



**CITY OF ST. AUGUSTINE CITY COMMISSION
REGULAR MEETING AGENDA
MONDAY, SEPTEMBER 13, 2021 - 5:00 PM
ALCAZAR ROOM**

1. CALL TO ORDER

- ◆ Roll Call
- ◆ Invocation and Pledge of Allegiance

2. ADMINISTRATIVE ITEMS

- ◆ Modification and Approval of REGULAR AGENDA

3. SPECIAL PRESENTATIONS, RECOGNITIONS AND PROCLAMATIONS

- 3.B.** Presentation of the George Gardner Award by Melinda Rekoncay, President of The Neighborhood Council of St. Augustine. (*J. Regan, City Manager*)
- 3.C.** ***Proclamation 2021-17***: Proclaiming National Hispanic Heritage Month from September 15 to October 15. (*T. Upchurch, Mayor*)

4. PUBLIC COMMENTS FOR GENERAL PUBLIC COMMENTS OR FOR AGENDA ITEMS NOT REQUIRING A SEPARATE PUBLIC HEARING

- ◆ 3 minutes per individual

5. CONSENT AGENDA

6. APPEALS

7. GENERAL PUBLIC PRESENTATIONS, ITEMS OF GREAT PUBLIC IMPORTANCE, AND OTHER ITEMS REQUIRING PUBLIC HEARINGS

(PRESENTATIONS (MAXIMUM OF 10 MINUTES PER PRESENTATION)). PRESENTATIONS FOR COMMISSION MEETINGS MUST BE PRESENTED TO THE CITY MANAGER FOR APPROVAL NO LATER THAN TEN (10) WORKING DAYS PRIOR TO THE NEXT CITY COMMISSION MEETING. A PRESENTATION SUPPORT SERVICES REQUEST (AVAILABLE ON THE CITY'S WEBSITE) MUST ACCOMPANY ALL PRESENTATIONS.

7.A. General Public Presentations

7.B. Items of Great Public Importance

7.B.1. Christina Parrish Stone, Executive Director, St. Johns Cultural Council: Presentation of out-of-market advertising campaigns. How is St. Augustine being marketed/represented by the Cultural Council to outside visitors/tourists? *(J. Regan, City Manager)*

7.B.2. Richard Goldman, President & Chief Executive Officer, St. Augustine, Ponte Vedra & The Beaches Visitors and Convention Bureau (VCB): Presentation of out-of-market advertising campaigns. How is St. Augustine being marketed/represented by the VCB to outside visitors/tourists? *(J. Regan, City Manager)*

7.C. Other Items Requiring Public Hearing

8. ORDINANCES AND RESOLUTIONS - PUBLIC HEARING REQUIRED

8.A. Ordinances - Second Reading

8.A.1. Ordinance 2021-19: Rezoning the Sebastian Inland Harbor Planned Unit Development of 159 King Street (PID# 203350 0030, 203470 0000) to Residential General and Office. *(D. Birchim, Director Planning and Building)*

8.A.2. Ordinance 2021-20: Rezoning the Sebastian Inland Harbor Planned Unit Development of 157 King Street (PID# 203350 0000, 203350 0010) to Residential General and Office. *(D. Birchim, Director Planning and Building)*

8.B. Ordinances - First Reading (only if required by law)

8.C. Resolutions - Public Hearing (only if required by law)

9. ORDINANCES AND RESOLUTIONS – NO PUBLIC HEARING REQUIRED

9.A. Ordinances - First Reading

9.A.1. Ordinance 2021-22: Modifies the definition of "salary" for firefighter pension purposes. *(I. Lopez, City Attorney)*

9.A.2. Ordinance 2021-25: Amends the zoning of 36 Granada Street (CL-1) and 8 DeSoto Place (RG-1) to Planned Unit Development (PUD). *(D. Birchim, Director Planning and Building)*

9.B. Resolutions

- 9.B.1. Resolution 2021-38:** Update to the Planning and Building Department schedule of fees creating a new fee schedule to take effect on October 1, 2021. (*D. Birchim, Director Planning and Building*)
- 9.B.2. Resolution 2021-39:** Authorizes the City Manager to execute the American Rescue Plan Act recovery fund agreement. (*M. Simpson, Director Finance*)

10. STAFF REPORTS AND PRESENTATIONS

- 10.A.** Discussion regarding the future use of the Waterworks Building. (*J. Wolfe, Historic Preservation Officer and C. Sakryd, Deputy Director General Services*)

11. ITEMS BY CITY ATTORNEY

12. ITEMS BY CITY CLERK

- 12.A.** Request for two appointments to the Planning and Zoning Board. (*D. Galambos, City Clerk*)

13. ITEMS BY CITY MANAGER

- 13.A.** Presentation of City Manager performance evaluation form to commissioners. (*J. Regan, City Manager*)

14. ITEMS BY MAYOR AND COMMISSIONERS

15. ADJOURN

NOTICES: In accordance with Florida Statute 286.0105: "if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she 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 individual or agency sending notice not later than seven days prior to the proceeding at the address given on the notice. Telephone 904-825-1007; 1-800-955-8771 (TDB) or 1-800-955-8770 (V) via Florida Relay Services. ***The City of St. Augustine encourages anyone wishing to present the invocation at city commission meetings to contact the City Clerk's office, to be placed on the rotation list, and encourages people of all religious affiliations or of no religious affiliation to present a non-denominational invocation to inspire us in the work of the City Commission. The materials prepared and presented are part of the City's ongoing Florida Public Records and Government in the Sunshine compliance and are not intended to be relied upon or to reach investors or the trading markets.

CONSENT AGENDA - SEPTEMBER 13, 2021

CA.1. Preview of upcoming Commission meetings.

CA.2. THE FOLLOWING ORDINANCES ARE TENTATIVELY SCHEDULED FOR SECOND READING ON SEPTEMBER 27, 2021:

- Ordinance 2021-22
- Ordinance 2021-25

CA.3. Reminder of Upcoming Meetings:

- September 23, 2021, 5:05pm, Second and Final Special Budget Meeting
- September 27, 2021, 3:00pm, Special Workshop Meeting
- September 27, 2021, 5:00pm, Regular City Commission Meeting
- October 11, 2021, 5:00pm, Regular City Commission Meeting

CA.4. APPROVAL OF MINUTES FROM PRIOR COMMISSION MEETINGS:

- July 12, 2021, Shade Meeting
- July 12, 2021, Regular City Commission Meeting
- August 9, 2021, City Commission Special Meeting
- August 9, 2021, City Commission Regular Meeting

CA.5. RELEASES OF LIEN FOR UNIT CONNECTION FEE MORTGAGE(S):

- 237 Palmetto Drive - George Brown

CA.6. PROPOSED PROCLAMATIONS, CERTIFICATES OF APPRECIATION/RECOGNITION. (COMMISSION APPROVAL REQUIRED). (TO BE READ AT A SUBSEQUENT MEETING).

Certificate of Recognition 2021-04CR: Issued to Opal Lee, the Grandmother of the Juneteenth movement, now a federal holiday. *(T. Upchurch, Mayor)*

CA.7. NOTIFICATION OF PROCLAMATIONS/CERTIFICATES OF RECOGNITION ISSUED:

Proclamation 2021-18: Proclaims September 17 through September 23, 2021 as Constitution Week. *(T. Upchurch, Mayor)*

CA.8. Approval of the donation by the St. Augustine Police Department to the Palatka Police Department of X2 tasers and associated equipment. *(J. Michaux, Chief of Police)*

CA.9. Approval of the three-year agreement between the City of St. Augustine and St. Johns County providing additional funds to operate the Visitors Information Center. *(J. Piggott, Director General Services)*

- CA.10.** Approval of a license agreement with Shaun Burton allowing him to install and maintain a fence at 1650 Saint Marks Pond Boulevard, St. Augustine. *(T. Grant, Director Utilities)*
- CA. 11** Approval of agreement between the City and Old Town Trolleys to operate from the promenade by the VIC during this year's Nights of Lights. *(J. Piggott, Director General Services)*
- CA.12.** Confirmation of appointment to the St. Augustine Police Officers' Retirement Board. *(D. Galambos, City Clerk)*
- CA.13.** Approval of the after-mediation settlement in the matter between the City of St.Augustine v. Railroad Spike Properties. *(I. Lopez, City Attorney)*

End of Consent Agenda

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John P. Regan, City Manager

DATE: September 7, 2021

RE: **SETTLEMENT AGREEMENT: EMINENT DOMAIN - RAILROAD SPIKE PROPERTIES, LLC**

This proposed settlement agreement completes the eminent domain process for the acquisition of a perpetual easement for a water treatment line to reach the San Sebastian River from the Water Treatment Plant. The eminent domain process contemplates the initial order of taking and deposit in the court registry, followed by negotiation and settlement or jury trial on the complete valuation, including any damages to the remainder.

The mediation for this matter was held on August 27, 2021 with the City Manager and our outside counsel, Terry Zinn. If the Commission concurs with the settlement, the parties will file a stipulation with the court and complete the process.

The costs of the settlement will be appropriated from general fund reserves. A breakdown of costs is as follows:

- **\$159,400** to Railroad Spike Properties, LLC
- **\$ 52,602** to Foerster, Isaac & Yerkes, P.A. for attorneys' fees
- **\$ 48,575** to Foerster, Isaac & Yerkes, P.A. to be held in trust for payment of expert fees

Thank you.

/s/ Isabelle C. Lopez

Isabelle C. Lopez
City Attorney

Attachment

xc: Meredith Breidenstein, Assistant City Manager
Darlene Galambos, City Clerk

Agenda Title:

Settlement agreement with Railroad Spike Properties, LLC for eminent domain litigation.

CITY OF ST. AUGUSTINE V. RAILROAD SPIKE PROPERTIES

CASE NO. 2014-CA-1091

After mediation, the parties agree as follows:

- 1) Petitioner shall pay the total sum of \$239,000.00 in complete settlement of all claims for property taken, severance damages and any other damages claimed or not by respondent in this action.
- 2) Petitioner has deposited \$79,600.0 into the registry of the Court leaving a balance of \$159,400.00 which shall be deposited into the registry of the Court and shall be paid to Respondent within 30 days of entry of the stipulated final judgment.
- 3) The parties shall enter into a stipulated final judgment in a form acceptable to counsel within 15 days of approval of this settlement agreement by City Counsel and submit same to the Court for entry.
- 4) In addition to the settlement amount in Paragraph (2) above, Petitioner shall pay a statutory attorney's fee in the amount of \$52,602.00 into the trust account of Respondent's counsel.
- 5) In addition to the settlement amount in Paragraph (2) above, Petitioner shall pay \$48,575.00 in settlement of all expert fees and costs to be paid to Respondent's attorney trust account.
- 6) Petitioner to pay mediator's fees.
- 7) If David Pepper is the owner of the parent tract at the time they city has a plan design for the reject water line from Palmer Street to the Sebastian River, upon request, he shall review and comment on the plans for the city as a private citizen and property owner.

3/27/21

CITY OF ST. AUGUSTINE v RAILROAD SPIKE PROPERTIES
CASE NO. 2014-CA-1091

PAGE 1 OF 2

AFTER MEDIATION, THE PARTIES AGREE AS FOLLOWS:

- 1.) PETITIONER SHALL PAY THE TOTAL SUM OF \$239,000⁰⁰ IN COMPLETE SETTLEMENT OF ALL CLAIMS FOR PROPERTY TAKEN, SEVERANCE DAMAGES AND ANY OTHER DAMAGES CLAIMED OR NOT BY RESPONDENT IN THIS ACTION.
- 2.) PETITIONER HAS DEPOSITED \$79,600⁰⁰ INTO THE REGISTRY OF THE COURT LEAVING A BALANCE OF \$159,400⁰⁰ WHICH SHALL BE DEPOSITED INTO THE REGISTRY OF THE COURT ~~WHICH~~ ^{AND} SHALL BE PAID TO RESPONDENT WITHIN 30 DAYS OF ENTRY OF THE STIPULATED FINAL JUDGEMENT.
- 3.) THE PARTIES SHALL ENTER INTO A STIPULATED FINAL JUDGEMENT ~~ENTERED~~ IN A FORM ACCEPTABLE TO COUNSEL WITHIN 15 DAYS OF APPROVAL OF THIS SETTLEMENT AGREEMENT BY CITY COUNCIL AND SUBMIT SAME TO THE COURT FOR ENTRY.
- 4.) IN ADDITION TO THE SETTLE AMOUNT IN PARAGRAPH (2) ABOVE, PETITIONER SHALL PAY A STATUTORY ATTORNEY'S FEE IN THE AMOUNT OF \$52,602⁰⁰ INTO THE ~~THE~~ TRUST ACCOUNT OF RESPONDENT'S COUNSEL.
- 5.) IN ADDITION TO THE SETTLEMENT AMOUNT IN IP(2) ABOVE, PETITIONER SHALL PAY \$48,575⁰⁰ IN SETTLEMENT OF ALL

12/27/21

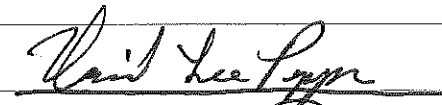
ST. AUGUSTINE v RR Spike Prop.

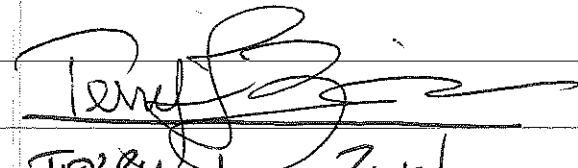
EXPERT FEES AND COSTS TO BE PAID TO RESPONDENT'S ATTORNEY
PAGE 2 of 2 TRUST ACCOUNT.

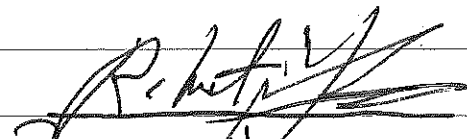
(6) PETITIONER TO PAY MEDIATOR'S FEES.

(7) IF DAVID PEPPER IS THE OWNER OF THE PARENT TRACT
AT THE TIME THE CITY HAS A PLAN DESIGN FOR THE
REJECT WATER LINE FROM PALMER STREET TO THE
SEDACTAN RIVER, UPON REQUEST, HE SHALL REVIEW
AND COMMENT ON THOSE PLANS FOR THE CITY AS A
PRIVATE CITIZEN AND PROPERTY OWNER.


JOHN P. REGAN
CITY MANAGER


DAVID LEE PEPPER,
FOR RAILROAD SPIKE PROPERTIES, LLC

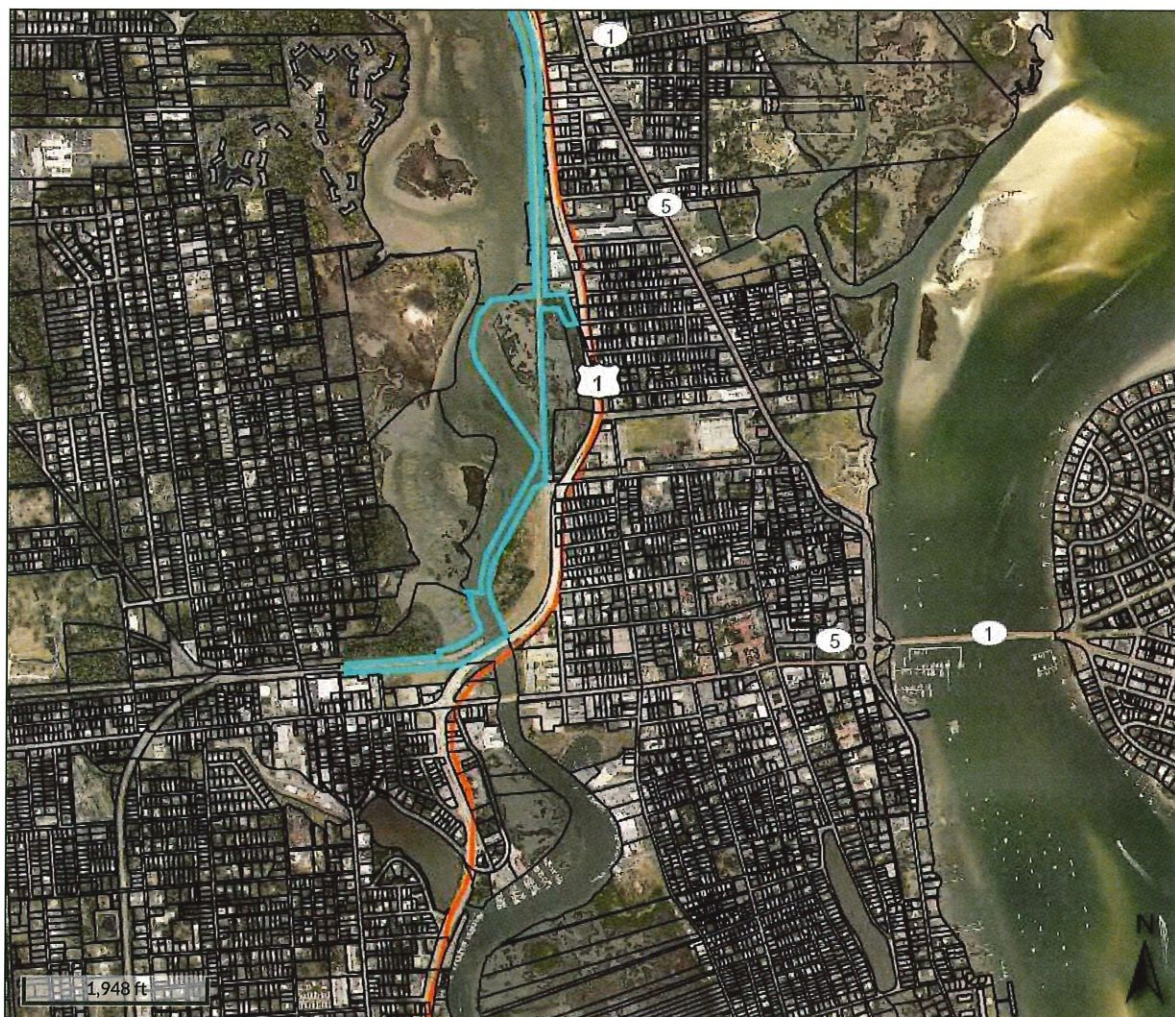

TERRY L. ZINN
ATTORNEY FOR PETITIONER


ROBERT YERLES, ESQ
ATTORNEY FOR RESPONDENT



4202 W. EL PRADO BLVD.
TAMPA, FLORIDA 33629
PH. 813.258.0444
FBPE CERT. OF AUTH. #26116

#	DATE	REVISION	BY
	6.23.21	ORIGINAL DRAWING CREATED	TOP



Overview



Legend

□ Parcels

Parcel ID	1495300000	Physical Address	COASTAL HWY	Building Value	N/A	Last 2 Sales			
Property Class	9800 - Centrally Assessed	Mailing Address	SAINT AUGUSTINE	Extra Feature Value	N/A	Date	Price	Reason	Qual
Taxing District	City of St Augustine	Address	FLORIDA EAST COAST RAILWAY LLC	Total Land Value	N/A	n/a	0	n/a	n/a
Acre	37.74		7150 PHILIPS HIGHWAY	Just Value	N/A	n/a	0	n/a	n/a
			JACKSONVILLE FL 32256-0000	Total Deferred Assessed Value	N/A				
				Total Exemptions	N/A				
				Taxable Value	N/A				

The St. Johns County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation.

Date created: 8/27/2021

Last Data Uploaded: 8/26/2021 11:51:03 PM

Developed by  Schneider
GEOSPATIAL

George Gardner Award

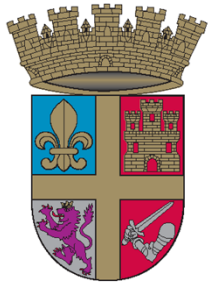
The Neighborhood Council of St. Augustine is happy to announce the creation of The George Gardner Award to honor the love George had for both the City of St Augustine and its residential neighborhoods.

While Mayor, it was his idea to create Neighborhood Associations to represent the various unique residential neighborhoods throughout St. Augustine. He wanted them to be flexible enough to represent the neighborhoods as they wished, but to have legitimacy by having bylaws and elected officers. These Neighborhood Associations would be united under the umbrella of the Neighborhood Council of St. Augustine, which would meet regularly to discuss the needs of the neighborhoods and represent them before the City.

Almost twenty years later, the Neighborhood Council of St. Augustine has grown to 10 Neighborhood Associations and still operates under Mayor Gardner's original vision, which was to act as a bridge between City government and its residential neighborhoods.

From working with the City, we have found that there are many dedicated City employees who give of their time to make our residential neighborhoods better places to live. It is for the purpose of recognizing and encouraging stronger bonds between the City government and its residential neighborhoods that The George Gardner Award was created.

On September 13, 2021 at 5:00 pm in the Alcazar Room at the City Commission Meeting that the first recipient of this award will be honored.



Est. 1565

City of St. Augustine

La Lealísima y Valerosa Ciudad de San Agustín de la Florida

PROCLAMATION

Whereas, National Hispanic Heritage Month is observed from September 15 to October 15 to celebrate the histories, cultures, and contributions of American citizens whose ancestors came from Spain, Mexico, the Caribbean and Central and South America; and

Whereas, the observance was born in 1968 when Congress authorized the president to issue an annual proclamation designating National Hispanic Heritage Week. Just two decades later, lawmakers expanded it to a monthlong celebration; and

Whereas, Reflecting the remarkable diversity of the American people, Hispanics represent a wide range of nationalities and backgrounds; and like so many Americans, Hispanics have overcome great obstacles to persevere and flourish in every sector of our society. With enduring values of faith and family, hard work and sacrifice, Hispanics have preserved the rich heritage of generations past while contributing mightily to the promise of our Nation for their children and grandchildren; and

Whereas, the influence and history of Hispanics in St. Augustine has been profound and positive enriching every aspect of culture, bringing creativity and innovation to all aspects of this community, including local cuisine.

***NOW, THEREFORE,** the St. Augustine City Commission of the City of St. Augustine hereby designates September 15 through October 15 2021 as **HISPANIC HERITAGE MONTH** and calls upon public officials, educators, librarians, and all the people of St. Augustine to observe this month with appropriate ceremonies, activities, and programs.*

***IN WITNESS WHEREOF,** I hereunto set my hand and do cause the Seal of the City of St. Augustine to be affixed this 13th day of September in the year of our Lord two thousand twenty-one and the four hundred and fifty-sixth year of the founding of St. Augustine, the Nation's Oldest City.*

2021-17

Tracy Upchurch, Mayor

"Most Loyal and Valorous"

Title conferred upon the Presidio of St. Augustine by King Philip V of Spain, November 26, 1715



St. Johns Cultural Council

Supporting and Promoting Arts, Culture & Heritage in the City of St. Augustine

The St. Johns Cultural Council ...



ST. JOHNS
CULTURAL COUNCIL

ST. AUGUSTINE | PONTE VEDRA | FLORIDA'S HISTORIC COAST®

Is the designated
Local Arts Agency
for all of
St. Johns County

Provides
Destination
Marketing Services
to Cultural
Travelers through
a Contract with
the County

Administers the
County's Arts,
Culture and
Heritage Grant
Program

Presents Cultural
Programming and
Supports Historic
Preservation

Local Arts Agency

“Local arts agency” means a public or private nonprofit organization located in Florida and operating on a permanent basis for the primary purpose of strengthening, supporting, and stabilizing the activities of one or more county art and cultural constituencies.”

Florida Statutes

“ The Board of County Commissioners of St. Johns County, Florida, hereby designates the St. Johns Cultural Council as the Local Arts Agency for St. Johns County. PASSED AND ADOPTED (5-0) by the Board of County Commissioners of St. Johns County, Florida, this 2nd day of October, 2007.”

St. Johns County Ordinance

What does a Local Arts Agency DO?

Grant Making

Advocacy

Presentation of Performances and Exhibitions

Public Art / Community Art Projects

Capacity Building for Organizations

Professional Development / Support for Individual Artists

Arts Education

Destination Marketing Services funded by Tourism Taxes



Cultural Tourism

Cultural tourism is the act of travelers visiting particular destinations in order to experience and learn about a particular culture.





Cultural travelers stay longer and spend more.

They travel more often.

They are more likely to travel mid-week.

Their visits are less weather dependent.

They are more likely to explore a broader area in search of deeper experiences.



“We believe that St. Johns County has more diverse, distinctive cultural assets than any one place in America.”

Robin Malpass and Associates,
Destination Marketing Review

Depth, Breadth and Authenticity



Five Centuries of History

Cultural Diversity

Architecture

Literary Landmarks

Local Creatives

How do we leverage, support and protect those cultural assets to create community pride, economic opportunity and enhance quality of life for every resident of St. Augustine?

Quality and Sustainability



Develop strategies to reduce traffic & other impacts on historic and other resources

Increased support for organizations with year-round indoor programming

Provide support to improve quality of programming



Financial Support and Capacity Building for Local Artists and Organizations

Tourist Development Council Arts, Culture & Heritage Grants

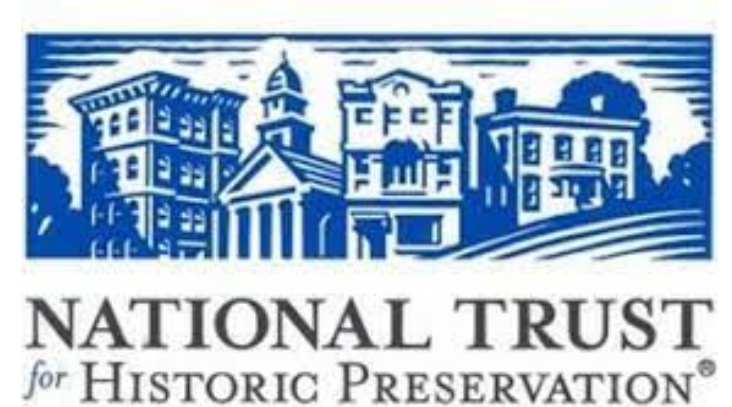
FUNDING TO SUPPORT
CULTURAL ORGANIZATIONS
AND EVENTS



Tourist Development Council Recommended Grant Funding: Fiscal Year Ending October 31, 2022 - St. Augustine Based Programming

Event Dates	Organization or Event Name	ACH Grant \$
Year Round	Fort Mose Historical Society	\$9,264.00
Year Round	St. Augustine Lighthouse and Maritime Museum	\$44,469.00
Year Round	Lightner Museum	\$44,469.00
May 7, 2022	Latin Community Services "Unidas en la Musica"	\$22,513.00
Year Round	Lincolnville Museum and Cultural Center	\$33,352.00
Year Round	ACCORD Freedom Trail and Civil Rights Museum	\$7,511.00
Year Round	EMMA Concert Association	\$18,351.00
March & May 2022	Romanza St. Augustine	\$29,646.00
Year Round	St. Augustine Art Association	\$30,828.00
Year Round	St Augustine Ballet	\$6,300.00
Year Round	Limelight Theatre	\$37,799.00
May 1 - 7, 2022	St. Augustine Fashion Week	\$3,898.00
Year Round	First Coast Opera	\$19,742.00
Year Round	St. Augustine Music Festival	\$21,577.00
December 11, 2021	St. Augustine Yacht Club, Regatta of Lights	\$2,389.00
May 21, 2022	As I! The 90s Fest	\$16,695.00
October 22 - 24, 2022	St. Augustine Songwriter's Festival	\$7,875.00

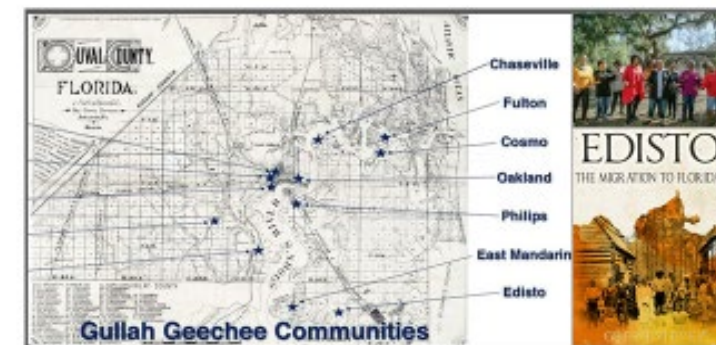
Total Funding for Programs Occurring in City of St. Augustine \$356,678.00



America's Oldest City needs more
Funding for Historic Preservation



Free and Enslaved: Black Society in Spanish Florida, 1513-1821
Dr. J. Michael Francis
La Florida Digital Archives Director
 Thursday, May 27 Virtual and In-Person ticketing options



Realizing Community Roots of Gullah-Geechee Heritage: An Evening of Storytelling and Song with Greg Estevez and the Hallelujah Singers
 Friday, May 21, 2021 6-8pm Virtual and In-Person ticketing options



Walking About in Historic Lincolnville with Kenneth MacClain
 Saturday May 22, 9-10 followed by Museum Open House



St. Augustine Beach Hotel



Capacity Building
for Individual
Artists
and
Cultural
Organizations;
Creating
Opportunities for
Residents and
Visitors to
Experience
Arts & Culture

PROFESSIONAL DEVELOPMENT
AND PERFORMANCE/ EXHIBITION
OPPORTUNITIES

GRANTWRITING SUPPORT

MARKETING SUPPORT

MEETING SPACE

STATE OF THE ARTS GRANTS

NEA SUBGRANTING

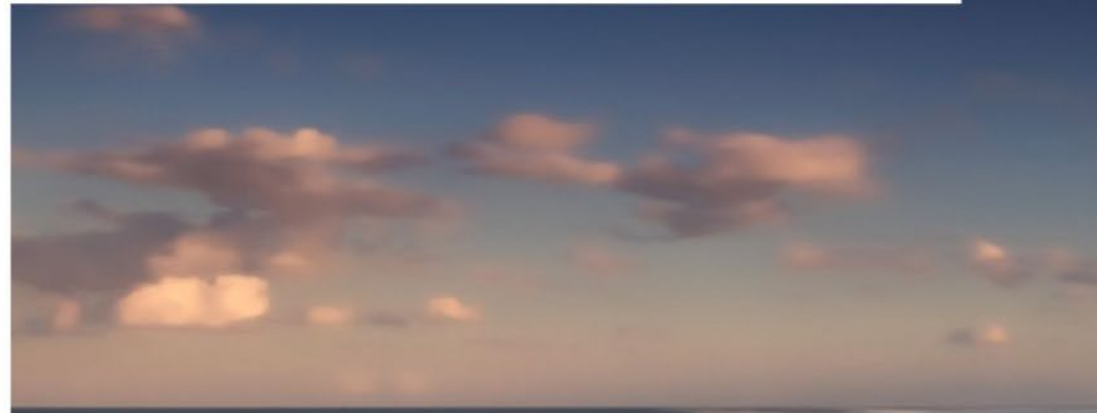
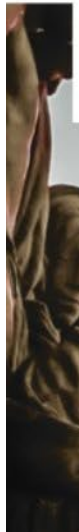
Lenny Foster: Where We Stand





from river to ocean

St Johns County, Florida: 200th Anniversary Photography Exhibition





**JUNETEENTH
VIP CELEBRATION**

JUNE 19, 2021

Celebrate Juneteenth in a Very Important Place – **St. Augustine, Florida** – where African American history began. Mark the day with music at the St. Augustine Music Festival. Visit the site of the first free African American settlement in North America. Trace the footsteps of Martin Luther King in



**ST. AUGUSTINE
FOOD + WINE FESTIVAL**

MAY 6 – 9, 2021

**THE CULINARY EVENT ON
FLORIDA'S HISTORIC COAST**

TICKETS ON SALE NOW!

Product Development: Special Events

Community Development: West Augustine

PRIDE IN THE WEST SIDE
Branding Workshop

Be part of a beautification project in West Augustine.



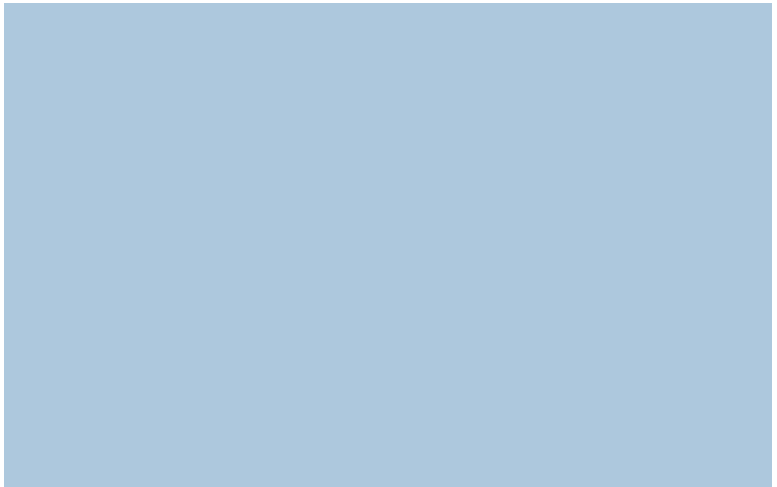
See options for the project's new logo,
which will soon be used on
yard signs, murals, and more!

Your feedback will help us
select the best design for West Augustine,
so please join us if you can.



Thursday, September 2nd
6:30 p.m. on Zoom
<https://flaglercollege.zoom.us/j/82894962527>

SCAN ME Contact Laverne March for more information.



EVERY THIRD
WEDNESDAY
ALL DAY

WEST KING



WEDNESDAYS

• YOU'RE INVITED •

FOOD | SPECIALS | ART
MUSIC | BEER | WINE

INFO: RAVENSOCIALMEDIA@GMAIL.COM

WEST KING ST., ST. AUGUSTINE, FL 32084

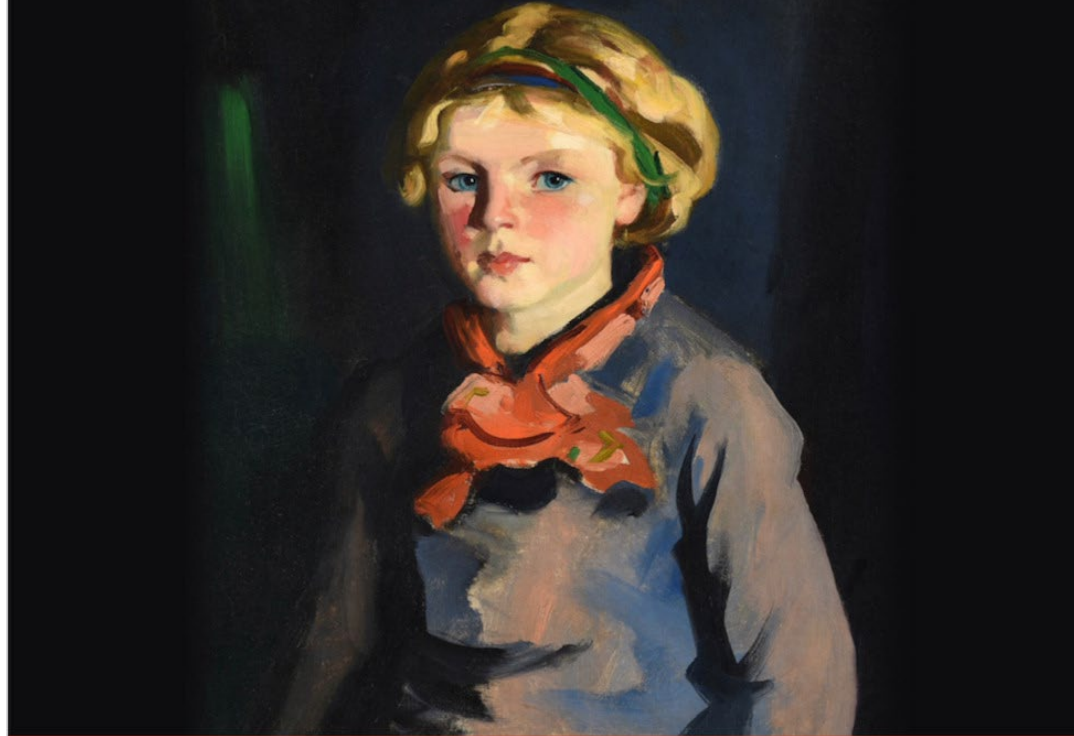
Marketing and Advertising: Targeted Marketing Campaigns

OUR GOAL:

COLLABORATE AND COORDINATE WITH THE
VCB AND OTHER MARKETING PARTNERS TO
EXTEND THE REACH OF ST. JOHNS COUNTY
MARKETING EFFORTS



AMERICAN ART & ARCHITECTURE



Celebrate the evocative, timeless beauty of the late 19th and early 20th century in St. Augustine, Florida, where *American Impressionism: Treasures from the Daywood Collection* will be on view at the Lightner Museum through July 5, 2021.

