would like more time to research it. He requested that this item be continued to the October meeting. Mayor Samora asked if there could still be public comment. City Attorney McCrea advised against it but said that it would have to be in the motion.

Commissioner George advised that she is one of the Commissioners that may have a conflict and that she wants everyone to have the opportunity to speak. She said that she is comfortable sitting without comments as long as no one else makes any comments that could also be conflicted. To her recollection there is no obligation to leave the room and she could still hear Public Comments. She said that it is very rare that people are passionate to come speak and she would like for them to have the opportunity to be heard.

Mayor Samora said that the Commission has already seen the material that Director Tredik is to present, and he asked if there could be a brief introduction of the topic and then open Public Comments. City Attorney McCrea agreed and said that there is no obligation for someone of conflict to remove themselves but that he was being cautious. Mayor Samora said that he agrees with the City Attorney taking time to research the legalities further while being respectful to those who came to speak.

Commissioner England asked if the nature of the conflict could be given. Commissioner George said yes and that it should be stated for the record anyway. She advised that some of the potential financial donors have been clients of hers and that there might be others that are worried about a conflict as well. City Attorney McCrea agreed and said that it needs further exploration but that the Commission can go ahead with the presentation and Public Comments.

Public Works Director Tredik presented a PowerPoint [Exhibit C]. He discussed the background information from slides 1-7 [Exhibit C.1-4]. He said that the project is now up to Phase 3, which involves a trail to an observation deck, a path with wetland elevated crossings, a children's playscape, picnic pavilion, etc. that would tie into the existing beach boardwalk. He said that when the project was started, it was shifted west to move it away from a house that had recently been built in Sea Colony so that it would intersect the boardwalk near a roadway in Sea Colony, farther away from the houses. He said that there is going to be a lot of pedestrian traffic in that area and that Sea Colony has come forward with an offer to donate money to relocate a portion of boardwalk by using the path through the center of the site and building a new crossover to the beach. He advised that if this plan goes through, there would still be the same entrance from A1A Beach Boulevard and then it would deviate from the original path with a new boardwalk and tie in by the observation deck and out to the ocean and that the old boardwalk would be demolished at the point of intersection. He said that there are a lot of pros and cons to this proposal, which are all spelled out in the original memo.

Mayor Samora opened Public Comments.

Russell Denea, 405 Ocean Grove Circle, St. Augustine Beach, FL, has lived here since 2016 and the boundaries of Sea Colony are important to him and they have invested in fences along the south and north; people come from the boardwalk into Sea Colony; damage to fences and more noise; new plan offers the chance to link the observation center to the pathway to the beach, which is a good plan for the City and Sea Colony; residents have enough interest to finance it.

Lana Bandy, 150 Whispering Oaks Circle, St. Augustine Beach, FL, encouraged the City to leave the boardwalk as is because 1) the City accepted a grant for the boardwalk and if given back would look bad for the City; 2) it sets a precedent that if a group of citizens give money to the City that it would go along with them without regard for what the rest of the residents want or what is best for the ecosystem and that the City's time could be spent better on solving problems or improving things that need improvement; 3) moving the boardwalk would have a negative effect on the ecosystem and animal habitats would be destroyed; said that yesterday she saw gopher turtles, a rabbit, and a hawk and would hate to see them run out of their homes; the animals cannot go elsewhere in the park because of the playground, etc. being put in.

Bobby Crum, 301 Spanish Oak Court, St. Augustine Beach, FL, the establishment of the boardwalk was the smartest thing the City did at that time, it is extremely popular, and enhances the quality of life; the wisdom of that location was to preserve the park with the additional purchase of the properties that would be maintained; wants to try to protect the animals as much as possible; he was told that the reason for moving the boardwalk was for security and privacy but people could still jump the fence; he would help pay for palm trees for privacy, which would be the best solution to this issue; moving the boardwalk is a waste of money and not moving it would help preserve

the rest of the park; very few people would benefit from moving it; he is not in favor of moving it; the public has the right to know if campaign contributions have been made to the voting Commissioners from the three couples listed in the book; the book did not include the petition that was submitted from many residents that were against moving the boardwalk; the City had an agreement with Sea Colony years ago to install privacy fencing, which was agreed to by Sea Colony; the park and the walkway are for the citizens and should not be turned into a buffer for a select few.

Bill Pelzer, 461 Ocean Grove Circle, St. Augustine Beach, FL, when this concept was first discussed, Mr. Tredik said that there would always be maintenance issues with the existing boardwalk because of mold/mildew and this proposal would eliminate that issue along with the ultimate cost of replacing the boardwalk; it would eliminate the need for an elevated connection to the east end; has confronted three trespassers coming over from the boardwalk; a representative from Bermuda Run has also expressed their concerns for security and the fence on the north side was to be extended farther to the east and the setback was to be increased from 50 to 100 feet; the residents of Sea Colony should receive the same consideration.

Jim LeClare, 115 Whispering Oaks Circle, St. Augustine Beach, FL, wants to save what can be saved because we love what we have; what risk is being considered and should any wildlife be put at risk; why is such a drastic proposal the only option on the table to address this security/privacy issue that relatively new neighbors are concerned with; any type of disturbance or elimination of natural habitat to any area can result in no more animals; why is this the only solution being presented that would cut through beach habitat when there is possibly up to 20 feet on the Sea Colony side for them to put up a buffer; Whispering Oaks has security cameras and they would gladly pay for Sea Colony to have the same; etc.

Robert Parker, 216 Big Magnolia Court, St. Augustine Beach, FL, opposed to moving the boardwalk with concerns for where the money is coming from and the environmental impact; the ecosystem is just now coming back; does not understand why there is going to be kayak and canoe storage.

Heidi Lucas, 241 North Forest Dune Drive, St. Augustine Beach, FL, has been cursed at from people on the boardwalk and terrified at night walking her dog; this is a big deal; people have jumped over the fence; doorbell ditching, etc.; people's opinions do not make facts and we are living with a security issue; we do have cameras and have posted the people's pictures to try to find out who they are; we do not want to remove the boardwalk, just relocate it; she sees wildlife every day in the neighborhood even with construction going on; asked to consider that no one was there to defend Sea Colony when the original walkway went in and the location of it and we are just trying to come up with a fix that suits everyone.

Tony Brown, 931 A1A Beach Blvd, #202, St. Augustine Beach, FL, has been here 41 years; the walkway has been there for years without complaints; walks the dogs there all the time and has not seen any problems; he put together a petition of over a hundred signatures from people walking there and gave five copies to the Commissioners; does not see a need to change it; if it is changed it will need to be ADA compliant, etc.; the walkway is for the people of St. Augustine Beach and not for Sea Colony houses that were built next to the boardwalk.

Lee Geanuleas, 233 North Forest Dune Drive, St. Augustine Beach, FL, thanked the Public Works Director and City Manager for listening to Sea Colony's concerns and developing a creative plan that addresses a problem while maintaining beach access for everyone; the plan is the right thing to do and will not cost the taxpayers anything; it creates a better public park that is easier to maintain and more sustainable beach access; it aligns beach access with the park's main amenities; it is safer with a wider path for police and emergency responders; it is considerate by maintaining beach access through the park and it is fair by showing respect for Sea Colony's

privacy, which has been afforded to other City residents; it is green because it removes manmade structures and allows the restoration of the park's fragile wetlands; people are upset by changing something that they know and value, but the change creates a better park and improves the quality of life for the residents of St. Augustine Beach.

Mike Hopkins, 620 Ocean Palm Way, St. Augustine Beach, FL, is a resident of Sea Colony and enjoys using the beach every day; is a big proponent of beach access; the walkway is fifteen years old, and it needs work; the proposal was to replace it with something better located, more accessible, and better built at no cost; objectively this is what is best for universal beach access to this wonderful beach.

Deborah Geanuleas, 233 North Forest Dune Drive, St. Augustine Beach, FL, is for moving the walkway and hopes that the Commission considers what they have heard from the residents of Sea Colony; wants everyone to have beach access; there would need to be work done on the original boardwalk; this plan provides for easy access for people, the police, etc.

Mark Vanderveen, 320 Ocean Forest Drive, St. Augustine Beach, FL, he and his neighbors run the boardwalk everyday and it is a wonderful opportunity to enjoy the environment; asked for the Commission to fully understand what the actual costs are before they agree; there could be hidden costs and there are also maintenance costs for the existing boardwalk; there is an environmental disruption with moving the boardwalk into the middle, which is an environmentally sensitive territory; asked if studies have been done for the environmental impact; shares concerns for safety and asked how many safety complaints have been received from residents; is opposed to moving the boardwalk.

Nick Binder, 232 Big Magnolia Court, St. Augustine Beach, FL, thanked the Commission for turning down the transient rentals; said that a realtor told him that if the walkway was not there that Sea Colony property values would improve; said that there may be a direct conflict of interest with the two Commissioners that live in Sea Colony and any Commissioner that has friends there, which the City Attorney should consider before any further discussions; he understands the safety concerns but that everyone has issues with safety; the fence was put up for a cost of \$34,000 in 2008-2009 to provide some level of security for Sea Colony; suggested to use the money to increase the height of the fence or use landscaping to separate it; has been using the walkway since it was built and described an incident of a young couple crossing the fence; safety is an important issue and moving the boardwalk to the center would put people in a dangerous situation in the middle of the woods with no railings; the walkway lets you enjoy wildlife.

Beth Pelzer, 461 Ocean Grove Circle, St. Augustine Beach, FL, clarified that the center of the park has amenities that are going to happen regardless of whether the boardwalk is moved there; Sea Colony is asking for the same consideration that has been given to Whispering Oaks and Bermuda Run for the same buffer and security reasons.

Mayor Samora Closed Public Comments. He thanked everyone that came out and that everyone was very respectful regardless of what side they were on, and this is an emotionally charged issue.

Motion: to continue this item to the October 3rd Commission meeting. **Moved by** Mayor Samora, **Seconded by** Commissioner Sweeny. Motion passed unanimously.

The Commission returned to Item X.4 at 7:47 p.m.

11. Proposed One-Cent Sales Tax: Consideration of Uses of Revenue from It (Presenter: Max Royle, City Manager)

City Manager Royle stated that the Commission and City staff may get questions from residents regarding what may be done to benefit the City with the money earned from this tax. He suggested creating a list of potential projects to have available as a response. He noted that the

tax is for infrastructure matters and projects, not for normal operating costs. He asked the Commission for their ideas on potential projects and commented that he had considered paving, since the City is constantly seeking money to upkeep roads on schedule, and undergrounding utilities. He advised that he asked the Department Heads for their ideas, and he did not receive any responses.

Commissioner England stated that there were projects included in the Vulnerability Study, which it could be used for along with paving. Her two main concerns were drainage and paving.

Mayor Samora asked if the Commission agreed on publicizing a list for voters to consider. The Commission agreed.

Vice Mayor Rumrell suggested holding a workshop to get input from the residents and possibly creating a citizens' advisory board to oversee the usages of the funds. Mayor Samora noted that there would not be enough time for that before the election, but it could be considered for the future if the sales tax is approved. Commissioner George agreed with getting more input from the public, like what was done for the ARPA funds.

Vice Mayor Rumrell commented that the Police Department will need new radios soon and asked the potential cost for those. Chief Carswell replied that they were given an estimate of \$10,000 per radio and would need twenty-five.

Mayor Samora stated that the County provided an estimate that was about \$1.4 million annually. He stated that transportation was one of the approved uses and he has considered an inter-city circulator to ease travel between downtown St. Augustine and the beach. He noted that St. Augustine's Vice Mayor, Nancy Sikes-Kline, may be interested in that as well. He also suggested Pier Park improvements, possibly redevelopment of the area after the fire station is relocated, which is on the County's list. City Manager Royle asked about renovations to the former city hall building. Mayor Samora commented that it was not high on his list but could be considered. He noted that there are some funds coming specifically for that. Mayor Samora also suggested the River-to-Sea Loop, since it could be transformational for the City, and the undergrounding of utilities. Commissioner George noted that the Vision Plan suggested a bicycle and pedestrian master plan and the Loop could tie into that goal.

Mayor Samora and Vice Mayor Rumrell agreed that paving and drainage could be priorities.

City Manager Royle noted that the City and the Commission would need to be careful not to become advocates for approval of the sales tax, only to tell residents that if the sales tax is approved that these could be the City's potential uses for it.

Commissioner George agreed with including underground utilities and noted that this is projected to earn \$13.67 million over ten years, so it could be used for both an undergrounding project and supplement other infrastructure needs.

City Manager Royle also noted that Hammock Dunes Park has been discussed. That some would like it to be left alone, but Commissioner England has stated she would like access from State Road A1A to A1A Beach Boulevard and that it could potentially be done along the southern side with minimal impact.

Commissioner England stated that she had six things to add but asked if the list should be limited.

Mayor Samora asked how this list would be distributed. City Manager Royle replied that it would likely be on the City's website or the City's newsletter. Commissioner George stated that it would help to have a prepared list in the event that Commissioners are approached with questions.

City Manager Royle also noted that the City's Public Works facility is out of date and will need to be updated or replaced someday. Commissioner England commented that she had thought about

that. He suggested for now they could list generic uses, such as public safety, communication, building improvement, drainage, undergrounding, etc.

Mayor Samora stated that it may be more important to get out the message that they would like to involve the community with this process. That the items on the list are things that have been identified as needs but may not get done with these funds.

Mayor Samora opened Public Comments.

Ray Hamel, 13 Bermuda Run Way, St. Augustine Beach, FL, commented that there are a bunch of City vehicles sitting in the parking lot and suggested that eliminating unnecessary City vehicles could open up funds for one or two projects to get accomplished.

Jim LeClare, 115 Whispering Oaks Circle, St. Augustine Beach, FL, asked if this money could be used to hire more officers and noted that the officers' needs are important.

Mayor Samora confirmed that the list included items for the Police Department. He asked that the list be given to Ms. Conlon to draft something for distribution. City Manager Royle stated that he would also write something for the City's newsletter.

Mayor Samora moved on to Item XII.12.

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)

City Manager Royle said that they are looking for large priorities, such as those from St. Johns County's 2022 top three priorities as provided in the agenda books. If there are no particular projects in mind, then the City could support the County's 2023 priorities.

Commissioner George suggested continued support for beach renourishment funding, resiliency funding for municipalities on barrier islands, and a legislative amendment to allow municipalities to collect the Tourist Development Tax directly or mandatory revenue sharing with municipalities for police and the infrastructure needs of the municipalities. Mayor Samora agreed with all of those suggestions.

Vice Mayor Rumrell said that the City can support the County but that it is important that the City has its own list. He suggested flooding, infrastructure, beach maintenance, etc.

Commissioner England agreed that they are all really good items, and that beach restoration has always been on the City's list. She said that resiliency and drainage are always top priority.

Mayor Samora opened Public Comments. Being none, he moved on to Item XIII.

XIII. COMMISSIONER COMMENTS

Commissioner George advised that she had no comments.

Vice Mayor Rumrell advised that the County Commission appointed five people to an Amphitheatre/Ponte Vedra Concert Hall Advisory Board that made a recommendation last week that was presented to the County to hand over the Amphitheatre/Ponte Vedra Concert Hall to a non-profit to help them expand. He said that there is a lot of red tape in government, and this is a great opportunity for them and their staff and that his decision was based on the Amphitheatre staff, which has done a great job. Vice Mayor Rumrell said that tonight's agenda was long and that he thought that the meeting would be continued. He advised that there is nothing in the Charter that states that a Commission meeting cannot go past 10:00 p.m. and that he asked for it to be an agenda item for next month, which he would like to change so that the Commission can get stuff done.

Commissioner Sweeny commended Ms. Conlon for another great event and said that she and her daughter attended the Harvest Moon Luau.

Mayor Samora moved on to Item XIV.

XIV. STAFF COMMENTS

City Manager Royle said that Ms. Conlon put her heart and soul into the Luau event and that she was very worried about the weather but said that the event would not be cancelled. City Clerk Fitzgerald advised that a Public Works employee that worked the event said that the rain actually worked in their favor because the rain cleared the beachgoers, which left plenty of parking for the event.

Director Tredik advised that he has a better idea of the cost for the 2nd Street undergrounding and that it is not cheap. He said that FPL has a tariff of about \$740 for those converting from overhead to underground utilities while others, such as Mr. Cradock, that already have underground utilities would have a lesser tariff. There are additional costs such as for an electrician that could be between \$2,000 to \$4,000 per service on up to \$41,000 to \$73,000 if directional drilling is needed, which would be the responsibility of the homeowners and that is the reason that there has not been movement on the east block of 2nd Street. He asked the Commission if they would entertain the idea of funding a portion of those homeowner's costs to make the connection because if not, they will not get the easements that are needed to underground the utilities. He said that people do not want to invest \$7,000 when they already have power.

Mayor Samora advised that this should come back as an agenda item with cost estimates. Director Tredik advised that he would bring it back in October. Commissioner George advised that she would like to have more information regarding what causes the differences in price to get a better understanding whether it is from owner created conditions or uncontrollable circumstances. Director Tredik advised that the City has to be careful if the City funds it because he would have to get bids on it and that he would not want to disqualify someone from bidding on it because they provided the estimates. He said that he would try to keep it general while providing as much detail as possible without getting cost estimates. Vice Mayor Rumrell asked if FPL could specify why. Director Tredik advised that FPL would go through the transformer and then an electrician has to connect the transformer to the house and put in a new meter. He said that in some instances roof repairs might be needed, some may need directional drilling, or there may be trees in the way. He said that FPL is not the main factor as much as it is the homeowner's responsibility to get it to the house. Commissioner Sweeny asked if the City has an electrician that could do the work and/or contract with an electrician for a lower rate. Building Official Law said that the City does not have a Master Electrician to pull permits, nor would he recommend that the City be involved due to the liability. He said that the service comes in from the top and would need to go thirty inches down in the ground to put in the service cables and that staff would need to be on site to reenergize the buildings quickly so that residents will not be without power. He advised that there is a minimum permit fee of \$59 and that it is a significant task to underground all these houses.

Vice Mayor Rumrell asked for staff to research the legality of this if the City does for some and not for others. Director Tredik said that St. Pete Beach and the Holly Hill projects both paid for these connections as part of their projects. He said that Jacksonville Beach did not pay for it, but that they did not require people to immediately connect either. He said that if the City wants undergrounding to move forward that it would have to contribute to those homeowners' costs, otherwise there is not much incentive for people to convert. Commissioner England said that she did not understand how a homeowner would not connect if the utilities were put underground. Director Tredik advised that Jacksonville Beach is putting the new main lines underground and

they would go from there to a pole alleviating that cost to the homeowner. Mayor Samora asked for Director Tredik to bring back information, cost estimates, etc.

Chief Carswell said that the Police Department will host “donuts with a cop” tomorrow at Island Donuts from 8:00 a.m. to 10:00 a.m.

Mayor Samora advised that City Attorney McCrea has tasks for the next meeting and asked for him to advise if there would be a need for a shade meeting. City Attorney McCrea advised that we now need two shade meetings and that he would get with the City Manager.

Commissioner Sweeny thanked the Finance Director and staff for all the work on the budget.

Mayor Samora reminded the Commission that the final budget meeting is scheduled for September 26th at 5:01 p.m., and the next regular Commission meeting is on October 3rd at 6:00 p.m.

Commissioner George asked what the calendar schedule looked like for November. City Manager Royle said that he would have a topic on the October agenda to choose the regular meeting date for November because it would normally be the first Monday, which is the day before election day and that he would be recommending November 14th.

Mayor Samora moved on to Item XV.

XV. ADJOURNMENT

Mayor Samora asked for a motion to adjourn.

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

Mayor Samora adjourned the meeting at 9:13 pm.

Donald Samora, Mayor

ATTEST:

Dariana Fitzgerald, City Clerk

MEMORANDUM

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

FROM: Max Royle, City Manager
DATE: September 23, 2022
SUBJECT: Presentations:

- A. Interview of Ms. Allyson Chambers for Position of Junior Alternate on the Comprehensive Planning and Zoning Board
- B. Report by Ms. Christina Parrish Stone Regarding the Former City Hall and Civil Rights Monument

ITEM A. INTERVIEW

Attached is Ms. Chambers' application to serve on the Planning Board. She has been invited to your meeting for the customary interview.

ITEM B. REPORT

As of the date of this memo, we have not received it from Ms. Stone. If it arrives before your October 3rd meeting, we will forward it to you by email.



**ST. AUGUSTINE BEACH CITY COMMISSION
BOARD AND COMMITTEE APPLICATION**

FOR APPOINTMENTS TO COMMITTEES INVOLVED IN LAND USE

Date received by City 8/30/22

Thank you for your expressed interest in being considered for appointment to committees, boards, commissions, or advisory groups appointed by the City Commission. The Commission appreciates your willingness to serve your fellow citizens in a volunteer capacity. Please complete this application to the best of your ability. (You may attach a resume and/or additional data. Please reference attachments in the appropriate section(s).)