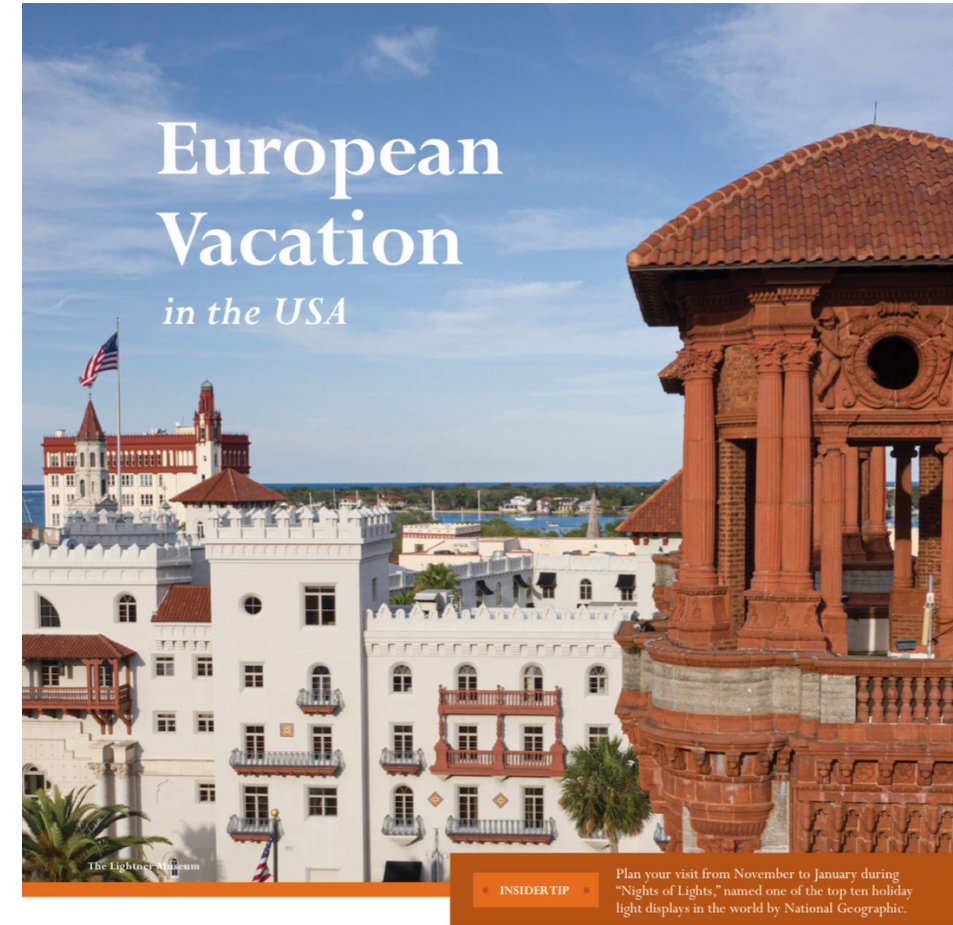
Plan your trip at HistoricCoastCulture.com



It's almost time to party in a Very Important Place – **St. Augustine, Florida!** July 2021 marks the 200th Anniversary of America's Oldest City becoming a United States Territory. The festivities begin on July 9th with a weekend-long commemoration in St. Johns County of the changing of the flags, a historical encampment, photography exhibit and so much more. Join the celebration.



Plan your trip at HistoricCoastCulture.com



From breathtaking architecture to winding narrow streets, all the things you love about Europe can be found in America's oldest city, St. Augustine, Florida.



Media

CONDÉ NAST

TRAVEL+
LEISURE

TexasMonthly

The New York Times

FOOD & WINE

PEOPLE SAVING PLACES
preservation
The magazine of the National Trust for Historic Preservation

WASHINGTONIAN



Atlanta
MAGAZINE



WSJ



In-Destination Marketing



Fort Mose is the site of the first legally sanctioned free Black community in what is now the United States. Considered the focal point for the first Underground Railroad, Fort Mose was established in 1738 after Florida became a destination for enslaved people escaping the Carolinas and Georgia.

FORT MOSE HISTORIC STATE PARK

15 Fort Mose Trail
St. Augustine, Florida 32084

Flight to Freedom – February

During this free, multi-day event, the dangerous world of freedom seekers in 1738 is brought to life. Witness the perilous journey of the first Underground Railroad, where men, women and children traversed 300 miles of southern swamps, forests and waterways to reach the freedom offered at Fort Mose.

Battle of Bloody Mose – June

Experience the Battle of Bloody Mose. This unique event unfolds on the original battle site where British troops captured the area's Spanish forts in 1740. Watch as a coalition of Fort Mose militia, Spanish forces and Native allies surprise the British in a raid. This free event includes battle reenactments, musket demonstrations, exhibits, colonial craft making and children's activities.

Musket Firings – First Saturday, Monthly

The Fort Mose Militia brings the 18th century back to life for visitors of all ages with historic weapon demonstrations. During this immersive experience, children are invited to participate with wooden toy muskets and authentic uniform accessories.

Fort Mose Visitor Center & Museum

Visit the museum at the Fort Mose Visitor Center for an interactive experience that tells the complete story of the first legally sanctioned free Black settlement in what would become the United States of America.



For more information visit
historiccoastculture.com



Websites, Newsletters and Social Media

HISTORICCOASTCULTURE.COM

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STJOHNSCULTURE.COM

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ST. JOHNS
CULTURAL COUNCIL

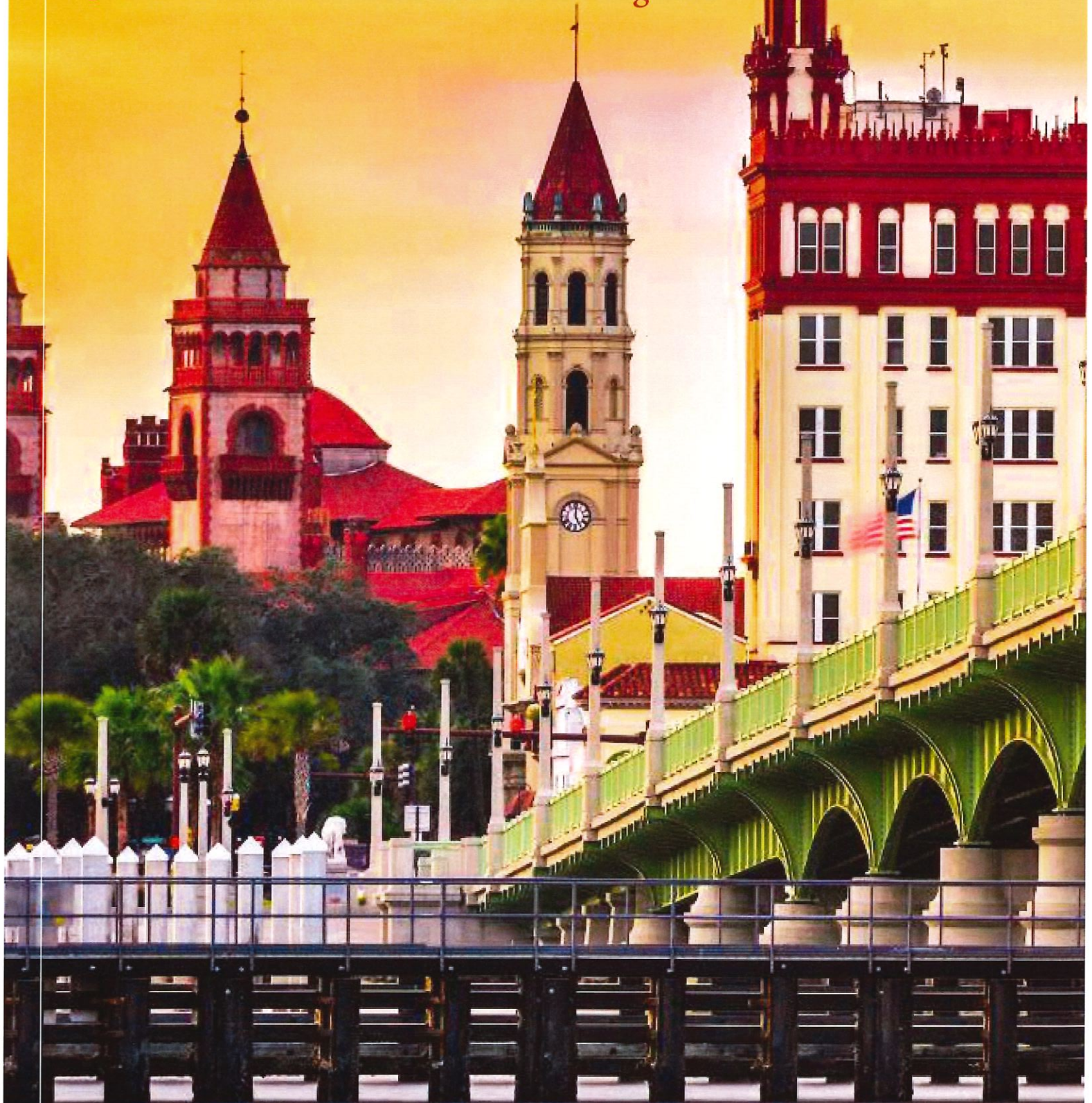
CULTURE AROUND EVERY CORNER.



CULTURE AROUND
EVERY CORNER.

ST. AUGUSTINE | PONTE VEDRA | FLORIDA'S HISTORIC COAST

3-Year Cultural Destination Marketing Plan



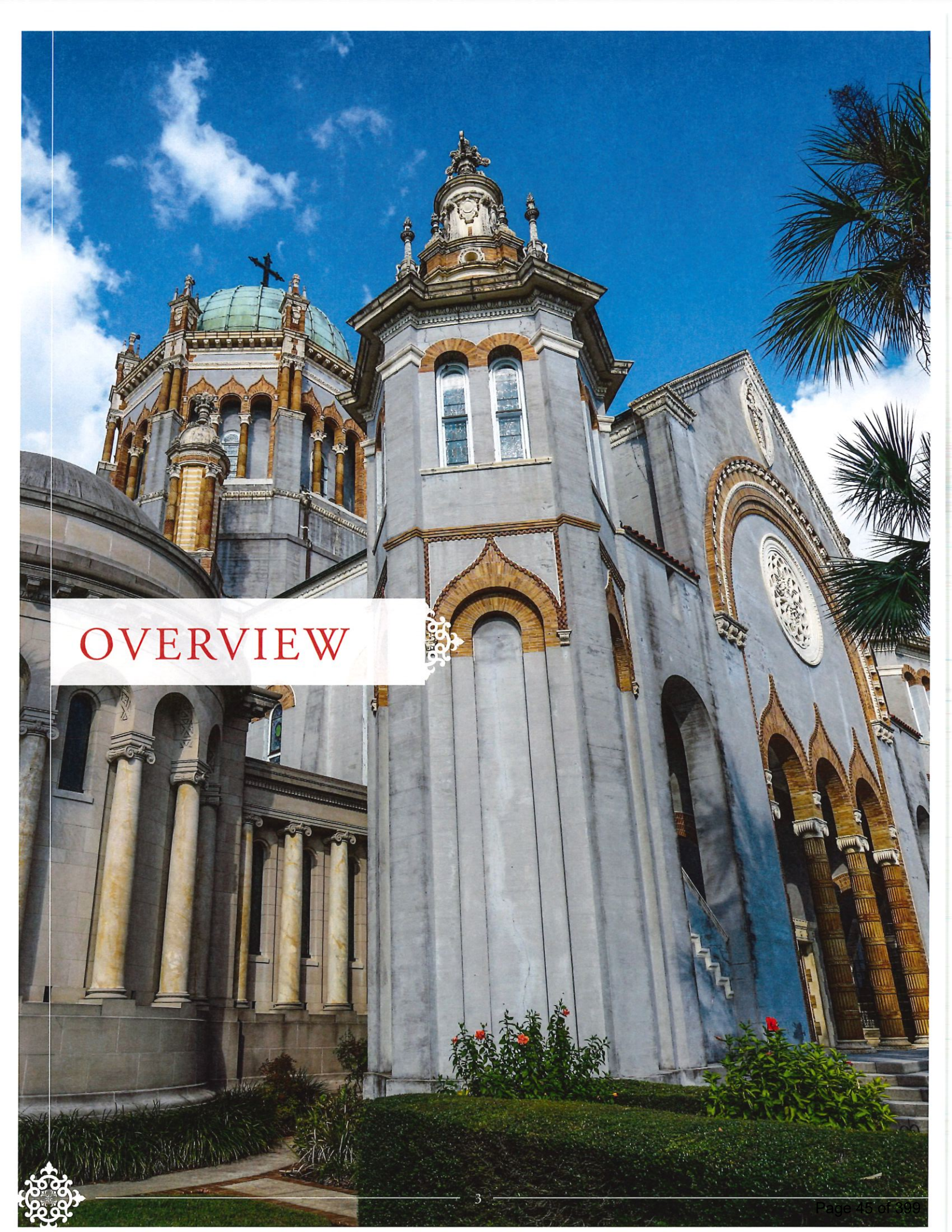
Prepared by: Robin Malpass & Associates, Inc.



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OVERVIEW

BACKGROUND

The St. Johns Cultural Council (SJCC) engaged the services of Robin Malpass & Associates (RMA), a destination marketing agency with cultural tourism experience and expertise, to perform a *Cultural Destination Marketing Review* in July 2020. The findings were significant and uncovered new opportunities for St. Johns County to attract a higher quality visitor with **existing** tourism assets.

RMA discovered that St. Johns County has an enormously large, diverse and attractive portfolio of cultural assets. A visitor can experience five centuries of art, architecture, history and heritage. Additionally, St. Johns County holds the record for the most culturally diverse “firsts” and “oldests” in America.

Through research RMA identified several factors that have inhibited St. Johns County from achieving national and international recognition as a significant place of cultural importance. In the Destination Marketing Review, RMA provided recommendations to help the SJCC elevate the many cultural assets of St. Johns County.

SJCC subsequently hired RMA in January 2021 as their Agency of Record. The first four months have been spent developing a 3-Year Cultural Destination Marketing Plan. The process has included hours of research, meetings, interviews and site visits.

The result is a 36-month roadmap to help the SJCC launch a successful Cultural Heritage Tourism program in St. Johns County.

PLAN SUMMARY

Cultural heritage tourism has only been around in the U.S. formally since the mid-1990s and was championed by the National Trust for Historic Preservation. Since then, there is one key theme connecting current research and trends in cultural tourism and that is the importance of authenticity.

Being place-based, cultural tourism is driven by an interest to experience and engage with culture first-hand. It is backed by a desire to discover, learn about and enjoy the tangible and intangible cultural assets offered in a tourism destination, including contemporary culture.

The pandemic brought tourism around the world to a roaring halt. It gave destinations an unusual opportunity to rethink tourism and its benchmarks of success. High-quality cultural tourism is gaining traction according to the United Nations World Tourism Organization (UNWTO) as a new strategy for recovery and revival post-pandemic. Its contribution to the long-term health and resilience of the tourism sector and the local communities is now recognized as significant.

The 3-Year Cultural Destination Marketing Plan for SJCC comes at a time when cultural heritage tourism is experiencing a surge in popularity. The opportunity for St. Johns County is unparalleled. The following 3-Year Plan will help St. Johns County claim its cultural birthright as a very important place.



OBJECTIVES

The SJCC Cultural Destination Marketing Plan must support the vision identified in the St. Johns County Tourism Development Council's Strategic Plan (2017).

Vision

"St. Johns County is the premier vacation and business/leisure destination in Florida."

The objectives of the plan are to establish a Cultural Heritage Tourism Program for St. Johns County that will elevate their competitive market position and upgrade the perception so that people consider it a premier destination for business/leisure tourism in Florida.

GOALS

1. Utilize existing St. Johns County cultural assets
2. Attract and retain new visitors to St. Johns County
3. Increase year-round tourism
4. Increase tourism throughout St. Johns County
5. Establish St. Johns County as an important cultural destination in the USA

#1- Utilize Existing St. Johns County Cultural Assets

The 3-Year SJCC Cultural Destination Marketing Plan is based on the opportunity to expand and increase tourism opportunities by harnessing the immense cultural assets of St. Johns County at a time when destinations are struggling to regain market share worldwide following the COVID-19 health crisis.

St. Johns County has the opportunity to reset its tourism program and capitalize on its cultural assets to compete in the cultural tourism market segment. According to the UNWTO, cultural tourism is the fastest-growing segment of the tourism industry and accounts for 40% of all tourism worldwide.

Cultural tourism intersects with heritage and religious sites, arts and architecture, performing arts, gastronomy, festivals and special events, among others. The UNWTO reports that countries around the world are harnessing their unique mix of tangible and intangible heritage and contemporary culture to boost economic growth and sustainable development through cultural tourism, which can lead to job creation, regeneration of rural and urban areas and the protection of natural and cultural heritage.

An additional benefit of cultural tourism is that it is a continuously evolving sub-sector influenced by changing lifestyles, burgeoning forms of culture and creativity and traditional and digital innovation. It provides infinite possibilities for tourism market expansion and growth in St. Johns County.



#2 - Attract and Retain New Visitors to St. Johns County

St. Johns County's current tourism program primarily targets new and past general leisure tourists from Florida and the Southeast, according to multiple studies conducted by Downs & St. Germain Research for the TDC. They describe the typical profile of an overnight visitor to St. Johns County as 44-years-old and members of Generation X who are from Florida or the Southeast with a median household income of \$99,400. Approximately one-quarter travel with children to the destination. Generally, members of Generation X are trying to raise a family, pay off student debt and take care of aging parents. These demands put a high strain on resources.

The 3-Year SJCC Cultural Destination Marketing Plan will target a new visitor for St. Johns County, the "cultural visitor." The National Trust for Historic Preservation defines the cultural visitor as one who spends more than any other type of visitor and travels more often. Specific cultural visitor profiles recommended for St. Johns County are detailed under the "Target Markets" section.

3 - Increase Year-Round Tourism

By targeting cultural visitors representing the baby boomer and millennial demographics, the SJCC 3-Year Destination Marketing Plan provides an opportunity to increase tourism year round. Baby boomers are typically empty nesters who take, on average, four to five trips a year. They have the freedom to travel year round and often do to avoid the crowded peak seasons. Millennials are more likely to take advantage of the opportunity to work from anywhere and have modernized their approach to travel, which extends beyond typical vacation season and encompasses a year-round calendar. They, too, enjoy less crowds and value the opportunity to experience the natural pace of local culture. One of the benefits of cultural tourism is that it is not as weather dependent as other forms of recreational and leisure tourism. Visitors can enjoy many cultural activities and experiences indoors.

#4 - Increase Tourism Throughout St. Johns County

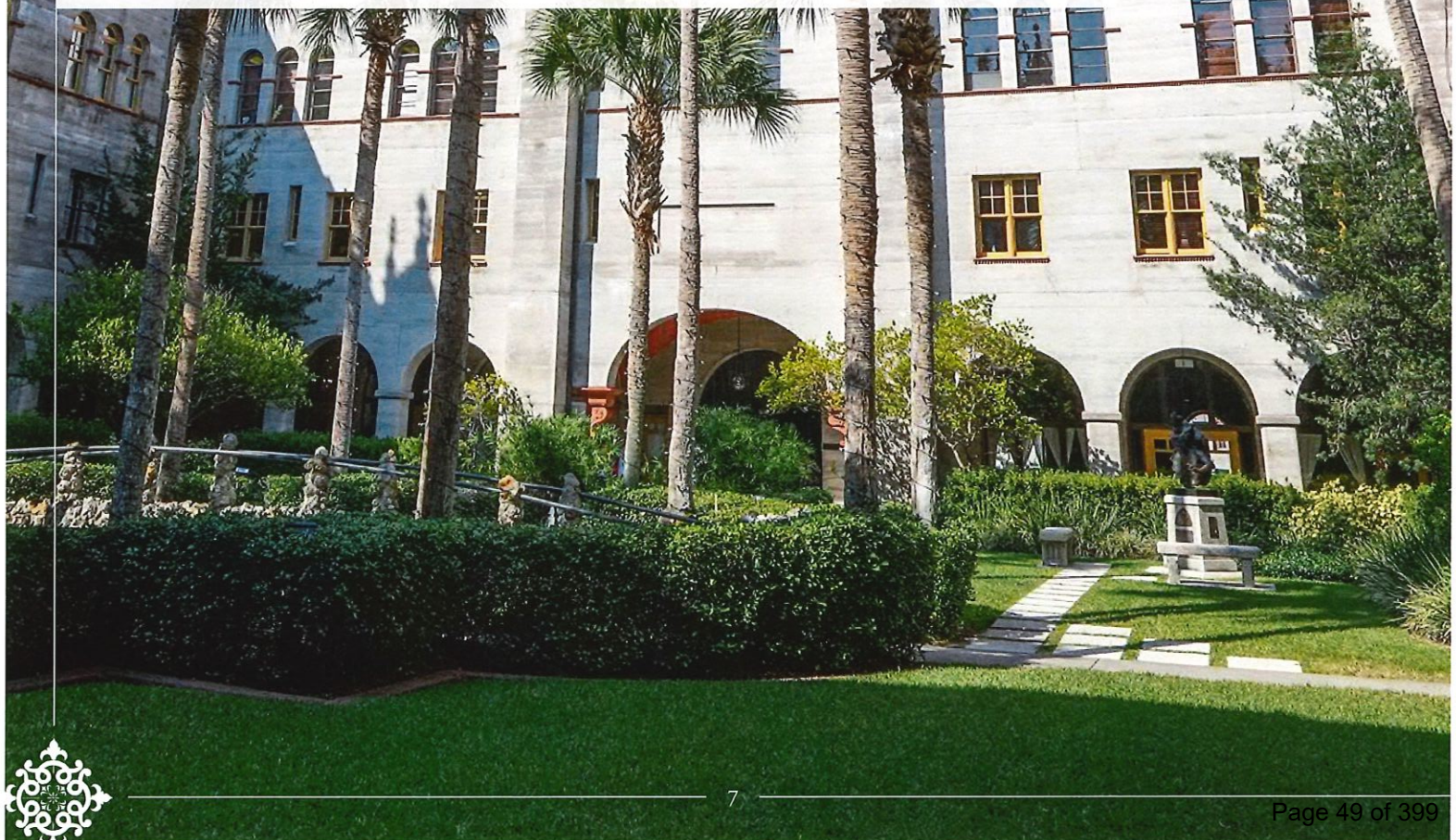
A focus on cultural tourism provides an opportunity to be more inclusive of tourism assets throughout St. Johns County. Cultural visitors seek out authentic local culture and experiences. St. Johns County offers a rich, diverse cultural landscape that provides an opportunity for cultural visitors to hike, bike, sail, paddle, ride and taste their way along hundreds of years of tangible and intangible cultural assets. From exploring the Old Dixie Highway to visiting a ranch with heritage Cracker cattle to tracing the route of famed botanist William Bartram to biting into a freshly harvested fruit from County Line Produce, there are so many ways for cultural tourists to engage with all areas of St. Johns County.

#5 – Establish St. Johns County as an Important Cultural Destination in the USA

Due to the regional focus of the current tourism program of St. Johns County, the destination has little recognition outside of Florida and the Southeast. It has even less recognition as one of America's most important cultural destinations. There is a lack of knowledge and awareness of the destination's many American "first" and "oldest" accolades as well as its location and rich diverse heritage that encompasses five centuries and cultures from around the world. The cultural stories of St. Johns County are largely unknown.



WHAT ARE THE HERITAGE AND CULTURAL
STORIES OF ST. JOHNS COUNTY?
WHY DO THEY MATTER?



We believe that St. Johns County has more diverse, distinctive cultural assets than any one place in America. The following are examples of unique St. Johns County cultural assets with an indication of how those assets can be used to create differentiation and competitive advantage to increase market share for St. Johns County. Please note this is only a sampling of cultural assets and an example of the methodology the RMA uses to create a destination marketing strategy for a cultural tourism asset. There are many more cultural assets that we intend to promote during the 3-Year SJCC Cultural Destination Marketing Plan.

EXAMPLES OF ST. JOHNS COUNTY CULTURAL ASSETS

ST. AUGUSTINE - THE EARLY HISTORY OF AMERICA'S OLDEST CITY

Overview:

As the first city built by Europeans in North America, St. Augustine and its surrounding communities played an integral role in the history of the United States, North America and the world.

Media to Target:

- New York Times, Conde Nast Traveler, National Geographic, USA Today, History, Garden & Gun

Influencers to Target:

- Regional and national influencers who focus on culture and history

Social Media Accounts to Engage (number of followers in parentheses):

- FB: Florida Historical Society (27K), National Park Service (1.5M), Visit Florida (942K), Florida Division of Historical Resources (6.5K), National Trust for Historic Preservation (189K), National Historic Landmarks Program (21K)
- IG: @NationalParkService (3.3M), @VisitFlorida (400K), @SavingPlaces (The US National Trust, 44K), @NationalHistoricLandmarkNPS (8K)

Storytelling:

Ponce de León's Fountain of Youth Archaeological Park

As the site of a Native American village, the reported landing spot of the first Europeans to North America and the birthplace of the now oldest continuously inhabited city in the U.S., this archaeological park offers a glimpse into a past that was crucial in shaping the direction of the United States.

Newsorthy pitch angles:

- ❑ First Peoples - The park celebrates the culture of the Timucua, a loosely-knit confederation of Native American tribes, in a reconstructed portion of the town of Seloy, which was located here.
- ❑ First Spanish Settlement in America and the Nation's Oldest Seaport - Founded in 1565 by Don Pedro Menéndez de Avilés of Spain within the village of Seloy, St. Augustine was America's first successful European colony and Menéndez, the first governor of Florida. Over the next 200 years, St. Augustine's port offered an invaluable haven for Spanish treasure fleets sailing from the Caribbean.



Our Lady of La Leche at Mission Nombre de Dios

Founded along with St. Augustine in 1565, Mission Nombre de Dios served the religious needs of America's first city while also enabling the Christian missionaries to attempt to convert the Native Americans.

Newsworthy pitch angles:

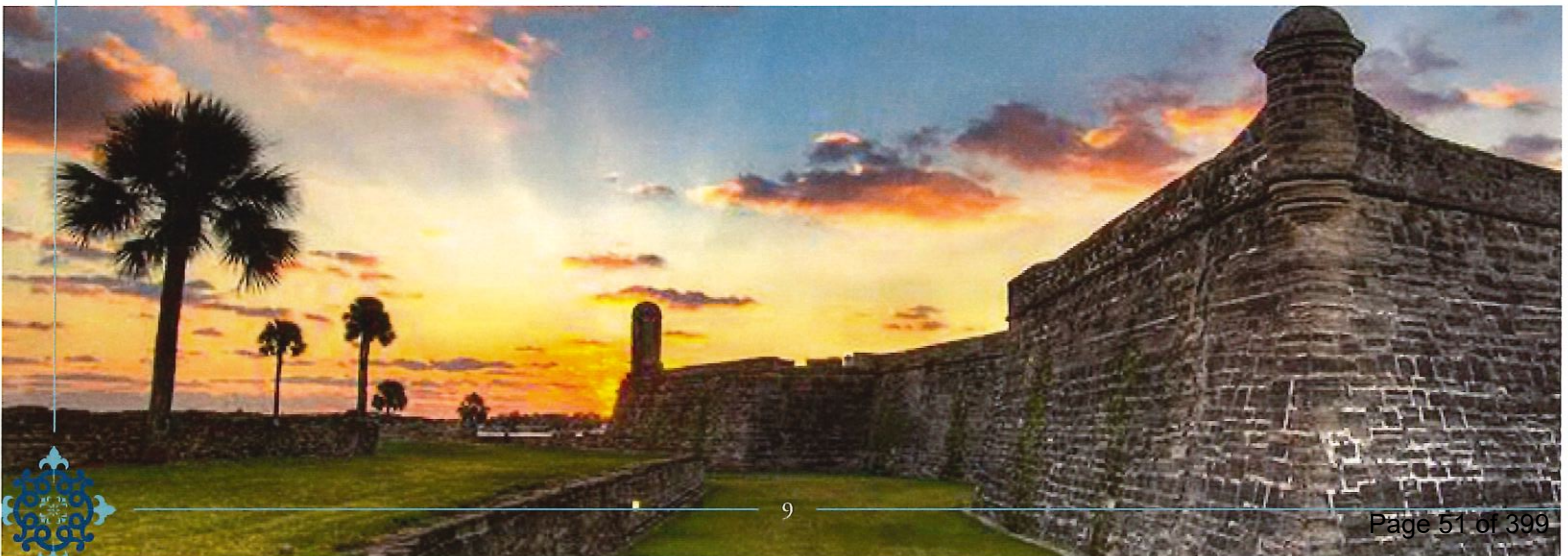
- ❑ First Mass & Mission – When St. Augustine was founded by Don Pedro Menéndez de Avilés, he was presented a cross to kiss by Father López de Mendoza Grajales. The celebration of a Mass followed immediately and thus began the work of America's First Mission.
- ❑ First Shrine - In the early 1600s, the Spanish settlers established the first Shrine to the Blessed Virgin Mary in the United States. Known as Our Lady of La Leche, the shrine has remained a comforting place of prayer for mothers-to-be, families and those seeking to strengthen their faith. In October 2019, the US Conference of Catholic Bishops (USCCB) elevated this temple to national shrine status.
- ❑ The Great Cross - Built to celebrate the 400th anniversary of the Mission's founding, The Great Cross is the tallest, free-standing cross in the Western Hemisphere.

Castillo de San Marcos

Built by the Spanish in St. Augustine to defend Florida and the Atlantic trade route, this national monument and park features 11 historic structures and interprets more than 450 years of cultural intersections. Five flags (Spanish, French, British, Confederate & U.S.) have flown over this fort, yet it has never been taken in battle.

Newsworthy pitch angles:

- ❑ Oldest Masonry Fortification – Castillo de San Marcos, built by the Spanish between 1672 and 1695, is the oldest masonry fort in the continental U.S.
- ❑ The Contest of Nations and First Great Melting Pot - The Castillo symbolizes both the clash of world powers, like Spain, Britain and France, and the clash between cultures from American Indians and European soldiers and settlers to enslaved and free African Americans that ultimately resulted in our uniquely diverse nation. These original walls provide tangible evidence of the colonial beginnings of cultural diversity as well as the challenges cultural differences can create.
- ❑ The First Fort Made of Coquina - Made from a mortar of coquina (a limestone composed of shells that was prevalent in the area), the walls of the Castillo have withstood the elements, termites, fire and even cannonballs, which bounced off the soft, compressible stone.



Fort Matanzas

Built by the Spanish to guard Matanzas Inlet and protect the settlement of St. Augustine from a sneak attack through the Matanzas River, this 279-year old fort, which is 14 miles from St. Augustine and could house a maximum of 50 soldiers during a crisis, is now a national monument that offers a carefully preserved look back at colonial history. The surrounding national park consists of almost 300 acres of an undeveloped portion of an Atlantic barrier island and coastal ecosystem that contains dunes, marsh, maritime forest and associated flora and fauna, including endangered species.

Newsworthy pitch angles:

- ❑ Only Spanish Fortified Watchtower in the Continental U.S. – Built from coquina, Fort Matanzas offers visitors the rare opportunity to experience the outpost and natural landscape as it might have appeared to an 18th-century Spanish soldier.
- ❑ “Matanzas” is Spanish for “slaughter” - The inlet, river and fort get their name from a brutal massacre that occurred at the inlet. In 1565, the ships of a rival French settlement sailed to attack St. Augustine, but a hurricane carried the fleet too far south, wrecking them on the Florida coast. As 130 of those shipwrecked soldiers returned over land, Don Pedro Menéndez de Avilés and his men met them at the inlet. He convinced them to surrender and then, once they did, had all but 16 of them slain.
- ❑ Home of Endangered Species - The distinct habitats of the intact barrier island ecosystem are home to a number of threatened and endangered species, including several types of sea turtle (loggerhead, green and leatherback), the least tern, the Anastasia Island beach mouse and the eastern indigo snake.

The Historic Homes, Streets and Monuments of St. Augustine

As the first and oldest city in the United States, St. Augustine can lay claim to many sites that are also the first and oldest in the country.

Newsworthy pitch angles:

- ❑ First Parish – Established in 1565 and still serving congregants today, the Cathedral Basilica of St. Augustine is referred to as “America’s First Parish.” It is the oldest Christian congregation in the contiguous United States. The current church, the parish’s fourth, was designated a U.S. National Historic Landmark on April 15, 1970.
- ❑ Oldest Street in the Country / Narrowest Street – Aviles Street is the oldest street in the US and rich in art, history and culture. Nearby is Treasury Street, which is only six feet, one inch wide.
- ❑ Oldest House in Florida - A National Historic Landmark, the González-Alvarez House is the oldest surviving Spanish colonial dwelling in St. Augustine.
- ❑ First Greek Settlers - After the failed attempt at a colony south of St. Augustine called New Smyrna, Greek colonists were granted sanctuary in St. Augustine. Established in the Averó House (which was built around 1749), the St. Photios Greek Orthodox National Shrine features Byzantine decorations and a museum with exhibits about the life of early Greek settlers and the development of the Greek Orthodox Church in America.
- ❑ Most Historical Homes – St. Augustine ranks #1 as the city with the most historical homes per capita. 22% of all homes in St. Augustine are historical. Highlights include: Ximenez-Fatio House Museum, Pena-Peck House, Father Miguel O’Reilly House Museum, The Government House, Oldest House Museum (Gonzalez-Alvarez House), Llambias House, Oldest Wooden Schoolhouse and St. Photios Greek Orthodox National Shrine / Averó House.



HOLIDAYS & LIFE IN ST. AUGUSTINE

Overview:

With over 450 years of history, St. Augustine has fascinating connections to a number of holidays and traditions.