Name: Allyson Chambers

Address: 865 Ocean Palm Way

Phone #: 917 581 0111 E-Mail Address: allysonm@me.com

How long have you been a legal resident of the City of St. Augustine Beach? 6+ years

I am a full-time X part-time _____ resident.

I am X am not _____ a registered voter in St. Johns County.

List all active professional licenses and certifications: licensed Broker
licensed addiction counselor licensed mortgage broker

Educational background: _____

Past work experience: own all female mental health treatment center
owned my own brokerage for real estate, built many homes

Please list all civic clubs, professional organizations, or public interest groups of which you are a member or in which you have been active: (attached additional sheet if necessary).

1. FARR was the President
state organization
2. _____

3. _____ 4. _____

Please list the location and size of all parcels of property in St. Augustine Beach of which you have ownership: 865 Ocean Palm Way + 883 Ocean Palm Way

Please list any companies/industries doing business in St. Augustine Beach in which you have a financial interest (i.e., proprietary, partnership, stock holdings, etc.)

Please indicate by preference all City boards, committees, or councils in which you have an interest:

- | | |
|--|-------------------------------------|
| 1. Code Enforcement Board | <input type="checkbox"/> |
| 2. Comprehensive Planning & Zoning Board | <input checked="" type="checkbox"/> |
| 3. Other | <input type="checkbox"/> |

I am available for meetings

- | | |
|------------------------|-------------------------------------|
| a. During the day only | <input type="checkbox"/> |
| b. Evenings only | <input type="checkbox"/> |
| c. Anytime | <input checked="" type="checkbox"/> |

List three (3) personal or professional references:

- | | |
|----------------------------|-----------------------|
| 1. <u>Kimberly Rushing</u> | <u>(904) 742-9286</u> |
| 2. <u>Tim Connor</u> | <u>(904) 547-1004</u> |
| 3. <u>Linda Miles</u> | <u>(386) 295-8759</u> |

You may use this space for a brief biographical profile or to list certain skills you possess that may be relevant to the appointment you are seeking. Please indicate whether you have had experience with the reading of blueprints, technical drawings or diagrams. (Indicate below if you are attaching a resume.)

NOTE: All information provided will become a matter of public record and will be open to the public. If you require special accommodations because of a disability to participate in the application/selection process, you must notify the City Commission in advance. This application will be kept for one (1) year, at which time you must notify the

City Commission of your intent to remain an active applicant and update your application accordingly or it will be removed from the active file.

I hereby authorize the City of St. Augustine Beach or its representatives to verify all information provided, and I further authorize the release of any information by those in possession of such information which may be requested by the City. I certify that all information provided herein is true and accurate to the best of my knowledge. I understand that a volunteer position provides for no compensation except that as may be provided by Florida Statutes or other enabling legislation.

Allysa Chambers
Signature

August 30 2022
Date

Please return completed application to:

The City of St. Augustine Beach
2200 A1A South
St. Augustine Beach, FL 32080
Phone (904) 471-2122
FAX (904) 471-4108

Thank you for your interest!



ALLYSON CHAMBERS

I am a business owner and operator passionate about helping build communities and supporting those with mental health and substance use issues.

✉ allysonm@me.com

☎ 561-758-1011

📍 St. Augustine, Florida

SKILLS

- Business Administration
- Sales
- Marketing
- Community Outreach
- Counseling

CERTIFICATION

MORTGAGE LOAN ORIGINATOR, 2021

CERTIFIED RECOVERY RESIDENCE ADMINISTRATOR, 2016

CERTIFIED ADDICTION COUNSELOR, 2014

LICENSED REAL ESTATE BROKER, 2000

REFERENCE

DIXIE BROWN

CEO | WILLOW PLACE

561-706-3185

DIXIE@WILLOWPLACEFORWOMEN.COM

EDUCATIONAL HISTORY

HS DIPLOMA

WORK EXPERIENCE

OWNER/CO-FOUNDER

WILLOW PLACE | 2010- CURRENT

- Oversee and assist in daily operations
- In charge of housing operations
- Marketing

ARCHITECTURE REVIEW BOARD

SEA COLONY, ST. AUGUSTINE, FLORIDA | 2018-2019

LICENSED REAL ESTATE BROKER

PALM BEACH ISLAND, FLORIDA | 2000- CURRENT

- Accomplished Commercial Real Estate Broker with 100+ Million in Sales

FLORIDA ASSOCIATION OF RECOVERY RESIDENCES BOARD PRESIDENT


PALM BEACH COUNTY, FLORIDA | 2010- 2014

LENDER

ROYAL BANK OF CANADA | 2000- 2007

MEMORANDUM

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

FROM: Max Royle, City Manager 

DATE: September 13, 2022

SUBJECT: Proclamations:

A. To Declare October 2022 as Domestic Violence Awareness Month

B. To Declare October 17-23, 2022, as Florida City Government Week

ITEM A. DOMESTIC VIOLENCE AWARENESS MONTH

Each year, the Betty Griffin Center asks you to approve the proclamation to designate October as Domestic Violence Awareness Month. Representatives from the Center may be at your meeting. They could speak about the proclamation under Public Comments.

ITEM B. FLORIDA CITY GOVERNMENT WEEK

Besides the proclamation, stickers commemorating the week have been ordered by Ms. Melinda Conlon, the City's Communication and Events Coordinator. They will be made available to the public. She'll also highlight the week on the City's website and Facebook page. Ms. Conlon will feature a City employee on the website and a significant piece of equipment, such as the new claw truck, that provides an important service to the residents because it can efficiently pick up multi-yards of yard debris.

As you know, Chief Carswell has an ongoing event, Coffee with a Cop. Perhaps the Mayor, Vice Mayor or a Commissioner would each like to have a similar meet-and-greet event on a regular basis with the residents. Or Commissioners could alternate: one month Coffee with the Mayor; the next month Coffee with the Vice Mayor; the third month Coffee with a Commissioner and so on.

Proclamation

WHEREAS, domestic violence is a major public concern for our State and Nation and is now the single largest cause of injury to women; and

WHEREAS, all persons have a basic right to feel safe from harm, especially in their homes, yet more than 1,100 domestic violence calls were made to law enforcement officers in St. Johns County last year; and

WHEREAS, domestic violence affects people of all ages, racial, socioeconomic, educational, religious, and occupational segments of our society, especially children; and

WHEREAS, children from violent homes are physically abused or seriously neglected at a rate significantly higher than the national average and have greater risks of alcohol/drug abuse, juvenile delinquency, cognitive and developmental problems as well as fear, anxiety, and guilt; and

WHEREAS, domestic violence is not a private family matter but a crime, the consequences of which reach with devastating effect on the communities, schools, and workplaces of our nation; and

WHEREAS, perpetrators of domestic violence must be held accountable for their crimes; and

WHEREAS, domestic violence represents a pattern of assault and coercive behavior that will escalate in frequency and severity if intervention does not occur, and

WHEREAS, domestic violence violates an individual's privacy, dignity, security, and humanity; and

WHEREAS, public awareness and education about domestic violence are needed as well as uniform efforts on the part of government, health professionals, law enforcement, religious organizations, educators, and community associations to address domestic violence through prevention, intervention, and treatment for victims and perpetrators.

NOW, THEREFORE, the City Commission of the City of St. Augustine Beach, does hereby proclaim October 2022 as **DOMESTIC VIOLENCE AWARENESS MONTH** in the City of St. Augustine Beach.

IN WITNESS of which, I, Donald Samora, hereunto set my hand and cause the Official Seal of the City of St. Augustine Beach, Florida, to be affixed this 3rd day of October 2022.

Mayor Donald Samora

ATTEST:

City Manager Max Royle

Proclamation

WHEREAS, city government is the government closest to most citizens and the one with the most direct daily impact upon its residents; and

WHEREAS, municipal government provides services and programs that enhance the quality of life for residents, making their city their home; and

WHEREAS, city government is administered for and by its citizens and is dependent upon public commitment to and understanding of its many responsibilities; and

WHEREAS, city government officials and employees share the responsibility to pass along the understanding of public services and their benefits; and

WHEREAS, Florida City Government Week offers an important opportunity for elected officials and city staff to spread the word to all citizens of Florida that they can shape and influence this branch of government; and

WHEREAS, the Florida League of Cities and its member cities have joined together to teach citizens about municipal government through a variety of activities.

NOW, THEREFORE, I, Donald Samora, Mayor of the City of St. Augustine Beach, Florida, do hereby recognize the week of October 17 to 23, 2022, as Florida City Government Week and encourages all citizens, city government officials and employees to participate in events that recognize and celebrate Florida City Government Week. The City also encourages educational partnerships between city government and schools, as well as civic groups and other organizations.

PRESENTED this 3rd day of October 2022.


Mayor Donald Samora

ATTEST:

City Manager Max Royle

MEMORANDUM

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

FROM: Max Royle, City Manager 

DATE: September 6, 2022

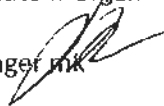
SUBJECT: Re-Appointment to Three-Year Term of Comprehensive Planning and Zoning Board Members Kevin Kincaid, Chris Pranis and Larry Einheuser

The current term of each of these three regular members will expire in November 2022. Each has said he would like to continue serving on the Board. Accordingly, we ask that you re-appoint each.

There are no applications from other residents requesting that they be considered for appointment to the Board.

MEMORANDUM

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

FROM: Max Royle, City Manager 

DATE: September 6, 2022

SUBJECT: Resolution 22-12, to Have Canvassing of Vote-by-Mail Ballots for the November 2022 General Election Done by the St. Johns County Supervisor of Elections

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

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

Resolution 22-12 (attached) will provide that designation for the November 2022 general election.

RESOLUTION 22-12

CITY OF ST. AUGUSTINE BEACH
ST. JOHNS COUNTY
FLORIDA

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

The City Commission of St. Augustine Beach, St. Johns County, Florida, in regular meeting duly assembled on Monday, October 3, 2022, resolves as follows:

WHEREAS, the general election for 2022 is scheduled for November 8, 2022; and

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

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

RESOLVED AND DONE, this 3rd day of October 2022, by the City Commission of the City of St. Augustine Beach, St. Johns County, Florida.


Mayor Donald Samora

ATTEST:

City Manager Max Royle

MEMORANDUM

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

FROM: Max Royle, City Manager 

DATE: September 22, 2022

SUBJECT: Budget Resolutions

Budget Resolutions:

- A. 22-12, to Adjust Three Accounts in the Current Fiscal Year 2022 General Fund Budget for Planning Department Wages and Purchase of Air Conditioning Equipment for City Hall and the Police Station
- B. 22-13, to Adjust the Fiscal Year 2023 Budget to Show Carry Over of Funds from FY 22 to Purchase Two Vehicles for the Building Department
- C. 22-14, to Amend the Fiscal Year 2023 Budget to Appropriate \$500,000 from American Rescue Plan Funds for the Purchase of Two Garbage Trucks

Each budget resolution is attached with and explanatory memo from the Finance Director.

M E M O R A N D U M

TO: MAX ROYLE, CITY MANAGER
FROM: PATTY DOUYLLIEZ, FINANCE DIRECTOR
SUBJECT: BUDGET RESOLUTION 22-12
DATE: 9/19/2022

The above referenced budget resolution is requested to adjust the current year budget. Throughout the year it is necessary to adjust the accounts and amounts in the current budget to reflect how expenses and revenues are recorded. The requested adjustments reflect a need to increase regular wages in the Comprehensive Planning Department and to fund the purchase of three new a/c units at city hall and the police department in Other Governmental Services.

If there are any questions, please let me know.

BUDGET RESOLUTION 22-12

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

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

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

INCREASE: Account 001-364-000 (General Fund-Disposition of Fixed Assets) in the amount of \$30,000.00 which will increase the appropriation in this account to \$35,000.00.

INCREASE: Account 001-1500-515-1200 (General Fund-Comp Planning-Regular Wages) in the amount of \$13,000.00 which will increase the appropriation in this account to \$160,154.43.

INCREASE: Account 001-1900-519-6200 (General Fund-Other Gov Svc-Buildings) in the amount of \$17,000.00 which will increase the appropriation in this account to \$237,030.00.

RESOLVED AND DONE, this 3rd day of October 2022 by the City Commission of the City of St Augustine Beach, St. Johns County, Florida.

Mayor – Commissioner

ATTEST:

City Manager

M E M O R A N D U M

TO: MAX ROYLE, CITY MANAGER
FROM: PATTY DOUYLLIEZ, FINANCE DIRECTOR
SUBJECT: BUDGET RESOLUTION 22-13
DATE: 9/19/2022

The above referenced budget resolution is needed to carryover the purchase of two new vehicles in the Building Department. These vehicles were approved and ordered in FY22, however, due to delays they were not received but are expected in FY23. The funds for these units were taken from the Building Department Reserves.

If there are any questions, please let me know.

BUDGET RESOLUTION 22-13

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

**RE: TO AMEND THE FY2023
GENERAL FUND BUDGET**

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

INCREASE: Account 001-381-700 (General Fund-Building Dept Carryover) in the amount \$101,000.00 which will increase the appropriation in this account to \$101,000.00.

INCREASE: Account 001-2400-524-6410 (General Fund-Prot Inspections-Vehicles) in the amount of \$101,000.00 which will increase the appropriation in this account to \$101,000.00.

RESOLVED AND DONE, this 3rd day of October 2022 by the City Commission of the City of St Augustine Beach, St. Johns County, Florida.

ATTEST:

Mayor – Commissioner

City Manager

M E M O R A N D U M

TO: MAX ROYLE, CITY MANAGER
FROM: PATTY DOUYLLIEZ, FINANCE DIRECTOR
SUBJECT: BUDGET RESOLUTION 22-14
DATE: 9/22/2022

The above referenced budget resolution is needed to carryover the purchase of two new garbage trucks purchased with ARPA funds. These vehicles were approved and ordered in FY22, however, due to delays they were not received but are expected in FY23.

If there are any questions, please let me know.

BUDGET RESOLUTION 22-14

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

**RE: TO AMEND THE FY2023
ARPA FUND BUDGET**

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

INCREASE: Account 320-331-510 (ARPA-Revenue Other Financial Assistance) in the amount of \$500,000 which will increase the appropriation in this account to \$2,047,500.

INCREASE: Account 320-3400-534-6410 (ARPA-Garbage-Vehicles) in the amount of \$500,000.00 which will increase the appropriation in this account to \$500,000.00.

RESOLVED AND DONE, this 3rd day of October 2022 by the City Commission of the City of St Augustine Beach, St. Johns County, Florida.

Mayor – Commissioner

ATTEST:

City Manager

MEMORANDUMMeeting Date 10-3-22

Date: October 3, 2022

To: Max Royle, City Manager

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

Subject: Stormwater Utility Fee: Continuation of Discussion

BACKGROUND

On June 17, 2021, the City Commission conducted a workshop to discuss the potential implementation of a stormwater utility fee to address future stormwater needs. The Public Works Director presented the following estimated costs for future stormwater projects:

Vulnerability Study Projects	\$ 3.6 million
2004 Stormwater Master Plan Remaining Projects	\$ 1.8 million
<u>Future Drainage Projects (Master Plan Update)</u>	<u>\$ 4.8 million</u>
TOTAL ESTIMATED COST	\$10.2 million

At the workshop, a listing of several cities' stormwater utility fees was presented, ranging from roughly \$5 per month to \$10 per month. It was discussed that an assessment of approximately \$8.33 per month would generate up to \$500,000 in annual revenue for stormwater improvements and maintenance.

Also discussed in the workshop were the steps necessary to implement a Stormwater Utility Fee and the need to:

- Establishing a structure for equivalent residential units (ERUs).
- Quantify impervious and semi-impervious surface areas
- Establishing a rate for undeveloped properties
- Establishing any exemption or credit policies
- Establishing a schedule of projects to be implemented.

Commission Direction from 6/17/21 Workshop

The City Commission discussed the potential for a stormwater utility and determined they did not have sufficient information to proceed. The Commission directed staff to provide additional information at an upcoming meeting.

Commission Presentation on 10/4/2021

On October 4, 2021 staff requested Commission direction whether to advertise for a public meeting to begin the process of adopting a non-ad valorem stormwater utility fee for FY 2023. A copy of the 10/4/2021 presentation is included below for reference:



CITY OF ST. AUGUSTINE BEACH

*Regular City Commission Meeting
Monday October 4, 2021*

*Stormwater Utility Fee
Continuation of Discussion*

William Tredik, P.E. Public Works Director

JUNE 17, 2021 WORKSHOP DISCUSSION

- **Drainage Projects**
 - \$3.6 million - Vulnerability Study Projects
 - \$1.8 million - Remaining 2004 Stormwater Master Plan Projects
 - \$4.8 million - Other Drainage Projects
- **Other Jurisdictions' Fees**
 - Fees vary, average between \$5 and \$10 per month
- **Commission Direction**
 - Not ready to hire consultant
 - More information required on project prioritization
 - Desire to see updated Stormwater Master Plan to better understand project costs

ADDITIONAL INFORMATION NEEDED FOR PROJECTS

- **Stormwater Master Plan Update**
 - Refined cost estimates
 - Prioritization of projects
 - Understanding of overall funding needs
 - Strategy for implementation
- **Adaptation Plan**
 - Further develop Vulnerability Study recommendations
 - Permitting requirements / environmental challenges
 - Refined cost estimates
 - Strategy for funding

ESTIMATED FY 2023 OPERATION AND MAINTENANCE (O&M) COSTS

Item	FY23 Anticipated Costs
Salaries + benefits	\$ 114,000
Mizell Pond O&M	\$ 18,000
Versaggi Pump Sta. O&M	\$ 10,000
Sandpiper Pump O&M	\$ 10,000
Ocean Walk Pump O&M	\$ 2,000
Ditch Maintenance	\$ 15,000
Drg. Structure Repair and Maint.	\$ 25,000
Pipe Cleaning and Repair	\$ 15,000
TOTAL	\$ 209,000

STORMWATER NON-AD VALOREM FEE FOR O&M

- Maintenance is not optional; Costs are predictable
- **Dedicated revenue source** for recurring costs
- Less initial cost than most stormwater assessments
- **All properties benefit** from operation and maintenance of the City's drainage infrastructure
- If range is set appropriately, fee can be adjusted annually to cover project costs as needed

DEVELOPMENT OF FEE

- **Determine the Equivalent Residential Unit (ERU)**
 - **Averaging residential impervious area from aerials and property appraiser records**
- **Measuring commercial impervious surface areas**
 - **Utilization of aerial photography**
 - **Assignment of ERUs based upon impervious area**
- **Determinization of exemptions and/or credits and assessment for vacant land**
 - **Research of other successful fee methodologies**
- **Set range sufficient for incorporation of future projects**

DEVELOPMENT OF FEE

- Determine the Equivalent Residential Unit (ERU)
 - Averaging residential impervious area from aerials and property appraiser records
- Measuring commercial impervious surface areas
 - Utilization of aerial photography
 - Assignment of ERUs based upon impervious area
- Determinization of exemptions and/or credits and assessment for vacant land
 - Research of other successful fee methodologies
- Set range sufficient for incorporation of future projects

ERU ESTIMATES

Key Assumptions

- 2,800 Single Family Residential Properties
 - 2,800 sf Average Impervious Surface Area
 - 2,100 sf house + garage
 - 600 sf driveway
 - 100 sf patio / porch / other
- 1 ERU = 2,800 SF

COMMERCIAL ERU ESTIMATES

Key Assumptions

- 250+/- Acres of Commercial Property
 - 45% impervious
- 113+/- acres of impervious surface area (4.9M SF)
- Estimated # of Commercial ERUs = 1,750

TOTAL Estimated ERUs = 2,800 (Res) + 1,750 (Comm) = 4,550

MAINTENANCE COST PER ERU

- \$209,000 FY23 maintenance cost
- 4,550 ERUs
- Annual Maintenance Cost per ERU = \$45.93 / year
(\$3.83 / month)

STEPS TO IMPLEMENT FEE IN FY23

Oct. 2021	Authorize staff to advertise for a public meeting to adopt a resolution indicating intent to adopt a stormwater non-ad valorem assessment. Ad must run four (4) consecutive weeks prior to the meeting)
Dec. 2021	Pass resolution expressing intent to adopt assessment
Jan. 1, 2022	Notify the Tax Collector of the intent to adopt assessment
April 2022	Set annual and total ranges for the non-ad valorem assessment; set the first year assessment; set the term for the assessment; set the total assessment to be collected
June 2022	Hold Public Hearing and set the initial assessment rate
Aug. 2022	Pass resolution and enter agreement with Tax Collector

After discussion, the City Commission opted to not move forward in with a stormwater non-ad valorem fee in FY 2023.

DISCUSSION

Future Funding of Drainage Needs

Capital Projects

Funding of the City's active capital improvement stormwater projects is currently fully dependent upon a combination of grants and legislative appropriations. The FY 2023 budget includes over \$1 million for capital drainage projects. Of this, all but \$10,000 is provided through grants and legislative appropriations. Though we have been successful in obtaining outside revenue, future funding through these avenues is unpredictable and uncertain. Full dependency upon outside funding sources is not a tenable long-term strategy to implement a successful stormwater capital improvements program. A balanced funding approach consisting of both city revenues and outside sources offers a more dependable funding strategy.

Stormwater Maintenance

Stormwater operation and maintenance (O&M) is essential to ensure a working and efficient citywide drainage system. Currently stormwater O&M is fully funded through ad valorem taxes. This funding mechanism makes O&M extremely vulnerable to budgetary constraints in any given year. A proper O&M strategy preserves the health, safety and welfare of residents as well as preserves private property and public infrastructure. Funding stormwater O&M through a non-ad valorem assessment offers significant benefits for a successful program, including:

- Guarantee of funding for routine maintenance (staff and materials)
- Ability to fund stormwater maintenance equipment

Dedicated Revenue Source

Adopting a stormwater non-ad valorem assessment would create a dedicated revenue source to ensure funding to match City grants for stormwater capital projects. It would also guarantee funding for critical maintenance of the existing *and expanding* City stormwater management system. New projects coming online in the next few years, such as Ocean Walk Improvements, Magnolia Dunes / Atlantic Oaks Circle Improvements, C.R. A1A Storm Surge Protection etc. will incur increased operation and maintenance costs. Without a dedicated revenue source, the City faces a serious risk of inadequate funding of its stormwater O&M program, which could result in system failures. Such failures are preventable through a fully funded and robust O&M program.

If the Commission desires to continue consideration of a stormwater utility fee for FY 2024 the following steps are necessary:

October 3, 2022	<i>Authorize staff to advertise for a public meeting to adopt a resolution indicating intent to adopt a stormwater non-ad valorem assessment. Ad must run four (4) consecutive weeks prior to the meeting)</i>
November 14, 2022	Pass resolution expressing intent to adopt a non-ad valorem assessment
by January 1, 2023	Notify the Tax Collector of the intent to adopt a non-ad valorem assessment
April 3, 2023	Set annual and total ranges for the non-ad valorem assessment; set the first year assessment; set the term for the assessment; set the total assessment to be collected
June 2023	Hold Public Hearing and set the initial assessment rate
August 7, 2023	Pass resolution and enter agreement with Tax Collector

The Commission can opt to discontinue consideration of a stormwater utility at any time during the above process.

ACTION REQUESTED

Staff seeks authorization from the City Commission to advertise for a public meeting on November 14, 2022 to consider a resolution stating the City's intent to adopt a non-ad valorem stormwater utility fee for FY 2024. The advertisement must run four (4) consecutive weeks prior to the public meeting.

MEMORANDUM

TO: Max Royle, City Manager

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

DATE: October 3, 2022

SUBJECT: Undergrounding of Power Lines
2nd Street between A1A Beach Boulevard and 2nd Avenue

BACKGROUND

The 2nd Street Extension and Widening project is now under construction. Work includes construction of a new curb and gutter roadway west of 2nd Avenue as well as roadway widening and installation of curb and gutter east of 2nd Avenue. The project is anticipated to be complete in Spring 2023.

During project development, the City Commission expressed a desire to underground utility lines in conjunction with roadway improvements, and staff met with Florida Power and Light (FPL) to begin the process. It was determined that in order to transition to underground power lines, FPL would require a 10' wide easement from 2nd Street property owners west of 2nd Avenue. Due to the developed condition and limited right of way east of 2nd Avenue, FPL agreed to accept 5' wide easements east of 2nd Avenue. Additionally, FPL required 10'x10' easements for transformer locations, where located outside of the 10' or 5' roadside easements. The City would be responsible for paying for all design fees to FPL and the cost of furnishing and installing new underground power lines and transformers. It was discussed at the time that there would also be a cost to individual homeowners to convert to the underground power system, with the cost dependent upon each property owner's exact situation.

The City Commission authorized FPL to begin design for both roadway segments and authorized staff to work with property owners and FPL to secure the required easements. As of this writing, the FPL design is not complete, however the following preliminary plan for the east block is shown in Figure 1. A preliminary plan west of 2nd Avenue has not yet been provided.

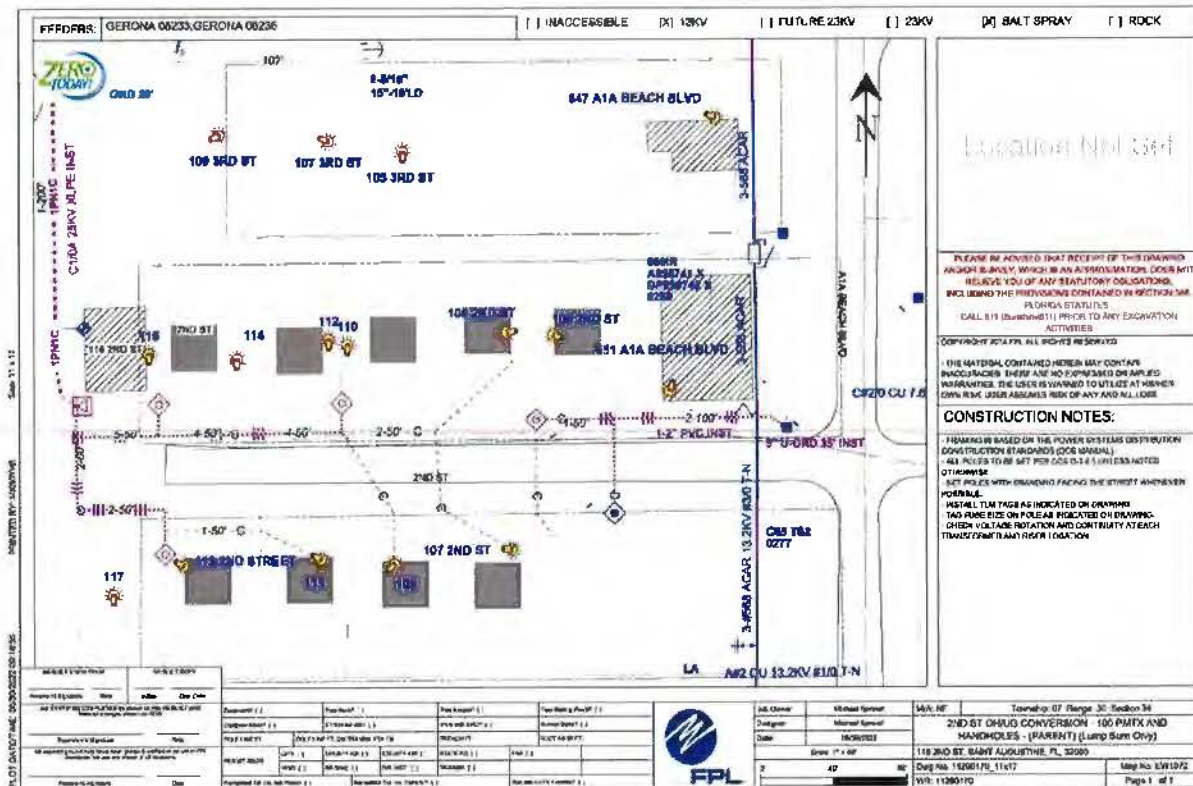


Figure 1 - Preliminary FPL Underground Design - East Block

DISCUSSION

West Block (New Roadway):

Though preliminary plans for the west block are not yet available from FPL, the necessary easements have been executed to complete undergrounding of utilities in this location. Easements are being held by the City and will be recorded upon receipt of plans from FPL, after which the City will contract to install conduits and transformer pads. FPL will pull the new lines and install the transformers. Developers of each property will be responsible for installing electrical service to their lot.

East Block (Widening):

As shown on Figure 1, east block properties will be served from both the east and the west. 5' easements are required in all locations where a power line runs parallel to the roadway. Unfortunately, the City has not succeeded in acquiring all of the necessary easements to install the underground lines. The City sent multiple mailings to each property owner with the required easement forms.

The City enlisted the aid of local residents who were in favor of the undergrounding project to facilitate communications and better understand the reservations of property owners. A Zoom meeting was held between the City and property owners to this end.

Based upon these communications, the primary reason for property owner reservations to the undergrounding effort is the high cost to they will incur to make the transition to underground service. These property owner costs include:

- Electrician cost to run underground service to the transformer
- Modifications to the FPL meter
- Modifications to roofs/eaves
- FPL tariff (up to \$750 per meter)

Property owners coordinated with Justin Motley, a local electrician, to get a ballpark estimate of the potential costs they may face to transition to underground service. Mr. Motley estimated that each service which had an unobstructed path between the existing meter location and the proposed transformer location would have an associated cost of \$2,000 to \$4,000 per service. For those services which require an underground directional bore (3 potential locations), Mr. Motley estimated the cost could be \$5,000 to \$7,000 per service. These costs would be in addition to the aforementioned FPL tariff. Mr. Motley's letter is attached for reference. Based upon the above costs the total cost to all property owners in the east block of 2nd Street could be between \$34,000 and \$52,000

The above costs represent a significant financial challenge to property owners who are already served by FPL, and are the primary cause of their resistance to signing the required easements.

Options:

Unfortunately, due to the high cost to the property owners, the probability of securing all of the required easements is currently very low. Other cities have handled this challenge in various ways. Jacksonville Beach did not require property owners to make the switch. This method, however, significantly delays the ultimate removal of the poles. Holly Hill and St. Pete Beach both included customer relocation costs in their project workplan, thus reducing the reservations to granting of easements. The Holly Hill project is funded through a Community Redevelopment Area (CRA) and uses Tax Increment Financing to reimburse the cost of the improvements over time. 2nd Street A1A Beach Boulevard would not meet the criteria for a CRA and would require an alternate funding strategy.

Based upon the above considerations the following options appear available:

1. Require the service modifications to be funded by the property owners
2. Pay upfront costs and establish a non ad valorem assessment to recover service connection modification costs.

3. Fund (in full or in part) the property owners' service connection modifications
4. Defer undergrounding to a future date.

Option No. 1 has a low probability of success. The City is unlikely to secure the necessary easements with this approach.

Option No. 2 has a better chance of success and would distribute the property owners' costs over multiple years. This option would ensure that those who benefit from the conversion also pay for the work, but the City would need to front all project costs.

Option No. 3 has a high probability of success, but places the entire financial burden on all City taxpayers, most of whom do not benefit from the improvements. It would also set a financial precedent for future undergrounding efforts. Any such precedent may limit the success and implementation of a long-term undergrounding program.

Option No. 4 has the least financial impact to the City. Undergrounding of the eastern block of 2nd Street can be accomplished at a later date. Deferring this block will not substantively impact any future undergrounding of utilities along 2nd Street.

Based upon the above analysis, Staff recommends either Option No. 2 or Option No. 4 be chosen in relation to the undergrounding of utilities on 2nd Street between A1A Beach Boulevard and 2nd Avenue. If Option No. 2 is selected, funds will need to be allocated to pay for improvements up front. The City would need to advertise for four (4) consecutive weeks prior and conduct a public hearing on November 14, 2022, passing a resolution of intent to implement a non ad valorem assessment. The non ad valorem assessment would not begin to generate revenue until FY 2024.

RECOMMENDED ACTION

Selection of Option No. 2 or Option No. 4 above.

If Option 2 is selected: Authorize staff to draft a resolution stating intent to implement a non ad valorem assessment, schedule a public hearing for November 14, 2022, and advertise the public hearing for four (4) consecutive weeks prior to the hearing date.

If Option 4 is selected: Provide guidance to staff whether to continue to pursue undergrounding of utilities along 2nd Street, between 2nd Avenue and A1A Beach Boulevard.



ER# 13015164
4 Coquina ave
St. Augustine, FL
32080
904-669-3920
justin@motley-electric.com

I, Justin Motley, conducted a site visit to the residences on 2nd street to ascertain the necessary labor and materials required to convert each existing overhead service to underground as proposed in plans provided by FPL representative Michael Spruill. It is my estimation that each service which has an unobstructed path between the existing meter location and the proposed transformer location would have an associated cost range of \$2,000.00 - \$4,000.00 per service meter. For those services which would require an underground directional bore, I would estimate the cost to be \$5,000.00- \$7,000 per service. The units most likely to require a directional bore would be 107, 109, 111.

If we can be of any further assistance, please let us know.

Justin Motley

MEMORANDUM

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

FROM: Max Royle, City Manager 

DATE: September 23, 2022

SUBJECT: Ordinance 22-13, First Reading, to Vacate Alley between 1st and 2nd Streets, West of 2nd Avenue

At your September 12th, you held a public hearing on the request to vacate this alley and approved the request. The next step is an ordinance to vacate the alley.

However, as we have not received the ordinance by the date of this memo, the topic will have to be on the agenda for your November meeting. If we receive the ordinance before your October 3rd meeting, we will make it available for first reading at your October meeting.

MEMORANDUM

TO: Max Royle, City Manager

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

DATE: October 3, 2022

SUBJECT: Commercial Solid Waste and Recycling Non-Ad Valorem Assessment
Vacation Rentals

BACKGROUND

On August 6, 2020, the City Commission modified Chapter 10 – Garbage and Trash of the City Code. The changes were intended to expand the non ad valorem assessment to fund collection and recycling, in addition to the already enacted disposal assessment. Changes were also intended to streamline collection by eliminating “can counts” and reduce the number of commercial service premises, collected by the City, with 6 or more dwelling units.

To reduce the time associated with can counts, the Code changes required commercial customers to purchase “City” waste carts of either 64 gallon or 96 gallon (or a combination thereof) to match their historical usage as established by the can count method. Provided the material was curbside in a “City” cart, it would be collected and the customer would pay a set fee per purchased cart, as established by resolution. Dwelling units in condominiums and apartment complexes were exempted from this cart purchase requirement.

As garbage volumes for commercial properties can vary over time, the code changes included a provision for billing of overages; including uncontainerized material or material in unauthorized containers.

DISCUSSION

While the elimination of the can count method has resulted in savings in traditional commercial customers costs, this benefit has not been realized to the same extent for the 164 vacation rental properties. For these vacation rentals, logging and billing of overages continues to consume limited staff resources.

On the collection side, logging of overages requires the refuse vehicle to stop, and the driver to log and identify the responsible party for any non-City container or material not in a container. At times it has proven difficult to identify the responsible entity, resulting in customer dissatisfaction.

On the billing side, logged overages must then be entered into the system at Public Works and sent to Finance Department for billing, which consumes additional staff time. After billing, staff time is spent answering inquiries relating to overages and other related matters.

Recent Changes

In 2022 the City Commission approved bringing dwelling units within condominium and apartment complexes into the residential solid waste non ad valorem assessment for the upcoming fiscal year. This was possible as Chapter 10 of the City Code specified that dwelling units within condominiums and apartment complexes are to be assessed the same fee per dwelling unit as residential services premises. Fees for these dwelling units will be included in the upcoming tax bills, and the City will no longer bill condominium complexes for their dwelling units.

Proposed Non Ad Valorem Assessment for Vacation Rentals

Per Chapter 10 of the City Code, vacation rentals are billed monthly as commercial services premises based upon the fee structure set by resolution. They are thus not appropriate for inclusion in the existing residential non ad valorem assessment. Development of a vacation rental commercial non ad valorem assessment for solid waste and recycling services would eliminate the monthly billing for these 164 vacation rentals, freeing staff hours to complete other critical tasks. Such a change would also eliminate the overage logging, reduce collection times and increase customer satisfaction.

Per Florida statute, implementation of a non ad valorem assessment must follow multiple steps which take roughly a year to implement. The proposed schedule for the development of a commercial solid waste and recycling non ad valorem assessment for vacation rentals would be

- | | |
|--------------------------|---|
| October 3, 2022 | <i>Authorize staff to advertise for a public meeting to adopt a resolution indicating intent to adopt a commercial solid waste and recycling non-ad valorem assessment. Ad must run four (4) consecutive weeks prior to the meeting)</i> |
| November 14, 2022 | Pass resolution expressing intent to adopt a non-ad valorem assessment |

by January 1, 2023	Notify the Tax Collector of the intent to adopt a non-ad valorem assessment
April 3, 2023	Set annual and total ranges for the non-ad valorem assessment; set the first year assessment; set the term for the assessment; set the total assessment to be collected
June 2023	Hold Public Hearing and set the initial assessment rate
August 7, 2023	Pass resolution and enter agreement with Tax Collector

ACTION REQUESTED

Staff seeks authorization from the City Commission to advertise for a public meeting on November 14, 2022 to consider a resolution stating the City's intent to adopt a commercial solid waste and recycling non-ad valorem assessment for FY 2024. The advertisement must run four (4) consecutive weeks prior to the public meeting.

**City of St. Augustine Beach Building and Zoning Department****TO: Max Royle****FROM: Brian Law****SUBJECT: Code Enforcement Officer****DATE: 9-19-2022**

Currently the City employs one Code Enforcement Officer, Mr. Gil Timmons. Mr. Timmons has been employed since August 3, 2020. The current workload for the code enforcement has exceeded what is possible for one individual to perform correctly and efficiently. The immense workload will more than likely lead to employee fatigue. The transient rental program currently includes approximately 230 unit inspections per year during the business tax renewal period. This volume of inspections leaves the code enforcement officer with little to no time to continue normal code enforcement duties. There is no additional support for the code enforcement division in the event of FMLA leave, vacation, separation of employment, etc., to continue code enforcement operations. At recent city commission meetings, several citizens have mentioned the lack of enforcement regarding the short term transient rentals that are legally and illegally in the city. One potential solution to address this issue and provide the city with an adequately staffed code enforcement division is to increase the transient rental fee annual inspection fees to a value commensurate with the surrounding jurisdictions. Attached to this memo is a unit inspection sheet with different costs per inspection and short term rental fees from surrounding jurisdictions.

I ask that the City Commission consider increasing the transient rental fees for the annual inspection to fund the additional code enforcement officer for the city. In the event the City Commission decides to increase fees to hire a second code enforcement officer a resolution to adjust the fee schedule to include the updated fee decided upon by the City Commission would be presented at the December 5th meeting with a 30 day moratorium. In addition to this resolution the Finance Director would need to prepare a budget resolution to amend the adopted budget for the additional staff.

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

	UNITS	UNIT INSPECTION COSTS				
COST PER UNIT		\$125.00	\$250.00	\$300.00	\$400.00	\$500.00
MDR UNITS	131					
COM	86					
TOTAL UNIT INSPECTIONS	227 (FY 21 statistics)	\$28,375.00	\$56,750.00	\$68,100.00	\$90,800.00	\$113,500.00
DIFFERENCE IN REVENUE		\$0.00	\$28,375.00	\$39,725.00	\$62,425.00	\$85,125.00

EXISTING CODE ENFORCEMENT OFFICER PROJECTED SALARY AND BENEFITS IS \$69728.92

ADDITIONAL EMPLOYEE WITH MAX BENEFITS IS APPROXIMATELY \$73,416 INCLUDING FULL FAMILY INSURANCE FRS AND TAXES STARTING SALARY AT \$42,450

TOTAL STAFFING FOR TWO CODE ENFORCEMENT OFFICERS IS \$143,144.92

SHORT TERM RENTALS

St. Augustine, FL :

Registration Fees

The City Commission adopted the following *tiered rate fee schedule* with Resolution 2020-27: a Base Rate of \$294.48 + \$73.81 per rental bedroom. A late renewal fee is \$100 and re-inspection fee is \$50.

- Studio* - \$294.48
- One Bedroom - ($\$294.48 + \73.81) = \$368.29
- Two Bedrooms - ($\$294.48 + \147.62) = \$442.10
- Three Bedrooms - ($\$294.48 + \221.43) = \$515.92
- Four Bedrooms - ($\$294.48 + \295.24) = \$589.73
- Five or more Bedrooms - ($\$294.48 + \369.05) = \$663.54

* - Studio/Efficiency spaces are limited to 2 occupants. A studio/efficiency is "A dwelling unit containing only one habitable room."

Registration is required annually. What is the registration period?

The registration period follows our fiscal year, October 1 - September 30. Renewals are to be submitted by October 1st each year, or a late renewal fee of \$100 will be assessed.

If a new registration is submitted outside of the October 1st deadline for renewals, registration fees will not be prorated.

Palm Coast, FL:

The cost of registering residential properties is \$5.00 per unit. A single family dwelling is one unit and a duplex dwelling is two units.