Newsorthy pitch angles:

- ❑ First Thanksgiving - Forget cranberry sauce, Plymouth Rock and pilgrims. Think olives, garbanzo beans, oysters and fish. The first Thanksgiving in our country took place within the grounds of Ponce de León's Fountain of Youth Archaeological Park in September 1565, when Menéndez, his 800 Spanish settlers and Timucua tribe members from Seloy celebrated a Mass of Thanksgiving, most likely feasting on sailor's fare and native foods, to commemorate the successful sea voyage and founding of the town of St. Augustine.
- ❑ First St. Patrick's Day Celebration in the US, First St. Patrick's Day Parade in the world - Records show that under the direction of the Spanish colony's Irish vicar Ricardo Artur (Richard Arthur), the Catholic feast day of St. Patrick, the patron saint of Ireland, was celebrated in 1600 (the first time in the US), and then a year later a parade was held honoring the saint (the first known St. Patrick's Day parade in the world).
- ❑ Feast of St. Augustine - Menéndez named the settlement "St. Augustine," because he originally spotted the site on August 28, the feast day of St. Augustine.
- ❑ The Connection Between Easter, St. Augustine & Florida - Upon coming ashore at what would become St. Augustine, Ponce de León claimed the land for Spain and named the land "Florida," because it was near Easter, which de León knew as "Pascua Florida" or "Feast of Flowers," and for the region's lush vegetation.
- ❑ Christmas in St. Augustine - Modern day St. Augustine has been cited by leading publications as a go-to spot to enjoy this beloved holiday. See these recent distinctions:
 - *10 dazzling holiday light displays around the world* from National Geographic (Nov 2018) (one of only two US cities to make the list!): https://www.nationalgeographic.com/travel/article/holiday-lights-photos#/10-light-displays-florida_41318_600x450.jpg
 - *Where to Go for Christmas: 23 U.S. Cities Full of Holiday Cheer* from Condé Nast Traveler (Dec 2020): <https://www.cntraveler.com/gallery/the-best-places-to-spend-christmas-in-the-us>
 - *55 Best Christmas Towns to put on Your Holiday Bucket List* from Country Living (Dec 2020): <https://www.countryliving.com/life/travel/g2829/best-christmas-towns-in-usa/>
- ❑ St. Augustine & Ponte Vedra Named Best Places to Live -
 - *Ponte Vedra - 20 Best Places to Live on the Coast* from Coastal Living (2018): https://finance.yahoo.com/photos/20-best-places-live-coast-163148376/?guccounter=1&guce_referrer=aHR0cHM6Ly-93d3cuZ29vZ2xlLmNvbS8&guce_referrer_sig=AQAAAUw1MFQRYCGXW618HEa8m9d-1He7oibBsYGJXOrP72QG1Cto9_2ZAv_YTXhRyh89FjVDbTfYT-LJbn0Eca7zmfLmGN8lhm-pl8ag0owFowINowcMVyLeldfRBv8OncNS1vG-4QzbYAiVUGNFKn7TpdRicrm_r7jATLoX-V10EjqRz
 - *St. Augustine - Best Places to Live in America* from Money (2017): <https://money.com/collection/best-places-to-live-2017>
 - *St. Augustine - Best Places to Live in Every State* from Money (2018): <https://money.com/best-places-to-live-every-state-us>



GILDED AGE

Overview:

St. Augustine is rich in history, and in the late 1800s, “rich” was the operative word. This little town became the premier resort destination for the well-to-do and it all began in 1883 with an auspicious visit by Henry Morrison Flagler, John D. Rockefeller’s partner in founding Standard Oil.

Facts:

- Flagler was responsible for the surge in tourism, as he brought his East Coast Railroad into the St. Augustine area, which drew the nation’s wealthiest families to Florida in the winter.
- In the late 1800s, Flagler cultivated a luxurious southern retreat by enticing a group of artists to move to St. Augustine to enhance the area’s cultural landscape resulting in an artistic framework and creative spirit that still flourishes today.

Media to Target:

- Conde Nast Traveler, Architectural Digest, National Geographic Travel, Preservation Magazine, History

Influencers to Target:

- Regional and national influencers who focus on culture and history

Social Media Accounts to Engage (number of followers in parentheses):

- FB: Mansions of the Gilded Age (Public group, 155K members) run by @Gilded Age Mansions (18.7K), National Trust for Historic Preservation (189K), Gilded Age High Society (Public group, 6.5K members), National Historic Landmarks Program (21K), Historic Hotels of America (40K)
- IG: @MansionsOfTheGildedAge (100K), @TheGildedAgeSociety (19K), @SavingPlaces (The US National Trust, 44K), @AmericanCastles (77K), @AidenNYC (45K), @NationalHistoricLandmarkNPS (8K), @HistoricHotels (9K)

Storytelling:

Flagler College

In 1888, Flagler built the Hotel Ponce de León, his first in a series of luxury resorts along Florida’s east coast. This masterpiece of Spanish Renaissance architecture and the first major poured-in-place concrete building in the United States is now known as Ponce de Leon Hall.

Newsorthy pitch angles:

- The grand hotel launched the careers of young architects John Carrère and Thomas Hastings, most noted for the New York Public Library and The House and Senate Office Buildings adjacent to the Capitol in Washington, D.C. Interestingly, Carrère and Hastings, were young men right out of college when they designed the hotel.
- The Edison Electric Company powered the building with steam heat and 4,000 electric lights, making the Ponce one of the nation’s first electrified buildings.



- Louis Comfort Tiffany is credited with the building's interior design including the stained glass and mosaics.
- Flagler College is home to the single largest private, currently in-use collection of Tiffany stained glassworks in the world worth \$3.5 million.
- The former hotel is considered one of the finest examples of Spanish Renaissance architecture and was one of the most exclusive resorts of its day.
- Prominent personalities like Mark Twain, President Theodore Roosevelt, Babe Ruth and Babe Didrikson frequented the hotel.
- An artists' colony was established when Flagler erected studios at the rear of the hotel. The studios attracted prominent artists, including Martin Johnson Heade, Felix de Crano and Reynolds Beal.
- One of the few Flagler hotels to survive the Great Depression, the property was commandeered by the U.S. Coast Guard during the Second World War for use as a training center. The hotel and city are considered the birthplace of the Coast Guard Reserve.
- The hotel is listed as a National Historic Landmark.
- Had a Thomas Edison clock, one of the first-ever to be used in a public space.
- Built in honor of Dr. JoAnn Crisp-Ellert and her husband, Dr. Robert Ellert, the Crisp-Ellert Art Museum offers Flagler College students and the Northeast Florida community a venue for fostering knowledge and a deep appreciation of contemporary art. As an educational resource for the College, the Museum exhibits regional, national and international artists and provides opportunities for critical engagement and exposure to a variety of exhibitions and personal interactions with visiting artists. The Museum also hosts public programs, including artist talks, readings, panel discussions and film series that provide a platform for vital interdisciplinary dialogue.

Lightner Museum

Housed in the historic former Alcazar Hotel, built in 1888 by Henry Flagler, the Lightner Museum boasts a collection of mostly American Gilded Age pieces.

Newsworthy pitch angles:

- Otto Lightner, founder of Hobbies Magazine, bought the former Alcazar Hotel in 1947 for \$150,000. He needed a place to house his collection of turn-of-the-century fine and decorative art and furniture. Many of his acquisitions, from antique mechanical musical instruments to Tiffany glass, were from Depression-era estate auctions in Chicago.
- The museum features mechanized musical instruments that date from the 1870s through the early 20th century.
- The Spanish Renaissance revival-style building was added to the National Register in 1971.
- The museum displays a stuffed lion that previously belonged to Winston Churchill.
- The Lightner Museum is located in the space previously used by the hotel's casino, steam baths, salons, bowling alley and swimming pool, which was the largest in the world when it was built.



Memorial Presbyterian

Henry Flagler built the church as a memorial to his daughter, Jennie Louise Flagler Benedict, who passed away as a result of childbirth in 1889.

Newsworthy pitch angles:

- Florida's first Presbyterian congregation, established in 1890
- The church is the final resting place of Henry Flagler and members of his immediate family
- Contains an original Louis Comfort Tiffany glass window titled "Peace on Earth"

The Casa Monica Hotel

Retaining its historic grandeur with a decor that includes Moorish columns and original art, this establishment is the only Gilded Age hotel to still serve as a hotel and, as such, is a National Trust Historic Hotel of America.



BLACK HISTORY

Overview:

St. Augustine's rich black history changed the nation and inspired the world. From a free black community in the Spanish colonial era to the civil rights movement of the 1960s, St. Augustine is the birthplace of black history.

Facts:

- When Pedro Menendez founded St. Augustine in 1565, not only were there black members of his crew, but he also knew that his arrival had been preceded by free Africans in the French settlement at Fort Caroline, just a few miles north.
- The city's oldest written records list the first birth of a black child in 1606, 13 years before many textbooks say the first blacks arrived at Jamestown in 1619.
- The first underground railroad ran south to St. Augustine.
- Fort Mose was the first legally sanctioned free black town in the present-day United States.
- St. Augustine played a major role in the civil rights movement of the 1960s.

Media to Target:

- Conde Nast Traveler, New York Times, Travel + Leisure, Ebony, ESSENCE, Upscale, Travel Noire, Southern Living

Influencers to Target:

- Regional and national influencers who are interested in black history and the civil rights movement

Social Media Accounts to Engage (number of followers in parentheses):

- FB: African American Intellectual History Society (19K), African American Travel Conference (2K), Association of Black Travel Professionals (1.5K), U.S. Civil Rights Trail (6K), Gullah Geechee Cultural Heritage Corridor Commission (15K), National Register of Historic Places (21K), Martin Luther King Jr (707K)
- IG: @BlackHistory (331K), @BlkLivesMatter (4.5M), @NAACP (1.8M), @JaxNAACP (931)

Storytelling:

Fort Mose

Fort Mose, one of the most important sites in American History, is the site of the first legally sanctioned free African settlement in what is now the United States. In 1738, the Spanish governor of Florida chartered Fort Mose as a settlement for those fleeing slavery from the English colonies in the Carolinas. Over the next 25 years, Fort Mose and Spanish St. Augustine became a sanctuary for Africans seeking liberation from the tyranny of English slavery.



Newsworthy pitch angles:

- ❑ In 1994, the site was designated a National Historic Landmark and is listed on the National Register of Historic Places.
- ❑ Fort Mose is considered the focal point for the first Underground Railroad, which ran not from south to north, but rather from the British southern colonies farther south into Spanish Florida, where escaped slaves would be given their freedom.
- ❑ Fort Mose is designated by UNESCO as a Slave Route Project Site of Memory.
- ❑ In 2009 the National Park Service named Fort Mose as a precursor site on the National Underground Railroad Network to Freedom.

Lincolnvile

Former slaves established this neighborhood as “Little Africa” immediately after the Civil War in 1866. Later renamed Lincolnvile, it thrived during segregation, including a busy shopping district, churches and the largest collection of Victorian houses in town. It played a major role in the civil rights movement in the 1960s. One of the main streets has been named to honor Dr. Martin Luther King, Jr.

Newsworthy pitch angles:

- ❑ Lincolnvile is listed on the National Register of Historic Places, in part because it was the launching place for demonstrations that led directly to the passage of the Civil Rights Act of 1964.
- ❑ The Lincolnvile Museum, formerly the community’s first black public high school, is now a museum dedicated to the rich cultural heritage of the Lincolnvile community.
- ❑ Ray Charles was a student at the Florida School for the Deaf and the Blind. His piano is on display at the Lincolnvile Museum and Cultural Center.
- ❑ The ACCORD Freedom Trail is made up of 31 historic civil rights markers throughout the community that tell the story of how St. Augustine became the final thrust for passage of the Civil Rights Act of 1964.
- ❑ A statue of Dr. Alexander Darnes, the first black physician in Florida, is located in the garden of the Segui-Kirby Smith House.
- ❑ St. Cyprian’s Episcopal Church, built in 1900 by Africans, is the oldest church building in Lincolnvile.



CIVIL RIGHTS HISTORY

Overview:

St. Augustine played a major role in the civil rights movement of the 1960s. Today, visitors to the city can learn about the historic events that led to the passage of the 1964 Civil Rights Act.

Facts:

- Demonstrations began in St. Augustine with a sit-in at the local Woolworth's lunch counter in 1960. Four teenagers, Audrey Nell Edwards, JoeAnn Anderson Ulmer, Willie Carl Singleton and Samuel White, known as the St. Augustine four, were jailed and sent to reform schools for trying to order a hamburger at the "whites only" lunch counter. The four were praised by MLK and Jackie Robinson.
- Dr. Robert Hayling is hailed as the "father" of St. Augustine's civil rights movement. He organized demonstrations and coordinated visiting activists, including Dr. Martin Luther King.
- In the spring of 1964, northern college students on their "spring break" decided to also protest against segregation in the city. Many were arrested, including one of their supporters, Mrs. Malcolm Peabody, mother of the governor of Massachusetts.
- In May 1964, Rev. Martin Luther King Jr. arrived in St. Augustine with Andrew Young and organized a series of protests with local black leaders.
- Martin Luther King Jr. was eventually arrested at the Monson Motor Lodge after he and others attempted to eat in the Monson Restaurant on June 11, 1964.
- On June 18, 1964, James Brock dumped acid into the water at the Monson Motor Lodge in St. Augustine. He was trying to disrupt swimmers who were protesting the hotel's whites-only policy.
- A photo of the events at the Monson Motor Lodge appeared in newspapers around the world, including the cover of the New York Times, and is often credited for having helped convince undecided members of Congress to vote in favor of the Civil Rights Act that was passed on July 4, 1964.

Media to Target:

- Conde Nast Traveler, New York Times, Travel + Leisure, Ebony, ESSENCE, Upscale, Travel Noire, Southern Living

Influencers to Target:

- Oneika Raymond, @oneikatraveller
- Carol Cain, @girlgonetravel
- Erick Prince, @minoritynomad
- Olivia, @ochristine
- Travis Levius, @misterlevius

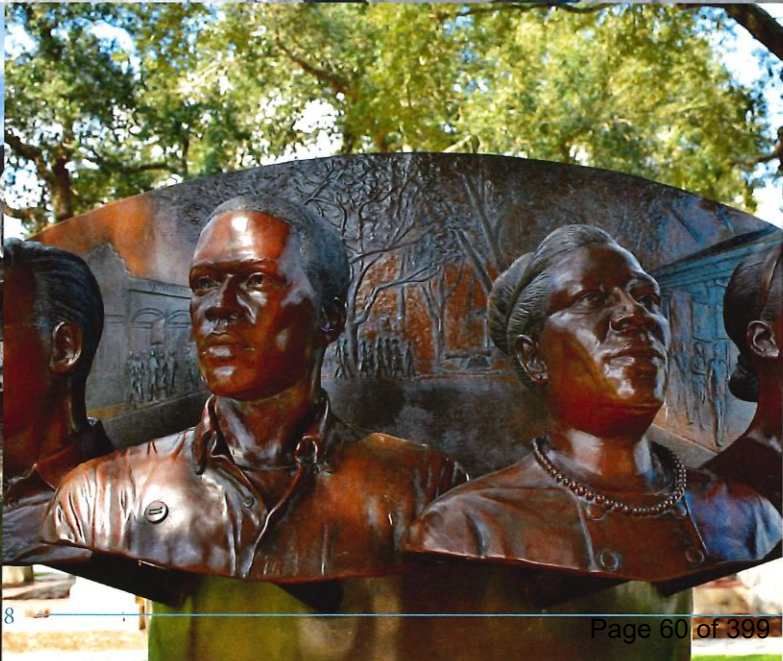
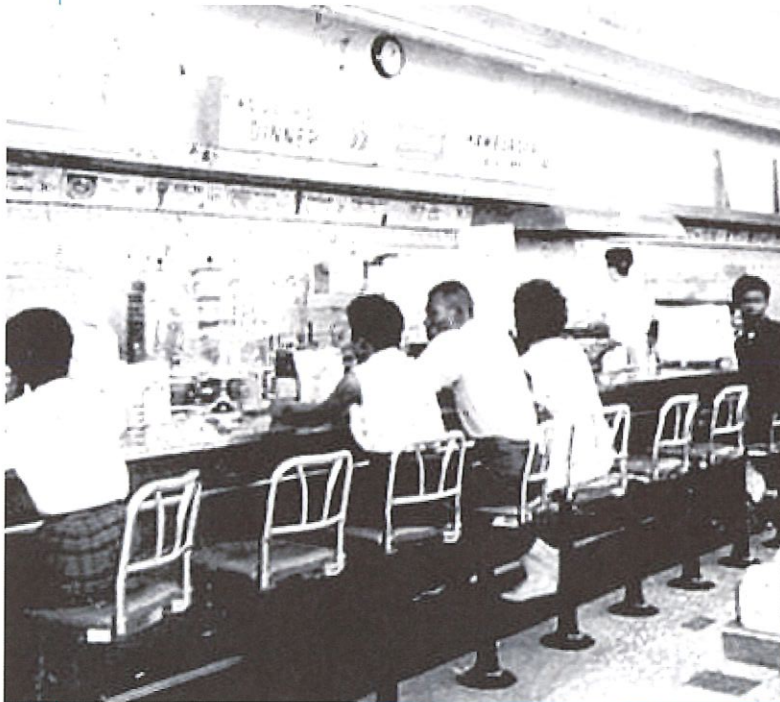
Social Media Accounts to Engage (number of followers in parentheses):

- FB: African American Intellectual History Society (19K), African American Travel Conference (2K), Association of Black Travel Professionals (1.5K), U.S. Civil Rights Trail (6K), Gullah Geechee Cultural Heritage Corridor Commission (15K), National Register of Historic Places (21K), Martin Luther King Jr (707K)
- IG: @BlackHistory (331K), @BlkLivesMatter (4.5M), @NAACP (1.8M), @JaxNAACP (931)



Newsworthy pitch angles:

- ❑ Frank Butler Park - One of the historic black beaches from the segregation era now has a park on both the ocean and intercoastal waterway.
- ❑ Foot Soldiers Monument - In 2011, this artistic monument was dedicated to honor the heroes of the civil rights movement.
- ❑ Martin Luther King Jr. Avenue in St. Augustine is one of only two streets named in his honor that MLK actually walked on.
- ❑ ACCORD Museum - Located in the former office of Dr. Robert B. Hayling, dentist and civil rights leader, this was the first civil rights museum in Florida.
- ❑ ACCORD Freedom Trail – The trail provides a self-guided tour of civil rights events and locations of importance in St. Augustine's Lincolnville neighborhood and throughout the county.



CULTURAL LANDSCAPES

Overview:

Upon landing in St. Augustine in 1513, Ponce de León looked upon the lush landscape and named it Florida, meaning flowery. St. Johns County's verdant scenery combined with a rich history spanning over 500 years offers visitors a wide range of parks, beaches and trails to explore.

Media to Target:

- National Geographic, Outside, Garden & Gun, Birds & Blooms, Scientific American

Influencers to Target:

- Regional and national influencers with a special interest in nature and wildlife

Social Media Accounts to Engage (number of followers in parentheses):

- FB: National Park Service (1.5M), Florida State Parks (385K), Rails To Trails Conservancy (185K), NOAA Digital Coast (30K), Great Florida Birding and Wildlife Trail (21K), Florida Cracker Cattle Association (2K), National Audubon Society (1.4M), Audubon Florida (20K), Florida Farm Bureau (16K), Florida Department of Agriculture & Consumer Services (13K), Visit Florida (942K)
- IG: @NationalParkService (3.3M), @Fl.StateParks (180K), @RailsToTrails (31K), @NOAADigitalCoast (1.9K), @FloridaBirdingTrail (1.6K), @AudubonSociety, @Audobon_FL (2.7K), @FlaFarmBureau (3.4K), @VisitFlorida (400K)

Storytelling:

Anastasia Island State Park

More than 1,600 acres of unspoiled beaches, tidal marshes, maritime hammocks and ancient sand dunes make this a captivating destination for visitors looking to swim, surf, boat, picnic, hike and explore. This beach has played its part in history as well, providing the coquina for the Castillo de San Marcos, and being the site of "wade-ins" by those protesting segregated beaches in the 1960's.

Newsworthy pitch angles:

- ❑ Historic King's Coquina Quarries - See the remains of the quarries from which laborers hauled blocks of coquina rock to construct the historic Castillo de San Marcos and other buildings over 300 years ago.
- ❑ Only home of the endangered Anastasia Island beach mouse - The sand dunes are home to this endangered creature, whose eating and burrowing habits promote the growth of dune-stabilizing vegetation and who has become the park's unofficial mascot.
- ❑ Teeming with wildlife - There are 1,600 acres of rich ecosystems to explore. Located on The Great Florida Birding and Wildlife Trail, visitors can see water birds such as the great blue heron, tricolor heron, wood stork and roseate spoonbills and spot manatees, dolphins, sea turtles, fish and crabs in the estuarine tidal marsh. Shell collectors can find clam, scallop, oyster and olive shells around low tide.



St. Augustine Lighthouse & Maritime Museum

For over 400 years, a lighthouse or watchtower has stood on Anastasia Island providing aid to allies and preventing enemy ships from sneaking in and taking the city. The lighthouse is 165 feet tall, has 219 steps (which visitors can climb) and uses a lens that consists of 370 hand cut prisms, arranged in a beehive shape. On a clear night, the light can be seen for over 20 nautical miles.

Newsworthy pitch angles:

- ❑ Site of the oldest permanent navigational aid in North America - Thanks to the publishing of a map of Sir Francis Drake's raid on St. Augustine by an Italian cartographer, it's known that there has been a watchtower (wooden in this case) at the end of Anastasia Island since at least 1586. Today's lighthouse, the second on the spot, was first lit in 1874, making it 174 years old.
- ❑ First U.S. Coast Guard female employee and first Hispanic-American woman to command a federal shore installation - Maria Mestre de los Dolores Andreu became keeper of the lighthouse in 1860, after her husband, who had been the lighthouse keeper, died. She served as keeper until 1861 when the light was ordered darkened by the Confederacy.

Guana Tolomato Matanzas National Estuarine Research Reserve (GTM Research Reserve)

The GTM Research Reserve consists of 76,760 acres of interconnected ocean and forest coastal habitats, extending from Ponte Vedra Beach to Palm Coast. Its 170,000 visitors per year enjoy its scenic beaches, extensive trail systems, Environmental Education Center and Guana Lake Dam.

Newsworthy pitch angles:

- ❑ A designated National Estuarine Research Reserve - One of only 29 in the country, the GTM Research Reserve protects and provides for a great diversity of plants and animals.
- ❑ A vibrant, important ecosystem - Known fauna and flora within the reserve, include 44 mammals, 358 bird, 41 reptile, 21 amphibian, 303 fish and 580 plant species. The park is also a designated destination on the Great Florida Birding and Wildlife Trail.
- ❑ 5,000 years of human history - Artifacts found in the GTM Research Reserve area range from an arrowhead from the late Archaic Period (2500-1000 BC) to pottery from the 19th century. There are currently 115 recorded archaeological sites within its boundary. Known sites include a burial mound, numerous shell middens, a Spanish mission and homestead sites from the British, Second Spanish and Territorial time periods.



St. Augustine Alligator Farm Zoological Park

The Alligator Farm strives to instill appreciation and understanding of crocodilians and all other wildlife in the hearts and minds of all visitors. First opened over 100 years ago, the zoological park has expanded to include a wide range of animals such as exotic birds, mammals and other reptiles as well as being designated a site on the Great Florida Birding and Wildlife Trail.

Newsworthy pitch angles:

- ❑ One of Florida's oldest continuously running attractions - In 1893, George Reddington and Felix Fire, alligator collectors, founded the St. Augustine Alligator Farm. In 1992, the Alligator Farm was designated a U.S. Historic District.
- ❑ Only facility in the world exhibiting all 24 species of crocodilian - A milestone in reptile keeping, The Land of Crocodiles Exhibit Area, opened in 1993, hosts living specimens of all 24 currently recognized species of crocodilian.
- ❑ Zip-lining over crocodiles - Crocodile Crossing is a one-of-a-kind zip-line experience in which participants zip over the entire park, literally seeing live crocodilians, lemurs and tropical birds from a new perspective.

Beluthahatchee Park

Full of hidden surprises, this fairytale-like, four-acre park continues the legacy of author Stetson Kennedy, who purchased and then established the land as a wildlife conservatory. Kennedy envisioned the site would become a literary landmark and that it would carry on the shared Kennedy/Woody Guthrie, three-fold legacy of devotion to human rights, mother earth and the traditional culture.

Newsworthy pitch angles:

- ❑ Lush vegetation, diverse wildlife - Surrounded by a heavy canopy of native vegetation, the Beluthahatchee enclave provides wildlife a protected habitat and continues to serve as a rookery and roosting place for ospreys, eagles, snowy egrets, tri-colored heron and many other species.



Alpine Groves Park

The 54-acre park contains the partially restored house and grounds of a late 19th century homestead along with a citrus grove in the midst of live oaks and magnolia trees. Set on a bluff overlooking the St. Johns River, the park is a designated destination on the Great Florida Birding and Wildlife Trail.

Newsworthy pitch angles:

- ❑ Last standing structures from the 1800s - The historical site within the park was an orange grove homestead during the 19th-century citrus boom. The three historic structures on the land, the Bennett House, citrus sorting shed and stables, are the last remaining physical structures in this area from the 1800s (some with machines and tools that remain where the workers left them on their last day on the job). These buildings provide a unique window into the rich local history and economic development of northwest St. Johns County (Fruit Cove, Orangedale and Switzerland).
- ❑ One park, three distinct Florida habitats - Hiking and exercise enthusiasts will enjoy the one-mile, paved, handicap-and-stroller-accessible hiking trail that traverses three distinct Florida habitats. In the uplands, you'll find towering pines, gopher tortoises and a variety of birds. Towards the river, you'll enter the mixed hardwoods, home to large live oak, hickory trees and owls. Where the freshwater creek meets the St. Johns River, you'll find cypress trees, manatees and alligators. In addition to the native Florida ecosystems, you can also find two butterfly gardens.



Hiking, Biking, Driving & Exploring the Trails of St. Johns County

Whether for a short trip or a long excursion, the multi-use trails of St. Johns County take you through Florida's different habitats while displaying the region's beautiful flora and fauna.

Newsworthy pitch angles:

- ❑ St. Augustine to Palatka to Trails path - This 19-mile paved trail, transformed from what was once the Florida East Coast Railway, includes views of woodland and rural landscapes as it runs through several small communities including views of a mix of woodland and rural landscapes as it runs through several, small communities, including Elkton, Armstrong and Hastings as well as the Gullah Geechee Heritage Corridor.
- ❑ St. Johns River to Sea Loop - The longest loop trail underway in the American Southeast, this 260-mile multi-use trail is constantly evolving, with many of the miles either complete or in the acquisition, design or construction phase. The character of the loop ranges from resort towns to rural hamlets, from coastal dunes to springs and links the seashore, Florida State Parks, national monuments, national wildlife refuges and museums. The St. Johns portion runs through the Palatka to St. Augustine State Trail.
- ❑ Stokes Landing Conservation Area - Journey through this 1.4-mile loop and look for red-tailed hawks, wading birds and otters on this 274-acre preserve.
- ❑ William Bartram Scenic & Historic Highway - Named in honor of America's first natural-born botanist who traveled Florida extensively in the 1700s, this highway runs 17 miles along the east side of the St. Johns River from Jacksonville south to northwestern St. Johns County on State Road 13. The scenic route is known for 300-year-old live oaks on either side, hanging Spanish moss and lots of other jungle-type flora as well picturesque views of the St. Johns River. Trails parallel the whole length of the driving road and enable an idyllic hike or bike ride across hardwood hammocks and through wetlands and small agricultural villages along the estuary.
- ❑ Dixie Highway - Deep in the scrub forest of central Flagler and southern St. Johns counties, the "Old Brick Road," a 10-mile stretch of red-brick ghost highway that was part of a 5,000 mile interstate partnership, once brought a regular stream of tourists in Model-T Fords from as far as Chicago to the exotic, tropical wilderness of Florida. Completed in 1916 but obsolete within 15 years, this road provides a glimpse into Florida's past along with access to ghost towns, logging areas and farms. The road is rugged, often bumpy and only nine-feet wide in some areas. Visitors will need a car or bike that can handle the terrain.
- ❑ Gullah Geechee Annual Rails to Trails Festival (Elkton) - The only one of its kind in Saint Johns County and held in one of the few remaining African-American settlements in Northeast Florida, this festival combines a scenic bike ride led by Bike Florida with a celebration of the traditions of the Gullah Geechee people, including music, dancing, food, basket weaving, art and the Gullah Geechee Ring Shouters. 2021 will be the event's 10th anniversary (though it was canceled in 2020).



The Great Florida Birding & Wildlife Trail

Because it's along the Atlantic Flyway, a more than 3,000 mile stretch from the Arctic tundra to the Caribbean traversed by migratory birds, Florida sees a wide variety of birds (spring and fall migrants as well as year-round residents) that find supportive living conditions in the region's productive ecosystems. The Great Florida Birding and Wildlife Trail is a network of 510 premier wildlife viewing sites across the state. St. Johns County has 12 official sites that are a part of this trail.

The sites are:

- Alpine Groves Park
- Anastasia State Park
- Faver-Dykes State Park
- Fort Matanzas National Monument
- Fort Mose Historic State Park
- Guana River Wildlife Management Area
- Guana Tolomato Matanzas National Estuarine Research Reserve
- Matanzas State Forest
- Southeast Intracoastal Waterway Park
- St. Augustine Alligator Farm Zoological Park
- Vaill Point Park
- Vilano Boat Ramp

Agricultural Destinations and Events in St. Johns County

Florida's climate and soil are ideal for farming and, while the state is known for its citrus fruits, St. Johns County actually offers up few agricultural surprises, such as a hot pepper that's unique to the area and the "Potato Capital of Florida" (a local agriculture agent with the University of Florida says that "30 percent of the spring potato crop in the United States comes from the region").

Newsworthy pitch angles:

- Birthplace of the Datil Pepper - In 2013, Horticultural Sciences Professor Daniel Cantlife told the St. Johns County Commission that "St. Johns County is the only place on the planet that this plant, the Datil, has come from... We have looked around the planet; we can't find it anywhere else." The first *Capsicum chinense* to be grown for profit in the United States, the datil pepper has been used in regional cuisine since the 1700s when Minorcan colonists began incorporating the pepper (which is as hot as the Habanero, but sweeter) into their dishes. Today, it's used in locally-made and regionally famous Datil Pepper Sauce and Minorcan Chowder as well as for vinegars, jellies and mustards. Peppers and foods using the pepper can be found in local grocery stores, restaurants, farmers markets and farm stands.



- ❑ Datil Pepper Fall Festival - This annual celebration recognizes this unique-to-the-region pepper and its importance to the culinary heritage of the nation's oldest city. Activities include: a Datil Pepper Restaurant Cook-Off, a Professional Hot Sauce Competition, Amateur Datil Pepper Hot Sauce Competition, Amateur Datil Jelly and Jam Contest, tastings and sale of datil pepper products, plants and decor as well as tours of the arboretum and community gardens. Note: The festival was cancelled in 2020.
- ❑ Hastings, The Potato Capital of Florida - When Henry Flagler needed fresh produce for his luxury St. Augustine hotels, he convinced his cousin to start a farm, which grew into the town of Hastings. Known as the Potato Capital of Florida, this small farming community has 21,000 acres of potato farms and also produces cabbage, onions, eggplant and ornamental horticulture. With nearby towns possessing names like Spuds, the county itself is a huge potato producer with 30 percent of the spring potato crop in the U.S. coming from the region. Sites in Hastings include the former Hastings Potato Growers Association Building, St. Augustine To Palatka Rails to Trails Path, Blue Sky Farms and the Dixie Highway.
- ❑ County Line Produce (Hastings) – Selling produce since 1965, this fruit and vegetable stand on a 65-acre farm is one of the oldest seasonal businesses in St. Johns County. Started and still run by the Bland Family, the farm first offered just cabbage and potatoes (a mainstay of the county) and then over time has added carrots, beets, Brussels sprouts on the stem, all kinds of greens and Silver Queen corn. They now also bring in fruit and veggies from other Florida farms as well locally made foods, such as honey, boiled peanuts and Datil pepper sauce.
- ❑ Sykes Family Farms – With over 50 years of farming experience, Sykes Family Farms provides folks of all ages with a FARMtastic fall family tradition through “Agritainment” like their 9-acre corn maze full of “cornfusing” twists and turns, animals, cow milking, hayride, play area and more.



Cattle Ranches

As the oldest city in America, cattle have been raised in the area for centuries, having arrived in Florida with the Europeans in the 1500s.

Newsworthy pitch angles:

- ❑ Florida Cracker Cattle - The Cracker Cattle descend from cows first brought to Florida in the 1500's by Ponce de León and later Spanish explorers and settlers. A number of these cattle escaped and ran wild for years. Their name comes from the cowboys, known as Crackers for their ability to make a whip snap. These heritage cattle are raised in ranches in St. Johns County, including Two Sons Farm.
- ❑ Cracker Day Celebration (St. Johns County Fairgrounds, Elkton) - This annual event celebrates the region's Cracker Cattle and Cracker Cowboy traditions with horse and cattle games, such as the popular barrel roll, a whip-cracking contest, games for children and plenty of food and drink, especially barbeque meats.



LITERARY HERITAGE

Overview:

St. Johns County is an ideal destination for bibliophiles. Florida was a paradise to prolific writers and some even called St. Augustine home.

Facts:

- The Florida Federal Writers' Project provided jobs for unemployed writers during the Great Depression. It was responsible for bringing together famous authors in Florida like Stetson Kennedy and Zora Neale Hurston. Northeast Florida was a base for many of the FWP writers based in the state.
- Pulitzer Prize-winning author Marjorie Kinnan Rawlings who was known for classic works like *The Yearling* and *Cross Creek* spent a part of her life living at the hotel that currently houses the Ripley's Believe it or Not Museum and the remainder at her home in Crescent Beach, which still stands.
- 230+ fictional books have been written about St. Augustine or have scenes in or around the city.

Media to Target:

- New York Times, Washington Post, Town & Country, HuffPost, NPR, Oxford American, The Atlantic, Good Grit, Garden & Gun, Southern Living, BuzzFeed

Influencers to Target:

- Regional and national influencers who appreciate literature

Social Media To Engage With (number of followers in parentheses):

- FB: State Archives of Florida (16K), ALSC - The Association for Library Service to Children (14K), Woody Guthrie (90K), *Their Eyes Were Watching God* (114K), Library of Congress (454K)
- IG: LibraryCongress (88K)

Storytelling:

Zora Neale Hurston Park

Zora Neale Hurston's conversations with former African slaves inspired her work *Their Eyes Were Watching God*, which has won numerous awards and been included in several "Best" lists, including the 100 best English-language novels published since 1923.

- A park dedicated to Zora sits at the corner of King Street and Ponce de Leon Boulevard. The park is small and there isn't too much to see, but if you're a fan of her work, then a photo by the park sign is certainly worth the walk over.
- There is also a plaque in front of the place where she lodged on West King.



Beluthahatchee Park

Located in northwest St. Johns County on the William Bartram Scenic Highway, Beluthahatchee Park was formerly the residence of journalist and author Stetson Kennedy. The author of *Palmetto Country*, *Southern Exposure* and *Jim Crow Guide to the U.S.A.*, Stetson Kennedy was probably best known for his investigations into the Ku Klux Klan, which resulted in his 1957 book, *The Klan Unmasked*. His work as a writer, activist and conservationist continued until his death in August 2011. Beluthahatchee is now a St. Johns County park with the main house serving as a museum and many of Kennedy's personal items on display along with educational exhibits about Kennedy, Woody Guthrie and conservationist William Bartram.

- The Kennedy homestead was added to the American Library Association's national register of literary sites in 2003, and Kennedy himself was inducted into the Florida Artists Hall of Fame in 2005.
- The Stetson Kennedy residence is a National Literary Landmark, as recognized by the Friends of the US Library.