Flagler County:

Initial: \$400.00 • Renewal: \$200.00 • Transfer: \$50.00 • Modifications: \$50.00

The owner is required to obtain an annual short-term vacation rental certificate for each dwelling unit

Parkland, FL:

Vacation Rental Registration Certificate

\$500.00 application fee

\$100.00 re-inspection, no-show inspection

Range: First to Last
Activity Date Range: 10/01/20 to 09/30/21 Activity Type Range: TLF-INSPECTION to TLF-RE-INSP
Statuses: PASS, PASS REINSPECT
Inspector Id Range: First to Last
Range of Rental Types: First to Last

Rental Id	Parcel Id	Property Location		Owner Name		Phone	
Activity Type	Inspector	Date	Start Time	End Time	Actual Time	Status	Rental Type

Activity Type Totals:

TLF-INSPECTION: 195 TLF-RE-INSP: 32

Total Activities: 227 Total Rentals: 141

Inspector Totals:

GIL T: 8
JENNIFER: 219

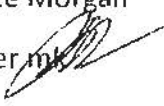
Page No: 1

Range of Rental Types: First to Last

JENNIFER: 6

MEMORANDUM

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

FROM: Max Royle, City Manager 

DATE: September 13, 2022

SUBJECT: Request by Vice Mayor Rumrell to Discuss Changing Policy for When Commission Regular Meetings are to End

At this time, Resolution 18-01 (copy attached) states the following:

- That the Commission's regular meeting is to be held on the first Monday of the month.
- That the regular meeting is to begin at 6:00 p.m. and end at 9:30 p.m., unless the Commission votes to extend the time to 10 p.m.
- That the standard length of Commission meetings shall be 3 ½ hours unless the Commission votes to extend it for an additional 30 minutes.
- That if all the business at the regular meeting isn't finished by 10 p.m., the regular meeting shall be continued to the next business day.

Vice Mayor Rumrell wants to discuss with you not having the regular meeting end at 10 p.m. and not for it to be continued to the next business day, but for the meeting to continue, if necessary, beyond 10 p.m. and last until the Commission has finished with all the topics on the agenda.

If you agree with his proposal, then it can be implemented by another resolution that will change the policy in Resolution 18-01.

ANOTHER CONSIDERATION

It is that you may have suggestions for other changes to what could be called "agenda management" and that could improve the pace of your meetings, such as whether Commission Comments should be at the end of the agenda as they were in the past years.

RESOLUTION NO. 18-01

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

**RE: TO AMEND THE CITY
COMMISSION'S POLICIES AND
PROCEDURES MANUAL BY
UPDATING POLICIES IN AGENDA
FORMAT AND COMMISSION
MEETINGS SECTIONS**

The City Commission of St. Augustine Beach, St Johns County, Florida, in regular meeting duly assembled on Saturday, January 6, 2018, resolves the following:

WHEREAS, the City Commission would like to change the procedures of the Policies and Procedures Manual under sections Agenda Format and Commission Meetings; and

WHEREAS, the Commission discussed what items should be changed at their Regular Commission meeting in December; and

NOW, THEREFORE, BE RESOLVED BY, the City Commission of the City of St. Augustine Beach, St. Johns County, Florida adds to the City Commission's Policies and Procedures Manual under Commission Meetings the following:

AGENDA FORMAT

1. The City Commission has adopted the following format for the agenda of regular Commission meetings.
 - I. CALL TO ORDER
 - II. PLEDGE OF ALLEGIANCE
 - III. ROLL CALL
 - IV. APPROVAL OF MINUTES
 - V. ADDITIONS OR DELETIONS OF THE AGENDA
 - VI. CHANGES TO ORDER OF TOPICS ON THE AGENDA
 - VII. PRESENTATIONS
 - VIII. PUBLIC COMMENTS
 - IX. PUBLIC HEARINGS
 - X. CONSENT
 - XI. OLD BUSINESS
 - XII. NEW BUSINESS
 - XIII. COMMISSIONER / STAFF COMMENTS
 - XIV. PENDING ITEMS**
 - XV. ADJOURNMENT

5. Upon receipt of a request by a member of the public or an organization to place a presentation upon the agenda, the office of the City Manager shall advise such member of the public or the organization that presentation is limited to ten minutes in length and must pertain to the City of St. Augustine Beach or its residents. Requests for greater length of time shall be addresses to the discretion of the Presiding Officer of the City eCommission. Public Comments for each agenda item will be two minutes per speaker. Under Agenda Format, Item VIII, Public Comments will be three minutes per speaker.
7. "Pending Items" is to list items that are not resolved and would have to be continued to another meeting.

Agenda and Commission books shall be distributed to the Commission seven days prior to the Regular Commission meetings. Submission of items on the agenda must be given to the City Manager ten days prior to the meeting for book preparation and distribution or the agenda item will be postponed.

COMMISSION MEETINGS

3. Commission meetings are to begin at 7:00- 6:00 p.m. and will end at 9:30 p.m. unless a vote to extend the meetings is approved by the Commission until 10:00 p.m. Regular Commission meeting will be on the first Monday of every month and if necessary will continue to the next business day. Standard length of Commission meetings shall be 3 ½ hours, unless a vote to extend the meeting is approved by the Commission for an additional 30 minutes.
4. Special Meetings: Topics for the agendas for special meetings will be determined in advance by the City commission, and no additional topics may be added to the agenda unless the topic or topics are of an urgent or emergency nature. Special meetings shall be scheduled for agenda items for which discussions would be over one hour in length. Special meeting notices will be posted at least 72 hours in advance of the meeting.

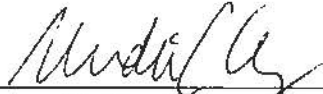
"Urgent" shall be defined as an unexpected or overlooked action that needs to be taken care of prior to the next regular meeting.

"Emergency" shall be defined as a reasonable, unforeseen breakdown of machinery, development of a dangerous condition, threatened termination of an essential service, or the development of an unforeseen circumstance which could result in curtailment or reduction of an essential service or cause possible liability or harm to the public, the City or its employees.

15. AGENDA:

- A. The Agenda, ~~which will be~~ is sent to all Commissioners and ~~will be~~ posted at City Hall for the public. ~~shall be the normal operating procedure~~ However, the Presiding Officer shall have the authority, during any meeting, and after approval by the City Commission, to change the order of business and the Agenda if the circumstances so warrant.
- B. That any item to go on the Agenda must be ~~submitted by Wednesday 12:00 noon distributed to the Commission seven days prior to the meeting, preceding the next monthly meeting.~~ This is Items are to be directed to the City Manager in writing. Inclusion of any item for the Agenda must be submitted to the City Manager ten days prior to the meeting and will depend upon the completeness of information and on the time element for the meeting. Otherwise, the item will be postponed until the next scheduled meeting.

RESOLVED AND DONE, this 6th day of January, 2018, by the City Commission of the City of St. Augustine Beach, St. Johns County Florida.


Undine George, Mayor

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 6, 2022

SUBJECT: November Regular City Commission Meeting: Selecting Date for It Because Meeting Room is Reserved for the November Election

November 7th is the first Monday of the month and is when you would usually hold your regular meeting. However, with the general election scheduled for Tuesday, November 8th, the meeting room on the 7th will be filled with voting machines and therefore not available for your meeting.

The second Monday will be November 14th. We suggest you schedule your regular meeting then.

**BOARD AND DEPARTMENTAL REPORT FOR CITY COMMISSION MEETING
OCTOBER 3, 2022**

CODE ENFORCEMENT/BUILDING/ZONING

Please see pages 1-23.

COMPREHENSIVE PLANNING AND ZONING BOARD

The minutes of the Board's August 16, 2022, will be attached to this Report in November.

SUSTAINABILITY AND ENVIRONMENTAL PLANNING ADVISORY COMMITTEE

The minutes of the Committee's September 1, 2022, are attached as pages 25-38. Also, the report from the Chair, Ms. Lana Bandy, is attached as pages 39-40.

POLICE DEPARTMENT

Please see page 41.

FINANCE DEPARTMENT

Please see page 42.

PUBLIC WORKS DEPARTMENT

Please see pages 43-46.

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. If the property owner continues to ignore the City's cease-and-desist order, the case will be submitted to the Code Enforcement Board.

B. Possible Abandoned Recreation Vehicle

It is located in the parking lot south of the Oasis restaurant and has an expired license tag. The complaint was forwarded to the Police Department and Code Enforcement Division. The owner of the property was given a verbal request and a deadline to have it removed. As it wasn't removed, the owner was given a written notice and a September 26th deadline to remove it. If not removed by that date, the matter will be forwarded to the Code Enforcement Board for action.

2. Major Projects

A. Road/Sidewalk Improvements

1) Opening 2nd Street West of 2nd Avenue

Consideration of opening this section of 2nd Street has been discussed at various times by the City Commission and the owners of the vacant lots adjacent to it since 1992. Finally, in 2021, an agreement has been reached for the owners of the lot adjacent to the street to pay the cost of the new road that will benefit their property by making it available for development. At its June 7, 2021, meeting, the City Commission adopted a fee of \$3,940, which each lot owner will pay, or an owner can pay his or her total share in one payment. The City will also pay a third of the costs. In the meantime, the City's civil engineering consultant 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 and preparations to lay the road's base.

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 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, which have been ordered. 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. The permits have been approved. Bids will be advertised and 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. However, because of other projects, especially drainage ones, require attention, advertising the REQ will be delayed.

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, when the ordinance to increase the number of licenses failed by a 2-1 vote. This topic will no longer be included in this Report.

3. Finance and Budget

A. Fiscal Year 2022 Budget

August 31, 2022, marked end of the eleventh month of Fiscal Year 2022, which began on October 1, 2021, and will end on September 30, 2022. As of August 31st, the City for its General Fund had received \$7,921,892 and spent \$6,847,907. The surplus of revenues over expenditures at the end of the tenth month was \$1,073,985. Also, as of the end of August 2022, the City had received \$3,789,867 from its major revenue source, property taxes. A year earlier, at the end of August 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 August had received 81.1% of the revenue projected to be received for the entire fiscal year and had spent 70.1% of the projected expenditures. The gap between revenues and expenditures will narrow during the remaining month of the fiscal year no revenue from property taxes is received during that month, as was true for August 2022.

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., when it lowered the millage to 2.45 mills and passed on first reading both the millage and budget ordinances. A second public hearing for the ordinances was held on September 26th, when both ordinances were passed on final reading. This topic will no longer be included in this Report.

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. It is estimated that the City would receive yearly \$1.3 million from the year. At its September 12th meeting, the City Commission discussed possible projects that could be done with money from the additional tax. They include drainage, road paving, equipment for the Police Department, public transportation improvements to pier park, the River-to-Sea bicycle/pedestrian loop, etc.

4. Miscellaneous

A. Permits for Upcoming Events

In September, the City Manager approved the following permits: a) Paddle Out for Russell Brownley on September 24, 2022; b) City's Art Walk on Saturday, November 26, 2022, from 2 p.m. to 7 p.m.

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. At its September, 12th meeting, the Commission scheduled a workshop on Wednesday, October 5th, at 5:30 p.m. with the Planning Board and the Sustainability and Environmental Planning Advisory Committee.

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 on October 3, 2022. The \$25,000 grant must be spent by March 31, 2023.

D. City's Population

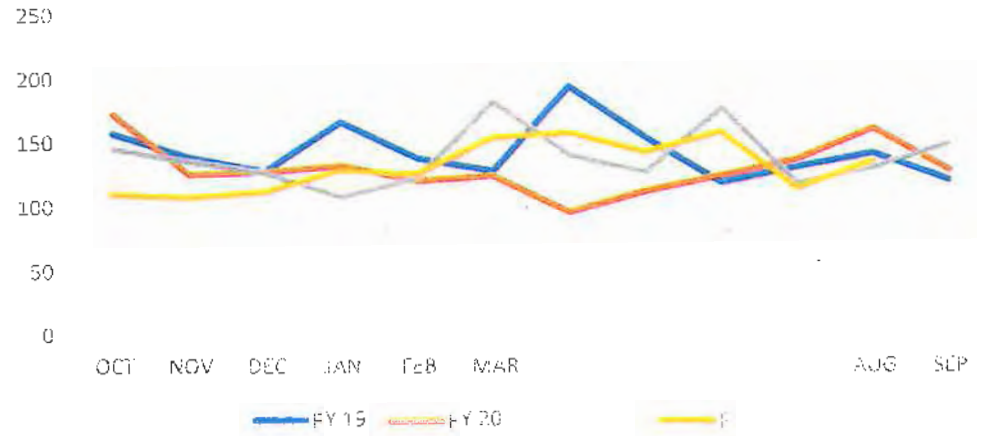
Each year the Bureau of Economic and Business Research at the University of Florida provides an estimate of the population of cities and counties to the State. The population estimate for St. Augustine Beach as of April 1, 2022, is 6,914. A year earlier, the estimate was 6,888.

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	137
SEP	122	131	151	
TOTAL	1729	1583	1683	1461

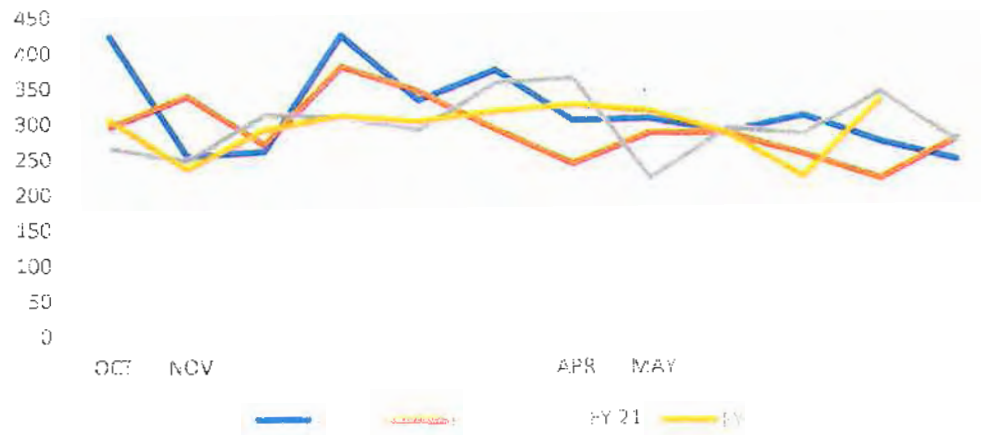
OF PERMITS ISSUED



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	335
SEP	250	281	277	
TOTAL	3817	3524	3596	3270

OF INSPECTIONS PERFORMED

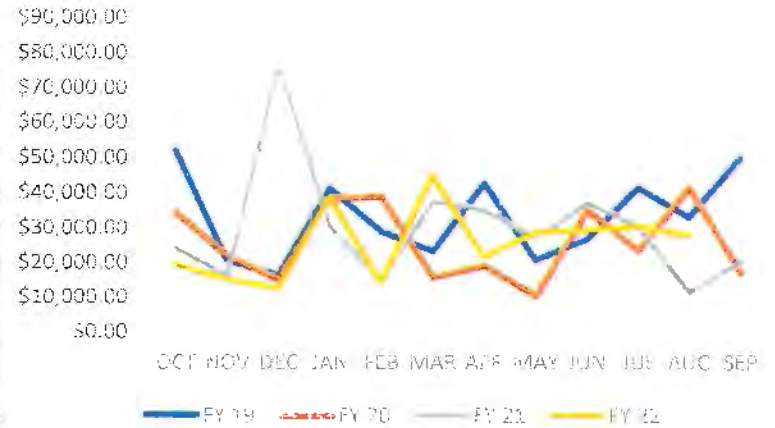


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

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	\$27,845.37
SEP	\$49,543.66	\$17,169.56	\$20,329.54	
TOTAL	\$392,880.82	\$309,768.58	\$359,577.12	\$280,571.65

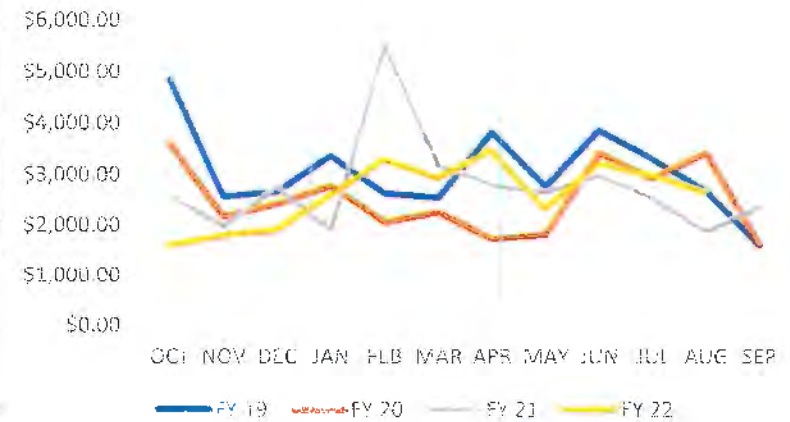
BUILDING PERMIT FEE GRAPH



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	\$2,642.88
SEP	\$1,579.42	\$1,621.00	\$2,352.24	
TOTAL	\$36,360.23	\$30,124.61	\$32,994.08	\$28,562.45

MECHANICAL PERMIT FEE REPORT

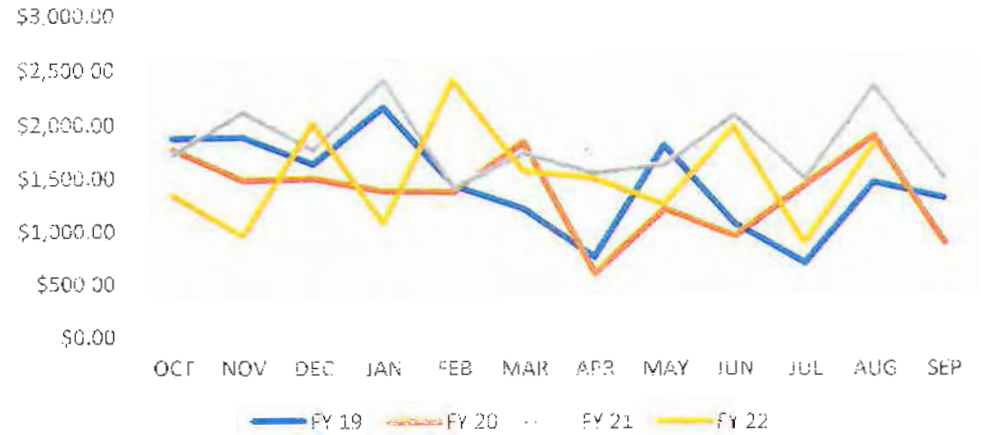


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

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	\$1,824.00
SEP	\$1,310.00	\$895.00	\$1,520.00	
TOTAL	\$17,208.61	\$16,351.00	\$21,863.00	\$16,754.50

ELECTRICAL PERMIT FEE REPORT

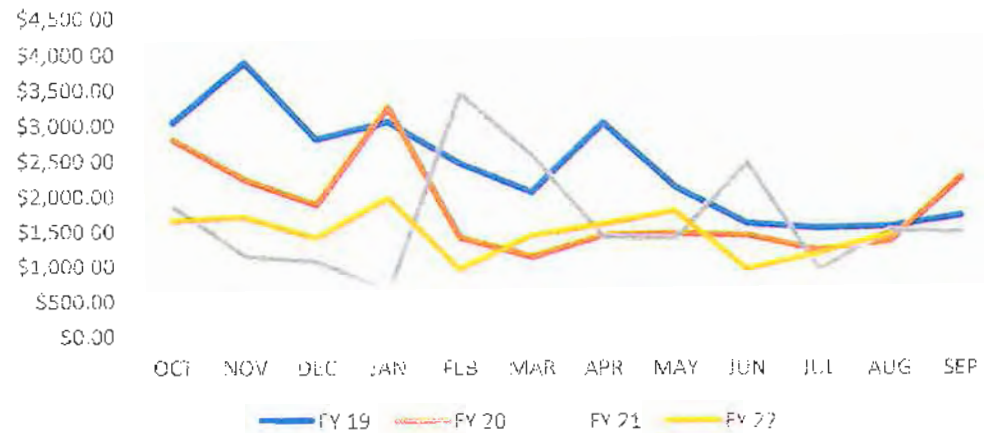


- 3 -

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	\$1,452.00
SEP	\$1,706.00	\$2,270.00	\$1,490.00	
TOTAL	\$28,671.96	\$21,817.00	\$19,912.00	\$15,934.00

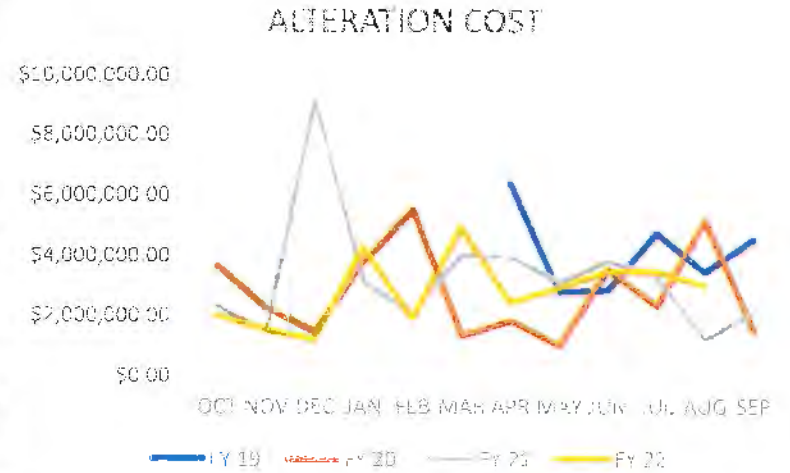
PLUMBING PERMIT FEE REPORT



CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

ALTERATION COST

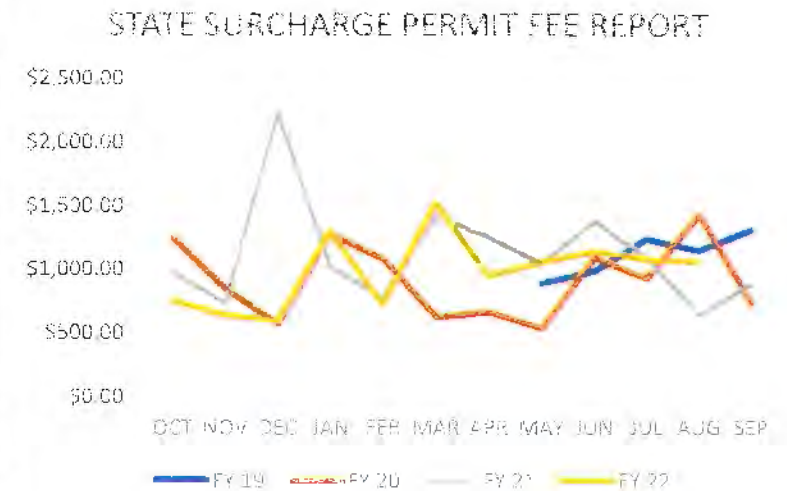
	FY 19	FY 20	FY 21	FY 22
OCT		\$3,657,414.56	\$2,313,298.53	\$1,961,462.00
NOV		\$2,242,421.52	\$1,440,841.88	\$1,490,891.09
DEC		\$1,449,915.40	\$9,160,479.89	\$1,165,362.58
JAN		\$3,789,363.81	\$3,088,758.57	\$4,239,155.17
FEB		\$5,519,900.00	\$2,010,259.40	\$1,847,029.62
MAR		\$1,321,570.04	\$4,010,607.80	\$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	\$2,982,874.58
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	\$30,742,650.92



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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	\$1,061.67
SEP	\$1,303.66	\$740.55	\$887.71	
TOTAL	\$5,529.34	\$11,046.74	\$13,417.08	\$10,780.87

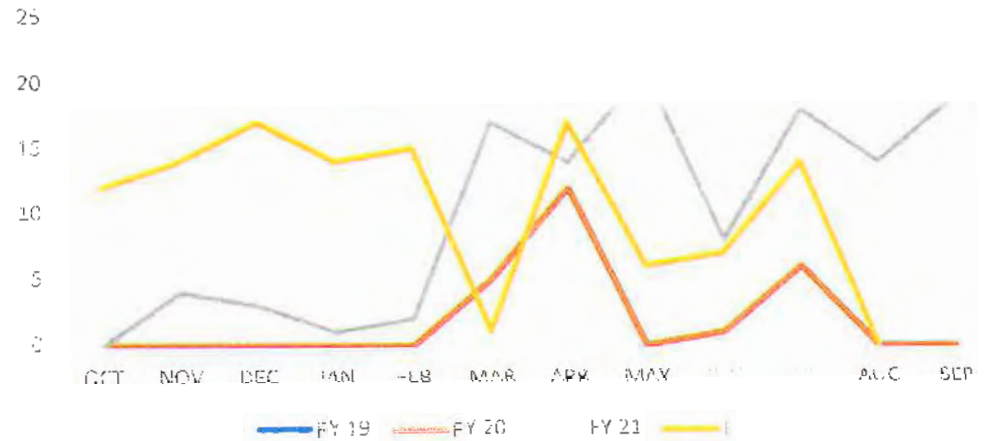


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

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	0
SEP		0	19	
TOTAL	0	24	121	117

OF INSPECTIONS PERFORMED BY PRIVATE PROVIDER

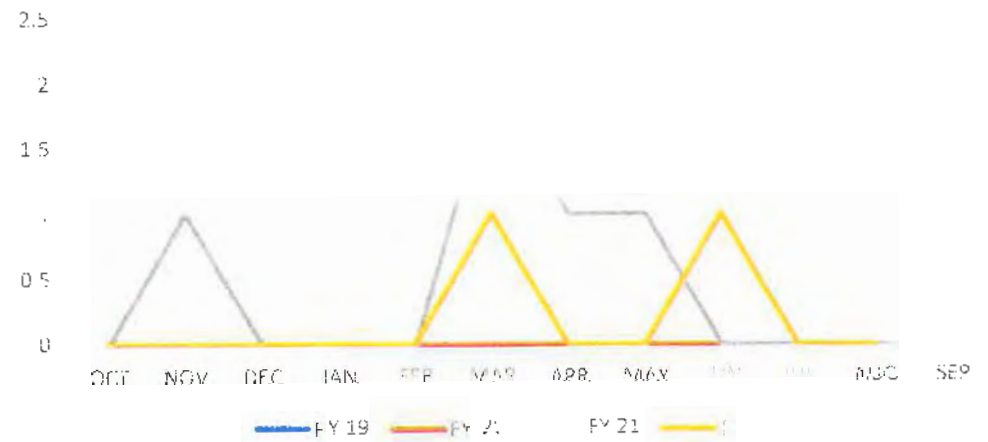


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OF PLAN REVIEWS PERFORMED BY PRIVATE PROVIDER

	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	0
SEP	0	0	0	
TOTAL	0	0	5	2

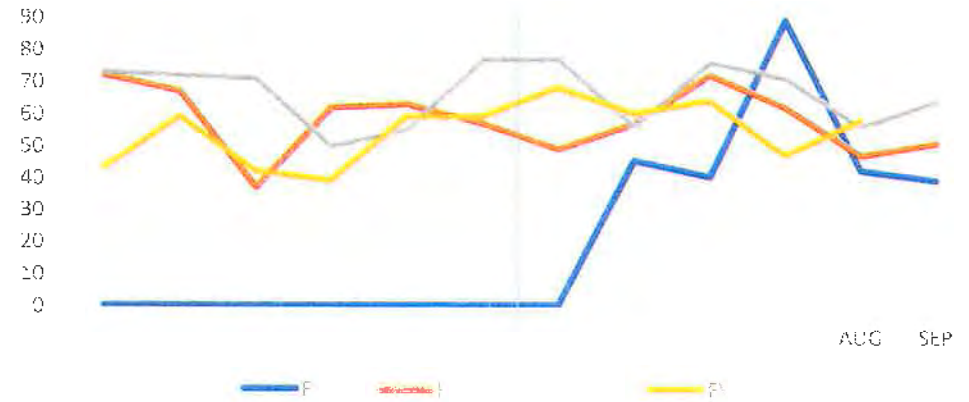
OF PLAN REVIEWS PERFORMED BY PRIVATE PROVIDER



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	58
SEP	39	51	64	
TOTAL	255	696	798	598

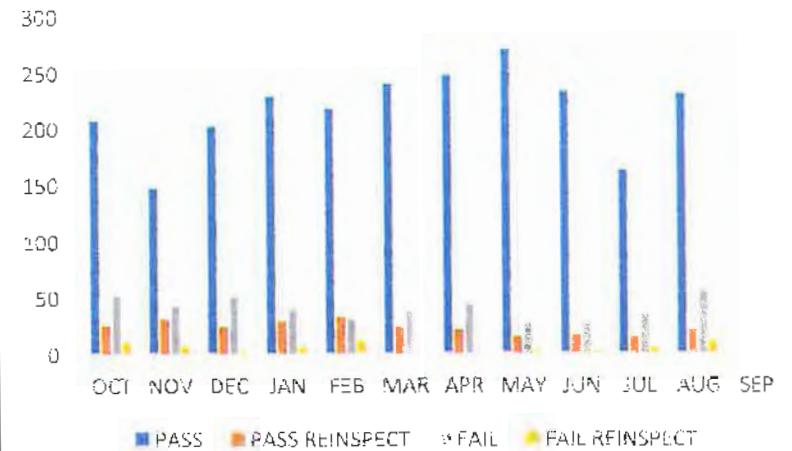


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

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	232	22	56	11
SEP				
TOTAL	2392	266	455	59

RESULTS DO NOT INCLUDE CANCELED/PERFORMED INSPECTIONS



COSAB NEW SFR 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
3103	129 5TH STREET	P2100711	SFR-D	6/3/2021		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
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
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
5346	5 15TH ST	P2201519	SFR-D	9/1/2022		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
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
5719	2100 A1A S	P2201295	COM BUILD OUT	7/11/2022		INITIAL BUILDOUT FOR AMARA MED SPA	COM
5989	1015 A1A BEACH BLVD	P2201480	COM BUILD OUT	8/25/2022		COMMERCIAL BUILDING ALT.-- TMOBILE - TENANT BUILDOUT	COM
6012	3930 A1A SOUTH UNIT 8	P2201526	COM BUILD OUT	9/2/2022		COMMERCIAL BUILDING ALT.-- TENANT BUILD-OUT--THE ART HOUSE	COM

Application Id Range: First to Last

Issue Date Range: First to 09/19/22

Expiration Date Range: First to 09/01/23

Applied For: N Open: Y

Application Date Range: First to 09/19/22

Use Type Range: First to Last

Hold: N

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

COSAB FY'22 ZONING REPORT

Application Id	Parcel Id	Property Location	Building Code	Activity Type	Inspector	Date	Status
4253	1630300010	301 A1A BEACH BLVD	ZONING	Z-VARIANCE	BONNIE M	9/21/2021	APPROVED
4509	1724911210	1101 LAUGHING GULL LN	ZONING	Z-TREE REMOVAL	BONNIE M	11/16/2021	APPROVED
4629	1629610970	467 HIGH TIDE DR	ZONING	Z-VARIANCE	JENNIFER	12/21/2021	APPROVED
4632	1642400640	8 BEACH ST	ZONING	Z-VARIANCE	JENNIFER	12/21/2021	DENIED
4638	1642350170	412 OCEAN DR	ZONING	Z-VARIANCE	JENNIFER	12/21/2021	DENIED
4785	1678700120	135 13TH ST	ZONING	Z-VARIANCE	BONNIE M	1/18/2022	APPROVED
4810	1696200060	203 3RD ST	ZONING	Z-VACATE ALLEY	BONNIE M	2/15/2022	APPROVED
4810	1696200060	203 3RD ST	ZONING	Z-VACATE ALLEY	BONNIE M	3/7/2022	APPROVED
4854	1726800000	225 MADRID ST	ZONING	Z-CONCEPT REV	JENNIFER	3/15/2022	PERFORMED
4896	1688300110	12 2ND ST	ZONING	Z-COND USE	BONNIE M	2/15/2022	APPROVED
4896	1688300110	12 2ND ST	ZONING	Z-COND USE	BONNIE M	3/7/2022	APPROVED
4993	1698900180	16 5TH ST	ZONING	Z-COND USE	JENNIFER	3/15/2022	APPROVED
4993	1698900180	16 5TH ST	ZONING	Z-COND USE	JENNIFER	4/4/2022	APPROVED
4997	1686400000	570 A1A BEACH BLVD	ZONING	Z-COND USE	JENNIFER	3/15/2022	APPROVED
4998	1686400000	570 A1A BEACH BLVD	ZONING	Z-COND USE	JENNIFER	3/15/2022	APPROVED
5124	1629611250	400 HIGH TIDE DR	ZONING	Z-VARIANCE	BONNIE M	4/19/2022	APPROVED
5170	1718500045	507 F ST	ZONING	Z-VARIANCE	BONNIE M	4/19/2022	APPROVED
5205	1705200010	2-B F ST	ZONING	Z-VARIANCE	BONNIE M	4/19/2022	APPROVED
5470	1724911150	386 OCEAN FOREST DR	ZONING	Z-TREE REMOVAL	BONNIE M	5/18/2022	APPROVED
5490	1628100000	2198 A1A SOUTH	ZONING	Z-COND USE	BONNIE M	6/21/2022	APPROVED
5558	1692400000	4TH AND 5TH STREETS	ZONING	Z-COND USE	BONNIE M	6/21/2022	APPROVED
5558	1692400000	4TH AND 5TH STREETS	ZONING	Z-COND USE	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	BONNIE M	8/25/2022	APPROVED
5698	1697200120	211 2ND ST	ZONING	Z-VACATE ALLEY	BONNIE M	9/12/2022	APPROVED
6133	1725610250	103 WHISPERING OAKS CIR	ZONING	Z-VARIANCE	BONNIE M	9/19/2022	OPEN

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

Activity Date Range: 09/01/21 to 09/19/22 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	Issue Date	Description
4490	109 B ST	TREE	10/11/2021	RESIDENTIAL-TREE REMOVAL INSPECTION
4501	24 DEANNA DR	TREE	10/13/2021	RESIDENTIAL-TREE REMOVAL INSPECTION
4558	126 MICKLER BLVD	TREE	10/27/2021	RESIDENTIAL-TREE REMOVAL INSPECTION
4577	0 SEA COLONY PARKWAY	TREE	11/2/2021	RESIDENTIAL-TREE REMOVAL INSPECTION
4663	129 14TH ST	TREE	11/23/2021	RESIDENTIAL-TREE REMOVAL INSPECTION
4693	129 14TH ST	TREE	11/30/2021	RESIDENTIAL-TREE REMOVAL INSPECTION
4741	28 LEE DR	TREE	12/8/2021	RESIDENTIAL-TREE REMOVAL INSPECTION
4943	208 4TH ST	TREE	1/28/2022	RESIDENTIAL-TREE REMOVAL INSPECTION
4937	28 MAGNOLIA DUNES CIR	TREE	2/4/2022	RESIDENTIAL-TREE REMOVAL INSPECTION
5078	201 7TH ST	TREE	2/23/2022	RESIDENTIAL-TREE REMOVAL INSPECTION
5103	505 D ST	TREE	3/1/2022	RESIDENTIAL-TREE REMOVAL INSPECTION
5137	605 A St	TREE	3/10/2022	RESIDENTIAL-TREE REMOVAL INSPECTION
5184	508 E ST	TREE	3/17/2022	RESIDENTIAL-TREE REMOVAL INSPECTION
5365	981 SALTWATER CIR	TREE	4/19/2022	RESIDENTIAL-TREE REMOVAL INSPECTION
5477	34 MAGNOLIA DUNES CIR	TREE	5/3/2022	RESIDENTIAL-TREE REMOVAL INSPECTION
5571	3 Sea Oaks Drive	TREE	5/20/2022	RESIDENTIAL-TREE REMOVAL INSPECTION
5726	42 OCEAN CT	TREE	6/23/2022	RESIDENTIAL-TREE REMOVAL INSPECTION
5996	213 N FOREST DUNE DR	TREE	8/26/2022	RESIDENTIAL-TREE REMOVAL INSPECTION

Totals

Application Id Range: First to Last

Issue Date Range: 10/01/21 to 09/19/22

Expiration Date Range: First to 09/12/24

Applied For: Y Open: Y

Application Date Range: First to 09/19/22

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

Activity Date Range: First to 09/19/22

Activity Type Range: First to Last

Inspector Id Range: First to Last

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

Range: First to Last
Violation Date Range: 10/01/21 to 09/19/22
Ordinance Id Range: First to Last

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

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

Customer Range: First to Last

Inc Violations With Waived Fines: Yes

Violation Id: V2200001 Prop Loc: 214 7TH ST
Viol Date: 10/05/21 Status: Completed Status Date: 11/03/21
Comp Name: DeBlasio, Patrick Comp Phone: (305)469-9134
Comp Email: pdeblasio@littler.com

Ordinance Id	Description
CC 6.02.03	Sec. 6.02.03. - Rights-of-Way.

Description: Recieved E-mail from a Patrick DeBlasio stating that his neighboring house (214 7th St.) has been installing an excessive amount of pavers, as well as up to 6 trucks worth of fill. See Attachments for E-mail.

Created	Modified	Note
11/03/21	11/03/21	Upon completion of paving, the contractor "Deepwater Woodworking" has brought the driveway into compliance.
10/08/21	10/08/21	Arrived at 214 7th st. Issued a Notice of violation regarding driveway ordinance (Sec. 6.02.03) Spoke with the owner of the residence Logan, Pamela as well as the contractor leading the project: Bray, Hulsey with "Deepwater Woodworking LLC". E-mailed Mr. Bray the ordinances that pertain with the current situation. Pictures and e-mail are attached.
10/05/21	10/05/21	Recieved E-mail from Mr. DeBlasio with pictures from his property of the work being done on 214 7th St. (see attached)
10/05/21	10/05/21	1102 E-mailed Mr. Tredick. see attached.
10/05/21	10/05/21	0900 Gil spoke with Mr. DeBlasio about his neighbors installation of pavers and fill. Mr. DeBlasio was informed that due to the nature of the work on 214 7th St. an inspection of the situation must come from a qualified engineer given the main issue being a drainage one. Mr. Tredick has been forwarded the e-mail and updated on the current complaint. (Attached are photos of 214 7th St. from 2018 for refrence)

Violation Id: V2200002 Prop Loc: 1 E ST
Viol Date: 10/05/21 Status: Completed Status Date: 10/05/21 Comp Name:
Comp Phone: Comp Email:

Ordinance Id	Description
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Description: Recieved complaint about illigal parking under a no parking sign and noise issues after hours

Created	Modified	Note
10/05/21	10/05/21	E-mailed stated that the complaints issued were to be addressed with the SABPD. See attachments.

Violation Id: V2200003 Prop Loc: 135 13TH ST

Viol Date: 10/06/21 Status: Completed Status Date: 11/02/21
Comp Name: Tim & Sally Shirley Comp Phone:
Comp Email: timothyshirley2619@comcast.net

Ordinance Id Description

Description: Recieved a complaint from a Tim and Sally Shirley about an unpermitted shed that resulted in a fire at the residence of 135 13th St.

Created	Modified	Note
11/02/21	11/02/21	Permit for demolition of shed and house has been paid for and issued 10/26/2021 (P2200095)
10/07/21	10/07/21	Received e-mail from Mr. Law stating his intentions to demolish his existing residence including the shed in subject. (see attached)
10/06/21	10/06/21	Mr. Law responded by contacting Mr. Timmons by work cell phone. Mr. Law stated that he is planning on demolishing all existing structures due to extensive fire damage, including the shed in question.
10/06/21	10/06/21	Mr. Timmons sent an e-mail requesting to open a dialog about the unpermitted shed and the actions that must take place for the removal of said shed. (see attached)

Violation Id: V2200004 Prop Loc: 510 A ST
Viol Date: 10/18/21 Status: Completed Status Date: 11/12/21
Comp Name: IRA, BILLIE JEANETTE MEDLEY Comp Phone: (904)599-1429 Comp Email:

Ordinance Id Description

CC 7.01.01 Sec. 7.01.01. - Accessory Sturctures General standards and requirements.

Description: Shed in front setback.

Created	Modified	Note
11/12/21	11/12/21	Shed has been removed. Closing case
10/19/21	10/19/21	spoke with owner of 510 A st. the shed company has authorized a full refund as long as the shed is returned within a certain time. Mrs. Clermont will let me know then the deadline for the refund is and what steps they intend to take afterwards.
10/18/21	10/18/21	Received complaint from Ira, Billie Jeanette Medley residing at 512 A st. about a shed located in the front setback of address 510 A st. Spoke with homeowner, Carol Anne Clermont of 510 A st. informed Mrs. Clermont of the violation. Mrs. Clermont was told by shed installers that everything was code, and is researching her right to apply for a variance.

Violation Id: V2200005 Prop Loc: 12 WILLOW DR
Viol Date: 10/19/21 Status: Completed Status Date: 11/15/21
Comp Name: ISOBEL FERNANDEZ Comp Phone: (720)341-5725 Comp Email:

Ordinance Id Description

6.07.06 Sec. 6.07.06. - Care of premises.

Description: Received written complaint from Isobel Fernandez at 5 Willow Dr. about the care of premises at 12 Willow Dr.

Created	Modified	Note
11/15/21	11/15/21	Spoke with owner (Zara Younossi). Plans to remodel after purchase of the house has slowed due to health concerns. property has been mowed and cleaned up. Mrs. Younossi contact information: 1(415) 583-4265
10/19/21	11/03/21	Complaint was received on 10/14/2021 Building Inspector investigated a claim that the pool had open access and the safety of the public required immediate attention. Inspector found the pool was secured by a screen porch. Inspector Brown left his business card. Mr. Timmons investigated the property on 10/19/2021 and left a notice on the door to contact code enforcement.