Cathedral Basilica of St. Augustine

The city of St. Augustine gets its name from St. Augustine of Hippo, a Roman pagan turned Christian convert from the 300s A.D. who was a father of the early church and wrote the first autobiography of the Western world. His book *Confessions* continues to tell a very relatable story of the empty illusions of wealth and debauchery, the frustration of meddlesome mothers and the search for the greatest questions of the heart. Anyone who reads *Confessions* will recognize many of the scenes captured in the stained glass windows of the Cathedral Basilica of St. Augustine on the Plaza de la Constitución, most of which illustrate important moments from Augustine's life. These include the scene of Augustine's conversion with his friend Alypius, when Augustine became gravely ill and when Augustine sat conversing with his mother.

Hemingway House B&B

The owners of the Hemingway House Bed & Breakfast admit that — while Hemingway enjoyed the city of St. Augustine — he never stayed at this home on Charlotte Street. Today, visitors to St. Augustine can enjoy any of the six cozy rooms in this quaint adult-centric bed and breakfast and perhaps learn a bit more about Hemingway in the process.

Florida Heritage Book Festival and Writer's Conference

Since 2008, this signature literary festival held in the greater St. Augustine area has annually welcomed nationally known and local authors to be honored as well as enabled the public to celebrate the literary arts. It has contributed to St. Augustine's legacy as a place of literary importance.

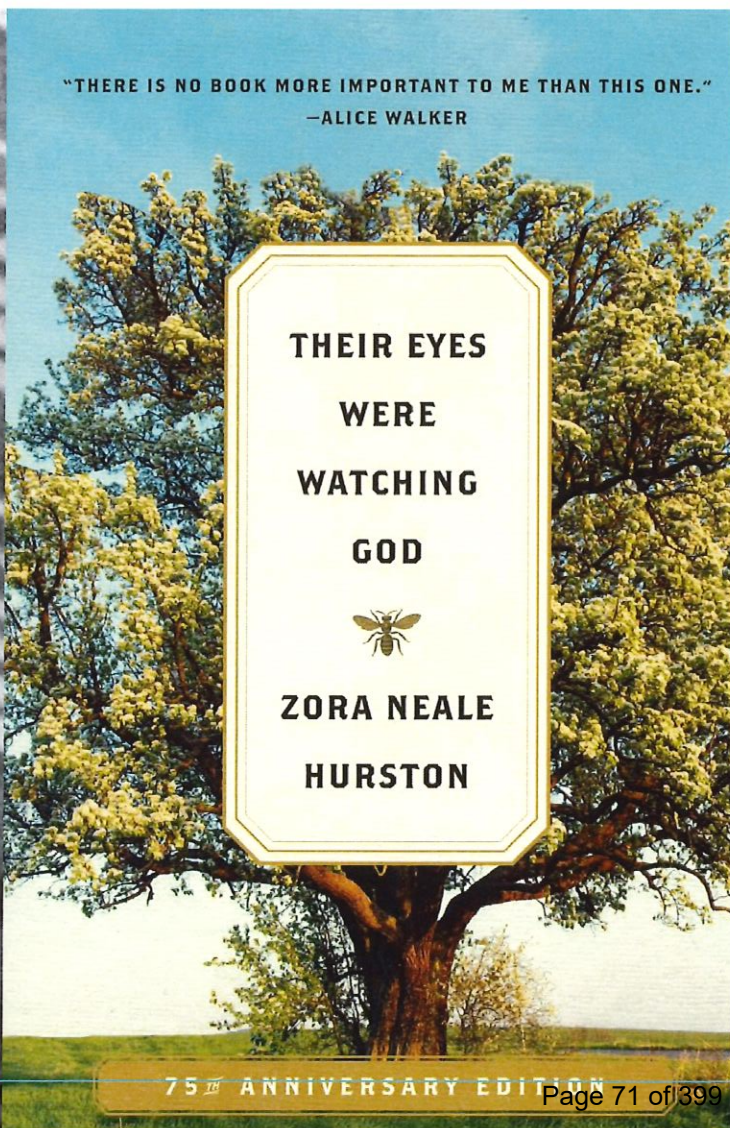


Shepardfest

Shepardfest is the brainchild of Raines Carr and Andrea McCook. Their mutual love of the works of Sam Shepard brought about the idea of creating the 1st annual festival dedicated to exploring and re-examine his life and works. The festival brings together theatrical professionals, academics, students and the public to celebrate this great American's life in art. Shepardfest is presented by Flagler College.

Tale Tellers of St. Augustine

The Tale Tellers was formed in 1993 by storytelling enthusiasts who are passionate about sharing historical stories about the nation's oldest city and the people who inhabited it. Visitors can find Tale Tellers events at local libraries, festivals, historical reenactments and more. Florida Storytelling Week, which falls during the last full week in November before Thanksgiving, is held annually with storytellers holding many events at a variety of venues.





ENVIRONMENTAL SCAN



Although St. Johns County has incredible culture assets that afford the destination unique opportunities to meet its goals and objectives, it is important to assess how the current strengths, weaknesses, opportunities and threats may impact the success of the SJCC Cultural Destination Marketing Plan.

The following analysis is based on the Robin Malpass & Associates St. Johns County Cultural Destination Marketing Review, which included a five-day cultural immersion tour of St. Johns County; countless hours of one-on-one interviews with representatives from cultural attractions, organizations and venues in St. Johns County; current tourism industry research and cultural visitor trends.

STRENGTHS

- Quality and quantity of cultural assets spanning five centuries
- Expansive inventory of American cultural “stories”
- Numerous national and international cultural designations and affiliations
- Access to highly educated cultural experts and professionals within the destination
- Quality of natural resources and cultural landscapes are equal to heritage resources
- Ease of transportation – access from major interstates and an international airport within one hour

OPPORTUNITIES

- Attract and retain “new” visitors to St. Johns County
- Gain media attention from national and international media outlets with cultural audiences and interests
- New partnerships and collaborative marketing opportunities with national and international cultural organizations
- Reset the St. Johns County tourism program to support new markets, strategies and outcomes
- Capitalize on pent-up travel demand by introducing new cultural tourism experiences
- Increase group tour and travel impacts for St. Johns County
- Host the Group Travel Family 2022 Agritourism Symposium in St. Johns County
- Host the Group Travel Family 2023/2024 African American Tourism Conference in St. Johns County

WEAKNESSES

- Lack of cultural asset awareness outside of regional market
- Lack of resources for cultural asset marketing
- Lack of collateral materials for cultural assets
- Lack of online resources to support cultural assets and experiences
- Social media presence limited to regional market engagement
- Media relations limited to regional market
- Brand identity splintered by multiple websites, logos, taglines and marketing campaigns
- Lack of cooperation among county tourism entities
- Lack of cultural tourism knowledge among tourism stakeholders, unfamiliar with how to attract, retain and “delight” cultural visitors

THREATS

- Undervaluing the opportunity cultural tourism provides for St. Johns County
- Tourism resources and cultural tourism assets may be reduced due to uncoordinated efforts by multiple St. Johns County tourism entities
- Lack of commitment to a 3-Year Cultural Tourism Plan
- Competing cultural tourism destinations will reduce St. Johns County potential market share
- Unpredictable health, safety and economic issues



The background of the entire page is a detailed stained glass design. It features a central, stylized flame or fire motif in shades of orange, red, and yellow, set against a backdrop of blue and white geometric patterns. The design is framed by dark, leaded glass lines.

DIFFERENTIATION = COMPETITIVE ADVANTAGE

Destinations with distinctive heritage and cultural assets are more likely to achieve differentiation in the minds of potential visitors. Differentiation is the key to achieving competitive advantage in tourism.

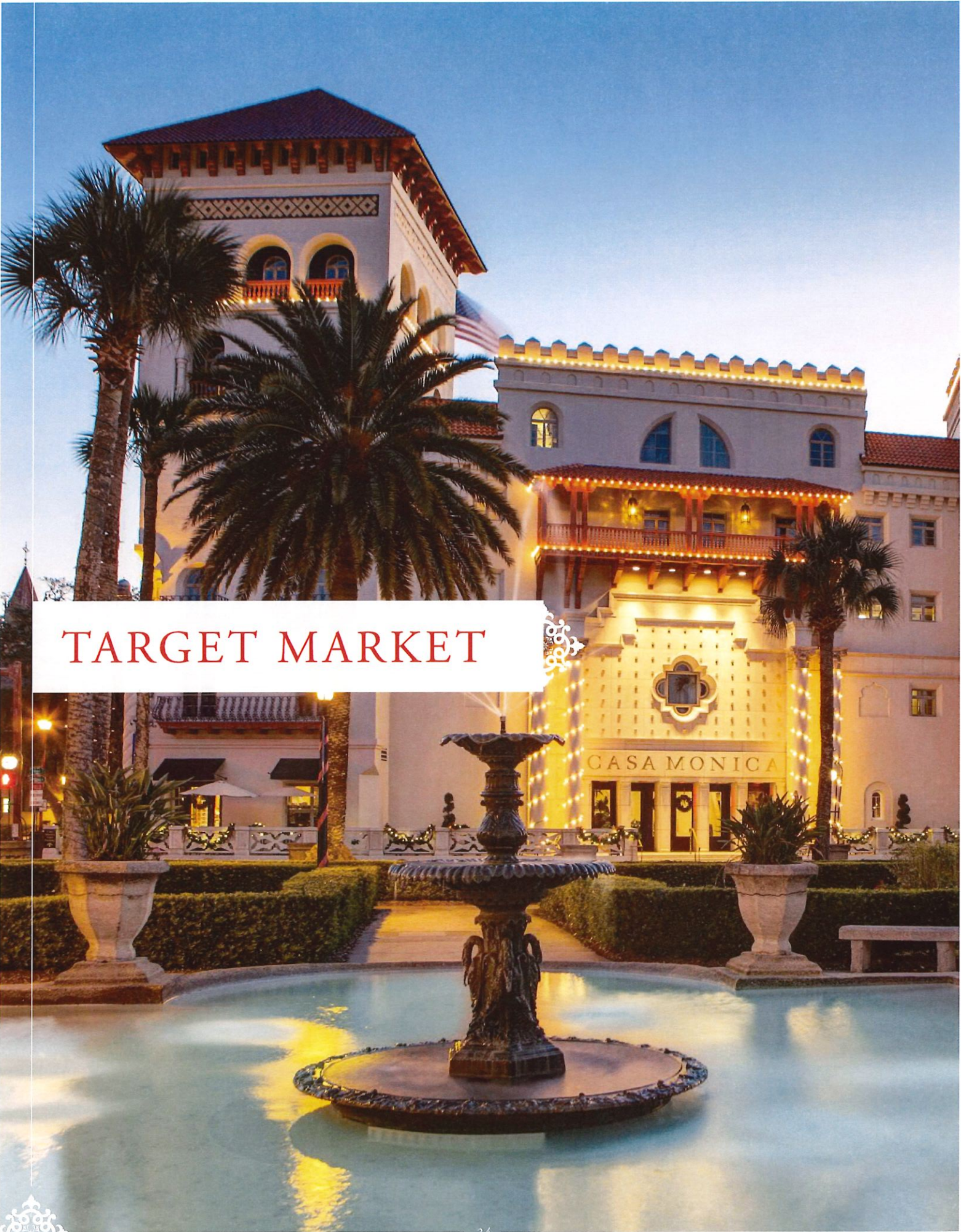
St. Johns County has more diverse, distinctive cultural assets than any single place in America. The SJCC 3-Year Culturation Destination Marketing Plan will adhere to the following internal Cultural Brand Promise to guide the development of the creative assets, messaging and associated strategies to create destination differentiation and competitive advantage for St. Johns County.



CULTURAL BRAND PROMISE

Only in St. Johns County can you experience five centuries of diverse, authentic heritage and cultural assets with an overwhelming number of “firsts” and “only” in the United States of America, housed among expansive cultural landscapes, beautiful beaches and friendly Floridian hospitality.





TARGET MARKET

With proper planning and guidance, St. Johns County has unlimited opportunity in the cultural tourism segment. It is important to recognize that there are different classifications of cultural tourists, and marketing efforts should be geared to the classifications with the most opportunity.

The Journal of Heritage Tourism outlines a model which divides cultural tourists into five different types:

1. **Purposeful cultural tourists** are those who have a deep cultural experience and their major reason for visiting is to learn about the culture or heritage.
2. **Sightseeing cultural tourists** visit mainly for culture or heritage. However, their experience is more shallow and entertainment-orientated.
3. **Casual cultural tourists** are those whose cultural reason plays a limited role in the decision for the visit, and subsequently they visit in a shallow manner.
4. **Incidental cultural tourists** participate in cultural tourism activities, although cultural tourism plays little or no meaningful role in their destination decision-making process. They also have shallow experiences.
5. **Serendipitous cultural tourists** visit cultural attractions and have a deep experience even if at the beginning cultural tourism plays little or no role in the decision to visit a destination.

TARGET MARKET DEMOGRAPHICS

RMA recommends that the SJCC 3-Year Cultural Destination Marketing Plan focus on two distinctive target demographics:

1. Baby Boomers – Individuals born between 1946-1964
2. Millennials – Individuals born between 1981-1996

(Note: Within these demographics are sub-targets, such as African Americans.)

Baby Boomers Overview

Age: 57 to 75

Ability to Travel: Wealthiest age demographic in America. According to a 2021 Charles Schwab study, the average baby boomer household with \$100,000 in easily accessible savings has a total retirement savings of \$920,000.

What's Important in Travel Experiences: According to the AARP Travel's 2019 Boomer Travel Trends, baby boomers were planning to take a total of 4-5 trips on which they planned to spend over \$6,600 (20% to 50% more than Generation X). Beyond craving unique and authentic cultural experiences, baby boomers are interested in luxury. Boomers are responsible for 80% of all luxury travel spending.

Media Consumption: Baby boomers are the largest consumers of traditional media such as television, radio, magazines and newspapers. 90% have a Facebook account, and they adopt new technologies to stay relevant and in touch with family and friends.

Covid-19 Impact: Baby boomers have coined 2020 as “the lost year” in relation to their inability to travel. They are the demographic most anxious to resume travel.



Millennials Overview

Age: 25 to 40

Ability to Travel: Poised to become the richest demographic in history. A 2019 study published in Forbes Magazine noted that millennials will have five times as much wealth as they have today as they are anticipated to inherit over \$68 trillion from their baby boomer parents by 2030.

What's Important in Travel Experiences: Authenticity is the #1 motivation for millennial travel. They want to curate their travel experiences and are seeking unique, off-the-beaten-path adventures that are authentic, unforgettable and Instagram-worthy. Topdeck Travel, a popular travel provider of group travel for millennials, recently reported that the main goal for millennials when traveling is to experience a new culture.

Media Consumption: 95% still watch television, but Netflix edges out traditional cable. They are extremely comfortable with mobile devices and typically have multiple social media accounts. In travel, they want to share what they see on social media.

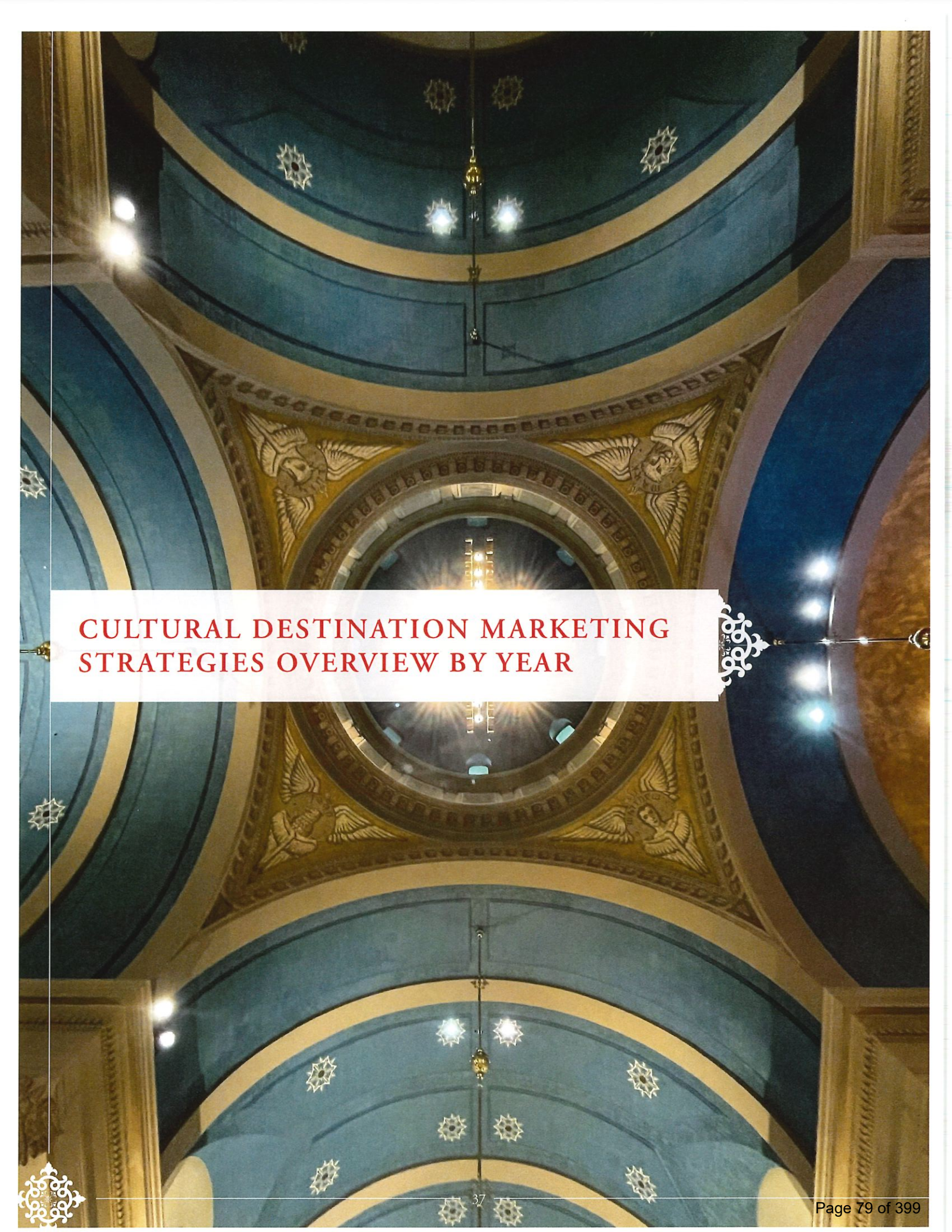
Covid-19 Impact: They'll work from anywhere. Travel is no longer restricted to scheduled vacations.

TARGET GEO-MARKETS

RMA recommends that the SJCC 3-Year Cultural Destination Marketing Plan focus on the following geo-targets:

1. National
 - Many of the cultural assets of St. John County have the potential to garner national media interest. In the section "Examples of St. Johns County Cultural Assets," which includes indicators of how RMA would market the assets, we have listed national media outlets most likely to be interested, including Conde Nast Traveler, New York Times, Travel + Leisure, Ebony, Essence, Upscale, Travel Noire, Southern Living and more.
2. Direct-flight Markets to JAX International Airport
 - Atlanta, Dallas-Fort Worth, Houston, New York and Chicago are cities with direct flights. Members of heritage and cultural organizations, clubs and venues will be targeted primarily through social media, paid media and earned media tactics.





CULTURAL DESTINATION MARKETING STRATEGIES OVERVIEW BY YEAR

FISCAL 2021**January – April:**

Develop SJCC 3-Year Cultural Destination Marketing Plan

May-September:

Implement Approved Plan

Tactics:

- Develop concept and tagline for SJCC cultural marketing campaign
- Capture photography and video to support SJCC cultural marketing campaign
- Develop SJCC website to support cultural marketing campaign
- Develop collateral materials to support cultural marketing campaign
- Develop digital marketing assets to support SJCC cultural marketing campaign
- Implement social media strategy to support SJCC cultural marketing campaign
- Distribute media releases to support SJCC cultural marketing campaign
- Develop leads and manage SJCC cultural group tour program
- Establish baseline for SJCC KPI's
- Secure the Group Travel Family Agritourism Florida Symposium for 2022
 - ▢ The Group Travel Family Florida Agritourism Symposium will provide an opportunity for Florida farms, ranches and other cultural landscape operations to learn the benefits and nuances of combining tourism with agricultural operations. In 2017 the Census of Agriculture reported that agritourism revenues surpassed \$905 million. With rising government initiatives to refine the agriculture economy through agritourism, this opportunity is predicted to hit \$117 billion by 2027. St. Johns County is the perfect destination to host The Group Travel Family Agritourism Florida Symposium.
- Secure Group Travel Family African American Tourism Conference (AATC) for 2023/2024
 - ▢ The buyers of this important segment of the group-travel industry are the key decision makers for group travel organizations. They have an average of 350 travelers enrolled in their travel programs, and over 50,000 African American travelers will be represented at the 2023/2024 AATC based on projected attendance of 100 group-travel buyers. AATC delegates will purchase and operate over \$25 Million of group travel this year, making this a valuable conference to host.

FISCAL 2022**October – September:**

Launch Cultural Marketing Campaign & Kick-off Cultural Landscapes Product

Tactics:

- Complete and implement any unfulfilled tactics from 2021
- Prepare for 2022 Agritourism Symposium; stakeholders, sponsors, media
- Prepare for 2023/2024 African American Tourism Conference; stakeholders, sponsors, media
- Launch email marketing campaign with dedicated email blasts on national cultural media sites and market-specific cultural media sites
- Launch new SJCC cultural newsletter, 1x month
- Launch new SJCC group tour newsletter, 1x month



- Launch new SJCC cultural blog, 2x month
- Launch digital marketing campaign on national cultural marketing media sites and market-specific cultural media sites
- Launch print marketing campaign in national cultural marketing media publications and market-specific cultural media sites (as budget permits)
- Launch digital marketing campaign on select group tour marketing media sites
- Launch print marketing campaign on select group tour media marketing publications (as budget permits)
- Launch email marketing campaign with dedicated email blasts to group tour operators through select group tour media outlets
- Launch social media campaign to support email marketing, digital and print campaigns, group tour marketing, blog posts, cultural events and public relations plan
- Launch public relations outreach to support national paid media campaigns, cultural magazine launch, select group tour 2022 market segments and cultural events
- Launch cultural visitor training program for destination stakeholders

January:

Launch SJCC Cultural Tourism Magazine/Guide

Topics:

- Cultural Landscapes/Gilded Age/African American Heritage

TBD:

Host Media “FAM Tours” with select cultural media representatives

TBD:

Host Group Family Tour Agritourism Florida Symposium

TBD:

Group Tour “FAM Tours” with focus on Cultural Landscapes, Gilded Age and African American Heritage

TBD:

Represent SJCC at a minimum of one Group Tour Show

January-September:

- 5 Centuries of Architecture: content development for cultural and group tour
- Faith-Based pilgrimages: content development for cultural and group tour
- Literary cultural product and content development for cultural and group tour
- Melting pot cultural product and content development for group tours



July-September:

- Analyze 2022 results
- Adjust 2023 plan as needed

MEASUREMENT & KEY PERFORMANCE INDICATORS

- Earned Media – # of media impressions earned
- Direct Response Campaign – # of emails/phone numbers/addresses collected
- Email Marketing Campaign – open rate, click-thru rate
- Social Media – # of followers, impressions, engagement rate
- Digital Campaigns – click-thru rate, impressions
- Improve SJCC Visitor Demographic Profile – visitor quality indicators include location, age, household income, areas of interest
- Improve SJCC video and photography library – quality and diversity of library
- Increase SJCC partner agencies collaborative programs – compared to prior year
- Increase SJCC lodging, restaurant and attraction partners' knowledge of the cultural visitor – survey of partners' cultural knowledge before and after training
- Increase SJCC cultural group tour leads – compared to prior year

FISCAL 2023**October – September:**

Continue Cultural Marketing Campaign & Kick-off 5 Centuries of Architecture, Faith-Based, Literary and Melting Pot Products

Tactics

- Complete and implement any incomplete tactics from 2022
- Prepare for 2023/2024 African American Tourism Conference; stakeholders, sponsors, media
- Continue email marketing campaign with dedicated email blasts on national cultural media sites and market-specific cultural media sites
- Continue SJCC cultural newsletter, 1x month
- Continue SJCC group newsletter, 1x month
- Continue SJCC cultural blog, 2x month
- Continue digital marketing campaign on national cultural marketing media sites and market specific cultural media sites
- Continue print marketing campaign in national cultural marketing media publications and market-specific cultural media sites (as budget permits)
- Continue digital marketing campaign on select group tour marketing media sites
- Continue print marketing campaign on select group tour marketing media publications (as budget permits)
- Continue email marketing campaign with dedicated email blasts on select group tour media sites
- Continue social media campaign to support email marketing, digital and print campaigns, group tour marketing, blog posts, cultural events and public relations plan
- Continue public relations outreach to support national paid media campaigns, cultural magazine launch, select group tour 2023 market segments and cultural events
- Continue cultural visitor training program for destination stakeholders



January:

Issue #2 SJCC Cultural Tourism Magazine/Guide

Topics:

- African American Heritage Civil Rights/5 Centuries of Architecture/Literary Culture

TBD:

Host Media “FAM Tours” with select cultural media representatives

Spring 2023:

Host Group Family Tour National African American Tourism Conference (Alternate 2024)

TBD:

Group Tour “FAM Tours” with focus on Cultural Landscapes, Gilded Age, Faith-Based, African American Heritage, 5 Centuries of Architecture, Literary Culture and Melting Pot

TBD:

Represent SJCC at a minimum of one Group Tour Show

January-September:**TBD:**

New cultural product content development

July-September:

- Analyze 2023 results
- Adjust 2024 plan as needed

MEASUREMENT & KEY PERFORMANCE INDICATORS

- Earned Media – # of media impressions earned
- Direct Response Campaign – # of emails/phone numbers/addresses collected
- Email Marketing Campaign – open rate, click-thru rate
- Social Media – # of followers, impressions, engagement rate
- Digital Campaigns – click-thru rate, impressions
- Improve SJCC Visitor Demographic Profile – visitor quality indicators include location, age, household income, areas of interest
- Improve SJCC video and photography library – quality and diversity of library
- Increase SJCC partner agencies’ collaborative programs – compared to prior year
- Increase SJCC lodging, restaurant and attraction partners’ knowledge of the cultural visitor – survey of partners’ cultural knowledge before and after training
- Increase SJCC cultural group-tour leads – compared to prior year



FISCAL 2024

October – September:

Continue Cultural Marketing Campaign

Tactics:

- Complete and implement any incomplete tactics from 2023
- Update/refresh cultural collateral materials
- Continue email marketing campaign with dedicated email blasts on national cultural media sites and market specific cultural media sites
- Continue SJCC cultural newsletter, 1x month
- Continue SJCC group newsletter, 1x month
- Continue SJCC cultural blog, 2x month
- Continue digital marketing campaign on national cultural marketing media sites and market specific cultural media sites
- Continue print marketing campaign in national cultural marketing media publications and market specific cultural media sites (as budget permits)
- Continue digital marketing campaign on select group tour marketing media sites
- Continue print marketing campaign on select group tour marketing media publications (as budget permits)
- Continue email marketing campaign with dedicated email blasts on select group tour media sites
- Continue social media campaign to support email marketing, digital and print campaigns, group tour marketing, blog posts, cultural events and public relations plan
- Continue public relations outreach to support national paid media campaigns, cultural magazine launch, select group tour 2022 market segments and cultural events
- Continue cultural visitor training program for destination stakeholders

January:

Issue #3 SJCC Cultural Tourism Magazine/Guide

Topics:

- Melting Pot/Faith-Based/Cultural Landscapes

TBD:

Host Media “FAM Tours” with select cultural media representatives

TBD:

Group Tour “FAM Tours” with focus on Cultural Landscapes, Gilded Age, Faith-Based African American Heritage, 5 Centuries of Architecture, Literary Culture and Melting Pot

TBD:

Represent SJCC at a minimum of one Group Tour Show



January-September:**TBD:**

New cultural product content development

July-September:

- Analyze 2024 results
- Create new 3-Year Plan for Heritage & Cultural Tourism

MEASUREMENT & KEY PERFORMANCE INDICATORS

- Earned Media – # of media impressions earned
- Direct Response Campaign – # of emails/phone numbers/addresses collected
- Email Marketing Campaign – open rate, click-thru rate
- Social Media – # of followers, impressions, engagement rate
- Digital Campaigns – click-thru rate, impressions
- Improve SJCC Visitor Demographic Profile – visitor quality indicators include location, age, household income, areas of interest
- Improve SJCC video and photography library– quality and diversity of library
- Increase SJCC partner agencies collaborative programs – compared to prior year
- Increase SJCC lodging, restaurant and attraction partners' knowledge of the cultural visitor – survey of partners' cultural knowledge before and after training
- Increase SJCC cultural group tour leads – compared to prior year



**SJCC CULTURAL DESTINATION
MARKETING ADVERTISING PLAN**

Goal

Maximize the SJCC advertising budget with email marketing, digital and print advertising placements in media outlets catering to cultural travelers and select group tour publications. Provide targeted media presence for cultural and group tour marketing campaigns.

Deliverables

- Negotiate media buys
- Develop advertising materials
- Manage submission of materials
- Provide proof of advertising and media invoice to SJCC for direct payment

Example of Cultural Target Media Outlets

- National Geographic
- Conde Nast Traveler
- Travel + Leisure
- New York Times
- American Way
- Town & Country
- Luxury Magazine
- Robb Report
- Elite Family Travel
- Fathom
- Gayot
- Upscale Traveler
- Forbes
- Modern Luxury
- Global Traveler Magazine
- The Culture Trip
- Epicure and Culture
- Reader's Digest
- Departures
- Afar

Forbes**Reader's
Digest****American Way****Condé Nast
Traveler****LUXURY
MAGAZINE****The New York Times****TRAVEL+
LEISURE****gt Global Traveler**
THE SOURCE FOR LUXURY BUSINESS TRAVELERS**Robb Report****culture trip****Example of Group Tour Media Outlets****Group
TravelWorld****LEISURE**
GROUP TRAVEL**GROUP TOUR
MAGAZINE****GROUP
THE
TRAVEL LEADER****GROUPS
TODAY**

Group Tour Publications

- Group Tour Magazine
- Leisure Group Travel
- Groups Today
- Group Travel Leader
- Group Travel World

Actions

- Create a paid media plan based on available budget that maximizes integrated media opportunities and provides the most reach for cultural and group tour markets. Special consideration will be given to:
 1. Cultural outlets with large percentage of baby boomer or millennial subscribers/followers
 2. Group Tour outlets with large percentage of tour operators specializing in cultural tours
 3. Cultural outlets with special sections featuring cultural products in alignment with SJCC cultural assets
 4. Group Tour outlets with shows that SJCC will be participating in
 5. Media outlets representing cultural and group tour that offer special pricing on integrated media plans
 6. Media outlets that maximize the number of media impressions and ROI
- Craft marketing campaigns that support SJCC cultural marketing plan and cultural products, for example:
 1. St. Johns County as a destination for African American heritage
 2. 5 Centuries of Architecture
 3. Gilded-Age Treasures
 4. Cultural Landscapes on the A1A
 5. Literary Masterpieces and St. Johns County
- Develop direct response marketing campaigns to build qualified cultural and group tour leads program for SJCC.
- Develop cooperative marketing campaign opportunities for cultural partners that includes integrated media and lead generation.

Ongoing

- Develop marketing campaigns to support SJCC events
- Develop marketing campaigns to support SJCC partner events

KPIs

- Direct Response Campaign – # of emails/phone numbers/addresses collected
- Email Marketing Campaign – open rate, click-thru rate
- Social Media – # of followers, impressions, engagement rate
- Digital Campaigns – click-thru rate, impressions



**SJCC CULTURAL DESTINATION
MARKETING PUBLIC RELATIONS PLAN**

Goal

Secure earned media placements in top outlets catering to cultural travelers and select group tours. Provide targeted media outreach for new and existing marketing campaigns. Support partner attractions and events through creative storytelling.

Deliverables

- Create and maintain Press Kit
 1. Fact Sheets ex. Overview, Black History, Literary
 2. Photo library for media use
- Develop Content Calendar containing important events, days and editorial themes to leverage outreach

Example:

Color Key:	Editorial Calendar	Press Release	Events to Pitch	Themes to Pitch	Workshops/Exhibits	
January	Events and Happenings for the Year	National Plan for Vacation Day - January 28	Southern Living (April 2021 - The South's Best)	St. Augustine Film Festival		
February	Black History Month	The Local Pulse (April/May 2021 - Spring Entertaining Issue)	Spanish Wine Festival			
March	Women's History Month	Garden & Gun (June/July 2021 - Travel Issue)	Country Living (June 2021 - Road Trips)	Southern Living (June 2021 - The Vacation/Staycation Issue)		
April	National Poetry Month	Panaca Florida	Earth Day - April 22	Summer Updates	American Impressionism: Treasures from the Daywood Collection	Lester Parade
May	Mother's Day	National Tourism Week	National Museum Day - May 17	Music by the Sea Concert Series	St. Augustine Food & Wine	
June	Father's Day	June 19th	St. Augustine's Music Festival			
July	Independence Day	Fall Updates	Town & Country (Nov 2021 - Art & Culture Issue)			
August	The Sam Shepard Festival	Southern Living (Nov 2021 - Fall Traditions Issue)	Preservation Magazine (Fall 2021 Issue)			
September	Labor Day - September 6	World Tourism Day - September 27	Southern Living (Dec 2021 - Christmas Joy Issue)	Founders Day Celebration		
October	Halloween - October 31	Holiday Release	Town & Country (Dec 2021 - The Holiday Issue)			
November	Veterans Day - November 11	Thanksgiving/Black Friday/Cyber Monday	St. Augustine as the site of the first Thanksgiving	Night of Lights		
December	Christmas - December 25	New Year's Eve - December 31	Regatta of Lights			

Example of Target Media Outlets

- National Geographic
- Conde Nast Traveler
- Travel + Leisure
- New York Times
- American Way
- Town & Country
- Luxury Magazine
- Robb Report
- Elite Family Travel
- Fathom
- Gayot
- Upscale Traveler
- Forbes
- Modern Luxury
- Global Traveler Magazine
- The Culture Trip
- Epicure and Culture
- Reader's Digest
- Departures
- Afar

DEPARTURES

Epicure & Culture
FOOD • WINE & CULTURE FOR THE ETHICAL TRAVELER

FATHOM
DEEPLY CURIOUS

Gayot

LUXURY
MAGAZINE

MODERN LUXURY

NATIONAL
GEOGRAPHIC

TOWN&COUNTRY

TRAVEL+
LEISURE

Forbes

Example of Group Tour Target Media Outlets





Group Tour Publications

- Group Tour Magazine
- Leisure Group Travel
- Groups Today
- Group Travel Leader
- Group Travel World

Actions

- Create a PR outreach program that includes 1-2 press releases per month. Sample Releases:
 1. PR: Lightner Museum Celebrates American Impressionism with a New Special Exhibition
 2. PR: Inaugural Festival Honoring Iconic Playwright Sam Shepard Coming to St. Augustine
 3. PR: St. Augustine Launches New Trail Highlighting Rich Literary History
 4. PR: Five Ways to Discover St. Augustine's Civil Rights History
 5. PR: St. Augustine's Hidden History
- Craft 50 proactive, personalized pitches each month targeted to media across all platforms: print, digital & broadcast. Provide a steady stream of news and story ideas to keep the destination top-of-mind among all audiences. Examples:
 1. St. Johns County as a destination for Black History Month
 2. Walk in MLK's footsteps at these St. Johns County landmarks
 3. Why bibliophiles should go to St. Augustine
 4. Can't travel to Spain? Visit St. Augustine
 5. Take a scenic road trip this summer on A1A
- Arrange and facilitate 10 media/influencers FAM visits per year. Coordinate itineraries, recruit/screen participants and follow up; ensure positive results. Examples:
 1. Arts & Cultural travel writers
 2. Black travel writers
 3. Historical travel writers
 4. Luxury travel writers
 5. Food & Wine writers



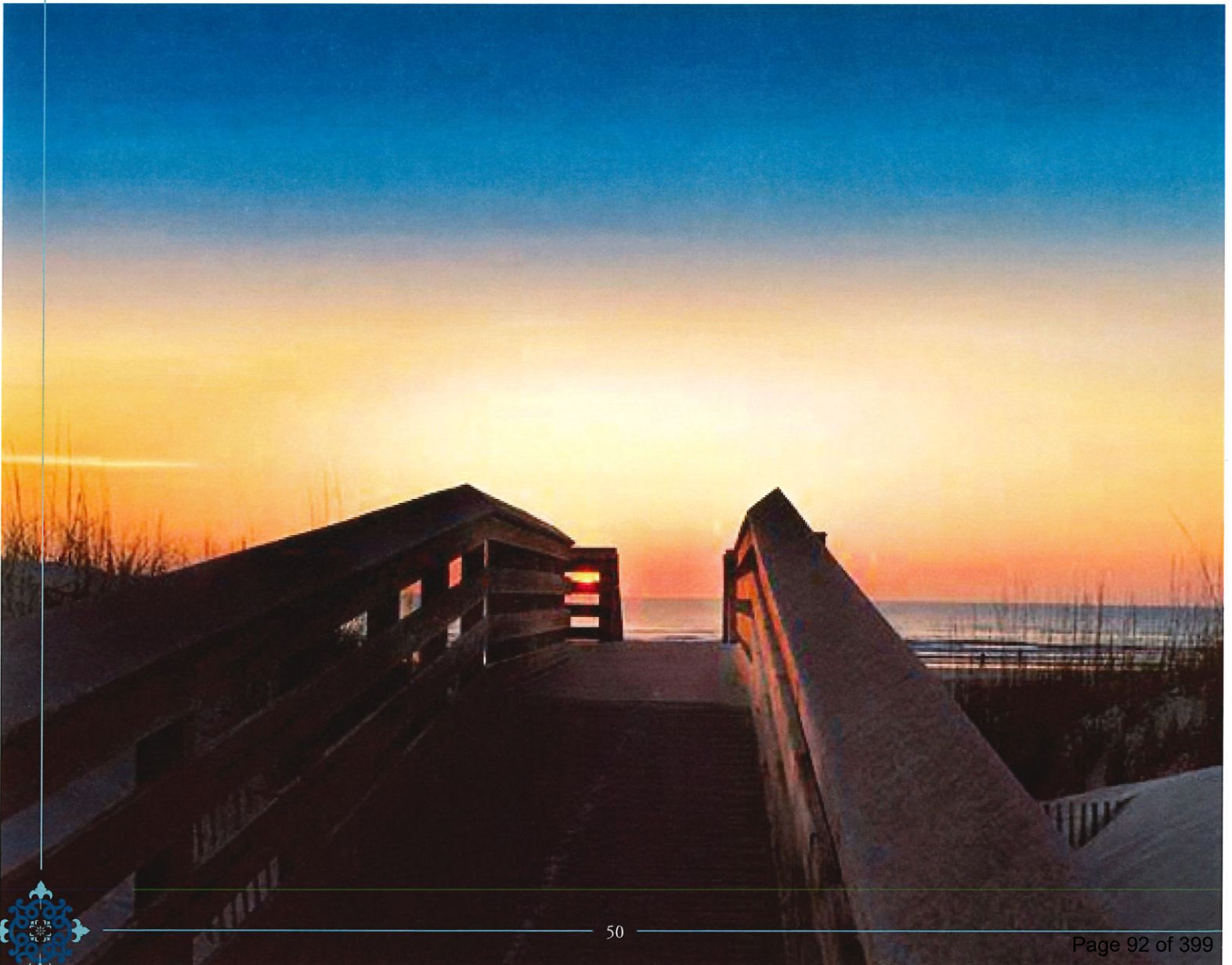
- Seek editorial awards and accolades. Examples:
 1. Southern Living's Best in the South
 2. Conde Nast Traveler – Readers' Choice Awards
 3. Travel + Leisure – World's Best Awards
 4. Afar – Travelers' Choice Awards
 5. Departures – Legend Awards

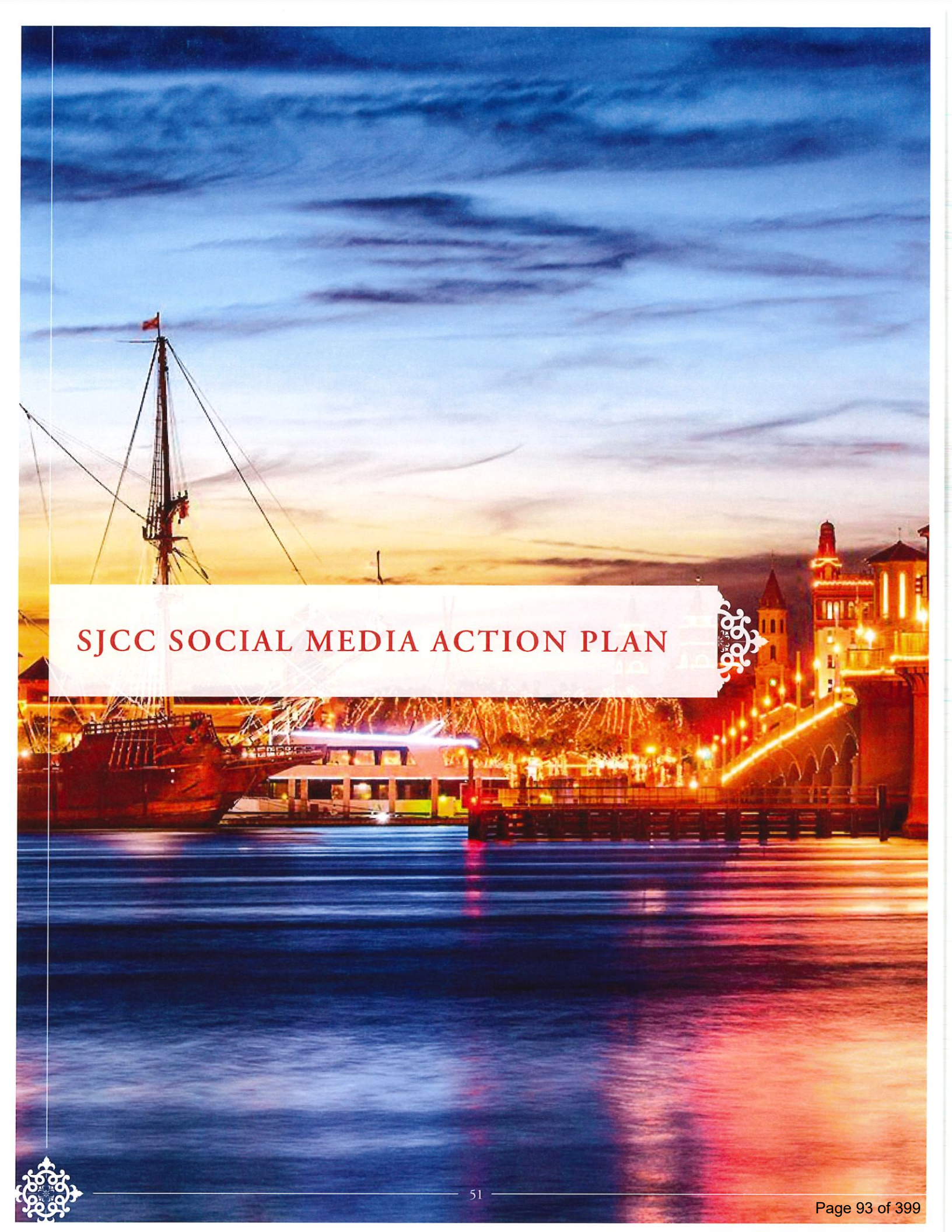
Ongoing

- Respond to media leads
- Develop and maintain target media lists – regional, national & trade

KPIs

- Earned media impressions and ad equivalency





SJCC SOCIAL MEDIA ACTION PLAN



Goals

Create awareness, reach target with brand messaging and grow followers while also increasing the target audience's engagement with social accounts and content. Drive clicks to site, especially to landing pages that can capture people's contact info for use in other marketing efforts.

Deliverables

- A Social Media Action Plan that dictates calls-to-action, voice, frequency, content parameters, community management and other agreed-upon guidelines for regular posting and engagement
- Monthly posting content for Facebook & Instagram featuring important events, holidays, news and storytelling topics
- Strategic use of Social Media Ads to amplify messaging and drive engagement and clicks to site
- Monthly reports, detailing KPIs with an analysis of results

Actions

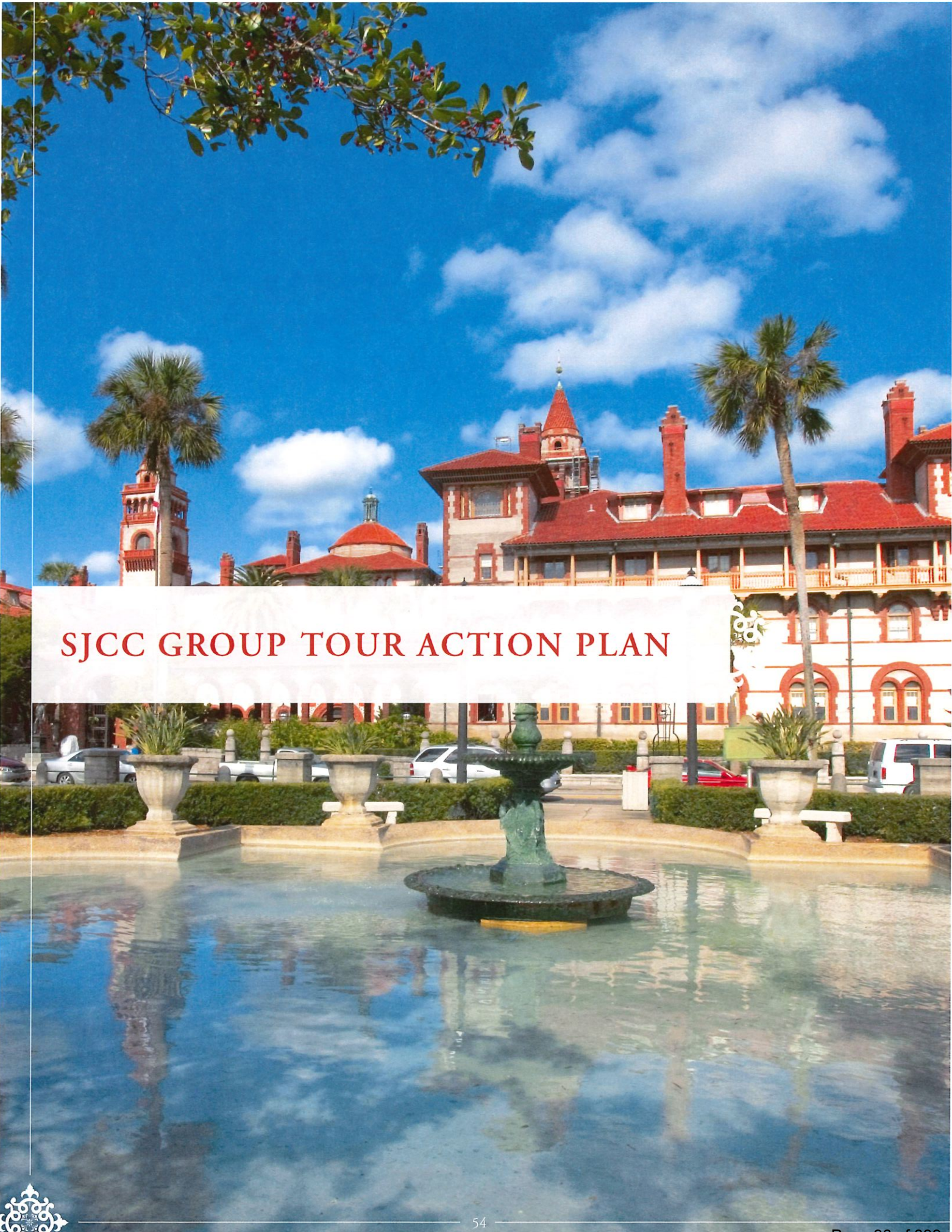
- Develop high quality content
 1. Craft copy that employs a mix of calls to action, formats and tones to garner engagement
 2. Use images and video that grab attention
- Tell stories
 1. Take advantage of St. Johns' wealth of stories to achieve marketing goals, such as changing perceptions and encouraging longer stays
 2. Connect these stories back to cultural assets to promote authentic experiences
 3. Plan content in advance to ensure we're promoting all the storytelling categories and cultural assets, both in St. Augustine and St. Johns County
- Execute the Community Management Plan
 1. Build relationships with potential visitors and improve their perception of the St. Johns' community by responding to DMs, comments and shares and liking or commenting on mentions
 2. Search for relevant content created by others on social media. Engage with their content so they will be more aware of St. Johns and its cultural assets as well as potentially follow SJCC accounts and promote SJCC messaging
 3. Develop guidelines and manage who we're following on Instagram
 4. Seek out and share User Generated Content (UGC), building a rapport by asking for permission first
- Drive results with a strategic social media ad campaign
 1. Reach more people, grow followers and motivate the target to take actions (sign ups, clicks to site, etc.)
 2. Employ various ad campaigns (such as Follower Growth, Brand Awareness, Traffic and Conversion Ads) and content types (such as using a video, a carousel of images or a single image)
 3. Use re-targeting and look-a-like audiences to find potential visitors and move them from cold or warm leads to conversions
- Integrate with other marketing efforts to leverage results and amplify messaging
 1. Promote the same topics as other efforts and provide more reach, frequency and a consistent message
 2. Post PR coverage to leverage third-party recommendations and stories to give coverage greater reach



KPIs

- Impressions and/or Reach
- Engagement stats, including likes, shares and comments
- Followers
- Clicks on links
- Conversions (to be defined)





SJCC GROUP TOUR ACTION PLAN

Goals

- Awareness
 1. Reach our targets through trade shows, direct marketing and earned and paid media
 2. Measured by inbound contact to SJCC for information
- Engagement
 1. Engage targeted group tour representatives with SJCC information on cultural group tour itineraries by matching groups with preferences of destination assets and ease the process of accessing information for their stay
 2. Internally: Measured by inbound contact for information, newsletter sign-ups and mailings
- Growth
 1. Create cultural group tours focusing on architectural history and African American heritage itineraries for mid-week overnight stays
 2. Measured by booked tours from contact with SJCC
- Expansion
 1. Encourage additional niche segments of cultural group tours through earned and paid media, trade shows and direct marketing for agritourism, literary, religious culinary and cultural landscapes
 2. Measured by booked tours from contact with SJCC
- Set up SJCC as the point of contact for cultural group tours in St. Johns County

Key Industry Statistics

- Motor coach Group Tourists Trips: 236 million
- Who Takes Motor Coach Tours? All generations enjoy motor coach travel because it is economical, eco-friendly, convenient and bags ride free
- Number of Motor Coach Tours: 6 million
- Employees: 2 million
- Hotel Room Nights: nearly 80 million
- Overall Sales Impact: \$101.68 billion
- Total Economic Impact: \$237 billion

Source: American Bus Association March 23, 2020



Group Travel Motor Coach Economic Impact for St. Johns County, FL

This analysis estimates that St. Johns County serves a total of 148,695 motorcoach group tourist equivalent people on day trips, and an additional 92,851 on overnight stays, for a total of 241,546 group tour visitors.¹ It is important to note that these estimates of "group tour visitors" should be used for comparative and trending purposes only and do not represent a count of individuals. It is estimated that approximately 6,901 equivalent motorcoaches visited St. Johns County in 2018.²

Hotels in St. Johns County provide group motorcoach tourists with an estimated 131,856 room nights annually.³

Overall sales in St. Johns County, Florida coming from motorcoach tourists totaled \$93.97 million.

What is the Effect of Each Motorcoach Visit in St. Johns County, Florida?

1. Approximately 35 equivalent visitors, of which 62.0 percent were on day trips and 38.0 on overnight visits.
2. Approximately \$13,616 in local sales.
3. Approximately 19.11 room nights (double occupancy).
4. For every 6.36 motorcoaches operating, 1 Job is created in the community.

Companies in St. Johns County that provide motorcoach services to tourists employ as many as 65 people. In addition, companies that supply services to motorcoach passengers; such as hotels, restaurants and entertainment venues, employ as many as 1,020 people in the community.⁴ These are good Jobs paying an average of \$35,697 in wages and benefits.⁵

Economic Contribution of Motorcoach Group Tourism in St. Johns County, Florida (2018)

	Direct	Supplier	Induced	Total
Economic Impact	\$93,971,623	\$25,155,400	\$46,201,200	\$165,328,223
Jobs	1,085	206	371	1,662
Wages	\$38,730,990	\$7,990,800	\$15,279,900	\$62,001,690

Source: American Bus Association Economic Impact of the Motor coach Travel and Tourism Industry: 2018, John Dunham & Associates, New York, 2019

Current Group Tour Forecast for Domestic Travel

- 75% plan to return to travel in 2021
- 42% are new trips not just rescheduled trips from 2020
- Regarding readiness to travel, the Travel Leaders Network survey revealed 32% of clients have already booked their next vacation, and 24% are planning their next vacation. 41% are also dreaming of traveling again. Those who are already vaccinated are 20% more likely to already have their vacation booked, which indicates being vaccinated gives them the confidence to travel again, and they are itching to do so soon
- In terms of timing, 34% are planning to take their vacation this spring and summer; an additional 23% are planning to travel this fall and five percent are looking at year-end holidays for travel. In other words, three quarters will be traveling in 2021

Source: Group Travel Leader Reader Forecast Survey March 2021

3-YEAR CALL-TO-ACTION PLAN TO ACHIEVE GOALS

FY 2021 – in Process

- Assess visitor ready sites and assets in destination
- Identify local receptive operators for referrals to tour operators
- Identify sites and tours that need development to be visitor ready by 2022
- Attend and sponsor trade shows targeting African American groups interested in African American heritage & Boomers interested in architectural history
- Follow up on all leads generated from trade show and track results
- Identify calendar year 2022 trade shows to sponsor and attend
- Create database of leads for SJCC group tours
- Create marketing collateral for trade shows
- Create paid media campaign to group travel trade to introduce SJCC as liaison for African American and architectural history group tour itineraries
- Create an internal tracking system of KPIs

FY 2022

- Create an SJCC Welcome Program to track, identify and reward cultural group tours
- Develop industry contacts to explore new partnerships, tour stops and co-op advertising opportunities from attending trade shows
- Plan an SJCC Agritourism Symposium for Winter 2022 with sponsors from FL agriculture groups
- Prepare local partners for Spring 2022 groups with group tour educational seminars sponsored by SJCC
- Develop group tour satisfaction survey for all SJCC group tours in 2022
- Utilize earned media to be featured in industry publications featuring primary targeted groups
- Launch a quarterly e-newsletter for group tour operators
- Create group tour page for SJCC website
- Plan and prepare for Spring 2023/2024 African American Tourism Conference as the Host City

FY 2023

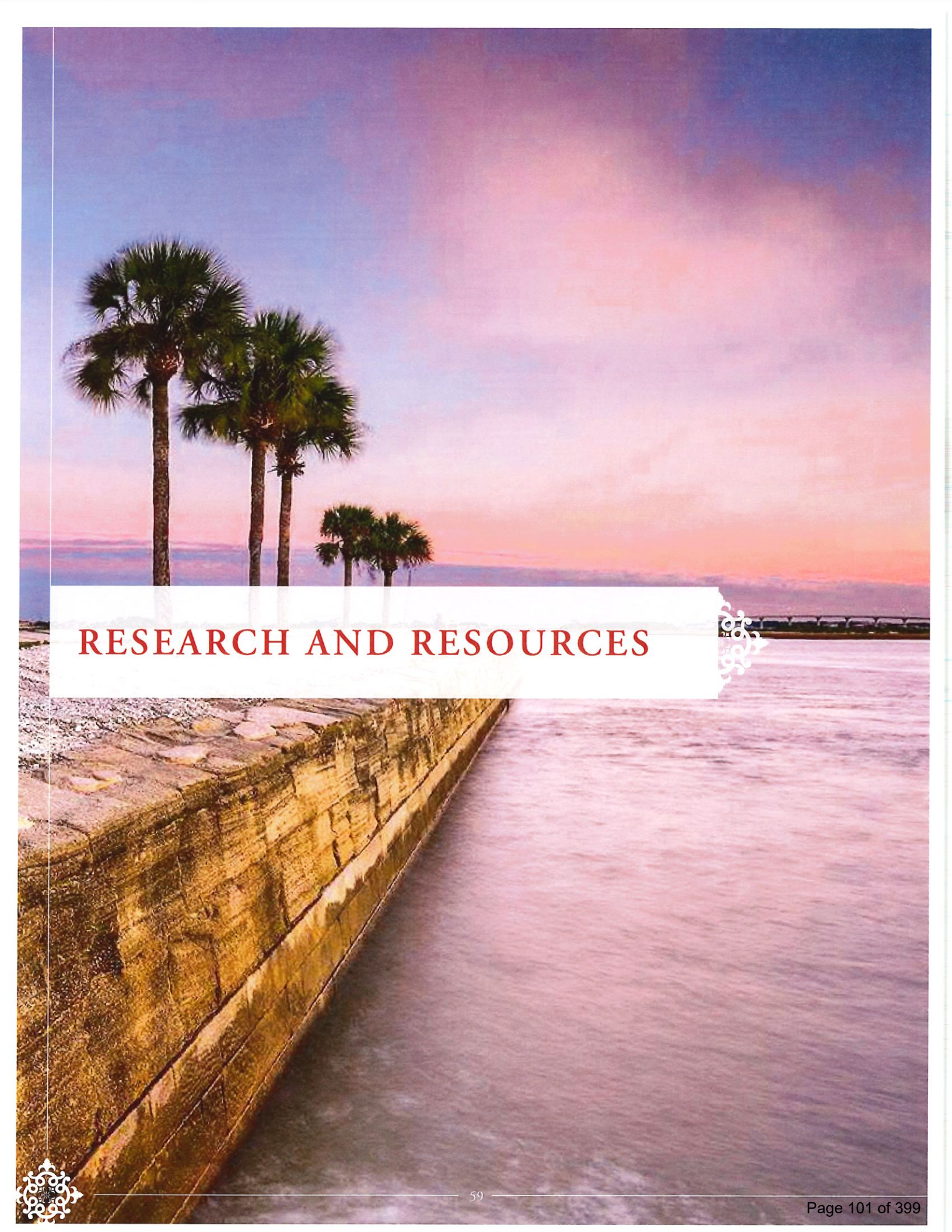
- Host Spring 2023 AAT Conference
- Develop itineraries for secondary group target markets
- Attend trade shows targeting primary and secondary group target markets as a sponsor
- Procure a minimum of 1 earned media editorial in group tour industry publication
- Host an SJCC Agritourism Symposium
- Advertise in Group Travel Leader's Civil Rights Trail Guide
- Advertise in Group Travel Leader and other industry publications
- Expand industry contacts for co-op marketing opportunities
- Build contact list by purchasing lists from industry partners
- Continue quarterly e-newsletters for group tour operators
- Create additional content for group tour page on SJCC website including "tool box" for operators
- Plan & host a minimum of 1 FAM tour for primary or secondary group targets
- Continue to build local partner list including receptive operators
- Support local partners in developing cultural group tour programs



FY2024

- Create international group tour advertising campaign
- Continue domestic advertising campaign in trade magazines
- Procure a minimum of 1 earned media editorial in group tour magazine
- Attend domestic and 1 international group tour trade shows as a sponsor
- Host a minimum of 1 Cultural FAM tour for primary or secondary group targets
- Identify other possible cultural group trade shows to host within next 3 years
- Develop and refine additional itineraries for primary and secondary targets
- Continue quarterly e-newsletters for group tour operators
- Expand industry contacts for co-op marketing opportunities
- Utilize satisfied group tour operators as influencers in marketing campaign
- Create new content for SJCC website for group tours including video samples of itineraries
- Support and develop local partners for cultural group tour programs
- Create a 3-year plan for future development of cultural group tours to St. Johns County





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- 2016 St. Johns County Visitor Profile Survey Data: St. Johns County Tourist Development Council
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- Strategic Plan St. Johns County Tourist Development Council, March 20, 2017
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- floridahumanities.org
- nps.gov
- savingplaces.org
- unwto.org
- southernliterarytrail.org
- buses.org
- journals.sagepub.com

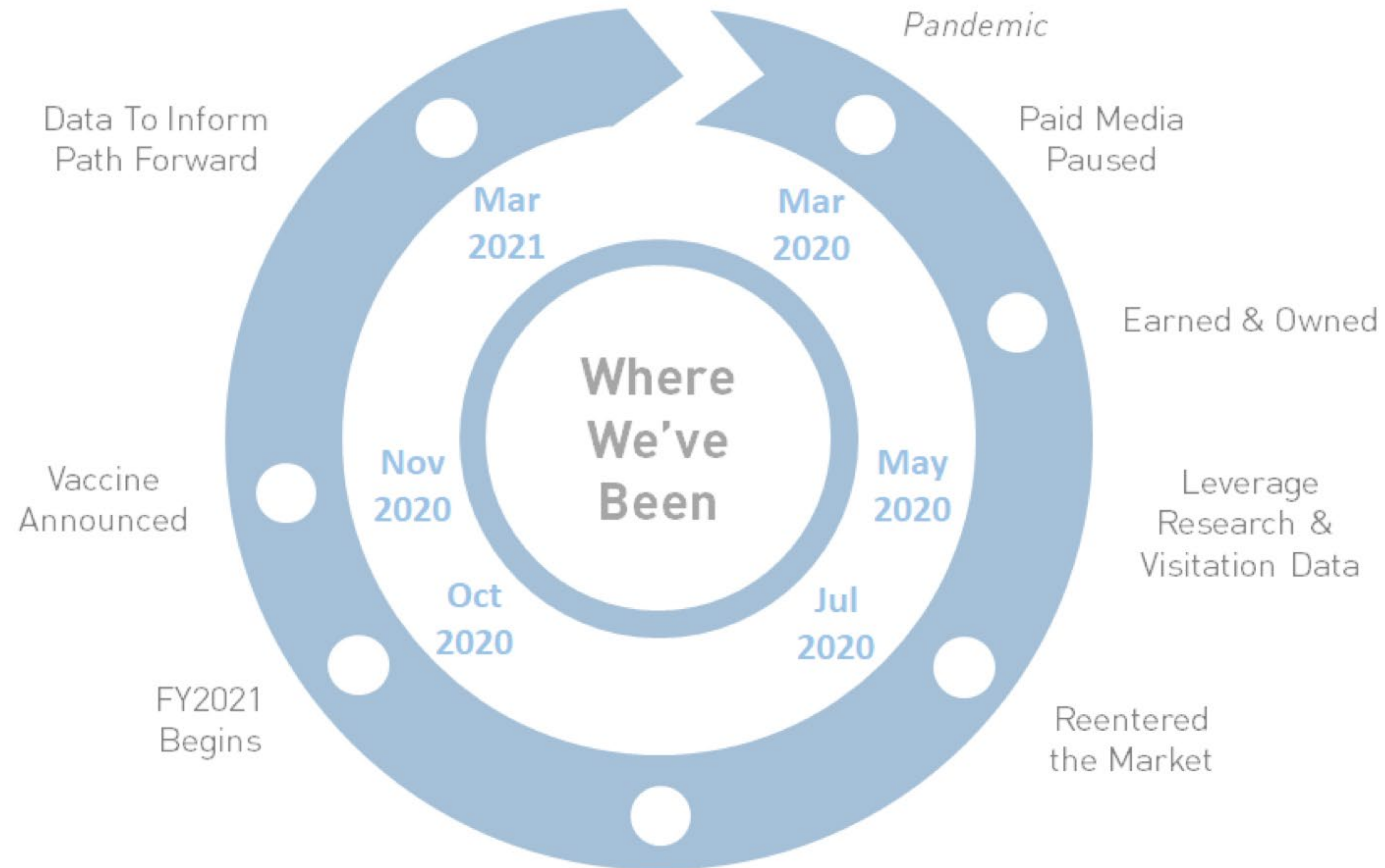




City of St. Augustine Commission Meeting

September 13, 2021

TRAVEL *INTRANATIONALLY*



**Your getaway
isn't faraway.**



Travel INTRAnationally



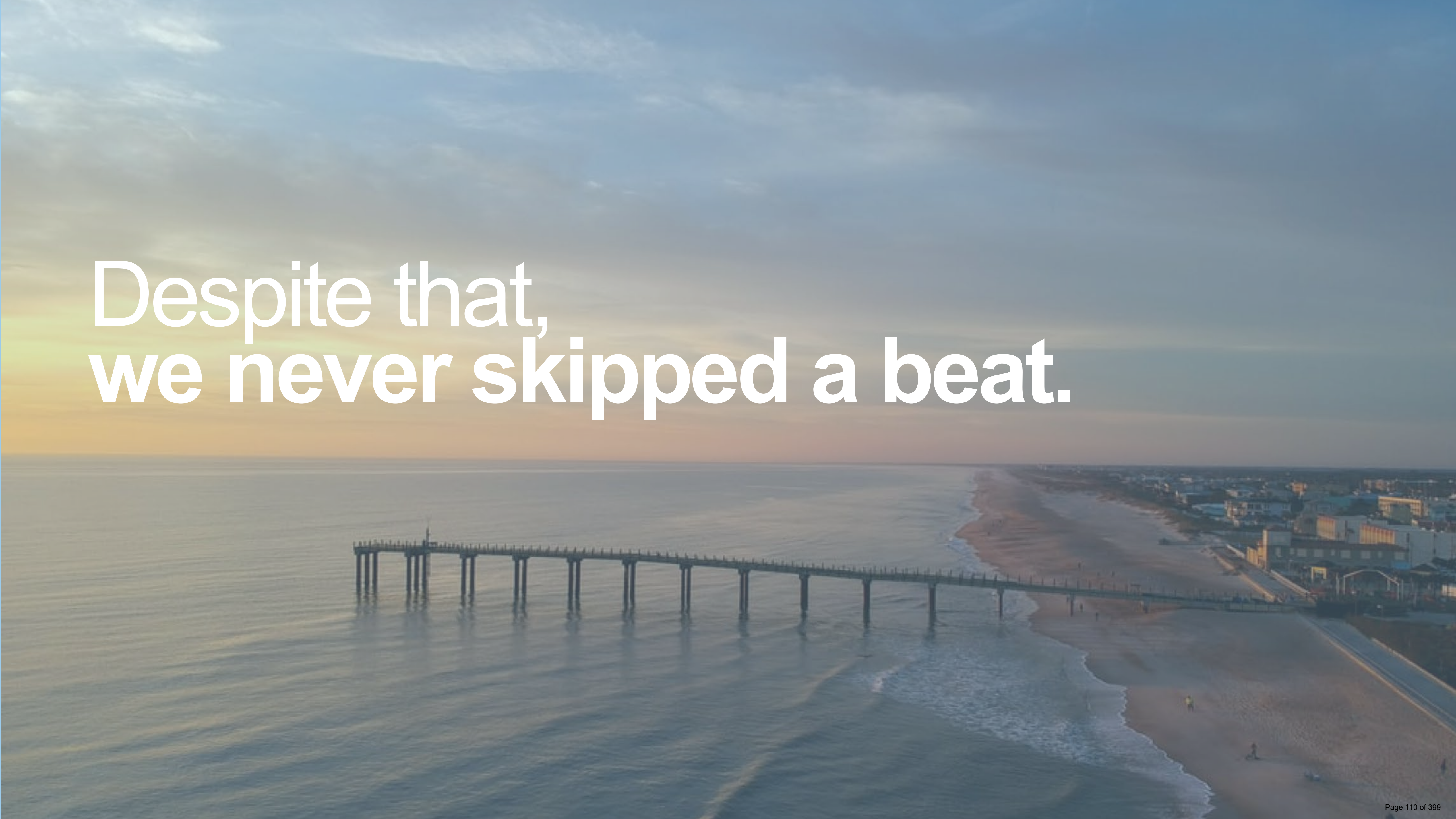
But, we had a
few challenges.



We had a pandemic.



**Hurricanes bore
down on the Coast.**

An aerial photograph of a coastal scene at sunset. A long wooden pier extends from the beach into the ocean. The sky is filled with soft, colorful clouds in shades of orange, yellow, and blue. The beach is visible on the right, with some buildings and a road nearby. The overall mood is serene and peaceful.

Despite that,
we never skipped a beat.

We pivoted at every turn, using tools and strategies to inform our decision-making

Crisis Response

Not every crisis needed a response, but for those that did, we explored bespoke solutions and evolved our comms and messaging to stay top-of-mind

Media Optimization

We shifted budgets and media strategies to accommodate for changes as the crisis went on, ensuring we spent appropriately to eliminate any potential waste

Real-Time Research

From social listening to independent studies, we tracked the psyche of travelers throughout each crisis to gauge the impact on travel intent among our audiences

Going back to market

At the onset of the COVID-19 pandemic, we identified four phases of traveler behavior to dictate how we evolved our strategic response:

- 1 Wait** — Bracing for what the future holds
- 2 Acclimate** — Adjusting to a partially opened America
- 3 Consider** — Experimenting with travel planning
- 4 Escape** — Travel industry & America fully open



**ST. AUGUSTINE
PONTE VEDRA**
FLORIDA'S HISTORIC COAST®

**There's a unique
experience to be had
here that suited the new
needs of travelers as they
acclimated to our
changed world.**

What We Provide:

**The comfort of natural
outdoor spaces
and wide-open
coastlines.**

Traveler Needs Addressed:

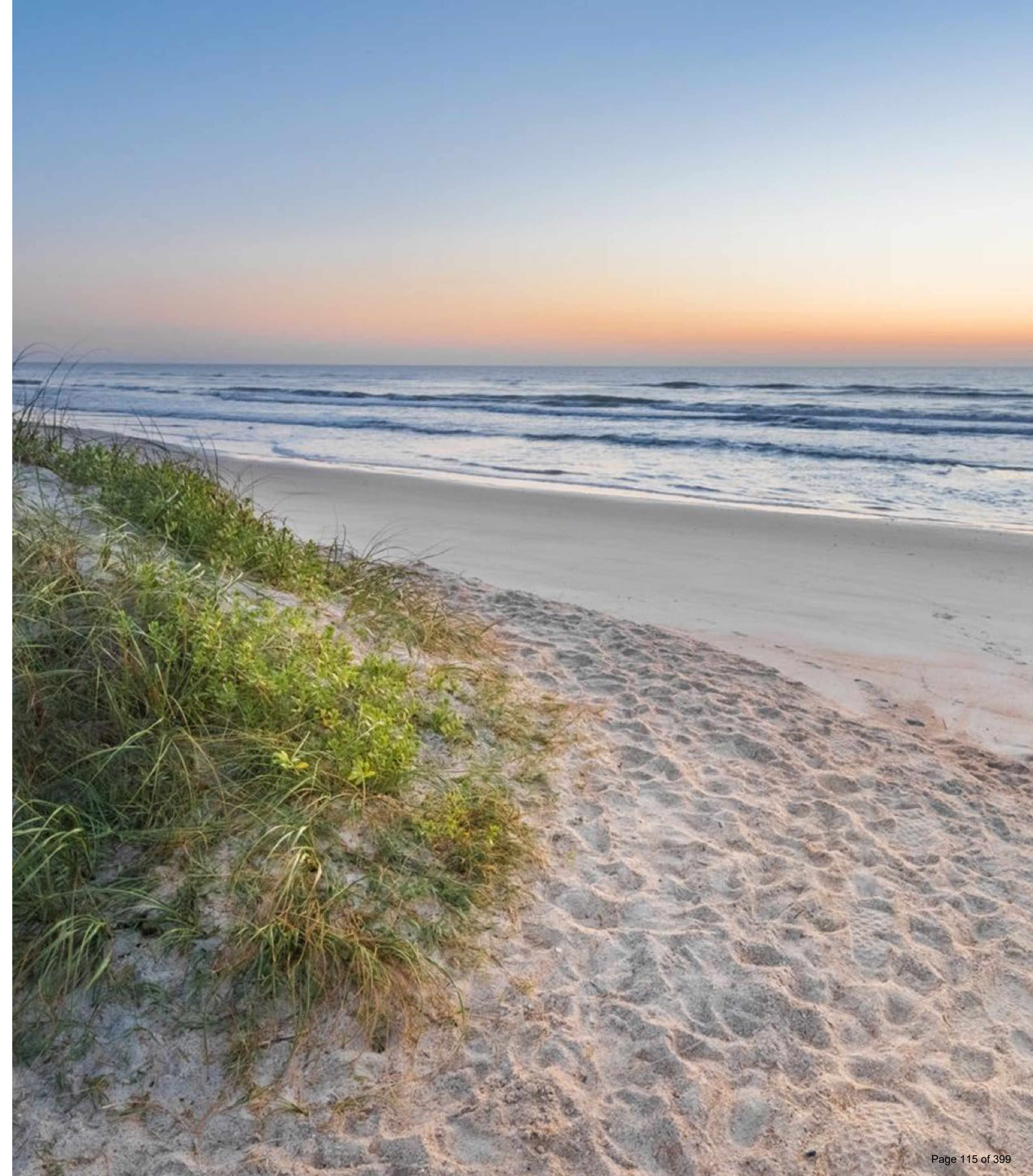
Cabin
Fever

Enjoying
Nature

Time Well
Spent

Mental
Health

PETERMAYER



What We Provide:

**The chance to relax
and reinvigorate.**

Traveler Needs Addressed:

Anxiety

Cabin
Fever

Burnout

Boredom

PETERMAYER



What We Provide:

The freedom to explore
as much (or as little) as
you'd like.