Violation Id: V2200006 Prop Loc: 8 BEACH ST
 viol Date: 11/09/21 Status: Completed Status Date: 03/17/22 Comp Name:
 Comp Phone: Comp Email:

Ordinance Id	Description
FBC 105.1	PERMITS 105.1 Required.
6.01.03	Building Setback Requirements

Description: Construction without a permit.
 Section 105 - Permits
 [A] 105.1 Required

Created	Modified	Note
03/17/22	03/17/22	Invoice has been paid
02/23/22	02/24/22	Code Enforcement Board Meeting held 2-23-2022. The Code Board made a motion to fine the owner \$310 for the cost incurred by the city to convene the board, including the staff time. An invoice was sent to Donah Parent via email, and certified mail on 2/24/2022. APPid: #5085 See attachments.
02/14/22	02/14/22	Notice to appear has been sent through certified letter, e-mail, and hand delivered 2/8/2022
01/06/22	01/06/22	Sent certified letter. (see attachments)
11/12/21	11/12/21	Owner is in communication with zoning for filing a variance
11/09/21	02/24/22	From the street Mr. Timmons witnessed construction at 8 Beach St. (see attachments) No one was home so a Notice was left on the front door.

Violation Id: V2200007 Prop Loc: 2580 A1A S
 Viol Date: 11/12/21 Status: Completed Status Date: 12/08/21 Comp Name:
 Comp Phone: Comp Email:

Ordinance Id	Description
FBC 105.1	PERMITS 105.1 Required.

Description: Construction of retaining wall without a permit. Issued STOP WORK order 11/12/2021

Created	Modified	Note
12/08/21	12/08/21	Permit has been issued and picked up.
11/12/21	11/12/21	Stop work order has been posted on site due to the construction of a retaining wall without a permit. (see attached)

Violation Id: V2200008 Prop Loc: 5 COQUINA BLVD
Viol Date: 11/19/21 Status: Completed Status Date: 11/19/21 Comp Name: GINO MARIUTTO
Comp Phone: (305)951-0194 Comp Email: GINOMARIUTTO@GMAIL.COM

Ordinance Id	Description
6.03.09	Parking of commercial vehicles, trailers, and heavy vehicles.

Description: Case #: 49
Complaint of commercial vehicles parked outside single family residence

Created	Modified	Note
11/19/21	11/19/21	Code Officer Timmons inspected the residence at 5 Coquina and found the vehicles appeared to be Class 1 vehicles, 6,000lbs or less.

Violation Id: V2200009 Prop Loc: 890 A1A BEACH BLVD UNIT 49
Viol Date: 12/01/21 Status: Completed Status Date: 12/10/21 Comp Name:
Comp Phone: Comp Email:

Ordinance Id	Description
FBC 105.1	PERMITS 105.1 Required.

Description: work without permits. Stop work Order posted.

Created	Modified	Note
12/10/21	12/10/21	Permit has been issued and fees have been paid, closing out case.
12/01/21	12/01/21	Building Official Brian Law and Code Enforcement Officer Gil Timmons conducted a mechanical inspection at 890 A1A Beach Blvd Unit 49. Upon inspection it was apparent work was being done. A trailer was parked in the driveway containing toilets, vanity, drywall, and cabinetry. When entering the unit work was actively being done on the first floor bathroom. Upon returning to the Building Department, Mr. Law spoke with the owner of the Condo and informed her of the steps needed to remove the stop work order and correct the violation.

Violation Id: V2200010 Prop Loc: 414 D ST
Viol Date: 12/08/21 Status: Completed Status Date: 04/07/22 Comp Name: Brian Law
Comp Phone: Comp Email:

Ordinance Id	Description
FBC 105.1	PERMITS 105.1 Required.

Description: Work done without permits

Created	Modified	Note
04/07/22	04/07/22	Appropriate permits have been pulled

12/08/21 12/08/21 During an AC change out inspection (P2200244) Building Official Law, noticed completed work without having applied for any permits. Mr. Laws notes: "Minimum clearance not met, no permits for renovation. building, electric and mechanical required, no Sheetrock on renovated ac closet, no pan under ac unit, Stop work order issued". Contractor has been contacted and will be pulling permits.

Violation Id: V2200011 Prop Loc: 3848 A1A S
Viol Date: 12/14/21 Status: Completed Status Date: 02/08/22 Comp Name:
Comp Phone: Comp Email:

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

Description: Failure to construct a fencing around the two dumpsters located on the property. As required in Sec. 10-3(b)

Created	Modified	Note
02/08/22	02/08/22	Dumpster enclosure has been constructed. (closed)
01/06/22	01/06/22	Sent certified letter (see attachment)
01/05/22	01/05/22	Mr. Edmonds has stated that a contract with Matanzas Fence Company has been made to start construction of the dumpster enclosure on 1/10/2022.
12/14/21	12/14/21	J.D. Hinson obtained a permit (P2100132) for the driveway and fence placement for the dumpsters on 02/10/2021. As of 12/14/2021 no construction has taken place to contain the dumpsters. J.D. Hinson has been contacted but claims that the fencing in question was not a part of his contract with the owner (Mr. Edmonds).

Violation Id: V2200012 Prop Loc: 8 OAK RD
Viol Date: 12/29/21 Status: Completed Status Date: 01/24/22 Comp Name:
Comp Phone: Comp Email:

Ordinance Id	Description
FBC 105.1	PERMITS 105.1 Required.

Description: Work without permits
Permits required:
-Plumbing
-Window/Door
-Possible Interior Remodel

Created	Modified	Note
12/29/21	01/24/22	A dumpster was reported at 8 Oak Rd. without permits attached to the property. Code Enforcement (Mr. Timmons) arrived to 8 Oak Rd. 2:00p.m. 12/29/2021. Mr. Timmons spoke with the two construction personnel doing work at the residence. They stated that the work being done included; replacing windows, plumbing work in the bathroom, and like for like vanity replacement. The crew works for Blackstar Group LLC. Mr. Dickens (owner of Blackstar Group) has been contacted and informed that a Stop Work order has been placed until permits have been pulled. --Permit was issued 1-12-2022

Violation Id: V2200013 Prop Loc: 421 NIGHT HAWK LN
Viol Date: 12/30/21 Status: Completed Status Date: 12/30/21
Comp Name: Margaret England Comp Phone: (904)461-3454
Comp Email: commengland@cityofsab.org

Ordinance Id Description

Description: Request to investigate a large mound of dirt at 421 Night Hawk Ln.

<u>Created</u>	<u>Modified</u>	<u>Note</u>
12/30/21	12/30/21	Referencing the topographical map of the property (421 Night Hawk Ln.) with the pictures taken at the site, everything looks to be as it should. Mr. Timmons spoke with Public Works Engineer Sydney Shaffer to confirm that there are no abnormalities. (see attached e-mail)

Violation Id: V2200014 Prop Loc: 850 A1A BEACH BLVD UNIT 36
Viol Date: 01/19/22 Status: Completed Status Date: 02/08/22
Comp Name: Glenn Brown (Building Inspector) Comp Phone:
Comp Email: Gbrown@cityofsab.org

Ordinance Id Description

FBC 105.1 PERMITS 105.1 Required.

Description: Upon routine inspection Building Inspector Glenn Brown noticed windows that had been installed incorrectly at 850 A1A Beach Blvd Unit 36

<u>Created</u>	<u>Modified</u>	<u>Note</u>
02/08/22	02/08/22	Permit has been paid for and issued (closed)
01/19/22	01/19/22	Building Inspector (Gleen Brown) had informed Code Enforcement that windows had been installed improperly at 850 A1A Beach Blvd Unit 36. Mr. Timmons went out to the address and found the windows that had been installed without permits. Code Enforcement hung a notice of violation on the front door handle. (pictures in attachments)

Violation Id: V2200015 Prop Loc: 42 JOBIL DR
Viol Date: 02/25/22 Status: Completed Status Date: 04/11/22 Comp Name: GLENN BROWN
Comp Phone: Comp Email: GBROWN@CITYOFSAB.ORG

Ordinance Id Description

FBC 105.1 PERMITS 105.1 Required.

Description: Second story deck being rebuilt without a permit

<u>Created</u>	<u>Modified</u>	<u>Note</u>
04/11/22	04/11/22	Permit has been issued
02/25/22	02/25/22	Building Inspector Glenn Brown, noticed work being done while doing inspections on permits in the surrounding area. Code Enforcement posted a Stop Work Order on the deck until plans and engineering are submitted along with a permit. (Contractor Id: ALLAN005)

Violation Id: V2200016	Prop Loc: 56 WILLOW DR	Status: Completed	Status Date: 03/03/22	Comp Name: Public Works
Viol Date: 03/01/22	Comp Email:			
Comp Phone:				

Ordinance Id	Description
SEC.5.00.00	Removal of Trees

Description: Public Works reported a tree had been cut down at this adress.

Created	Modified	Note
03/03/22	03/03/22	Arborist letter has been sent for the trees removed (see attached)
03/01/22	03/01/22	Code Enforcement recieved a call about fresh tree debris and a fresh cut stump in the front yard of 56 Willow Dr. Mr. Timmons went out and found that the report is valid (see attachments). Notice of violation has been posted on the front door.

Violation Id: V2200017	Prop Loc: 114 14TH ST	Status: Completed	Status Date: 03/17/22	Comp Name:
Viol Date: 03/03/22	Comp Email:			
Comp Phone:				

Ordinance Id	Description
FBC 105.1	PERMITS 105.1 Required.

Description: Received report that siding was being repaired without a permit.

Created	Modified	Note
03/17/22	03/17/22	Permit has been issued
03/03/22	03/03/22	3/3/2022 Code Enforcement went back out to find the project has been completed. Stop work Order has been posted. No one home
03/03/22	03/03/22	3/2/2022 Code Enforcement spoke with the owner (Armbruster Lance William) about doing siding work without a permit. Homeowner stated that he was unaware of the work needed a permit. Homeowner said he will rectify asap

Violation Id: V2200018	Prop Loc: 3848 A1A S	Status: Completed	Status Date: 03/15/22	Comp Name: Meg O'Connell
Viol Date: 03/04/22	Comp Email: meg@globaldisabilityinclusion.com			
Comp Phone: (704)840-6174				

Ordinance Id	Description
6.03.10	Parking of semi-trailers, storage containers and storage units

Description: Storage of a large container Southeast of building.

Created	Modified	Note
03/15/22	03/15/22	Storage container has been removed
03/04/22	03/04/22	Code Enforcement has sent a certified letter to 3848 A1A S, regarding the parking of a storage container southeast of the main building

Violation Id: V2200019 Prop Loc: 15 2ND ST
Viol Date: 03/08/22 Status: Completed Status Date: 07/15/22 Comp Name: GLENN BROWN
Comp Phone: Comp Email:

Ordinance Id	Description
FBC 105.1	PERMITS 105.1 Required.

Description: Work without permits

Created	Modified	Note
07/15/22	07/15/22	Appropriate permits have been issued
03/09/22	03/09/22	Owner collected appropriate paperwork to file for permits, including Owner Builder documents. Mr. Timmons called the St. Johns Utility Dept to confirm if 15 2nd St. is currently on septic or sewer. Utility Dept. stated that 15 2nd St. only receives a water bill, so the residence must be on septic.
03/08/22	03/08/22	Building Inspector Glenn Brown reported a commercial dumpster in front of 15 2nd st. Code Enforcement Officer Gil Timmons, responded by investigating the work being done. Mr. Timmons found substantial remodel work being done along with plumbing and electrical work being done without permits. Mr. Timmons spoke with the head contractor "Dean" of "Cajun Contractors". Cajun Contractors does not appear to be in any Florida database, including the City of St. Augustine Beach's list of registered contractors. Mr. Timmons posted a Stop Work Order until permits are pulled and the contractor has registered with the appropriate governances.

Violation Id: V2200020 Prop Loc: 860 A1A BEACH BLVD
Viol Date: 04/06/22 Status: Completed Status Date: 04/06/22 Comp Name:
Comp Phone: Comp Email:

Ordinance Id	Description
FBC 105.1	PERMITS 105.1 Required.

Description: Mechanical work being done without permits

Created	Modified	Note
04/06/22	04/06/22	Upon inspection of north east deck stop work order, Code Enforcement found mechanical work being done without permit. W.W.GAY shortly after pulled the appropriate permits and paid the fees accordingly.

Violation Id: V2200021 Prop Loc: 14 C ST
Viol Date: 04/11/22 Status: Completed Status Date: 07/15/22 Comp Name: Glenn Brown
Comp Phone: Comp Email:

Ordinance Id	Description
FBC 105.1	PERMITS 105.1 Required.

Description: Second story deck construction without permits.

Created	Modified	Note
07/15/22	07/15/22	Permit has been issued for Deck

04/11/22 04/11/22 Mr. Brown noticed construction on a cantilevered second story deck without permits. Mr. Timmons posted a "Stop Work Order" until permits have been pulled.

Violation Id: v2200022 Prop Loc: 43 ATLANTIC OAKS CIR
Viol Date: 04/21/22 Status: Completed Status Date: 05/24/22 Comp Name:
Comp Phone: Comp Email:

Ordinance Id	Description
FBC 105.1	PERMITS 105.1 Required.

Description: window replacement, change to kitchen floor plan. No permits

Created	Modified	Note
05/24/22	05/24/22	Permit has been issued
04/21/22	04/21/22	Placed Stop Work Order 4/20/2022. Owner came into the office and received appropriate paperwork. (Building, plumbing, possible electric)

Violation Id: v2200023 Prop Loc:
Viol Date: 04/26/22 Status: Open Comp Name:
Comp Email: Comp Phone:

Ordinance Id	Description
FBC 105.1	PERMITS 105.1 Required.

Description: Report of construction without permits. Upon arrival, work being done was installation of pavers.

Work included renewing the stairs in front of 609 Bowers. Permit is needed for the stair work.

Created	Modified	Note
04/26/22	04/26/22	Resident called Code Enforcement about work being done without a permit at 609 Bowers Ln. The work being done is taking place on the Home Owners Associations property involving the stairs leading to 609 Bowers. Code Enforcement spoke with the owner of 609 Bowers. Ron LaDucer is the current homeowner. rsladucer@gmail.com

Violation Id: v2200024 Prop Loc: 31 VERSAGGI DR
Viol Date: 05/04/22 Status: Completed Status Date: 05/11/22
Comp Name: THERESE MARSHALL Comp Phone: (703)944-9249 Comp Email:

Ordinance Id	Description
6.07.06	Sec. 6.07.06. - Care of premises.

Description: Multiple Complaints stating the condition of the lot under construction is in degradation.
-Pool not fenced
-Port-a-potty unserviced
-Dumpster and trash overflowing

Created	Modified	Note
05/11/22	05/11/22	Dumpster and Port-a-potty has been emptied
05/04/22	05/04/22	Spoke with Mr. Josh Hogan, the General Contractor of the property. He agreed to fix the issues with the lot as soon as possible.

Violation Id: V2200025 Prop Loc: 702 16TH ST
Viol Date: 05/06/22 Status: Completed Status Date: 06/10/22 Comp Name:
Comp Phone: Comp Email:

Ordinance Id	Description
IRRIGATION	Article V. -Water Conservation Ordinance for Landscape Irrigation

Description: Irrigation is flooding sidewalks and street

Created	Modified	Note
06/10/22	06/10/22	Owner has rectified issue.
05/11/22	05/11/22	Spoke with owner about the methods of compliance. Will check back to ensure action has been taken
05/06/22	05/06/22	Left a door notice to contact Code Enforcement to bring properties irrigation into compliance

Violation Id: V2200026 Prop Loc: 494 ACACIA ST
Viol Date: 06/10/22 Status: Completed Status Date: 07/15/22 Comp Name: Teri Ard
Comp Phone: Comp Email: ma_foi04@yahoo.com

Ordinance Id	Description
6.07.06	Sec. 6.07.06. - Care of premises.

Description: Unregistered vehicle, and trash located in front yard.

Created	Modified	Note
07/15/22	07/15/22	Refuse has been cleaned and tarp wall removed
06/23/22	06/23/22	Code Enforcement spoke to Sandra Mitchell the current tenant. The vehicle's registration has been updated and she has agreed to remove the refuse within a 2 week period. starting 6/22/2022
06/10/22	06/10/22	Found the vehicle registration to be expired. notified Ms. Ard that she needs to follow up with the local PD

Violation Id: V2200027 Prop Loc: 12 LEE DR
Viol Date: 06/29/22 Status: Open Comp Name:
Comp Email: Comp Phone:

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 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: V2200030 Prop Loc: 203 SEVILLA ST
Viol Date: 06/29/22 Status: Completed Status Date: 07/11/22 Comp Name:
Comp Phone: Comp Email:

Ordinance Id	Description
FBC 105.1	PERMITS 105.1 Required.

Description: Second story deck rebuilt without permits.

Created	Modified	Note
07/11/22	07/11/22	New owner purchased property after said deck was rebuilt

Violation Id: V2200031 Prop Loc: 31 VERSAGGI DR
Viol Date: 06/30/22 Status: Completed Status Date: 08/17/22 Comp Name:
Comp Phone: Comp Email:

Ordinance Id	Description
6.07.06	Sec. 6.07.06. - Care of premises.

Description: Abandoned construction site.

Created	Modified	Note
06/30/22	07/15/22	Code Enforcement has contacted North River Building Solutions (NORTH025), and H and H pools. North River has agreed to empty the dumpster, and clean the premises including the port'a'potty. H and H has agreed to put up a temporary fence around the pool.

Violation Id: V2200032	Prop Loc: 3848 A1A S			
Viol Date: 07/11/22	Status: Completed	Status Date: 09/14/22	Comp Name: Amanda Rodriguez	
Comp Phone: (202)280-4869	Comp Email: rodriguez.amanda.lucia@gmail.com			

Ordinance Id	Description
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

Created	Modified	Note
09/14/22	09/14/22	Sound issues have been rectified
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		

Ordinance Id	Description
LDR 3.09	Sec. 3.09.00. - Transient lodging establishments within medium density land use districts.

Description: Transient Rental usage without permit or BTR

Created	Modified	Note
09/13/22	09/13/22	Mr. Kuc has submitted paperwork for a 31+ day rental at 201 3rd St. Fees have been paid. Awaiting inspection to complete process.
07/25/22	07/25/22	Received 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

SUSTAINABILITY & ENVIRONMENTAL PLANNING ADVISORY COMMITTEE MEETING THURSDAY, SEPTEMBER 1, 2022, AT 6:00 P.M. CITY OF ST. AUGUSTINE BEACH, 2200 A1A South, St. Augustine Beach, FL 32080

I. CALL TO ORDER

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

II. PLEDGE OF ALLEGIANCE

The Committee recited the Pledge of Allegiance.

III. ROLL CALL

Present: Chair Lana Bandy, Vice Chair Sandra Krempasky, and Members Craig Thomson, Karen Candler, and Member Edward Edmonds.

Member Nicole Miller was absent.

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

IV. APPROVAL OF MINUTES OF AUGUST 4, 2022, REGULAR MEETING

Motion: to approve the minutes of August 4, 2022, with correction of typographical errors.

Moved by: Vice Chair Krempasky. **Seconded by:** Member Thomson. Motion passed unanimously.

V. PRESENTATION OF REPORTS:

Chair Bandy presented a PowerPoint presentation titled *SEPAC 2022 Accomplishments & Future Plans* [Exhibit A] to summarize what they have accomplished in the past year and what some of their future plans are. She asked for the Committee's feedback and if they thought this presentation should be shared with the Commission.

Member Thomson commented that it should be shared, possibly at a Commission meeting. Vice Chair Krempasky suggested sending it out soon, so the Commission could review it before the budget meeting on September 12th. Chair Bandy stated that she would send it tomorrow and noted that she and Vice Chair Krempasky plan to attend the budget meeting in case SEPAC's budget request comes up in the Commission's discussion. Member Thomson asked if it could be sent to the members as well and City Clerk Fitzgerald agreed to do so.

Member Edmonds introduced himself and said that he and his wife moved to St. Augustine Beach last November after living in London for a while where he was a lawyer in the financial technology area. He loves the area and said that he would like to give back to the community because it is important and that is why he applied.

Chair Bandy moved on to Item 1.a and asked Foreman Large for his update report.

1. Reforestation and Landscaping Projects

a. Mickler Boulevard

Foreman Large said that he has not heard anything from the Eagle Scout yet, but that he assumes that he is getting everything done. He said that he checked on the solarization last week and there is still some green showing through the plastic. He suggested waiting until the first week in October to remove the plastic. Member Candler said that she would follow up with the Eagle Scout. Foreman Large advised that he plans to spread the wildflower seeds and cover the area with straw so that the birds do not take the seeds.

Chair Bandy advised that she discussed with Foreman Large and Finance Director Douylliez the possibility of buying plants that are already grown to add to the wildflowers. She asked if Foreman Large would be able to buy the flowers. Foreman Large said yes. Chair Bandy suggested Salvia and Sunshine Mimosa, which were Dr. Kaczmarzky's recommendations. Member Candler suggested plants that attract pollinators. Chair Bandy said that the Salvia should attract pollinators. Member Candler asked if the supplemental plants would stay all year because the wildflowers will die back. Chair Bandy said that SEPAC needs to determine how many plants to buy and where to put them. She suggested using \$100 to buy the plants and that SEPAC has not come close to spending the \$1,500 that was budgeted for the Mickler Boulevard project.