Traveler Needs Addressed:

- Isolation
- Cabin
Fever
- Time Well
Spent
- Family
Time

PETERMAYER



What We Provide:

The warm, welcoming
embrace you've
needed.

Traveler Needs Addressed:

Loneliness

Community

Time Well Spent

Family Time

PETERMAYER





Our Brand Role

Reinvigorate and **excite** travelers with relaxing, comforting and vibrant experiences found only in St. Augustine | Ponte Vedra.

Communications Objectives:

- Emphasize the destination's ample opportunities for outdoor leisure and recreation with fewer crowds.
- Convey a sense of comfort and familiarity for travelers who already know and love St. Augustine | Ponte Vedra.
- Meet the needs and wants of travelers returning to market while still embodying the spirit and tone of the brand.

A woman with long dark hair, wearing a red top and white shorts, is sitting on a wooden staircase. She is holding a glass and looking out over the ocean. The staircase is made of wood and has railings. It leads up a grassy hill. In the background, the ocean is visible under a sunset sky with orange and blue hues. The sun is low on the horizon, creating a bright glow. The overall scene is peaceful and scenic.

Your getaway isn't faraway





Media Approach

- **Right** message
- **Right** people
- **Right** levels
- **Right** time
- **Right** place
- **Right** price

PETERMAYER



Your Getaway Isn't Faraway

From July 2020 through March 2021



95M

Impressions

ENGAGEMENT RATE

EXCEEDED
GOAL BY
50%

SESSIONS TO SITE

GROWTH
OF
52%

GUIDES REQUESTED

GROWTH
OF
19%

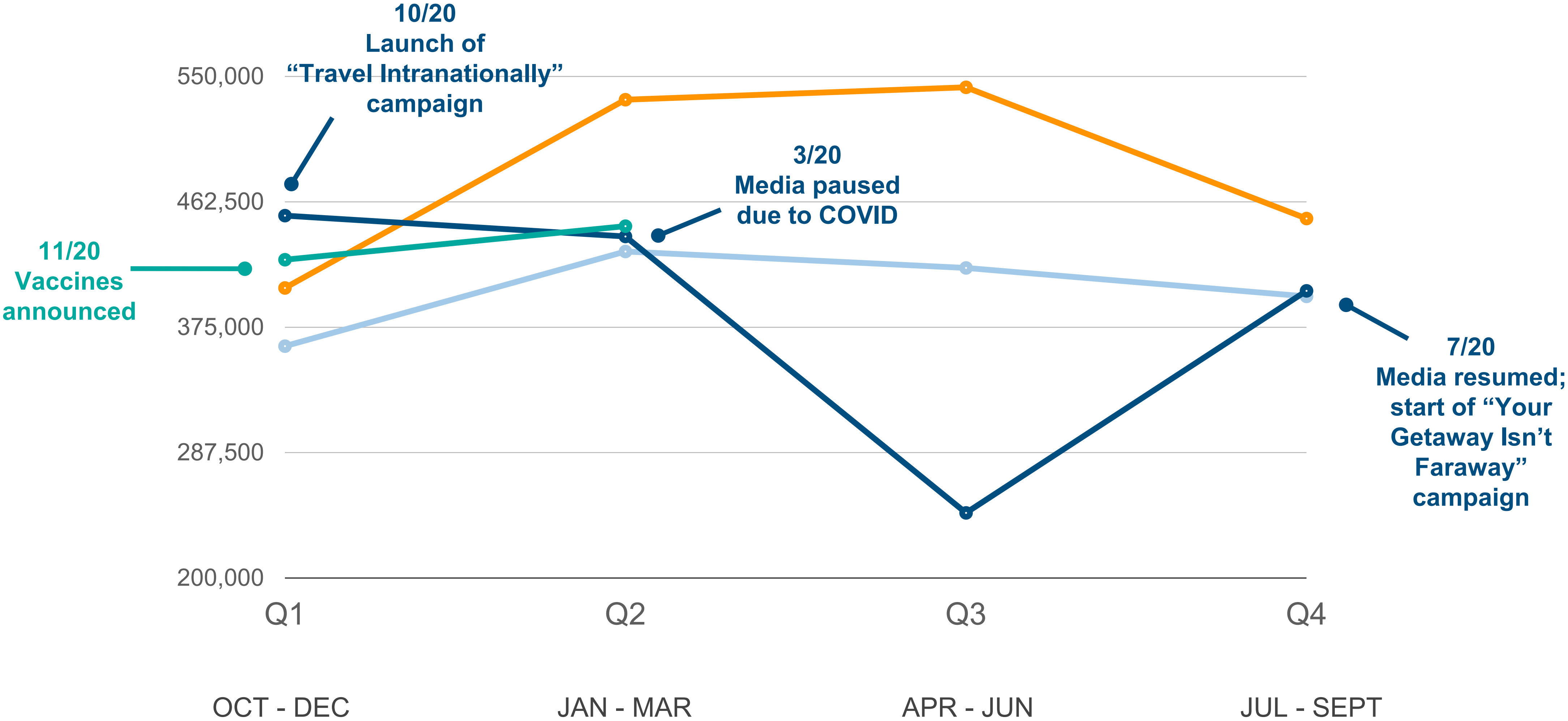
Over **7.5M** Video Completes

PETERMAYER

Source: Google Analytics; Datorama

©2021 | 24

HOTEL ROOM NIGHTS BOOKED (DEMAND) FOR HOTELS & SHORT-TERM RENTALS IN ST. AUGUSTINE | PONTE VEDRA

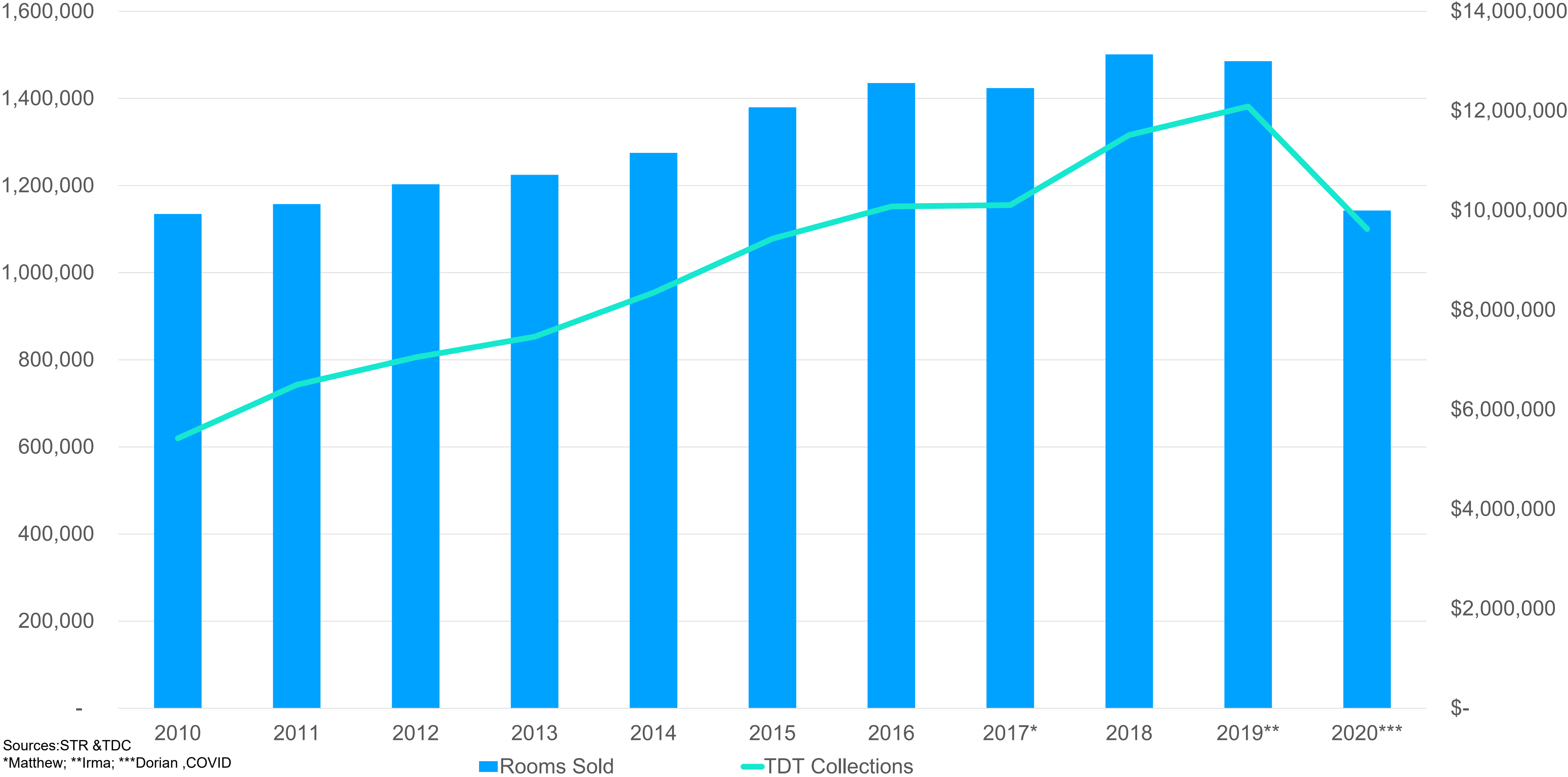


Smith Travel Research (STR) Hotel Metrics – St. Johns County, Florida

April and May 2021 versus April and May 2019 (Published June 16, 2021)

	<u>April 2019</u>	<u>April 2021</u>	<u>Change</u>	<u>May 2019</u>	<u>May 2021</u>	<u>Change</u>
Occupancy Rate	73.9%	74.9%	1 Point	68.1%	68.4%	.3 Points
Average Daily Rate	\$155	\$169	9.3%	\$149	\$175	17.5%
RevPAR	\$114	\$127	10.8%	\$101	\$120	18.0%
Room Night Supply	187,980	189,570	0.8%	194,246	195,889	0.8%
Room Night Demand	138,881	141,994	2.2%	132,196	133,921	1.3%

Growth in Rooms Sold & TDT Collections



% TDT Collections by Zip

FYTD2021 v. FYTD2010

St. Augustine & The Beaches
grew as a proportion of collections

All Others

32092/95 I-95 and WGV

32084 St. Aug/Vilano/North Bch

32082 Ponte Vedra

32080 Beaches

0.0%

5.0%

10.0%

15.0%

20.0%

25.0%

30.0%

35.0%

40.0%

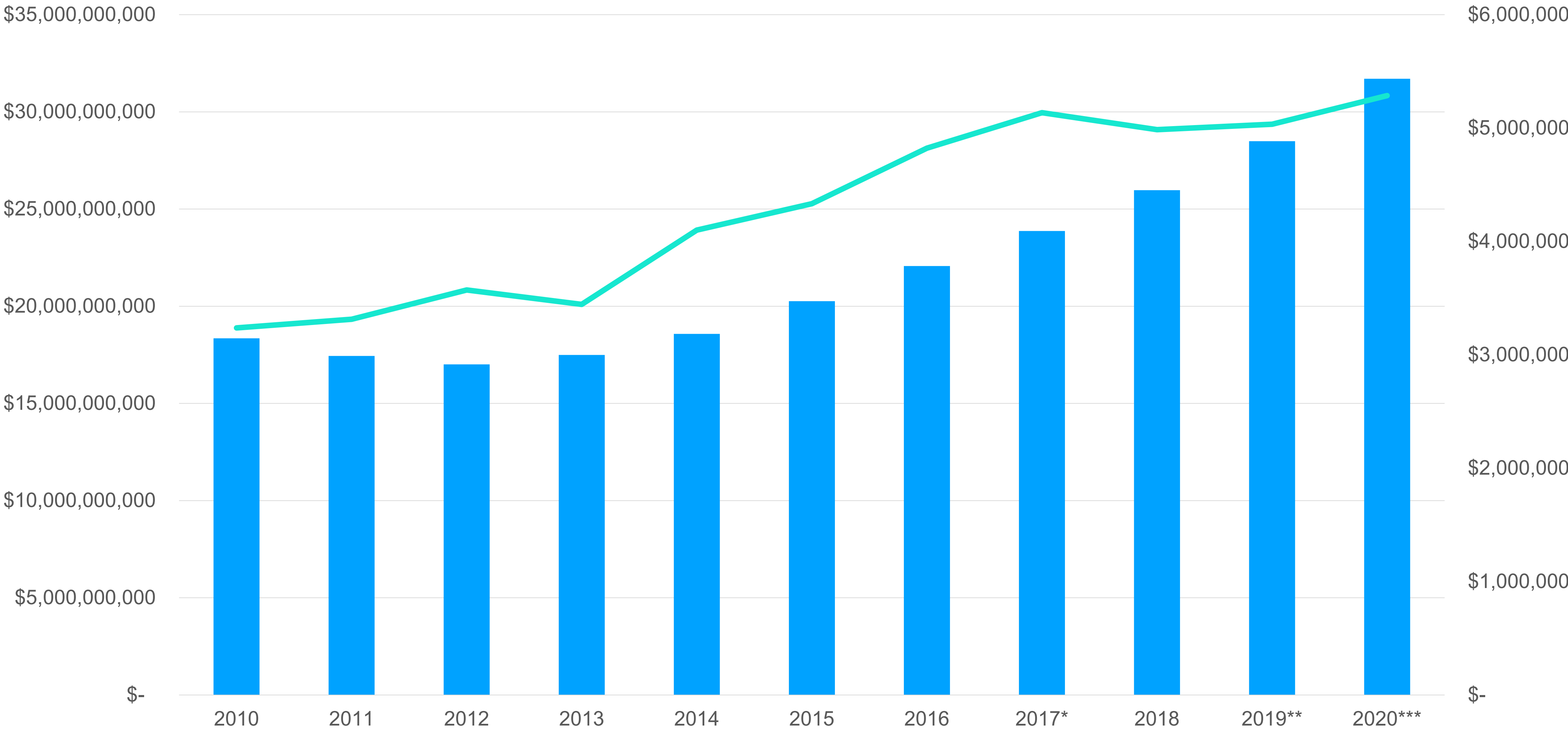
■ 2010 % of Total

■ 2021 % of Total

©2021 |



Growth in Taxable Property Value and VCB Funding

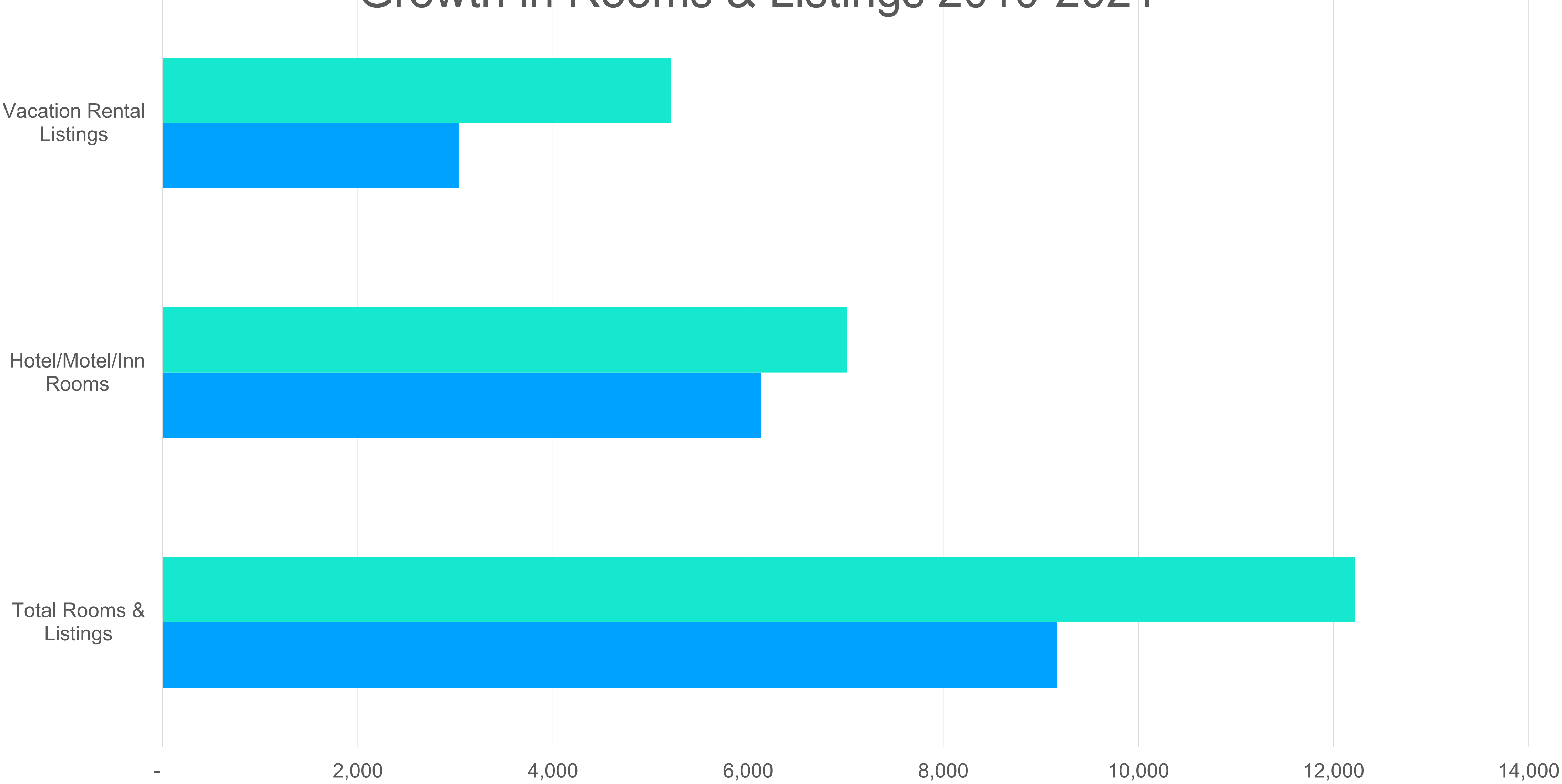


Sources: FDOR, SJC TDC *Matthew; **Irma; ***Dorian ,COVID

■ Taxable Propert Value

— VCB Budget (including carry overs)

Growth in Rooms & Listings 2010-2021

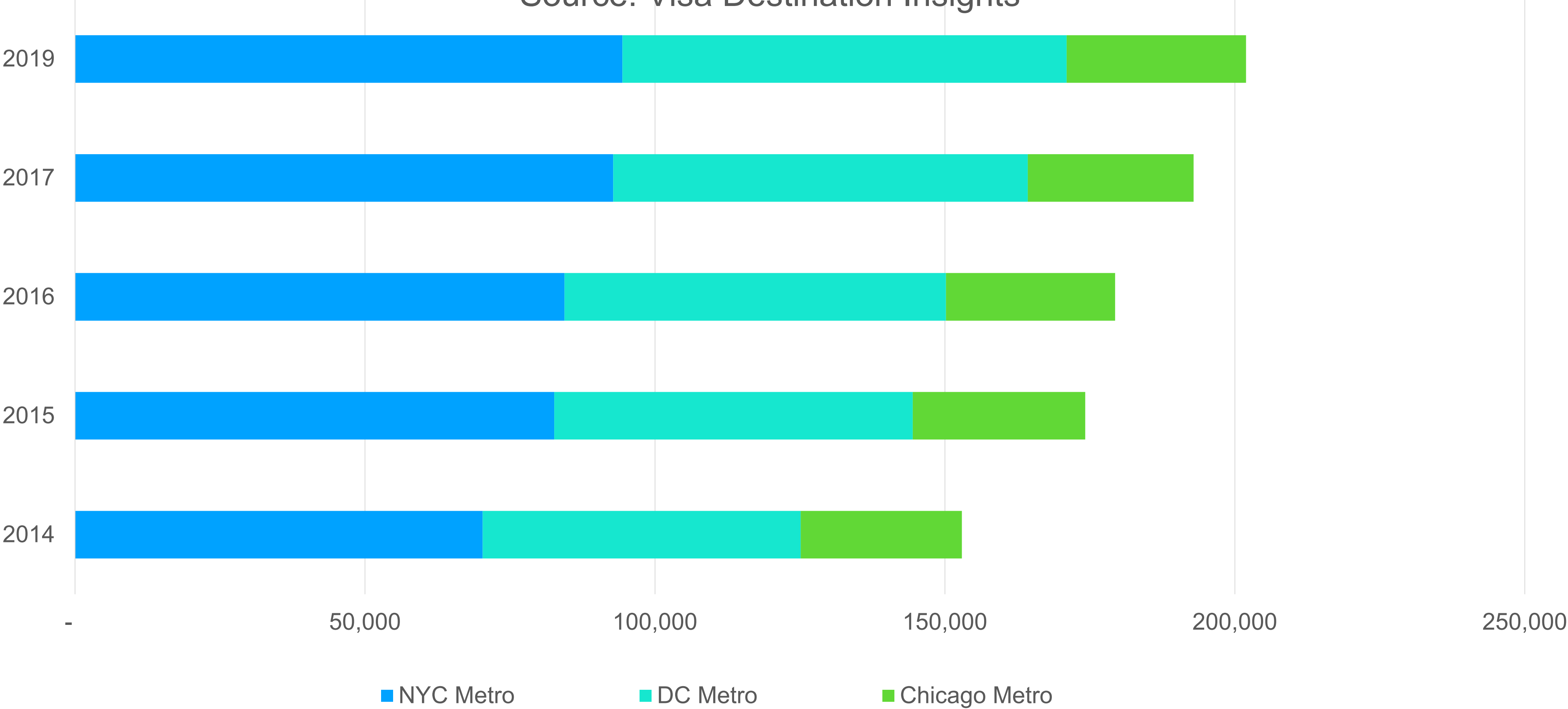


Sources: Smith Travel Research; AllTheRooms; SJC Tax Collector

2021 2010

Growth of Visitors from Selected Fly Markets

Source: Visa Destination Insights





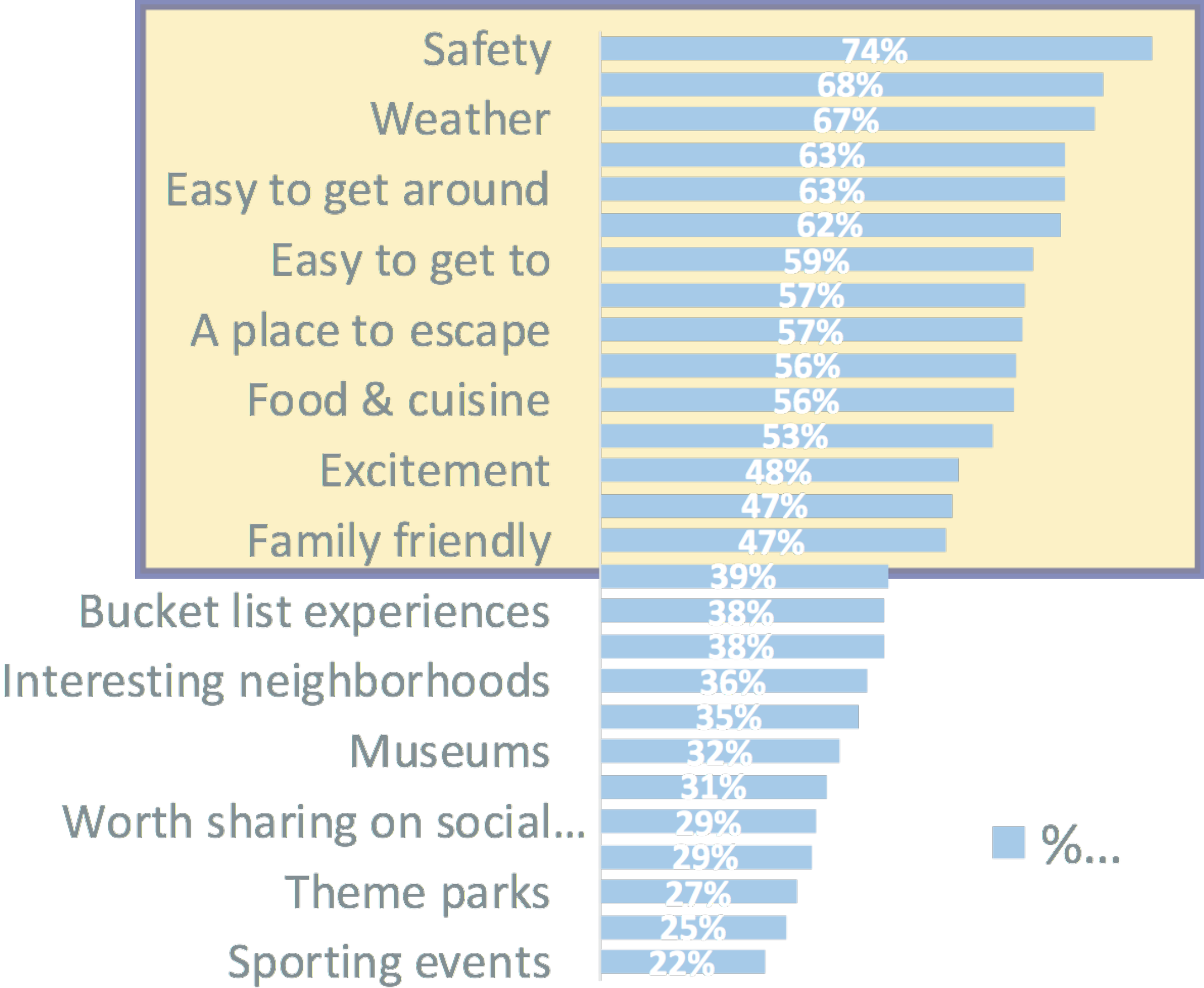
**There's always more
work to do, though**

Travel demand will return gradually as restrictions lift across the country



Even if tentatively scheduled, in which months do you currently plan to take any leisure trips?

St. Augustine | Ponte Vedra is
a destination that delivers on
what people are seeking.



How important are each to how you would generally select the cities or urban areas you visit?

An aerial photograph of a coastal town, likely in Florida, showing a mix of residential buildings, parking lots, and green spaces. A wide, sandy beach runs along the right side of the town, meeting the ocean. The ocean has visible waves breaking near the shore. In the background, a large body of water, possibly a bay or inlet, is visible. The entire image has a light blue overlay, and the text is centered in a large, white, sans-serif font.

As every destination looks to
ramp up efforts this year, we're
prepared to act now.

STRATEGIC INSIGHTS

Remain focused on reaching our older and younger Purpose Pursuer audiences. Understanding how the wants and needs of these core audiences have changed is key as they begin to return to travel in the spring and summer.

MEDIA PLANNING

Continue to reach travelers at each stage of the journey, aligning with shifts in consumer behavior. Promoting *Your Getaway Isn't Faraway* alongside organic social and PR efforts can maximize our effectiveness.

FINALIZING COMMS

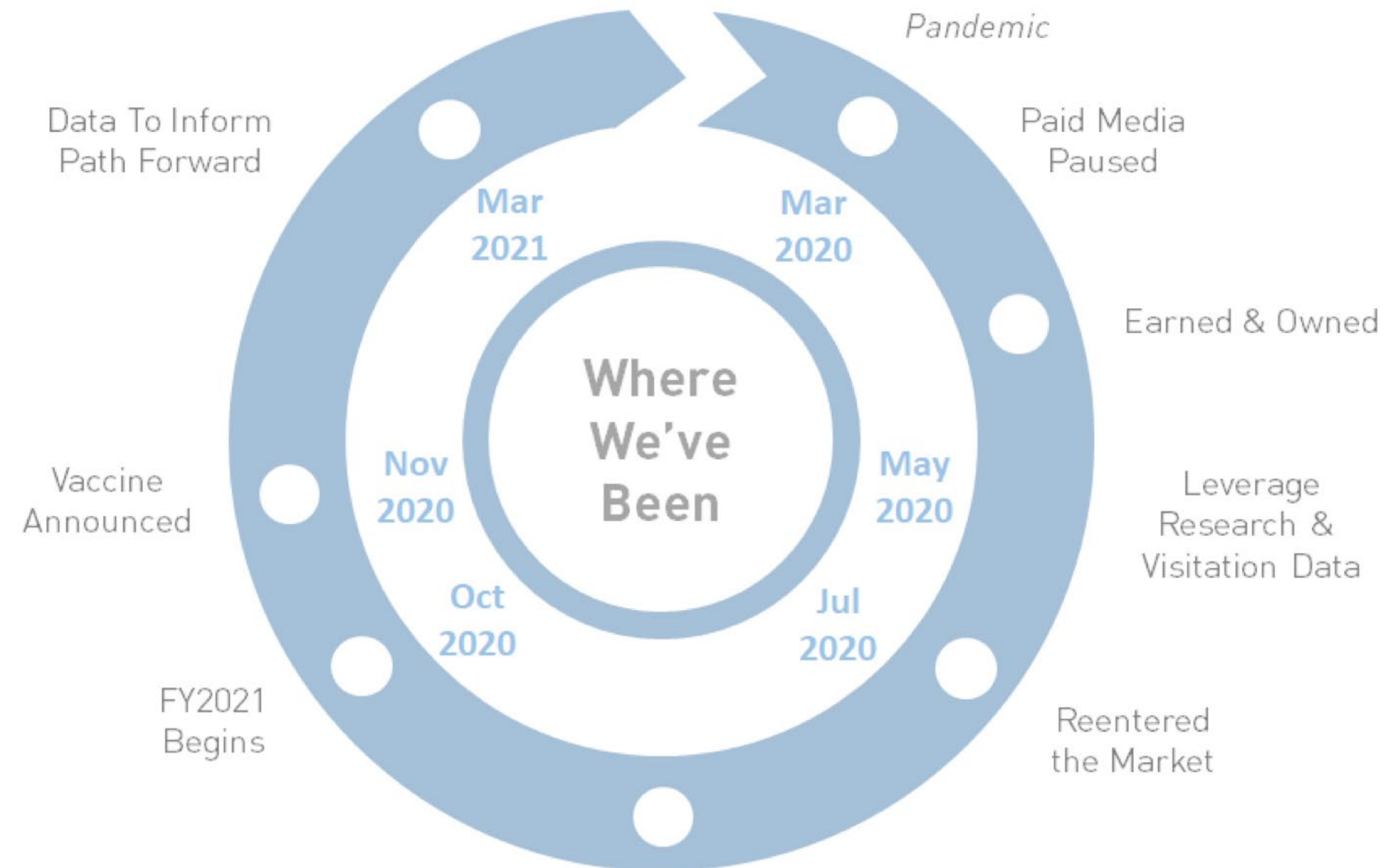
Ensure that we are addressing our audiences with the right message at the right time and in the right way as we continue to ramp up various marketing efforts to influence spring and summer travel.

REMAINING FLEXIBLE

With many eyeing a return to travel in the coming weeks, we'll continue the *Your Getaway isn't Faraway* campaign, then begin to transition paid media back to *Travel INTRAnationally* to influence travel later in 2021.



TRAVEL *INTRANATIONALLY*



**Your getaway
isn't faraway.**

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John Regan, P.E.
City Manager

DATE: September 13, 2021

RE: **Ordinance 2021-19 – Rezoning the Sebastian Inland Harbor Planned Unit Development (PUD) to Residential General and Office (RGO) – 159 King Street (PID# 203350 0030, 203470 0000)**

The Sebastian Inland Harbor Planned Unit Development property at 159 King Street and 90 Riberia Street (PID#203350 0030, 203470 0000) is owned by SA Marina Holdings, LLC and it is located south of Sebastian Harbor Drive. The property is undeveloped, it is approximately 9.88 acres in size and it is adjacent to the San Sebastian River on the west side and Riberia Street on the east side.

On August 10, 2021, the Planning and Zoning Board made a positive recommendation to amend the zoning of the property from Planned Unit Development (PUD) to Residential General and Office (RGO).

The existing PUD allows for all uses within the RGO zoning district, so this rezoning will not change the allowable uses for the property. (see attached PUD and RGO zoning descriptions)

The underlying Future Land Use Map (FLUM) designation of Residential Medium Density/Mixed Use will not change and the RGO zoning category is compatible with this future land use category.

I have included a chronology and zoning comparative analysis for your reference.

Please place Ordinance 2021-19 on the September 13, 2021 City Commission agenda for second reading and a public hearing.



David Birchim, AICP
Director, Planning and Building Department

CHRONOLOGY

- Pre-1987 - Property is zoned Industrial and Warehouse (IW)
- 1987 Zoning Change – Property is rezoned from IW to Residential and General Office (RGO)
- 1987 Comprehensive Plan FLUM Change – The Residential Medium Density/Mixed Use Future Land Use Map designation is assigned to the property with the update to the Comprehensive Plan.
- December 13, 2004 – property is rezoned from RGO to PUD and retains the underlying Residential Medium Density/Mixed Use FLUM designation (Ord. 2004-23)
- August 13, 2007 – PUD Amendment approved (Ord. 2007-14)
- May 23, 2016 - PUD Amendment approved (Ord. 2016-15)
- February 4, 2020 – PUD Amendment (proposed Ord. 2021-04) reviewed by the Planning and Zoning Board and the case is continued with 12 conditions by the Board
- January 5, 2021 – updated PUD Amendment (proposed Ord. 2021-04) reviewed by the Planning and Zoning Board that addressed the above 12 conditions is forwarded to the City Commission with 6 final conditions
- January 25, 2021 – the City Commission considers the PUD Amendment at first reading (proposed Ord. 2021-04) and asks the applicant to return with additional information and does not schedule a second reading.
- April 15, 2021 – the property owners revise the rezoning request from a PUD Amendment to rezoning the property to RGO
- August 10, 2021 - the Planning and Zoning Board recommends approval for the rezoning request to rezone the property from PUD to RGO
- August 23, 2021 – the City Commission passes Ordinance 2021-19 at first reading

COMPARATIVE ANALYSIS (Summary)

Existing Zoning

Sebastian Inland Harbor PUD

1. Uses – All uses allowed in the RGO zoning category and any additional uses that may be allowable in the RGO zoning category in the future
2. Height –
 - a. 50 feet for all buildings (with an additional 15 feet above the roof for mechanical equipment and one architectural element on the Hotel)
 - b. 90 feet for one tower
3. Maximum Lot Coverage – 50%
4. Building Setbacks – 10 feet and a zero (0) foot building setback for the Hotel portico on Sebastian Harbor Drive
5. Parking – 636 parking spaces (the PUD analysis indicated the city code requirement for this project would require between 637-682 parking spaces)
6. Tree Protection, Landscaping, Signage, Utilities, Stormwater/Drainage - per city code
7. Architecture - As per Architecture Review Committee (ARC) approval

Proposed Zoning

Residential and general office (RGO)

1. Uses – see attached RGO zoning description
2. Height – 50 feet (with an additional 5 feet above the roof for mechanical equipment)
3. Maximum Lot Coverage – 50%
4. Building Setbacks –
 - a. Front – 15 feet
 - b. Sides – 10 feet
 - c. Rear – 10 feet
5. Parking- per city code
6. Tree Protection, Landscaping, Signage, Utilities, Stormwater/Drainage – per city code

Proposed Zoning

Sec. 28-165. - Residential and general office: RGO.

Intent. This district is intended to apply to those neighborhoods designated for mixed residential and commercial uses so as to create a medium intensity residential and low intensity commercial mix of uses.

(1) Permitted uses and structures:

- a. Multiple-family dwellings.
- b. Professional and business offices.
- c. Restaurants, but not drive-in.
- d. Retail sales such as specialty food stores and drugs (but not supermarkets), clothing and toy and hobby shops, pet shops (but not kennel or veterinarian), bookstore and newsstand, stationery and card shops, leather goods and luggage, jewelry (including repair but not pawn shops), art and photographic supplies, TV and stereo equipment (including incidental repairs), florist or gift shop, bake shop (but not wholesale bakery), sporting goods, sundries and notions, business office supplies, musical instruments, records and tapes, retail sale of alcohol and similar products, with no exterior display or storage of merchandise permitted.
- e. Marina.
- f. Museums.
- g. Parking facilities and garages.
- h. Bar/tavern.
- i. Home office, private.
- j. Hotels, motels, conference centers, convention centers and spas.

(2) Permitted accessory uses and structures. See [section 28-348](#).

(3) Permissible uses by exception.

- a. See [section 28-347](#)(1) and (2), special event venue as per [section 28-347](#)(8) only allowed as an accessory use to a principal use.
- b. Light manufacturing, processing, packaging and fabricating.
- c. Housing for the cognitively impaired.

d. Housing for the elderly.

e. Single-family dwellings, with minimum yard requirements as defined for zoning district RS-2 and a maximum height of thirty-five (35) feet.

f. Retirement housing, which shall be defined as any building or buildings, section or distinct part of a building, private home, boarding house, home for the aged, or other residential facility, whether operated for profit or not, which undertakes through its ownership or management to provide housing, meals, and one (1) or more personal services for a period exceeding twenty-four (24) hours to one (1) or more adults who are not relatives of the owner or administrator. Retirement housing: may provide non-invasive services such as assistance with: (i) medication management including: with medication administration (topical, oral, and by injection (although only a licensed nurse may administer any such injection)) and ordering medications from a pharmacy; (ii) arranging for the provision of independent medical services (both off the property and as "home health care" on the property); (iii) diabetes testing; (iv) diet control and administration; and (v) wellness services, which include quarterly health assessments, weight monitoring, blood pressure checks, contracting with medical professionals, and coordinating any special services required by the resident (such as acquisition of medical equipment and supplies). The term "retirement housing" does not include the provision of medical, nursing, dental, or mental health services. The term "retirement housing" also does not include nursing homes.

G. Commercial recreational and entertainment facilities including outdoor sports or activities such as tennis, paddle tennis, handball, racquetball, shuffleboard, miniature golf, archery range and horseshoe games but not shooting gallery, skating rinks, pony rides or go-cart tracks.

(4) *Minimum lot requirements.* As per planning and zoning board site plan review.

(5) *Maximum lot coverage by all buildings and structures.* Fifty (50) percent.

(6) *Minimum yard requirements:*

a. Front, fifteen (15) feet.

b. Side, ten (10) feet.

c. Rear, ten (10) feet.

(7) *Maximum height of structures.* Fifty (50) feet.

ORDINANCE NO. 2021 - 19

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA AMENDING THE ZONING FOR APPROXIMATELY 9.88 ACRES OF PROPERTY LOCATED ON THE SOUTH SIDE OF SEBASTIAN HARBOR DRIVE AND WEST OF RIBERIA STREET, AS MORE PARTICULARLY DESCRIBED HEREINAFTER, FROM ITS CURRENT CLASSIFICATION OF PLANNED UNIT DEVELOPMENT (PUD) TO THE CLASSIFICATION OF RESIDENTIAL GENERAL OFFICE (RGO); PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of St. Augustine, Florida finds that all legal requirements have been met, a public hearing has been held and the Planning and Zoning Board has recommended that parcels of property containing approximately 9.88 acres located on the south side of Sebastian Harbor Drive, west of Riberia Street in the City of St. Augustine, being more fully described herein, should amend the zoning classifications;

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

Section 1. The following described property, containing approximately 9.88 acres located on the south side of Sebastian Harbor Drive, west of Riberia Street in the City of St. Augustine, is hereby amended from the zoning classification of Planned Unit Development (PUD) to the classification of Residential General Office, also known as Parcel # 203350 0030 and 203470 0000 and as more fully described in the attached legal description.

Section 2. The City Planning and Building Director is hereby authorized and directed to amend the zoning map for the City of St. Augustine, Florida to reflect the zoning classification assigned to the above-described lands.

Section 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 4. If any section, subsection, sentence, clause, phrase or provision of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not be so construed as to render invalid or unconstitutional the remaining provisions of this ordinance.

Section 5. This ordinance shall be effective ten (10) days after passage, pursuant to s. 166.041(4), Florida Statutes.

PASSED by the City Commission of the City of St. Augustine, Florida, this _____ day of _____, 2021.

ATTEST:

Tracy Upchurch, Mayor-Commissioner

Darlene Galambos, City Clerk
(SEAL)

EXISTING ZONING
SEBASTIAN INLAND
HARBOR
PLANNED UNIT
DEVELOPMENT (PUD)

ORDINANCE NO. 2016-15

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA, MODIFYING ORDINANCE 2007-14, THE SEBASTIAN INLAND HARBOR PUD, CREATING THE SEBASTIAN INLAND HARBOR PLANNED UNIT DEVELOPMENT (PUD), PURSUANT TO SECTION 28-289 OF THE CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING FOR TERMS AND CONDITIONS OF THE PUD; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, s. 163.3194, Florida Statutes, requires that after a comprehensive plan, or element or portion thereof, has been adopted in conformity with this act, all development undertaken by, and all actions taken in regard to development orders by, governmental agencies in regard to land covered by such plan or element shall be consistent with such plan or element as adopted; and,

WHEREAS, the City of St. Augustine Comprehensive Plan provides for the Residential Medium Density/Mixed Use designation for the subject property, and associated use and density criteria for development within said designation; and,

WHEREAS, Sec. 28-289 of the Code of the City of St. Augustine provides procedures for the establishment of a Planned Unit Development (PUD); and,

WHEREAS, the Sebastian Inland Harbor Planned Unit Development (PUD) was established by Ordinance 2004-23 and modified by Ordinance 2007-14, which became effective on August 23, 2007 and has a completion date of April 23, 2017; and,

WHEREAS, the Sebastian Inland Harbor Planned Unit Development (PUD) contains a mixed use commercial, residential and marina development as outlined in the Sebastian Inland Harbor PUD; and,

WHEREAS, the Sebastian Inland Harbor Planned Unit Development (PUD), applied for a minor modification to PUD Ordinance 2007-14 to add effectively ten (10) years to the completion date of the phase(s) of this project, from April 23, 2017, to a final completion date of January 1, 2027.

WHEREAS, on April 5, 2016, the City of St. Augustine Planning and Zoning Board reviewed a request to modify the Sebastian Inland Harbor PUD and made recommendations to the City Commission for approval of the PUD minor modification that included a commencement date of April 23, 2022, and a completion date of April 23, 2027. Commencement shall mean the City of St. Augustine's final acceptance, and approval of the plans for construction of the horizontal infrastructure for the project; and,

WHEREAS, the Sebastian Inland Harbor Planned Unit Development (PUD) development plan narrative dated April 14, 2016 contains the recommendations made on April 5, 2016 by the City of St. Augustine Planning and Zoning Board; and,

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

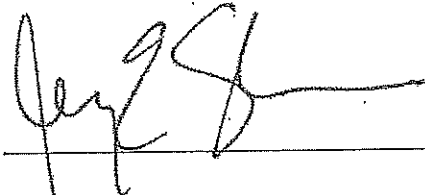
Section 1. Minor Modification of Ordinance 2007-14, the Sebastian Inland Harbor PUD creating the Sebastian Inland Harbor Planned Unit Development (PUD). The Sebastian Inland Harbor PUD, created by Ordinance 2004-23 and modified by Ordinance 2007-14, is hereby modified in accordance with the terms and conditions provided herein.

Section 2. Terms and Conditions of the Planned Unit Development. The terms and conditions of the Sebastian Inland Harbor PUD are as presented in the Development Plan Narrative submitted on April 14, 2016, and incorporated herein by reference. All terms and conditions expressly stated in Ordinance 2007-14 remain intact by the enactment of this Ordinance.

Section 3. Severability. If any section, subsection, sentence, clause, phrase, word or provision of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, then said holding shall not be so construed as to render invalid or unconstitutional the remaining provisions of this ordinance.

Section 4. Effective Date. This ordinance shall be effective ten (10) days after passage, pursuant to Section 166.041(4), Florida Statutes.

PASSED by the City Commission of the City of St. Augustine, Florida, this 23rd day of May, 2016.



Nancy E. Shaver, Mayor-Commissioner

ATTEST:



Darlene Galambos, City Clerk



EXHIBIT "C"

**Modification to
Sebastian Inland Harbor
Planned Unit Development**

April 14, 2016

Applicants:

**SA Marina Holdings, LLC
1265 Upsala Road, Unit 1157
Sanford, Florida 32771**

**San Sebastian Retail, LLC
1 Independent Drive, Suite 1880
Jacksonville, Florida 32202**

Authorized Agent for the Applicants:

**Ellen Avery-Smith, Esq.
Rogers Towers, PA
100 Whetstone Place, Suite 200
St. Augustine, Florida 32086
(904) 825-1615**

Amended and Restated PUD Narrative
SAN SEBASTIAN INLAND HARBOR PUD

SECTION I

INTRODUCTION AND APPLICATION

This is an attachment to an application for a modification to the Sebastian Inland Harbor Planned Unit Development (Ordinance No. 2007-14) with accompanying documents as required by Section 28 (the “**Zoning Code**”) of the St. Augustine, Florida Code of Ordinances (“**Code of Ordinances**”). This narrative is intended to amend and restate the terms and conditions of the PUD with respect to the 11 acres owned by SA Marina Holdings, LLC, a Florida limited liability company (the “**SA Property**”) and 2.5 acres owned by San Sebastian Retail, LLC, a Florida limited liability company (the “**Retail Property**”). The SA Property and the Retail Property are sometimes collectively referred to herein as the “**Site**” or the “**Property**”. This is **Exhibit “C”** to the application form. This application is filed on behalf of the Applicants:

SA Marina Holdings, LLC
1265 Upsala Road, Unit 1157
Sanford, Florida 32771

San Sebastian Retail, LLC
1 Independent Drive, Suite 1880
Jacksonville, Florida 32202

The Property is within a project known as “The Sebastian Inland Harbor Development” (“**Project**”) and consists of approximately 13.5 acres of undeveloped land located on King Street and Sebastian Harbor Drive in the City of St. Augustine, and is more particularly described on the legal description attached to the application as **Exhibit “A”** (the “**Property**”). The Applicants are the successors in interest to the original developer of the Property. The Site is currently zoned Planned Unit Development (“**PUD**”), as defined within the Zoning Code. The

City Comprehensive Plan Future Land Use Map ("FLUM") designation of the Property is Residential Medium Density Mixed Use. This category allows for multiple-family dwellings, professional and business offices, restaurants, retail sales, marinas, museums, parking facilities and garages, bars and taverns, home offices, and hotels, motels, conference centers, convention centers and spas. The Project is exempt from the requirements of the Concurrency Management Ordinance of the City of St. Augustine (Ord. No. 91-23 and Article II, Section 21-26 through 21-60 of the Code of Ordinances).

A. **Location/Site Characteristics:** The Property is an irregular shaped parcel of land containing approximately 13.5 acres, of which approximately 10.88 acres are uplands. A copy of the topographical map of the Site is attached to this application as **Exhibit "E"**. The Project is located within the incorporated limits of the City of St. Augustine. A location map is attached to the application as **Exhibit "B"**. The Project is located on the south side of King Street and on the east bank of the San Sebastian River, which is a navigable waterway providing deep water access to the Intracoastal Waterway and the Atlantic Ocean. The Site contains approximately 260 feet of frontage along the south side of King Street, approximately 318.95 feet of frontage along the west side of Riberia Street, and approximately 922 feet of frontage on the San Sebastian River from the southern boundary north to King Street. The Site also has approximately 705.98 feet of frontage along Sebastian Harbor Drive, a two-lane thoroughfare that connects the southern section of what was formerly Malaga Street with Riberia Street. Site work for the Project has substantially commenced, including harbor dredging, construction of the bulkhead along the river and preliminary stormwater management work.

B. **Ownership/Agreement:** The Property is now owned by the Applicants, SA Marina Holdings, LLC and San Sebastian Retail, LLC. The Applicants have authorized Ellen

Avery-Smith, Esq. of Rogers Towers, P.A. to act on their collective behalf in this zoning modification request. The Applicants hereby agree and stipulate to proceed with the proposed development of the Property in accordance with the PUD Ordinance as adopted by the City of St. Augustine City Commission (the "Commission") and all conditions and safeguards established by the Commission regarding the PUD modification. All successors in title to the Property shall be bound to the conditions of the approved PUD modification.

SECTION II

PLAN OF DEVELOPMENT

A. **Project Description:** The Project will be a mixed-use waterfront development consisting of residential condominium units, retail shops, a full-service hotel and spa, a marina, and a public riverwalk and amphitheater. Building heights will range from one (1) story on-grade to four (4) stories over parking as further specified below. The multi-story buildings will consist of a base treatment, a shaft and cap with sloped tile roofs to blend the appropriate scale and proportions with the surrounding buildings. Ornate cornice projections, roof overhangs, cantilevered balconies, window trim detailing and arches of hardcoat stucco and cast stone may be incorporated into the building facades to reinforce the historic St. Augustine architectural theme. The Project will incorporate roof design and finishes consistent with the historic St. Augustine architecture. The Project will also incorporate towers, as depicted on the MDP, to emulate the towers that are characteristic of the Flagler era buildings further east and to draw pedestrian traffic further west on King Street. The retail space to be located along King Street may have stucco facades and tile roofs with varying scales of storefront heights. All buildings will have stucco or brick facades. Shopfronts may be embellished with projecting canvas awnings, decorative light fixtures and signage. All architectural designs will be subject to review and approval of the Architectural Review Committee that has been established for the Project, as

further described below. The Project will comply with the Design Standards for Entry Road Corridors for the King Street Entry Corridor.

B. Permitted Uses: Allowable uses within the Site will include all uses currently allowed under the existing RGO zoning category and any additional uses that may be allowable in the future under the Zoning Code or the City of St. Augustine Comprehensive Plan, as may be amended from time to time, including, but not limited to, the following:

- (1) Multiple-family dwellings;
- (2) Professional and business offices;
- (3) Restaurants with indoor and outdoor sales;
- (4) Retail sales such as specialty food stores and drugs (but not supermarkets), clothing and toy and hobby shops, pet shops (but not kennel or veterinarian), bookstore and newsstand, stationery and card shops, leather goods and luggage, jewelry, art and photographic supplies, TV and stereo equipment (including incidental repairs), florist or gift shop, bake shop (but not wholesale bakery), sporting goods, sundries and notions, business office supplies, musical instruments, records and tapes, retail sale of alcohol and similar products, with no exterior display or storage of merchandise permitted;
- (5) Marina;
- (6) Museums;
- (7) Parking facilities and garages;
- (8) Bar/tavern, with indoor and outdoor sales;
- (9) Home office, private
- (10) Hotels, motels, conference centers, convention centers and spas;
- (11) Condominiums;
- (12) Outdoor amphitheater; and
- (13) All accessory uses and structures allowed by Section 28-348 of the Zoning Code in effect at the time of approval of the PUD.

C. **Development Standards:** As shown on the Master Development Plan ("MDP Map") attached hereto as **Exhibit "D"**, the Site will be developed as follows:

- Residential condominiums - up to 70 units
- Hotel - up to 225 rooms, with all typical hotel accessory uses allowed including, but not limited to:
 - Banquet Facility and Meeting Rooms
 - Spa and Exercise Facilities
 - Restaurants and Lounges
 - Gift Shops
 - Retail
- King Street Retail - up to 27,000 square feet
- Sebastian Harbor Drive Retail - up to 9,060 square feet
- Lorida Street Lofts - up to 15 units
- Marina with up to 65 slips (including 4 public slips) and a water taxi station;
- One multi-level parking garage and surface and subsurface parking lots;
- A public river walk connecting the marina to King Street (with access to King Street being through Sebastian Harbor Drive);¹ and
- Outdoor amphitheater, sculpture garden, and scenic water fountains.

D. **Minimum Setbacks:** The building setback from the exterior property boundaries shall be ten feet (10'), except that the Hotel portico located on Sebastian Harbor Drive may have a zero-foot (0') setback from the right-of-way and the multi-level parking garage shall have a minimum setback of ten feet (10') from the Riberia Street right-of-way at its southeastern corner and ten feet (10') from the southern property boundary. There shall be no building setbacks required within the interior of the Project.

¹ The public areas are, nonetheless, privately owned and Project owners, their successors and assigns, and the property owner's association, reserve the right to exclude persons and activities constituting a nuisance, a security risk or engaged in commercial activities. The Project owners may also close the public area between midnight and 7:00 a.m.

E. Maximum Building Height: The maximum building height allowable within the PUD shall be 50 feet (50') as measured in accordance with the Zoning Code for the existing RGO category, with an allowance of an additional fifteen feet (15') above the roof for mechanical equipment and architectural elements as described in the Zoning Code (to allow roof line variation). Additionally, one architectural element (such as towers, cupolas or icon) may exceed the roof of the Hotel. One tower may extend up to ninety feet (90'). A sketch depicting the building height cross section is attached as **Exhibit "F"**. The tower, including architectural design and location, will be subject to the approval of the Architectural Review Committee.

F. Maximum Lot Coverage: The Maximum Lot Coverage shall be 50 percent for buildings.

G. Signage: The signage for the Project shall comply with Commercial Zone 4 of Chapter 3 of the Code of Ordinances in effect at the time of approval of the PUD.

H. Parking: Parking for the PUD will be provided within surface and subsurface parking lots and the multi-level parking garage in the general location depicted on the MDP Map. Angular parking will be provided outside of the public right-of-way along Sebastian Harbor Drive as depicted on the MDP Map.

The total number of spaces provided will be a minimum of 636, as set forth in the table below. The final number will be determined by the actual residential unit sizes within the Project, and the final civil engineering plans approved for the site. The table below compares the number of spaces to be provided under this PUD and the number of spaces required under the Zoning Code:

Project Component	Spaces Required per Zoning Code	Spaces Provided per PUD
San Sebastian Winery	56	56

Condos — 70	148.751 ¹	140 ²
Lofts — 15	31.5	32
Hotel — Guest Rooms — 225 (estimated)	225	225 ³
Hotel — Accessory Uses (Meeting Spaces, Restaurant, Spa, Gift Shop, etc.)	109	35
Sebastian Harbor Drive Retail — 9,060 sq. ft.	30.2	31
King Street Retail up to 27,000 sq. ft	51.6-90	73
Public Marina Slips - 4	4	4 ⁵
Public Use Spaces	0	40
Total Spaces	637.45-681.85	636

¹ Based on 35 2-bedroom and 35 3-bedroom units.

² 2 parking spaces shall be provided for each unit.

³ 1 parking space shall be provided for each Guest Room in the Hotel.

⁴ A total of 35 parking spaces will be provided for all accessory uses to the Hotel (e.g. Meeting Spaces, Spa, Restaurant and Lounge and Gift Shops and similar accessory uses). This is identical to the existing PUD.

⁵ 1 parking space shall be provided for each public boat slip; no additional spaces are required for private slips for the condominium units.

Only the spaces associated with the residential units will be assigned and restricted (approximately 172); all of the other spaces within the development (approximately 460) will be unrestricted and available at all times for all other uses within the Project and for the public in general. The Project has not included in its calculations credits that would be available for allocating office space and storage to portions of the retail calculation or the effects of shared uses with parking demand occurring at different times of day or multiple uses (i.e., hotel guests who also shop). No recalculation on parking shall be required as tenants and uses change. All surface parking shall be free of charge at all time; however, the spaces in the parking garage may be subject to a market rate or fee. In addition to the parking required for the uses in the PUD, the Project will provide 40 extra public spaces.

I. **Hardscape / Landscape:** Exterior hardscape and landscaping within the Project will be done in accordance with a uniform "Master Hardscape and Landscape Plan" to be approved by the Architectural Review Committee and shall use local plant material and finishes indigenous to the St. Augustine area. The streetscape and public waterfront boardwalk may include, but shall not be limited to, decorative lampposts, benches and site furnishings, a sculpture garden, water fountains with accent lighting, a clock tower and a public amphitheatre to encourage an interactive pedestrian environment. A landscaped buffer will be installed between the south side of the Marina and the FPL sub-station which shall serve as additional "green space" and will shield the FP&L sub-station from view. The wall/boundary design between the pool and the public walkway area around the marina is depicted on **Exhibit "H"**.

J. **Tree Protection:** The PUD will be designed in accordance with the requirements of the tree protection provisions of Section 25-51 of the Code of Ordinances in effect at the time of approval of the PUD.

K. **Landscape Plan:** The final landscape plan will be designed in accordance with the Zoning Code requiring 25 percent shade trees with no more than 25 percent Palm Trees. More than 5 percent of these trees will be located inside the perimeter of the Project. As required by the Zoning Code, there will be 5 trees and 25 shrubs per 100 linear feet of perimeter. The only exception will be along the landscape buffer between the Marina and the FPL sub-station, where extensive use of Palm Trees may be necessary to effectively screen the sub-station and will be provided at the discretion of the Project owners. Further, this development will comply with "The Design Standards for Entry Corridors" as approved by the City of St. Augustine.

L. **Utilities:** All utilities for the Project will be located underground. The Project owners propose to bury the existing low-rise power lines along Sebastian Harbor Drive and will comply with all requirements of the City and Florida Power & Light ("FP&L") in connection with such activity. The utility providers for the Project as follows:

Water & Sewer	-	City of St. Augustine
Electric Service	-	FP&L
Telephone	-	Bell South
Law Enforcement	-	St. Augustine Police Department
Fire Protection	-	St. Augustine Fire Department

M. **Stormwater/Drainage:** Stormwater retention and drainage will be treated on site and may be located on the surface or underground (the "System"). All drainage structures and facilities for the System will be designed and constructed in compliance with City Ordinances and an Environmental Resource Permit issued by the Florida Department of Environmental Protection or St. Johns River Water Management District. The System will also provide on-site stormwater retention and drainage for the San Sebastian Winery and the Police Station located adjacent to the Site.

N. **Temporary Uses:** Temporary office(s) and construction trailers shall be allowed on site during construction of any building and may be moved throughout the site if necessary but shall be removed within 30 days of issuance of a final Certificate of Occupancy by the City for the building. Parking may be provided for the temporary offices and trailers in a temporary defined, but unpaved, area which meets the requirements of the Code of Ordinances in effect at the time of approval of the PUD.

O. **Access:** Access to the Site and the waterfront will be provided as generally depicted on the Site Plan. All entrances/exit driveways will be designed and permitted in compliance with City standards.

SECTION III

PHASING

The PUD is planned to be developed in one (1) phase. Construction must commence by April 23, 2022 and must be completed by April 23, 2027. "Commencement" shall be defined as the City's approval of construction plans for the horizontal infrastructure within the Property. Individual structures and uses may be built in sequence, and in such case all parking and other necessary support infrastructure will be built proportionately with the structures for which a certificate of occupancy is sought. By April 22, 2019, the Applicants will file any PUD amendment that they may seek. The Applicants will give written informational status reports to City Administration every six (6) months, from the date of this PUD modification until April 22, 2019.

SECTION IV

MAINTENANCE

The Project owners have recorded an Amended and Restated Declaration of Covenants and Restrictions for Sebastian Inland Harbor (the "Covenants") that are applicable to the Project as a whole and that will ensure that all elements and phases adhere to the original design. The Covenants are recorded in Official Records Book 2484, Page 974, Public Records of St. Johns County, Florida.

A. Property Owners Association: The Covenants establish a property owners association (the "POA") that is responsible for maintenance of the common elements of the Project. The POA has the power of assessment of maintenance fees and costs that provide for the ongoing maintenance of the stormwater system, lighting and other common areas and

facilities. A copy of the applicable maintenance and assessment provisions contained within the Covenants is attached hereto as Exhibit "G".

B. Architectural Review Committee: An Architectural Review Committee ("ARC") has been established for the Project that will approve construction materials, exterior colors, landscaping, signage and exterior lighting among other features. The ARC will be comprised of one member chosen by the City Council, one member chosen by the Project owners or the owners' successors and assigns, and one member chosen by the other two members of the ARC. All development plans for the Project will be required to be submitted to the Architectural Review Committee for its approval prior to construction.

SECTION V

COMPLIANCE WITH CONSERVATION OVERLAY ZONE

The Project is located within Conservation Overlay Zones ("COZ") 1, 2 and 3. The Project will comply with all city and state requirements concerning development on altered shorelines. The Site will be bulkheaded as depicted on the site plan. Based upon the lack of tree canopy on the site, there is no impact on COZ 3. The Project shall be evaluated according to the following criteria:

- (1) *Site specific conditions.* This is a vacant parcel of property adjacent to the San Sebastian River that contains no significant tree canopy.
- (2) *The site's relationship to adjacent properties, bodies of water and surrounding conservation zones.* The Site is adjacent to the San Sebastian River. It does not have any significant tree canopy.
- (3) *Natural and proposed drainage patterns.* The drainage patterns will be evaluated in the Saint Johns River Water Management District (the "SJRWMD") permitting process.
- (4) *Effect of point and nonpoint discharge in the marine environment.* The Impacts on the marine environment will be reviewed in the Department of Environmental Protection (the "DEP") permitting process.

- (5) *Proposed soil stabilization and erosion control methods.* Soil stabilization and erosion control methods will be addressed in the building permit/construction phase of the Project.
- (6) *Impact on floodplain.* All construction will meet current FEMA guidelines for floodplain management.
- (7) *Impact of development on vegetative and animal communities.* This is a vacant site that does not contain significant vegetation or known animal communities. Any impacts associated with dredging within the San Sebastian River will be addressed during the DEP and the Army Corps of Engineers (the "ACOE") permitting process.
- (8) *Potential for contaminated drainage, storage of pollutants and the use of poisonous chemicals and materials.* The Site is currently being monitored for previous contamination.
- (9) *Effect of shade on vegetation and shellfish.* The effect of shade will be reviewed in the DEP and ACOE permitting process.
- (10) *Effect of boat wake and boat traffic on manatees, vegetation, shellfish and wildlife, as well as shoreline erosion.* The effect on manatees, vegetation, shellfish and wildlife, as well as shoreline erosion is not known at this time because the marina has not yet been constructed.
- (11) *Impact of development on shoreline by linear feet and percent of site.* There are 1975 linear feet of waterfront along the San Sebastian River and the Sebastian Inland Harbor. There are 875 linear feet of building structures on the waterfront, representing 44 percent of the total waterfront within the Project. However, a Riverwalk will be provided along the waterfront as depicted on the MDP Map. The Riverwalk will provide to the public an unobstructed view of the waterfront for the entire length of the Project. The Sebastian Inland Harbor waterfront and shoreline impacts comply with the requirements of Article II of the Code of Ordinance for COZ 1 and COZ 2.
- (12) *Impact of development on vistas and scenic opportunities by linear feet, height, mass and percent of site.* See Site Plan.
- (13) *Existing amounts of native plants and proposed retention and use of native plants for landscape and open space purposes.* The Project will comply with the landscaping requirements contained within Section 25 of the Zoning Code.
- (14) *Impact of development on plant and animal habitat and potential loss in acres and percent of site.* The site contains no significant vegetation. The potential for impact to plant and animal habitat will be addressed in the marina permitting process.

- (15) *Impact of development on water quality. Water quality objectives will be presumed to have been met if runoff water is routed to a surface water management system permitted by the St. Johns River Water Management District or to a treatment facility that is equivalent to the water quality treatment criteria (water retention/detention) of the water management district. (An engineer or landscape architect licensed in the State of Florida is required to certify that the treatment facility is equivalent to the district's criteria.)* Stormwater retention and drainage will be treated on site and will be designed and constructed in compliance with local and state permitting requirements.
- (16) *Impact of development on shellfish and on commercial and sport fish and waterfowl.* Non-applicable because there is no potential for harm to commercial shell fishing, sport fishing and water fowl because there are no commercial shell fishing, sport fishing or water fowl hunting activities at this site.
- (17) *Specific conditions applicable to docks. In addition to the considerations listed in subsections (1) through (16) herein, no boathouse, roofed structure or wall shall be constructed on any dock. This section shall not prohibit the use of bumpers or similar structures built at or near the water line and below deck level to protect the dock from damage caused by moored vessels. The deck of any private boat dock shall not exceed six (6) feet in height above mean high water. Boatlifts mounted on docks, or constructed on or adjacent to a dock, shall be limited to a capacity of twelve thousand (12,000) pounds or less. All boatlifts shall be low profile boatlifts or no profile boatlifts, and no boats in excess of thirty-two (32) feet in length shall be allowed on a boatlift. In addition, the maximum height, excluding masts, antennas and other non-occupiable features, of a boat suspended in a boatlift shall not exceed six (6) feet above the gunwale (gunnel); whereby, the gunwale (gunnel) is defined as the upper edge of the side of the ship or boat. A low profile boatlift is a boatlift for a single watercraft in which no part of the boatlift shall exceed three (3) feet above the deck. A no profile boatlift is a boatlift for a single watercraft in which no part of the boatlift shall protrude above the deck. The specific conditions applicable to docks will be reviewed in the Marina permitting process. The Project owners have no current plans to install boat lifts.*

SECTION VI

JUSTIFICATION FOR REZONING

Justification for approval of this PUD, when developed in accordance with the conditions stipulated within the application and imposed by the adopting ordinance include the following:

- (1) The Project will not adversely affect the orderly development of the City of St. Augustine as embodied by the City Zoning Ordinance and the Comprehensive

Plan. As described, this use is compatible with the surrounding zoning and Comprehensive Plan as well as the overall architectural trend of the area. The proposed PUD will be a benefit to the future occupants of the Project and to the residents of the City.

- (2) The Project incorporates design principles that create an overall design that blends the various components of the Project around open, pedestrian-friendly spaces, both on the waterfront and throughout the interior portions of the Project.
- (3) The Project will create a neighborhood/waterfront district that is a part of downtown St. Augustine - a place that will not only give tourists a new destination in the City, but a neighborhood that will bring St. Augustine residents back downtown to live, shop, eat and recreate.
- (4) The Project will conform to the requirements of the City Concurrency Management Ordinance ("**Concurrency Ordinance**"). Construction will commence only after confirmation by the City in accordance with the standards and procedures of the Concurrency Ordinance that the availability of adequate public facilities and services support the PUD, as modified, and issuance of a concurrency certificate.
- (5) The Project will not adversely affect the health, safety and welfare of the residents or workers in the area, will not be detrimental to the natural environment or to the development of adjacent properties and will accomplish the objectives, standards and criteria set forth in the definition of a Planned Unit Development.
- (6) The Project will address the City's immediate need for parking and conference space, and the conditions stipulated in the Covenants and PUD application and

imposed by the adopting ordinance provide for strict regulation and maintenance of the Project.

- (7) Consistent with the architectural style prevalent within the City of St. Augustine, the buildings will draw upon the local Spanish style theme of architecture that symbolizes the strong local character with tile sloped roofs as the dominant architectural feature.

SECTION VII

SUMMARY AND CONCLUSION

THEREFORE, this Planned Unit Development modification request meets all of the City requirements for a PUD, is consistent with the City of St. Augustine Comprehensive Plan, and does not conflict with any of the elements of the Comprehensive Plan.