Motion: To approve up to \$100 on supplemental plants for the Mickler Boulevard project. **Moved by** Member Thomson. **Seconded by** Chair Krempasky. Motion passed unanimously.

Chair Bandy asked if Foreman Large would go to Southern Horticulture with her and she also suggested to get started on the signage, but said that she did not know how much the signs would cost. Vice Chair Krempasky advised that she did not know the total cost for the signs, but that it would be reasonable and that the Finance Director has approved it. Chair Bandy advised that the Finance Director has basically approved hers as well and that SEPAC has more than \$3,000 left in the budget.

Vice Chair Krempasky advised that Foreman Large asked to have the sign made because the City has received so many phone calls about the plastic and that her graphic artist friend provided some drafts [Exhibit B]. She said that if the sign is made from a long-lasting material, then it could be used in various locations.

It was the unanimous decision of SEPAC to select Option B-1.

Vice Chair Krempasky said that she would send it to Quick Signs and other businesses to get pricing.

Chair Bandy moved on to Item 1.b.

b. Parkette Planning/Green Infrastructure

Chair Bandy presented a PowerPoint presentation titled *Beautification/Green Landscaping Options* [Exhibit C] on the project that Mr. Dix prepared for SEPAC. She said that the grant was not received, so SEPAC has asked for money for the FY 2023 budget. She advised that she and Foreman Large went to D Street and talked to several residents who seemed to be

on board with the project that Mr. Dix prepared. Foreman Large advised that the resident buy-in is to have one located on the northeast corner of D Street and 2nd Avenue and another is at the southwest corner 4th Avenue. He said that the City is noticeably shorthanded right now and that Public Works wants to try to keep this project minimal in order to properly take care of it.

Member Thomson said that there was an action item on Page 8 from last month's minutes because he and Member Miller had concerns that there has not been any progress on the designated projects. Chair Bandy questioned if Member Thomson was speaking specifically about green infrastructure. Member Thomson said yes because it has been floundering. He said that there is no doubt that Public Works is busy, but that there was a motion made last month requesting that Public Works and Chair Bandy present the project plan, etc. at the next meeting, which passed unanimously. Chair Bandy advised that she and Foreman Large have done a lot of work and that the last page from the packet is the budget and that she could provide the names of the specific plants along with a timeline of how long each would take to complete. She said that there are some questions such as who would be planting the trees, etc. She advised that Southern Horticulture does not have the workforce to do planting projects at this time. She said that there are reasons why SEPAC has not moved ahead on other projects and that we are currently focusing on the Mickler Boulevard project. She said that it was not that long ago that Mr. Dix presented the plan, then there was public input, etc., combined with labor shortages slowing the progress for the larger projects. Member Thomson said that it has been a year-long project. Chair Bandy advised that SEPAC has only had Mr. Dix's landscape plan for a few months. Member Thomson said that he is not critical of the timeline, but that SEPAC does not have a good procedure. Chair Bandy said that we do not have a good plan because we have not said what green infrastructure is. She said that SEPAC did the PowerPoint presentation in March, and that Mr. Dix's plan did not include rain gardens, swales, etc. and maybe that is why Member Thomson is not happy with the project. She said that the Commission has not agreed to allow the use of a consultant and there are no current SEPAC members that are capable of designing a green infrastructure drainage system. Member Thomson said that about a year ago he wrote up the scope of work that could have been advertised for a designer to do the work. Chair Bandy advised that the Commission does not want SEPAC to hire a designer and we were able to get Mr. Dix to do it for free. Member Thomson said that is one of the reasons that SEPAC has not made much progress and he asked how SEPAC can get around that. He said that there is \$37,000 in the Tree Fund dedicated towards the work that SEPAC is trying to do, and we need to convince the Commission and the Building Official that it is a benefit to the City.

Chair Bandy mentioned an email that she sent to the Commission in March, which outlined SEPAC's meetings with residents about green infrastructure and that they agreed it would make sense to help supplement the grey infrastructure. She went on to describe more detail from the email regarding storm water runoff, information about trees, and quotes that she provided from a study in Jacksonville about how important green infrastructure is. She said that there is an organization in Jacksonville that does workshops and training and that she recommended looking into it and that she is a proponent of it. She read a response that she received from Commissioner England that said, "no consultants". She said that Commissioner England liked the idea of having native plants on the parkettes and a "sample" rain garden but that she believed that SEPAC was capable of designing a rain

garden without a consultant. She said that she believed that Commissioner England may see green infrastructure as being a rain garden.

Chair Bandy said that she did not want Member Thomson to think that SEPAC is doing nothing. Member Thomson said that the term that Member Miller used was "progress" and if there is no progress, then we need to arrange a schedule to see that progress. Chair Bandy said that SEPAC is making progress on most plans but maybe not on green infrastructure. She said that it would depend on how you want to define green infrastructure. She said that according to the Environmental Protection Agency (EPA), trees are green infrastructure. She suggested to review the PowerPoint document and specifically determine what we mean when we talk about green infrastructure, and could SEPAC accomplish that with the limitations that it has or should we just stop talking about it. Member Thomson said that we all agree that SEPAC is going in the right direction, but there are important questions to answer when you start a project, such as: who is going to design it and what will be the funding source. He said that he suggested to use the Tree Fund to hire a landscape architect. He read from his "scope of work" that included the use of shallow swales, ground cover, etc. to filter and absorb stormwater, which is a performance spec of what we expect a designer to do. He said that a landscape architect knows about green infrastructure. Chair Bandy said that Mr. Dix volunteered to help. Member Thomson said that he did not include this scope of work and apply it to the parkette. Vice Chair Krempasky said that is because it is not his aesthetic. Member Thomson said that his argument is whether we are dealing with aesthetics or sustainability. He said that we can brand the parkettes and put a few palm trees and fences in, or we can have an environmentally conscious green infrastructure project. He said that there are beautified parkettes that Foreman Large has to weed every day and they do not serve an ecological purpose.

Member Thomson said that last month he was tasked with preparing a goals, projects, and funding statement to help guide SEPAC's future projects and that having an ecological consciousness in the face of climate change is his concern. Chair Bandy said that we are all concerned about it but that it is a huge topic that this small committee cannot solve and that we need to think more locally about what we can do with the resources that we have.

Member Candler asked if SEPAC really needs a consultant to design a rain garden. Member Thomson said that you would pay someone to produce a plan and they would oversee it with a schedule, a budget, etc. and that SEPAC cannot do it. He said that Chair Bandy has been trying to communicate with the Commission, but it gets thrown out and that Dr. Kaczmarek worked on it for multiple years.

Chair Bandy said that there is so much conflict and that SEPAC needs to come to an agreement of what this project is and what we are capable of doing so that it does not get out of control. Member Thomson said that Chair Bandy tried to make a compromise and that he acknowledged it and that our focus as a committee should keep in mind the policies for sustainability, which is SEPAC's mission. Chair Bandy said that SEPAC does keep those things in mind, but it may only be a small contribution. Member Thomson said that Chair Bandy has asked for funding for this project and that he does not object to that except for the plastic fence. Chair Bandy said that it was not a compromise, it was what an expert volunteer helped us with. Vice Chair Krempasky advised that two landscape architects came from one of the most prominent landscape architect firms in the state and they did not think that green infrastructure was the best use of those parkettes. She said that they live

here and that she did not think they would recommend something for their community that was not right. Member Thomson said it just was not their cup of tea. He said that if SEPAC had been able to be more specific with a Request for Proposals (RFP), then we would have received a different plan. Chair Bandy asked Member Thomson who would respond to that RFP. Member Thomson said that every improved parkette has been done through an RFP.

Discussion ensued about the RFP process.

Chair Bandy asked what SEPAC would get for \$5,000. She said that we could use Native Plant Consulting. Member Thomson said that there are people that are willing to do a rain garden design. Chair Bandy advised that she also talked to a group in Jacksonville that specializes in this and would be happy to come meet with us and propose a rain garden. Member Thomson said that we should call it more than a rain garden and take a more ecological approach to what we are doing. Vice Chair Krempasky said that Dr. Kaczmarzky proposed it as a rain garden at the last Commission meeting. Member Thomson said to have a rain garden, better ground cover, bushes that attract wildlife, etc. Chair Bandy said all of that is in the current plan except for a rain garden. Member Thomson said that he would rather move on to the bigger picture of what our responsibilities are as SEPAC and the projects, organization, and progress are separate issues. Chair Bandy said that we need to decide if we are going to move ahead with trying to do a rain garden and if so, where do we want it and who is going to help us with it. Member Thomson said that SEPAC has not received funding yet for FY 2023. Chair Bandy said that we are hoping to know the funding by September 12th. Member Thomson said that we can take that up at the next meeting.

Member Candler said that since Dr. Kaczmarzky presented the rain garden to the Commission that he has already established himself as the rain gardener. She suggested that SEPAC could hire him to do the rain garden.

Chair Bandy said that Member Thomson was upset because there has not been any progress and now, he wants to table the discussion to next month when decisions could be made today. She said that Native Plant Consulting would charge \$200, or we could talk to the person she contacted from Jacksonville, and that he would come out for free. Member Thomson said that if we do an RFP and cap it at \$500, we would get responses with a designer and a timetable to get it done. Chair Bandy said that the RFP sounds like it would take a lot more time than having this guy meet one of us out at the parkette. Member Candler agreed that SEPAC should hear what he has to say.

Vice Chair Krempasky advised that the idea behind doing model green infrastructure was to use the same basic design on various parkettes, but it looks like it may only be able to be done on possibly six parkettes on D Street. Member Thomson asked why it would be on D Street. Vice Chair Krempasky said that the parkettes on the Boulevard could be turned into parking. Member Thomson questioned the use of the parkettes on 2nd Avenue, 3rd Avenue, etc. and why it would be limited to D Street. Vice Chair Krempasky said that it is her understanding that the rest would be used for parking. Member Thomson questioned whether the Commission has voted on it because SEPAC has been advising them. Vice Chair Krempasky said that the Commission has asked the Planning Board to pick parkettes and to plan for parking improvements. She said that she would like direction from the Commission indicating how many parkettes would be used for green infrastructure because we cannot ask an architect to design something when we do not know where it is going to be. Member Thomson said that it would be SEPAC's job to get Commission approval for the parkette that

we want to use for green infrastructure. Member Candler said that she would be happy if SEPAC could just get one done.

Chair Bandy said that SEPAC presented Mr. Dix's rendering to the public and that they finally agreed with it. Member Thomson said that that was not the workshop meeting and that only one person from the public saw Mr. Dix's rendering. Chair Bandy said that it was presented at a meeting with more people who said that they did not want standing water, etc.

Vice Chair Krempasky asked if SEPAC needs Commission approval to do an RFP. Member Thomson said that Public Works would have to do the RFP.

Member Candler suggested to meet with the guy from Jacksonville to get his suggestions and then we could do the RFP. Chair Bandy said that few people would see it if we used D Street as the model and the idea is to give it a lot of publicity. She said that rain gardens are in the Commission's vernacular now and that SEPAC could get some support for it.

Chair Bandy asked Foreman Large if he had any thoughts about using D Street for the model and if it would help with flooding. Foreman Large said that the area on the northwest corner of 2nd Avenue is higher toward the road so there is already standing water at times but that the back end of the parkette would do well from the plants. He said that there are drains but it takes a long time to drain. Chair Bandy asked if the water washes into the road. Foreman Large said yes but the back end holds some water and that the plants would help take some water out. Chair Bandy asked if that back end would benefit from a rain garden to help absorb the water. Foreman Large said yes but that he does not know if that resident would want a rain garden since it had not been presented that way and he suggested advertising it again to get resident feedback with specific detail about the rain garden. Member Thomson said that we are discussing engineering and that is why a professional designer is needed and would know how to make it work. Chair Bandy advised that SEPAC needs to have the public's buy-in. Member Thomson said that the residents did not want standing water. He said that it has been talked about for two years and we now have a concept plan. He advised that we need a design that could be bid, scheduled, and completed but that there was no funding to hire a designer.

Member Thomson advised that he would like to read something regarding Gainesville's Tree Fund usage. Chair Bandy said that it may not be relevant to SEPAC's situation. Member Thomson said that the Building Official is supposed to take twenty-five percent and the remainder can be used for projects like this and that he was told that a landscape designer could be hired from this budget. He advised that SEPAC could ask that the Code be changed so that there is no question that the Tree Fund can be used for this type of project. Chair Bandy said that SEPAC cannot get funding until we know what we are doing.

City Clerk Fitzgerald advised that use of the Tree Fund must have approval from the Commission and the Finance Director and to get permission, SEPAC would need a definitive project and plan already designed. She advised that other projects are competing for those Tree Funds, such as Ocean Hammock Park, which has deadlines to meet to qualify for a grant. She advised that SEPAC has to show that its project is beneficial to the City, and a plan has to be in place to show the Commission. Member Thomson said that SEPAC is a Tree Board just like Gainesville and should have some funding from the Tree Fund. He said this is why things are not getting done. Chair Bandy said that things are getting done.

Chair Bandy recapped the information that SEPAC shared with the public and the Commission regarding green infrastructure. Member Thomson said that she is preaching to the choir. Chair Bandy said that last month's minutes stated that Member Thomson did not think that trees were green infrastructure and that he also said that he does not want a rain garden. She said that the green infrastructure information that was shared with everyone was put together with help from Dr. Kaczmarzsky and that trees were the number one thing. Member Thomson said trees that absorb stormwater. Chair Bandy said that SEPAC has some Commission and resident support for the rain gardens. She said that we are talking about using native plants on Mickler Boulevard and the parkettes and we are working on the wildflowers and pollinator boxes. She said that SEPAC is moving forward with green infrastructure, we are just not doing anything extravagant. Member Thomson said that the green infrastructure and Mickler Boulevard projects have been going on for a while now and that SEPAC's procedures and minutes are not getting us very far. Chair Bandy advised that SEPAC may have too many projects going on. She suggested talking to a few people about doing a rain garden and to run it by the neighbors again on D Street, which is the only thing that we seem to have support for. She advised that other than that, she did not think that SEPAC needs to talk about green infrastructure anymore and she asked Vice Chair Krempasky for her comments.

Vice Chair Krempasky said that she believed that SEPAC had some of the best landscape architects in the State come and that they thought that the parkettes proximity to the neighbors needed to be addressed so that it would be a stand-alone City Park. She said that maybe SEPAC could have the Native Plant Consulting group add a rain garden for a minimal fee. She suggested that after doing one rain garden that maybe SEPAC would have more buy-in from the residents and the Commission to continue. She said that sustainable landscaping is part of SEPAC's mission as well. Chair Bandy said that Native Plant Consulting would need about \$200, and she asked if SEPAC would want to invite them and the guy in Jacksonville to a meeting. Vice Chair Krempasky said that she believed that Dr. Kaczmarzsky met with Native Plant Consulting on D Street, and they seemed to be interested in the project. She said that he was advised that they do not usually provide labor unless they design the project, but that they would entertain the idea. Chair Bandy asked what Native Plant Consulting's fee would be to present a design for the rain garden. Vice Chair Krempasky said that she believed they would do it for free. She said that she could send it to Mr. Dix to see if he had any ideas to add a rain garden in his rendering. Chair Bandy asked if the Vice Chair would contact Mr. Dix for his recommendation about putting a rain garden in his design. Vice Chair Krempasky agreed and said that she would also meet with Foreman Large to review the two D Street sites.

Chair Bandy said that she did not want to ask the Jacksonville person to come to a meeting unless there is a concrete possibility for him. She asked if there was anything else that SEPAC would want him to look at such as Mickler Boulevard, the butterfly garden, etc. Member Thomson asked the Chair to provide information about the person in Jacksonville. Chair Bandy advised that his name is Nicholas Freeman and that his group is part of the Florida Association of Native Nurseries, WACCA, which designs and builds landscapes with a native and ecological approach and that several months ago he advised that there would not be a charge for a consultation. Member Thomson said that there is a yard on D Street that was recently designed with a sign that has contact information and that Mimi Vreeland is also a local landscape architect. Vice Chair Krempasky suggested that since Member Thomson

knows the D Street neighbor that he should contact their landscaper. Member Thomson said that he would rather draft an RFP to find interested people. Vice Chair Krempasky said that an RFP cannot be done without Commission approval. Foreman Large said that some of the parkettes are loaded with Oak trees and it seems like a rain garden needs sunshine.

Chair Bandy said that SEPAC's conclusion for this topic is to investigate the possibility of a rain garden, otherwise to move forward with Mr. Dix's rendering because the neighbors and the Mayor liked it. Member Thomson asked what if another designer has other suggestions. He said that he liked Chair Bandy's two statements and that it is wide-open what we are trying to do. He said that we do not have a designer or a plan that we all agree with, which would be the next step. Chair Bandy asked which two statements he is referring to. Member Thomson said that it involved educational signage, and it is a good compromise, but we do not have a final location or plan.

Chair Bandy suggested going with Mr. Dix's rendering and to not explore anything else in that area, since Member Thomson wants to move forward with something. Member Thomson said that he wanted to move forward a year ago. Chair Bandy said that Member Thomson could not define what green infrastructure is and that is the reason that nothing has been done yet. Member Candler suggested to move forward without adding the rain garden but to still talk to these people to find out where the best place is for a rain garden. She said that she agreed with Foreman Large that the D Street parkettes may be too shady and asked if there is a parkette that does not have as many oak trees. Foreman Large advised that there may be one across the street on the northwest corner at 4th Avenue that has less trees. Vice Chair Krempasky asked if any of the beautified parkettes on the Boulevard could have a rain garden added. Member Thomson said that there is a natural water body on 3rd Street and the Boulevard and that a landscape architect proposed some palm trees to create a canopy there. He said that we are doing somewhat of a rain garden on Mickler Boulevard with the wildflowers and a depression, but it is not going to be a model of how we are trying to do a sustainable stormwater system.

Member Candler asked if any of the parkettes are more open. Foreman Large advised that west side of 3rd Street and 2nd Avenue has four lots and that the one on the northwest corner had three Cypress trees planted but the rest is wide open. He said that the one that Member Thomson was talking about is at 3rd Street and the Boulevard that has a swale, which is doing its job, but it could be increased. Member Thomson advised that it is part of the City's stormwater drainage system.

Member Candler asked if the volleyball court project would take away the pressure to add more parking. Vice Chair Krempasky said that it is ridiculous to move the volleyball courts. Chair Bandy said that she heard the volleyball courts were being renovated not moved. City Clerk Fitzgerald said that they just brought in more sand for the volleyball courts.

Chair Bandy said that if SEPAC wants to have anyone come out to look at the parkettes that Foreman Large should be there. She said that her notes indicated that Member Thomson had said a specific location, but she thought we had given up on it. Member Thomson said that it was 2nd Avenue and D Street. Vice Chair Krempasky said that that is one of the two locations that Foreman Large just mentioned. Chair Bandy said that she would look at that parkette to see if SEPAC could put a rain garden there.

Member Thomson gave a presentation [Exhibit D] regarding SEPAC's goals, projects, and assessments. He said that since 2019 there has been a Vulnerability Study, which looked at some of the City's issues. He said that with a Vulnerability Study, the Comprehensive Plan requires an adaptation plan and a climate change plan. He said that three years ago you could not even discuss climate change and that we have come to the point where you see it happening every day, such as flooding, massive hurricanes, etc. and it is not going to get any better. He said that as a sustainability committee, the goals and policies of the Comprehensive Plan should be inserted into the work we are doing and that reinforcing those policies and goals is important. He moved on to the programs, projects, and funding portion of his presentation and said that SEPAC is doing a great job with educational programs even though only a small portion of the population is interested. He said that SEPAC could focus on urban tree planting, ecologically conscious park maintenance, and sustainable stormwater management. He moved on to the progress assessment portion of his presentation and suggested that SEPAC should create a yearly sustainability report card, which Chair Bandy already did a summary of, and it would be something to show the Commission that SEPAC is making an effort. He said that SEPAC serves a purpose of looking at the Comprehensive Plan and the climate change element that the State has recognized. He suggested to keep communicating those goals to the Commission and the residents even though we might not have a lot of people agreeing with us. He said that time is changing, and it is important to examine our goals and work towards specific projects which illustrate that. He moved on to Exhibit D-3 of his presentation and said that "Spongy" came from an article that Dr. Kaczmarzky recommended, which is specific to the heat and wetness of the atmosphere that can cause more flood events that are already happening all over the world. He said that he could fill it out more with Comprehensive Plan and LDR specific policies that would work to make change. He would like to make sure that the change is codified so that it could be enforced. He said that there is a tree board in every city, and they are doing this type of work and we need to see how they are utilizing their Tree Fund. He moved on to Exhibit D-4, which provided the scope of work for green infrastructure.

Member Candler asked what "Spongy" is. Member Thomson advised that it is a different way to look at things. Member Candler asked who "Fletcher" is. Member Thomson said that he is probably a landscape architect.

Chair Bandy said that they are all great goals and ideas, but she does not know if SEPAC could do it. She said that some cities have an employee just for resiliency, but that our City has SEPAC, which only meets once a month. Member Thomson said that SEPAC is lacking administrative help. He suggested that Planner Jennifer Thompson could be helpful with this matter. He said that Gainesville has designated use of the funds for an environmental planner or an intern to work on specific projects and there is no reason why SEPAC should not suggest the same because it is a designated fund source. He said that you need funding, you need to have a direction, and you need professional knowledge.

Chair Bandy said that she thinks that SEPAC communicates the goals to the Commission and the public, but that there are so many competing anti-sustainability messages. Member Thomson said that it is not going to get environmentally better any time soon.

Vice Chair Krempasky asked if his presentation could be used for a Newsletter article. Member Thomson said that it is a draft and that he would like for everyone to add suggestions to it and to list the Comprehensive Plan requirements. Chair Bandy suggested

that each member could draft statements about SEPAC for the Newsletter. Member Thomson said that the Comprehensive Plan gives a certain year to develop an adaptation plan and a climate plan, that the City should have hired a consultant for those plans, and that SEPAC needs to be involved in the process. He said that SEPAC was left out of the Vulnerability Study and so the City was convinced to just use more pipes and pumps. He said that other cities are going in another direction and that if SEPAC does not say anything, then who would. SEPAC is supposed to be advising the Commission about sustainability.

Member Thomson said that the action item is to review the goals, projects, and assessments draft and come back with suggestions for the next meeting. He said that each year SEPAC could create a sustainability score card, which would indicate to the Commission whether the City has had any progress such as solar power projects, etc.

Chair Bandy moved on to Item 1.c.

c. City Catalyst Grant

Chair Bandy reported that the City did not receive the grant, but that SEPAC would move forward with the funds that it has.²

d. Urban Forestry and Planning Projects

Foreman Large advised that he does not have any update at this time but that he would try to move forward with planting the Oak trees for the resident on 15th Street before the end of this fiscal year. Member Candler asked if the resident would be watering the trees. Foreman Large said that he believed that the resident has irrigation but that he would specify the watering information with the resident when it moves forward. Member Thomson asked about using tree watering boots. Foreman Large advised that Public Works has a box of them, which have been used in the past, but that the City's well water clogged up the hose and that they started using bowls instead to make sure the trees get sufficient water. Member Thomson said that the trees that were planted five years ago are really starting to take off and will create a nice tree canopy.

Member Thomson said that the Avenue of Palms was one of SEPAC's biggest projects with over 770 palms planted, which is a huge investment in the tree inventory. He said that the trimming of the palms happened in early spring last year and that the seed pods came out afterwards and he asked if the trimming was scheduled to happen soon. Foreman Large advised that he was not sure because Troy Jones is the foreman for that department. He said that he could check and report back. Member Thomson asked about weed eating around the base of the palms. Foreman Large said that Member Thomson's idea for adding a perimeter around the trees is a great idea but that Public Works does not have the workforce to do it and it might be a great project for SEPAC to fund. Member Thomson said that the palm trees are a huge investment and that some of them are badly scarred at the bottom. He said that people should not be weed eating against the palm tree and that there are different rings that could be used or just cut the grass back away from the palms. He asked if Public Works does the trimming on the Boulevard. Foreman Large said that Public Works does some of the trimming on the Boulevard and others are done by residents and businesses. Member Candler said that the Ocean Villas condos do their own.

Chair Bandy asked what the rings look like. Member Thomson suggested to look at page 81 of the Urban Forest Management Plan that shows scarring and to not use a string trimmer

within twelve inches of the base of a tree. Chair Bandy asked if the ground would need to be dug up to place the rings there. Member Candler said that she did not think that the rings are necessary and to just get the grass away from the tree base. Foreman Large said that some of the areas that use them look very nice, but that he did not price them. Chair Bandy asked what a tree guard is and how much they cost. Member Thomson said that Southern Horticulture might know. Chair Bandy said that if it is something that you could put down to keep them from harming the trees that it would be easier than digging around them. Member Candler said that you would still need to remove the grass around the trees, or the landscapers are going to continue to use a weed eater. Vice Chair Krempasky suggested an adopt-a-tree program for the existing trees on the Boulevard, which would pay for the tree ring and a plaque with their name could be added. Foreman Large advised that he did not know if that would work because people have already paid to put the trees in and that they already have their plaque on the trees. Member Candler said that SEPAC needs to work with the Homeowners' Associations and the businesses along the Boulevard to ask them to take care of their trees. She said that Guy Harvey Resort is getting ready to do a big landscaping project and that they need to maintain those trees in front of the hotel. Member Thomson said that it is a problem because it is a City right-of-way. He said that if they are weed eating the tree that it would be a Code Enforcement issue. City Clerk Fitzgerald advised that Code Enforcement would depend on exactly where the tree is located. Foreman Large asked if SEPAC is planning to talk to the Building Department about it. Member Thomson said that if it is adopted it would become part of the LDRs and that they should not be weed eating or damaging a tree to the point that it threatens the survival of it, then they should have to replace it or pay a fine. Chair Bandy said that SEPAC could provide educational information, but she questioned whether they would review it or even see it unless SEPAC printed it out and gave it to them. Member Thomson said that a warning might be the first step.

Chair Bandy said that SEPAC's first step is getting this Plan adopted. Vice Chair Krempasky said that she would work on it.

Member Thomson asked if it was more important to the City to take care of A1A South vs. the Boulevard because Public Works is doing work that the Department of Transportation (DOT) would normally be doing and therefore the City is not able to maintain the Boulevard. Vice Chair Krempasky said that it is part of a contract. Member Thomson said that he talked to Public Works and the City is losing money and he does not know how to get out of the contract. He said that SEPAC advises the Commission, and that the Avenue of Palms is not being pruned, which will affect the stormwater system. He said that the City is taking care of a State Road instead of having them contract with a landscape company. Vice Chair Krempasky asked when the contract is up for renewal. City Clerk Fitzgerald said that she believed that it is every six months, which was started years ago because residents had concerns that the State was not maintaining it to standards they expected. Member Thomson said that the residents should vote whether they want City workers to maintain the Boulevard or State Road A1A when the City is losing money because of it. Chair Bandy asked what the State does. City Clerk Fitzgerald advised that they rotate through different areas every six months and that the City took over because it could be done more often. Member Thomson said that was fine when the City had the staff to do it.

Chair Bandy moved on to Item 2.a. and asked Vice Chair Krempasky for her update report.

2. Educational Programs

a. Environmentally Friendly Landscaping Awards

Vice Chair Krempasky advised that the questionnaires are up on the City's website and that some were brought to the library film the other night. She said that she talked to Tara Freeman, the head of the Master Gardener Program for St. Johns County, but that none of the Master Gardeners are interested in the Florida Friendly Landscape Program, which they would have to be certified in. She reached out to Dr. Kaczmarzsky and Alex Farr and Dr. Kaczmarzsky suggested that she contact Tara again and ask which Master Gardeners specialize in native species and try to get four or five people. Vice Chair Krempasky said that she cannot tell the difference between native, exotic, etc. Chair Bandy said that there is an app and a booklet that we can use but that it would take a long time to look at each species. Member Thomson asked if this was a self-documented application. Vice Chair Krempasky said yes. Chair Bandy said that SEPAC would have to go out and verify it for the recognition. She asked if SEPAC could video tape it and send it to Dr. Kaczmarzsky. Member Thomson said that it is not just about native plants. Vice Chair Krempasky said that native plants are the part that SEPAC needs help with, or we could just take their word for it. Member Candler asked if anyone has applied. Vice Chair Krempasky said that someone picked up a hard copy. City Clerk Fitzgerald said that she had not received any. Chair Bandy said that she would do a press release and give it to Ms. Conlon before mid-month. Member Thomson said that he thought SEPAC would be identifying properties that we felt might meet the criteria and hand out the applications to those residents. Vice Chair Krempasky said that he can do that if he wants to, but that he should also sign himself up to be the person who goes out there and looks at it. Chair Bandy said that he would need to be fairly sure that the property is close to receiving the award before you tell them about it because if they get turned down it would look bad. Member Thomson asked when SEPAC would do the recognition. Vice Chair Krempasky said as soon as they get it and that they would get a sign for their yard.

Vice Chair Krempasky said that she would keep working to find help. Chair Bandy suggested taking a video of the plants. Vice Chair Krempasky said that the video is a great idea. Member Thomson said that it is an educational thing too and if we see homeowners making an effort that we should give them the information. He asked if SEPAC could recognize them without them applying. Vice Chair Krempasky said no.

Chair Bandy moved on to Item 2.b.

b. Environmental Speaker and Film Series

Chair Bandy said that the next film series is scheduled for October 27th and that the Vice Chair was interested in sustainable fashion and asked if she did any research. Vice Chair Krempasky said that she thought that Chair Bandy had a movie. Chair Bandy said that she had one that was about how textile workers are treated, which is not really SEPAC's thing. Vice Chair Krempasky said that there was one about how clothing is so disposable that it ends up on beaches in third-world countries that are not capable of dealing with that kind of pollution.

Chair Bandy said that she reached out to Zero Waste of Gainesville to see if they would be interested in coming to show a short clip, and find out how they got their organization going. She advised that she reached out to Tara Dodson who was scheduled to talk about sustainability before Covid hit, but that she has not heard back from her. She said that she reached out to the lady from the "trashy" film to ask if SEPAC could preview the film before

scheduling it and that she has not heard back from her either. She advised that Adam Morley could come in the future. Vice Chair Krempasky said that maybe we can find another "reuse" film. Chair Bandy said that there is a website called "water bear", which has free documentaries of environmental things. Member Candler said that she went to Eco Relics In Jacksonville the next day. Member Thomson asked if there were any films on clean energy. Chair Bandy said that there is one about food, diet, and climate change but she never found a local restaurant doing it and that food waste is another good topic. She found out that the library can get viewing licenses from Netflix for environmental films. She said that another group did an eco-cinema film about pollinators, which was an hour and half long and might be too long for SEPAC's film. She asked for everyone to keep investigating topics for the film series. Vice Chair Krempasky said that most of the people that attended the film series were women. Member Thomson mentioned a film called "the day the earth stopped", which looked around the world when the pandemic started. He asked if there was a possibility that SEPAC could join forces with the Amphitheatre films. Chair Bandy said that she was wondering what was going on with their films because there are not any scheduled. Member Candler asked to share Dr. Kaczmarzky's film list so that each member could preview them and help choose the next one. Chair Bandy asked the City Clerk if she would distribute that film list to all the members. City Clerk Fitzgerald agreed.

Chair Bandy moved on to Item 2.c

c. Newsletter Topics

Chair Bandy asked if anyone had anything new to run in the Newsletter. Member Thomson said that the last writeup was great. Vice Chair Krempasky suggested to do an article about why we are called SEPAC and what we do. Chair Bandy asked if everyone was in agreement with whatever she writes about SEPAC.

It was the consensus of SEPAC to have Chair Bandy write a Newsletter article describing SEPAC.

Chair Bandy said that she would also rerun the landscaping recognition, the need for members, and do a Mickler Boulevard update.

Chair Bandy moved on to Item VI.

VI. OTHER COMMITTEE MATTERS

Chair Bandy advised that there is a program for non-profits to apply to receive free milkweed and that she talked to the library because the Friends of the Library might want to apply for it. She suggested for the members to notify other non-profits that might want to apply. Vice Chair Krempasky said that she thought she remembered reading that there is a milkweed shortage, which is endangering the Monarch butterflies. She suggested that SEPAC might want to consider giving some milkweed away at Arbor Day and she asked Foreman Large if he would purchase some for next year. Foreman Large said that he would need to look into it because he does not recall ever seeing milkweed available at the places that he purchases from, plus Arbor Day is a tree give-a-way and milkweed is not a tree. Chair Bandy said that the ones that she found for a \$1 at Ace Hardware are not native. Foreman Large said that some residents have their yards filled with trees and that the milkweed might be a great idea. Member Candler suggested doing a display of a pollinator box at Arbor Day.

Chair Bandy asked how the City's recycling is going because she found another city that has a program that rewards their residents for perfect recycling. City Clerk Fitzgerald said that if a City resident does not have correct recycling items, then their bin gets a notice put on it and it is not collected at all. Member Candler said that there are bins in the Surfcrest neighborhood every week with the yellow stickers.

Member Candler asked about Ocean Hammock Park. Foreman Large advised that Public Works is clearing the area to install the restrooms and the sidewalk around it. Member Candler asked if the people that objected to the restrooms attended the Commission meetings. Foreman Large advised that he did not know. Member Thomson said that it has been approved as part of the plan.

Chair Bandy moved on to Item VII.

VII. ADJOURNMENT

Motion: to Adjourn. **Moved by** Vice Chair Krempasky. **Seconded by** Member Candler. Motion passes unanimously.

Chair Bandy adjourned the meeting at 8:23 p.m.

Lana Bandy, Chair

ATTEST

Dariana Fitzgerald, City Clerk

Max Royle

From: Lana Bandy <lcbandym@yahoo.com>
Sent: Thursday, September 8, 2022 10:10 AM
To: Comm Samora; Comm England; Comm George; Comm Rumrell; Beth Sweeny
Cc: Max Royle; Melinda Conlon; Dariana Fitzgerald
Subject: SEPAC Update - September
Attachments: 2022 Accomplishments.pptx

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.

Dear Commissioners,

SEPAC met on September 1; here's an update on our activities.

1. For the benefit of our new members and to make sure we are all on the same page, Chair Bandy reviewed a PowerPoint document (attached) outlining **SEPAC's 2022 accomplishments** and the Committee's ideas for 2023. Please take a look at the presentation as a refresher!
2. Public Works started the **Mickler project**. The solarization will be completed at the end of September, and we will plant the wildflower seeds. Vice Chair Sandra Krempasky shared a sign she helped design that will be put in the area. It explains that the land is being prepared for a SEPAC wildflower project. Residents have called City Hall worried the area is being prepped for new parking, so we thought the sign would help in this regard. Chair Bandy will work with Tom Large to purchase other plants to put in the area to get it started and the plant ID signage.
3. We discussed the meaning of green infrastructure at length and reviewed the PowerPoint presentation Chair Bandy presented to the public earlier this year. She pointed out that SEPAC is doing several green infrastructure projects, as trees, plants, flowers, pollinator boxes, etc., all help in this regard. We decided to continue investigating the idea of a **rain garden** on D Street or A1A. This would be a demonstration/model garden that could help residents understand some of the things they/we can do to help flooding. **SEPAC needs guidance from the Commission, as there are rumors some parkettes might be taken out for parking (I hope not!) or undergrounding of utilities.** Please let us know so we can move forward.
4. We kicked off the **environmentally friendly landscaping recognition project**. The application and other materials are on the City's website. We included it in the City's September newsletter, and Chair Bandy will prepare a press release for Melinda Conlon to send to the media. Please help us get word out about this new program!
5. Chair Bandy is waiting to hear back from Marc Craddock on the article and press release she started about the **conservation easement**. Once he returns the information and a photo, we will include it in the City's newsletter and alert the media.

6. We had a good group at SEPAC's **environmental film/speaker series** event, "Reuse!: Because You Can't Recycle the Planet." Matanzas Riverkeeper Jen Lomberg led the enthusiastic discussion. Our library contact was excited about the event, including its turnout. Our next event is October 27 – more details to follow!

7. Chair Bandy and Vice Chair Krempasky will attend the September 12 **Commission meeting** in case you have questions about our activities and/or budget request.

Please let me know if you have suggestions and/or questions. The next SEPAC meeting is **October**

6. Thank you again for your support!

Lana Bandy

Chair, Sustainability & Environmental Planning Advisory Committee

COMMISSION REPORT

September 2022

TO: MAYOR/COMMISSIONERS

FROM: DANIEL P. CARSWELL, CHIEF OF POLICE

DEPARTMENT STATISTICS August 23, 2022- September 20 2022

CALLS FOR SERVICE – 1587

OFFENSE REPORTS - 45

CITATIONS ISSUED - 95

LOCAL ORDINANCE CITATIONS - 24

DUI - 1

TRAFFIC WARNINGS - 208

TRESSPASS WARNINGS -18

ANIMAL COMPLAINTS - 6

ARRESTS - 10

- **ANIMAL CONTROL:**

- St. Johns County Animal Control handled 6 complaints in St. Augustine Beach area.

MONTHLY ACTIVITIES –

Kickball Tournament in memory of Tonya Kuc: September 10th 8am

Donuts with a Cop: September 13th 8am-10am

Blood Drive September 13th Noon- 5pm

MEMORANDUM


TO: MAX ROYLE, CITY MANAGER
FROM: PATTY DOUYLLIEZ, FINANCE DIRECTOR
SUBJECT: MONTHLY REPORT
DATE: 9/21/2022

Finance

The Finance Department is working diligently to ensure end of the year reporting and preliminary audit reports are completed timely. As always, the state allows for payment of final expenditures and receipt of FY22 revenues are posted by the end of November. There may be a need for some year-end adjustments as we move through the next couple of months to ensure the books are clean.

The final FY23 Budget has been prepared and will be presented for approval on September 26th.

Communications and Events

The **Harvest Moon Luau**  was a great success! Now on to the upcoming holiday events.

Technology

The IT Department has no updates.

MEMORANDUM

Date: October 3, 2022
To: Max Royle, City Manager
From: William Tredik, P.E., Public Works Director
Subject: Public Works Monthly Report
September 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 is substantially complete.
- **Mizell Pond Weir and Stormwater Pump Station**
HMGP grant – FEMA/FDEM
Grant amount \$1.81 Million; SJRWMD Districtwide Cost Share as match
Status – Construction is substantially complete.
- **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. Bidding in Fall 2022.
- **Ocean Walk Drainage Improvements**
Legislative Appropriation Request
Appropriation Request Amount - \$694,000
Status – Grant Agreement executed. 60% 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 – Development of Design Contract

- **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 substantially complete. Punch list development underway. Final Completion in October 2022.

Ocean Walk Drainage Improvements [DESIGN] –Design 60% complete.
Permit submittal pending. Construction in FY 2023.

Oceanside Circle Drainage [FINAL DESIGN] – 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 commencing.

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 2022.

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 and clearing and grubbing of the right of way has been completed. FPL is currently completing design of the underground power. Easements necessary for undergrounding the western block are in-hand. There are still some owners who have not provided easements for the eastern block.

Roadway Resurfacing [CONSTRUCTION PENDING] – FY 2022 roadway resurfacing occurred in the second half of September. Roads resurfaced included:

- 1st Lane through 9th Street east of A1A Beach Boulevard
- Atlantic Alley
- Mickler Boulevard between 11th Street and 16th Street
- North Trident Place

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 November 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 was scheduled for the Commission's September 12th meeting. At that meeting, the ordinance was defeated by a 2-1 vote.

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. At its September 12th meeting, the Commission scheduled a workshop on October 5th at 5:30 p.m. with SEPAC and the Planning Board to review 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 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 has been scheduled on October 5th, 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 November 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.

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. Another update will be provided at the Commission's November meeting.

b. Oceanside Circle. This street is located in the Overby-Gargan unrecorded subdivision, which is north of Versaggi Drive. A survey has been done to determine the road's right-of-way and the final design of a new road is underway by the City's civil engineering consultant. The final plans are being done and will be submitted to the St. Johns River Water Management District for a permit. The City has received the Water Management District permit. Construction is scheduled to begin in 2023.

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 and ranked by a City staff committee and the Commission at its September 12th meeting authorized the City Manager to negotiate with the firm ranked first, the Matthews Design Group. Contract will be executed in October 2022.

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. The design 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. The City is coordinating a grant agreement with the Florida Department of Environmental Protection. Once the agreement is signed, the City will select a design consultant to do the design and permitting work in 2023. Construction should begin in 2024.

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.

In August 2022, the City received the second and final payment of ARPA funds: 1,753,990.

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 the 10 walkovers will be done in two phases. Phase 1 will be the construction of walkovers at 1st Lane, 4th, 5th, 8th and 10 Streets. Phase 2 will have new walkovers at 11th, 13th, 15th and 16th Streets, and at 14th Lane. The walkover at 16th Street will be a wider one to provide access to the beach by emergency vehicles. Construction will begin in the fall of 2022 and 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. However, other projects, especially drainage ones, require attention, advertising the RFQ will be delayed.

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 review the proposed RFQ at its September 12th meeting and decided not to advertise it but see whether the voters approve the additional one-cent sales tax at the November general election.

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. A draft of the study is complete. The final draft 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.