APPLICANTS:

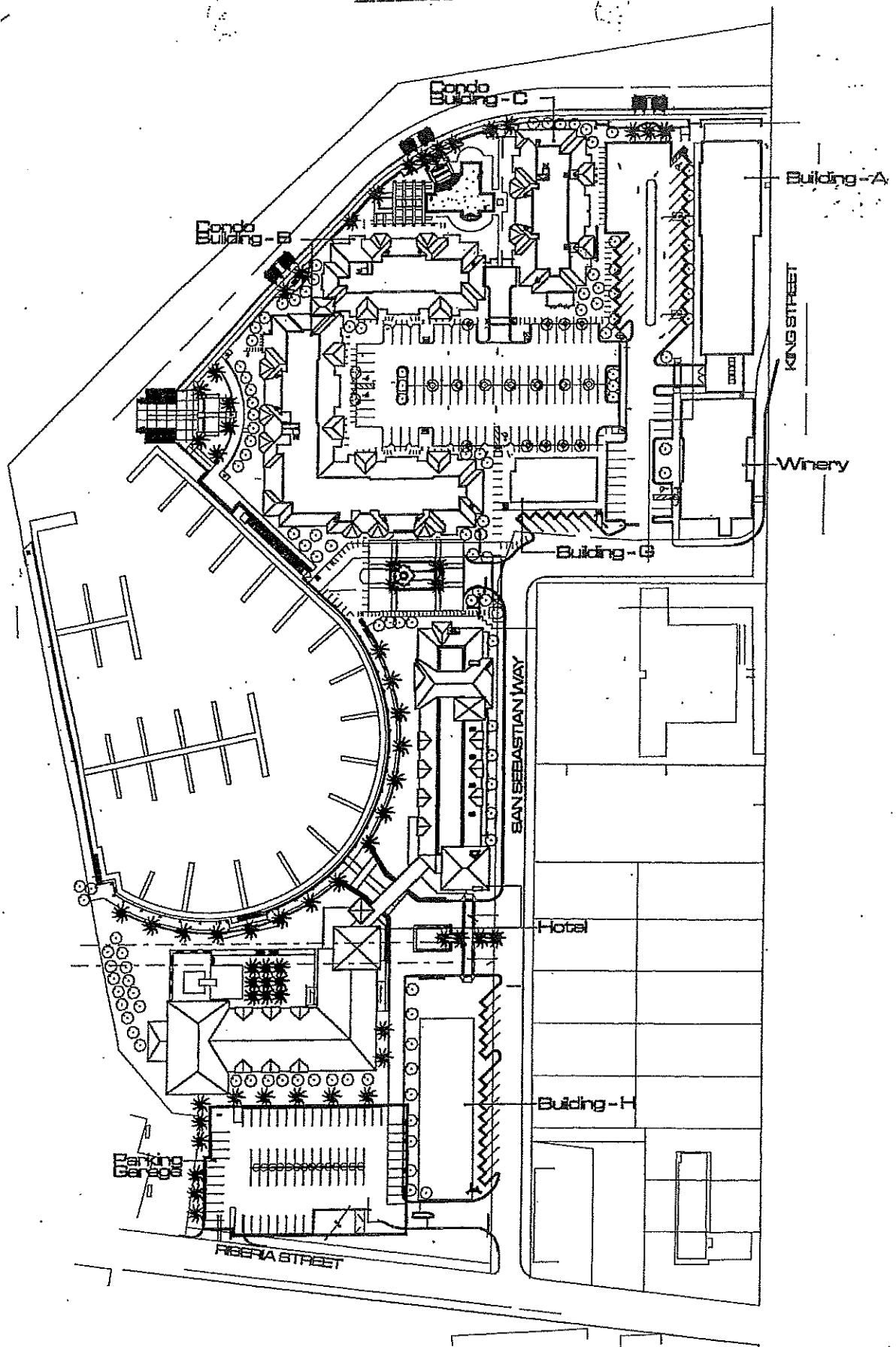
SA MARINA HOLDINGS, LLC

BY: _____
Gulamabbas Abdulhussein, Manager

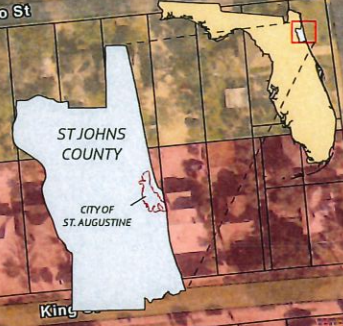
SAN SEBASTIAN RETAIL, LLC

BY: _____
Leonard H. Grunthal III, Manager

EXHIBIT "D"



159 King Street
City of St. Augustine, Florida



PUD

Eni Corporation, U.S. Coast Guard, FBI, Building Fireprints, LLC, Eri, HERE, Garmin, SafeGraph,
TREMONT, P, MET, NASA, USGS, EPA, US Census Bureau, USDA, St Johns County, State of
Florida, Maxar, Microsoft

Current Zoning
Current PUD zoning of 159 King Street

The purpose of this map is to effectively illustrate the current zoning conditions

Data Source:
Zoning data is provided by the City of
St. Augustine's GIS Division and is identified and approved by the City of
St. Augustine's Planning, Building, & Zoning Division.

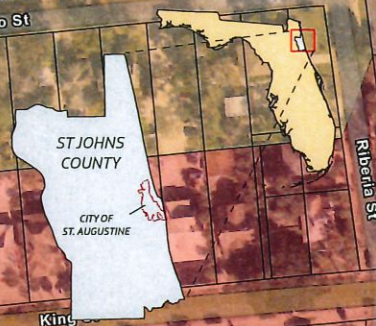


DISCLAIMER
This map is for reference only. Data provided are derived from multiple sources with varying levels of accuracy. The City of St. Augustine disclaims all responsibility for the accuracy or completeness of the data shown herein.



ST AUGUSTINE.
EST. 1946

159 King Street
City of St. Augustine, Florida



King St

San Sebastian Winery

Sebastian Harbor Dr Sebastian Harbor Dr

RG0

Rihoria St

Sources: County, Maine; Microsoft, Esri Contributors, Map Contributors, FDEP, BuildingFootprintUSA, Esri, HERE, Garmin, SafeGraph, INCORPORATED, NITEL, NOAA, USGS, EPA, NPS, US Census Bureau, USDA

Proposed Zoning
Proposed zoning of 159 King Street

The purpose of this map is to effectively illustrate what the new zoning proposal includes

Data Sources

Zoning data is provided by the City of St. Augustine's GIS Division and is identified and approved by the City of St. Augustine's Planning, Building, & Zoning Division.



City of St. Augustine
Planning, Zoning, & Building Department
P.O. Box 210, St. Augustine, FL 32085
Phone: (904) 825-1065

DISCLAIMER
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ST AUGUSTINE

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John Regan, P.E.
City Manager

DATE: September 13, 2021

RE: **Ordinance 2021-20 – Rezoning the Sebastian Inland Harbor Planned Unit Development (PUD) to Residential General and Office (RGO) – 157 King Street (PID# 203350 0000, 203350 0010)**

The Sebastian Inland Harbor Planned Unit Development property at 157 King Street (PID#203350 0000, 203350 0010) is owned by Seavin, Inc. This property is located south of King Street and includes the San Sebastian Winery property and the undeveloped parcel to the south and west. It borders the San Sebastian River on the west side and it is approximately 2.64 acres in size.

On August 10, 2021, the Planning and Zoning Board made a positive recommendation to amend the zoning of the property from Planned Unit Development (PUD) to Residential General and Office (RGO).

The existing PUD allows for all uses within the RGO zoning district, so this rezoning will not change the allowable uses for the property. (see attached PUD and RGO zoning descriptions)

The underlying Future Land Use Map (FLUM) designation of Residential Medium Density/Mixed Use will not change and the RGO zoning category is compatible with this future land use category.

I have included a chronology and zoning comparative analysis for your reference.

Please place Ordinance 2021-20 on the September 13, 2021 City Commission agenda for second reading and a public hearing.



David Birchm, AICP
Director, Planning and Building Department

CHRONOLOGY

- Pre-1987 - Property is zoned Industrial and Warehouse (IW)
- 1987 Zoning Change – Property is rezoned from IW to Residential and General Office (RGO)
- 1987 Comprehensive Plan FLUM Change – The Residential Medium Density/Mixed Use Future Land Use Map designation is assigned to the property with the update to the Comprehensive Plan.
- December 13, 2004 – property is rezoned from RGO to PUD and retains the underlying Residential Medium Density/Mixed Use FLUM designation (Ord. 2004-23)
- August 13, 2007 – PUD Amendment approved (Ord. 2007-14)
- May 23, 2016 - PUD Amendment approved (Ord. 2016-15)
- February 4, 2020 – PUD Amendment (proposed Ord. 2021-04) reviewed by the Planning and Zoning Board and the case is continued with 12 conditions by the Board
- January 5, 2021 – updated PUD Amendment (proposed Ord. 2021-04) reviewed by the Planning and Zoning Board that addressed the above 12 conditions is forwarded to the City Commission with 6 final conditions
- January 25, 2021 – the City Commission considers the PUD Amendment at first reading (proposed Ord. 2021-04) and asks the applicant to return with additional information and does not schedule a second reading.
- April 15, 2021 – the property owners revise the rezoning request from a PUD Amendment to rezoning the property to RGO
- August 10, 2021 - the Planning and Zoning Board recommends approval for the rezoning request to rezone the property from PUD to RGO
- August 23, 2021 – the City Commission passes Ordinance 2021-20 at first reading

COMPARATIVE ANALYSIS (Summary)

Existing Zoning

Sebastian Inland Harbor PUD

1. Uses – All uses allowed in the RGO zoning category and any additional uses that may be allowable in the RGO zoning category in the future
2. Height –
 - a. 50 feet for all buildings (with an additional 15 feet above the roof for mechanical equipment and one architectural element on the Hotel)
 - b. 90 feet for one tower
3. Maximum Lot Coverage – 50%
4. Building Setbacks – 10 feet and a zero (0) foot building setback for the Hotel portico on Sebastian Harbor Drive
5. Parking – 636 parking spaces (the PUD analysis indicated the city code requirement for this project would require between 637-682 parking spaces)
6. Tree Protection, Landscaping, Signage, Utilities, Stormwater/Drainage - per city code
7. Architecture - As per Architecture Review Committee (ARC) approval

Proposed Zoning

Residential and general office (RGO)

1. Uses – see attached RGO zoning description
2. Height – 50 feet (with an additional 5 feet above the roof for mechanical equipment)
3. Maximum Lot Coverage – 50%
4. Building Setbacks –
 - a. Front – 15 feet
 - b. Sides – 10 feet
 - c. Rear – 10 feet
5. Parking- per city code
6. Tree Protection, Landscaping, Signage, Utilities, Stormwater/Drainage – per city code

Proposed Zoning

Sec. 28-165. - Residential and general office: RGO.

Intent. This district is intended to apply to those neighborhoods designated for mixed residential and commercial uses so as to create a medium intensity residential and low intensity commercial mix of uses.

(1) Permitted uses and structures:

- a. Multiple-family dwellings.
- b. Professional and business offices.
- c. Restaurants, but not drive-in.
- d. Retail sales such as specialty food stores and drugs (but not supermarkets), clothing and toy and hobby shops, pet shops (but not kennel or veterinarian), bookstore and newsstand, stationery and card shops, leather goods and luggage, jewelry (including repair but not pawn shops), art and photographic supplies, TV and stereo equipment (including incidental repairs), florist or gift shop, bake shop (but not wholesale bakery), sporting goods, sundries and notions, business office supplies, musical instruments, records and tapes, retail sale of alcohol and similar products, with no exterior display or storage of merchandise permitted.
- e. Marina.
- f. Museums.
- g. Parking facilities and garages.
- h. Bar/tavern.
- i. Home office, private.
- j. Hotels, motels, conference centers, convention centers and spas.

(2) Permitted accessory uses and structures. See [section 28-348](#).

(3) Permissible uses by exception.

- a. See [section 28-347](#)(1) and (2), special event venue as per [section 28-347](#)(8) only allowed as an accessory use to a principal use.
- b. Light manufacturing, processing, packaging and fabricating.
- c. Housing for the cognitively impaired.
- d. Housing for the elderly.

e. Single-family dwellings, with minimum yard requirements as defined for zoning district RS-2 and a maximum height of thirty-five (35) feet.

f. Retirement housing, which shall be defined as any building or buildings, section or distinct part of a building, private home, boarding house, home for the aged, or other residential facility, whether operated for profit or not, which undertakes through its ownership or management to provide housing, meals, and one (1) or more personal services for a period exceeding twenty-four (24) hours to one (1) or more adults who are not relatives of the owner or administrator. Retirement housing: may provide non-invasive services such as assistance with: (i) medication management including: with medication administration (topical, oral, and by injection (although only a licensed nurse may administer any such injection)) and ordering medications from a pharmacy; (ii) arranging for the provision of independent medical services (both off the property and as "home health care" on the property); (iii) diabetes testing; (iv) diet control and administration; and (v) wellness services, which include quarterly health assessments, weight monitoring, blood pressure checks, contracting with medical professionals, and coordinating any special services required by the resident (such as acquisition of medical equipment and supplies). The term "retirement housing" does not include the provision of medical, nursing, dental, or mental health services. The term "retirement housing" also does not include nursing homes.

G. Commercial recreational and entertainment facilities including outdoor sports or activities such as tennis, paddle tennis, handball, racquetball, shuffleboard, miniature golf, archery range and horseshoe games but not shooting gallery, skating rinks, pony rides or go-cart tracks.

(4) *Minimum lot requirements.* As per planning and zoning board site plan review.

(5) *Maximum lot coverage by all buildings and structures.* Fifty (50) percent.

(6) *Minimum yard requirements:*

a. Front, fifteen (15) feet.

b. Side, ten (10) feet.

c. Rear, ten (10) feet.

(7) *Maximum height of structures.* Fifty (50) feet.

ORDINANCE NO. 2021 - 20

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA AMENDING THE ZONING FOR APPROXIMATELY 2.64 ACRES OF PROPERTY LOCATED ON THE SOUTH SIDE OF KING STREET AND WEST OF SEBASTIAN HARBOR DRIVE, AS MORE PARTICULARLY DESCRIBED HEREINAFTER, FROM ITS CURRENT CLASSIFICATION OF PLANNED UNIT DEVELOPMENT (PUD) TO THE CLASSIFICATION OF RESIDENTIAL GENERAL OFFICE (RGO); PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of St. Augustine, Florida finds that all legal requirements have been met, a public hearing has been held and the Planning and Zoning Board has recommended that parcels of property containing approximately 2.64 acres located on the south side of King Street, west of Sebastian Harbor Drive in the City of St. Augustine, being more fully described herein, should amend the zoning classifications;

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

Section 1. The following described property, containing approximately 2.64 acres located on the south side of King Street, west of Sebastian Harbor Drive in the City of St. Augustine, is hereby amended from the zoning classification of Planned Unit Development (PUD) to the classification of Residential General Office, also known as Parcel # 203350 0000 and 203350 0010 and as more fully described in the attached legal description.

Section 2. The City Planning and Building Director is hereby authorized and directed to amend the zoning map for the City of St. Augustine, Florida to reflect the zoning classification assigned to the above-described lands.

Section 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 4. If any section, subsection, sentence, clause, phrase or provision of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not be so construed as to render invalid or unconstitutional the remaining provisions of this ordinance.

Section 5. This ordinance shall be effective ten (10) days after passage, pursuant to s. 166.041(4), Florida Statutes.

PASSED by the City Commission of the City of St. Augustine, Florida, this _____ day of _____, 2021.

ATTEST:

Tracy Upchurch, Mayor-Commissioner

Darlene Galambos, City Clerk
(SEAL)

EXISTING ZONING
SEBASTIAN INLAND
HARBOR
PLANNED UNIT
DEVELOPMENT (PUD)

ORDINANCE NO. 2016-15

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA, MODIFYING ORDINANCE 2007-14, THE SEBASTIAN INLAND HARBOR PUD, CREATING THE SEBASTIAN INLAND HARBOR PLANNED UNIT DEVELOPMENT (PUD), PURSUANT TO SECTION 28-289 OF THE CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING FOR TERMS AND CONDITIONS OF THE PUD; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, s. 163.3194, Florida Statutes, requires that after a comprehensive plan, or element or portion thereof, has been adopted in conformity with this act, all development undertaken by, and all actions taken in regard to development orders by, governmental agencies in regard to land covered by such plan or element shall be consistent with such plan or element as adopted; and,

WHEREAS, the City of St. Augustine Comprehensive Plan provides for the Residential Medium Density/Mixed Use designation for the subject property, and associated use and density criteria for development within said designation; and,

WHEREAS, Sec. 28-289 of the Code of the City of St. Augustine provides procedures for the establishment of a Planned Unit Development (PUD); and,

WHEREAS, the Sebastian Inland Harbor Planned Unit Development (PUD) was established by Ordinance 2004-23 and modified by Ordinance 2007-14, which became effective on August 23, 2007 and has a completion date of April 23, 2017; and,

WHEREAS, the Sebastian Inland Harbor Planned Unit Development (PUD) contains a mixed use commercial, residential and marina development as outlined in the Sebastian Inland Harbor PUD; and,

WHEREAS, the Sebastian Inland Harbor Planned Unit Development (PUD), applied for a minor modification to PUD Ordinance 2007-14 to add effectively ten (10) years to the completion date of the phase(s) of this project, from April 23, 2017, to a final completion date of January 1, 2027.

WHEREAS, on April 5, 2016, the City of St. Augustine Planning and Zoning Board reviewed a request to modify the Sebastian Inland Harbor PUD and made recommendations to the City Commission for approval of the PUD minor modification that included a commencement date of April 23, 2022, and a completion date of April 23, 2027. Commencement shall mean the City of St. Augustine's final acceptance, and approval of the plans for construction of the horizontal infrastructure for the project; and,

WHEREAS, the Sebastian Inland Harbor Planned Unit Development (PUD) development plan narrative dated April 14, 2016 contains the recommendations made on April 5, 2016 by the City of St. Augustine Planning and Zoning Board; and,

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

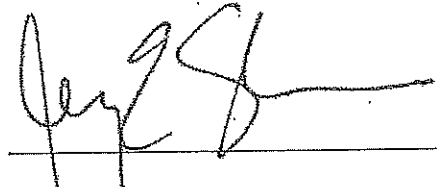
Section 1. Minor Modification of Ordinance 2007-14, the Sebastian Inland Harbor PUD creating the Sebastian Inland Harbor Planned Unit Development (PUD). The Sebastian Inland Harbor PUD, created by Ordinance 2004-23 and modified by Ordinance 2007-14, is hereby modified in accordance with the terms and conditions provided herein.

Section 2. Terms and Conditions of the Planned Unit Development. The terms and conditions of the Sebastian Inland Harbor PUD are as presented in the Development Plan Narrative submitted on April 14, 2016, and incorporated herein by reference. All terms and conditions expressly stated in Ordinance 2007-14 remain intact by the enactment of this Ordinance.

Section 3. Severability. If any section, subsection, sentence, clause, phrase, word or provision of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, then said holding shall not be so construed as to render invalid or unconstitutional the remaining provisions of this ordinance.

Section 4. Effective Date. This ordinance shall be effective ten (10) days after passage, pursuant to Section 166.041(4), Florida Statutes.

PASSED by the City Commission of the City of St. Augustine, Florida, this 23rd day of May, 2016.



Nancy E. Shaver, Mayor-Commissioner

ATTEST:



Darlene Galambos, City Clerk

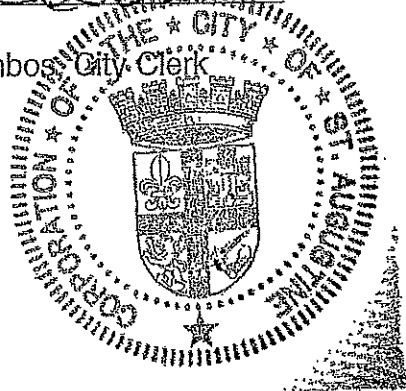


EXHIBIT "C"

**Modification to
Sebastian Inland Harbor
Planned Unit Development**

April 14, 2016

Applicants:

**SA Marina Holdings, LLC
1265 Upsala Road, Unit 1157
Sanford, Florida 32771**

**San Sebastian Retail, LLC
1 Independent Drive, Suite 1880
Jacksonville, Florida 32202**

Authorized Agent for the Applicants:

**Ellen Avery-Smith, Esq.
Rogers Towers, PA
100 Whetstone Place, Suite 200
St. Augustine, Florida 32086
(904) 825-1615**

Amended and Restated PUD Narrative
SAN SEBASTIAN INLAND HARBOR PUD

SECTION I

INTRODUCTION AND APPLICATION

This is an attachment to an application for a modification to the Sebastian Inland Harbor Planned Unit Development (Ordinance No. 2007-14) with accompanying documents as required by Section 28 (the “**Zoning Code**”) of the St. Augustine, Florida Code of Ordinances (“**Code of Ordinances**”). This narrative is intended to amend and restate the terms and conditions of the PUD with respect to the 11 acres owned by SA Marina Holdings, LLC, a Florida limited liability company (the “**SA Property**”) and 2.5 acres owned by San Sebastian Retail, LLC, a Florida limited liability company (the “**Retail Property**”). The SA Property and the Retail Property are sometimes collectively referred to herein as the “**Site**” or the “**Property**”. This is **Exhibit “C”** to the application form. This application is filed on behalf of the Applicants:

SA Marina Holdings, LLC
1265 Upsala Road, Unit 1157
Sanford, Florida 32771

San Sebastian Retail, LLC
1 Independent Drive, Suite 1880
Jacksonville, Florida 32202

The Property is within a project known as “The Sebastian Inland Harbor Development” (“**Project**”) and consists of approximately 13.5 acres of undeveloped land located on King Street and Sebastian Harbor Drive in the City of St. Augustine, and is more particularly described on the legal description attached to the application as **Exhibit “A”** (the “**Property**”). The Applicants are the successors in interest to the original developer of the Property. The Site is currently zoned Planned Unit Development (“**PUD**”), as defined within the Zoning Code. The

City Comprehensive Plan Future Land Use Map ("FLUM") designation of the Property is Residential Medium Density Mixed Use. This category allows for multiple-family dwellings, professional and business offices, restaurants, retail sales, marinas, museums, parking facilities and garages, bars and taverns, home offices, and hotels, motels, conference centers, convention centers and spas. The Project is exempt from the requirements of the Concurrency Management Ordinance of the City of St. Augustine (Ord. No. 91-23 and Article II, Section 21-26 through 21-60 of the Code of Ordinances).

A. **Location/Site Characteristics:** The Property is an irregular shaped parcel of land containing approximately 13.5 acres, of which approximately 10.88 acres are uplands. A copy of the topographical map of the Site is attached to this application as **Exhibit "E"**. The Project is located within the incorporated limits of the City of St. Augustine. A location map is attached to the application as **Exhibit "B"**. The Project is located on the south side of King Street and on the east bank of the San Sebastian River, which is a navigable waterway providing deep water access to the Intracoastal Waterway and the Atlantic Ocean. The Site contains approximately 260 feet of frontage along the south side of King Street, approximately 318.95 feet of frontage along the west side of Riberia Street, and approximately 922 feet of frontage on the San Sebastian River from the southern boundary north to King Street. The Site also has approximately 705.98 feet of frontage along Sebastian Harbor Drive, a two-lane thoroughfare that connects the southern section of what was formerly Malaga Street with Riberia Street. Site work for the Project has substantially commenced, including harbor dredging, construction of the bulkhead along the river and preliminary stormwater management work.

B. **Ownership/Agreement:** The Property is now owned by the Applicants, SA Marina Holdings, LLC and San Sebastian Retail, LLC. The Applicants have authorized Ellen

Avery-Smith, Esq. of Rogers Towers, P.A. to act on their collective behalf in this zoning modification request. The Applicants hereby agree and stipulate to proceed with the proposed development of the Property in accordance with the PUD Ordinance as adopted by the City of St. Augustine City Commission (the "Commission") and all conditions and safeguards established by the Commission regarding the PUD modification. All successors in title to the Property shall be bound to the conditions of the approved PUD modification.

SECTION II

PLAN OF DEVELOPMENT

A. **Project Description:** The Project will be a mixed-use waterfront development consisting of residential condominium units, retail shops, a full-service hotel and spa, a marina, and a public riverwalk and amphitheater. Building heights will range from one (1) story on-grade to four (4) stories over parking as further specified below. The multi-story buildings will consist of a base treatment, a shaft and cap with sloped tile roofs to blend the appropriate scale and proportions with the surrounding buildings. Ornate cornice projections, roof overhangs, cantilevered balconies, window trim detailing and arches of hardcoat stucco and cast stone may be incorporated into the building facades to reinforce the historic St. Augustine architectural theme. The Project will incorporate roof design and finishes consistent with the historic St. Augustine architecture. The Project will also incorporate towers, as depicted on the MDP, to emulate the towers that are characteristic of the Flagler era buildings further east and to draw pedestrian traffic further west on King Street. The retail space to be located along King Street may have stucco facades and tile roofs with varying scales of storefront heights. All buildings will have stucco or brick facades. Shopfronts may be embellished with projecting canvas awnings, decorative light fixtures and signage. All architectural designs will be subject to review and approval of the Architectural Review Committee that has been established for the Project, as

further described below. The Project will comply with the Design Standards for Entry Road Corridors for the King Street Entry Corridor.

B. Permitted Uses: Allowable uses within the Site will include all uses currently allowed under the existing RGO zoning category and any additional uses that may be allowable in the future under the Zoning Code or the City of St. Augustine Comprehensive Plan, as may be amended from time to time, including, but not limited to, the following:

- (1) Multiple-family dwellings;
- (2) Professional and business offices;
- (3) Restaurants with indoor and outdoor sales;
- (4) Retail sales such as specialty food stores and drugs (but not supermarkets), clothing and toy and hobby shops, pet shops (but not kennel or veterinarian), bookstore and newsstand, stationery and card shops, leather goods and luggage, jewelry, art and photographic supplies, TV and stereo equipment (including incidental repairs), florist or gift shop, bake shop (but not wholesale bakery), sporting goods, sundries and notions, business office supplies, musical instruments, records and tapes, retail sale of alcohol and similar products, with no exterior display or storage of merchandise permitted;
- (5) Marina;
- (6) Museums;
- (7) Parking facilities and garages;
- (8) Bar/tavern, with indoor and outdoor sales;
- (9) Home office, private
- (10) Hotels, motels, conference centers, convention centers and spas;
- (11) Condominiums;
- (12) Outdoor amphitheater; and
- (13) All accessory uses and structures allowed by Section 28-348 of the Zoning Code in effect at the time of approval of the PUD.

C. **Development Standards:** As shown on the Master Development Plan ("MDP Map") attached hereto as **Exhibit "D"**, the Site will be developed as follows:

- Residential condominiums - up to 70 units
- Hotel - up to 225 rooms, with all typical hotel accessory uses allowed including, but not limited to:
 - Banquet Facility and Meeting Rooms
 - Spa and Exercise Facilities
 - Restaurants and Lounges
 - Gift Shops
 - Retail
- King Street Retail - up to 27,000 square feet
- Sebastian Harbor Drive Retail - up to 9,060 square feet
- Lorida Street Lofts - up to 15 units
- Marina with up to 65 slips (including 4 public slips) and a water taxi station;
- One multi-level parking garage and surface and subsurface parking lots;
- A public river walk connecting the marina to King Street (with access to King Street being through Sebastian Harbor Drive);¹ and
- Outdoor amphitheater, sculpture garden, and scenic water fountains.

D. **Minimum Setbacks:** The building setback from the exterior property boundaries shall be ten feet (10'), except that the Hotel portico located on Sebastian Harbor Drive may have a zero-foot (0') setback from the right-of-way and the multi-level parking garage shall have a minimum setback of ten feet (10') from the Riberia Street right-of-way at its southeastern corner and ten feet (10') from the southern property boundary. There shall be no building setbacks required within the interior of the Project.

¹ The public areas are, nonetheless, privately owned and Project owners, their successors and assigns, and the property owner's association, reserve the right to exclude persons and activities constituting a nuisance, a security risk or engaged in commercial activities. The Project owners may also close the public area between midnight and 7:00 a.m.

E. Maximum Building Height: The maximum building height allowable within the PUD shall be 50 feet (50') as measured in accordance with the Zoning Code for the existing RGO category, with an allowance of an additional fifteen feet (15') above the roof for mechanical equipment and architectural elements as described in the Zoning Code (to allow roof line variation). Additionally, one architectural element (such as towers, cupolas or icon) may exceed the roof of the Hotel. One tower may extend up to ninety feet (90'). A sketch depicting the building height cross section is attached as **Exhibit "F"**. The tower, including architectural design and location, will be subject to the approval of the Architectural Review Committee.

F. Maximum Lot Coverage: The Maximum Lot Coverage shall be 50 percent for buildings.

G. Signage: The signage for the Project shall comply with Commercial Zone 4 of Chapter 3 of the Code of Ordinances in effect at the time of approval of the PUD.

H. Parking: Parking for the PUD will be provided within surface and subsurface parking lots and the multi-level parking garage in the general location depicted on the MDP Map. Angular parking will be provided outside of the public right-of-way along Sebastian Harbor Drive as depicted on the MDP Map.

The total number of spaces provided will be a minimum of 636, as set forth in the table below. The final number will be determined by the actual residential unit sizes within the Project, and the final civil engineering plans approved for the site. The table below compares the number of spaces to be provided under this PUD and the number of spaces required under the Zoning Code:

Project Component	Spaces Required per Zoning Code	Spaces Provided per PUD
San Sebastian Winery	56	56

Condos — 70	148.751 ¹	140 ²
Lofts — 15	31.5	32
Hotel — Guest Rooms — 225 (estimated)	225	225 ³
Hotel — Accessory Uses (Meeting Spaces, Restaurant, Spa, Gift Shop, etc.)	109	35
Sebastian Harbor Drive Retail — 9,060 sq. ft.	30.2	31
King Street Retail up to 27,000 sq. ft	51.6-90	73
Public Marina Slips - 4	4	4 ⁵
Public Use Spaces	0	40
Total Spaces	637.45-681.85	636

¹ Based on 35 2-bedroom and 35 3-bedroom units.

² 2 parking spaces shall be provided for each unit.

³ 1 parking space shall be provided for each Guest Room in the Hotel.

⁴ A total of 35 parking spaces will be provided for all accessory uses to the Hotel (e.g. Meeting Spaces, Spa, Restaurant and Lounge and Gift Shops and similar accessory uses). This is identical to the existing PUD.

⁵ 1 parking space shall be provided for each public boat slip; no additional spaces are required for private slips for the condominium units.

Only the spaces associated with the residential units will be assigned and restricted (approximately 172); all of the other spaces within the development (approximately 460) will be unrestricted and available at all times for all other uses within the Project and for the public in general. The Project has not included in its calculations credits that would be available for allocating office space and storage to portions of the retail calculation or the effects of shared uses with parking demand occurring at different times of day or multiple uses (i.e., hotel guests who also shop). No recalculation on parking shall be required as tenants and uses change. All surface parking shall be free of charge at all time; however, the spaces in the parking garage may be subject to a market rate or fee. In addition to the parking required for the uses in the PUD, the Project will provide 40 extra public spaces.

I. **Hardscape / Landscape:** Exterior hardscape and landscaping within the Project will be done in accordance with a uniform "Master Hardscape and Landscape Plan" to be approved by the Architectural Review Committee and shall use local plant material and finishes indigenous to the St. Augustine area. The streetscape and public waterfront boardwalk may include, but shall not be limited to, decorative lampposts, benches and site furnishings, a sculpture garden, water fountains with accent lighting, a clock tower and a public amphitheatre to encourage an interactive pedestrian environment. A landscaped buffer will be installed between the south side of the Marina and the FPL sub-station which shall serve as additional "green space" and will shield the FP&L sub-station from view. The wall/boundary design between the pool and the public walkway area around the marina is depicted on **Exhibit "H"**.

J. **Tree Protection:** The PUD will be designed in accordance with the requirements of the tree protection provisions of Section 25-51 of the Code of Ordinances in effect at the time of approval of the PUD.

K. **Landscape Plan:** The final landscape plan will be designed in accordance with the Zoning Code requiring 25 percent shade trees with no more than 25 percent Palm Trees. More than 5 percent of these trees will be located inside the perimeter of the Project. As required by the Zoning Code, there will be 5 trees and 25 shrubs per 100 linear feet of perimeter. The only exception will be along the landscape buffer between the Marina and the FPL sub-station, where extensive use of Palm Trees may be necessary to effectively screen the sub-station and will be provided at the discretion of the Project owners. Further, this development will comply with "The Design Standards for Entry Corridors" as approved by the City of St. Augustine.

L. **Utilities:** All utilities for the Project will be located underground. The Project owners propose to bury the existing low-rise power lines along Sebastian Harbor Drive and will comply with all requirements of the City and Florida Power & Light ("FP&L") in connection with such activity. The utility providers for the Project as follows:

Water & Sewer	-	City of St. Augustine
Electric Service	-	FP&L
Telephone	-	Bell South
Law Enforcement	-	St. Augustine Police Department
Fire Protection	-	St. Augustine Fire Department

M. **Stormwater/Drainage:** Stormwater retention and drainage will be treated on site and may be located on the surface or underground (the "System"). All drainage structures and facilities for the System will be designed and constructed in compliance with City Ordinances and an Environmental Resource Permit issued by the Florida Department of Environmental Protection or St. Johns River Water Management District. The System will also provide on-site stormwater retention and drainage for the San Sebastian Winery and the Police Station located adjacent to the Site.

N. **Temporary Uses:** Temporary office(s) and construction trailers shall be allowed on site during construction of any building and may be moved throughout the site if necessary but shall be removed within 30 days of issuance of a final Certificate of Occupancy by the City for the building. Parking may be provided for the temporary offices and trailers in a temporary defined, but unpaved, area which meets the requirements of the Code of Ordinances in effect at the time of approval of the PUD.

O. **Access:** Access to the Site and the waterfront will be provided as generally depicted on the Site Plan. All entrances/exit driveways will be designed and permitted in compliance with City standards.

SECTION III

PHASING

The PUD is planned to be developed in one (1) phase. Construction must commence by April 23, 2022 and must be completed by April 23, 2027. "Commencement" shall be defined as the City's approval of construction plans for the horizontal infrastructure within the Property. Individual structures and uses may be built in sequence, and in such case all parking and other necessary support infrastructure will be built proportionately with the structures for which a certificate of occupancy is sought. By April 22, 2019, the Applicants will file any PUD amendment that they may seek. The Applicants will give written informational status reports to City Administration every six (6) months, from the date of this PUD modification until April 22, 2019.

SECTION IV

MAINTENANCE

The Project owners have recorded an Amended and Restated Declaration of Covenants and Restrictions for Sebastian Inland Harbor (the "Covenants") that are applicable to the Project as a whole and that will ensure that all elements and phases adhere to the original design. The Covenants are recorded in Official Records Book 2484, Page 974, Public Records of St. Johns County, Florida.

A. Property Owners Association: The Covenants establish a property owners association (the "POA") that is responsible for maintenance of the common elements of the Project. The POA has the power of assessment of maintenance fees and costs that provide for the ongoing maintenance of the stormwater system, lighting and other common areas and

facilities. A copy of the applicable maintenance and assessment provisions contained within the Covenants is attached hereto as Exhibit "G".

B. Architectural Review Committee: An Architectural Review Committee ("ARC") has been established for the Project that will approve construction materials, exterior colors, landscaping, signage and exterior lighting among other features. The ARC will be comprised of one member chosen by the City Council, one member chosen by the Project owners or the owners' successors and assigns, and one member chosen by the other two members of the ARC. All development plans for the Project will be required to be submitted to the Architectural Review Committee for its approval prior to construction.

SECTION V

COMPLIANCE WITH CONSERVATION OVERLAY ZONE

The Project is located within Conservation Overlay Zones ("COZ") 1, 2 and 3. The Project will comply with all city and state requirements concerning development on altered shorelines. The Site will be bulkheaded as depicted on the site plan. Based upon the lack of tree canopy on the site, there is no impact on COZ 3. The Project shall be evaluated according to the following criteria:

- (1) *Site specific conditions.* This is a vacant parcel of property adjacent to the San Sebastian River that contains no significant tree canopy.
- (2) *The site's relationship to adjacent properties, bodies of water and surrounding conservation zones.* The Site is adjacent to the San Sebastian River. It does not have any significant tree canopy.
- (3) *Natural and proposed drainage patterns.* The drainage patterns will be evaluated in the Saint Johns River Water Management District (the "SJRWMD") permitting process.
- (4) *Effect of point and nonpoint discharge in the marine environment.* The Impacts on the marine environment will be reviewed in the Department of Environmental Protection (the "DEP") permitting process.

- (5) *Proposed soil stabilization and erosion control methods.* Soil stabilization and erosion control methods will be addressed in the building permit/construction phase of the Project.
- (6) *Impact on floodplain.* All construction will meet current FEMA guidelines for floodplain management.
- (7) *Impact of development on vegetative and animal communities.* This is a vacant site that does not contain significant vegetation or known animal communities. Any impacts associated with dredging within the San Sebastian River will be addressed during the DEP and the Army Corps of Engineers (the "ACOE") permitting process.
- (8) *Potential for contaminated drainage, storage of pollutants and the use of poisonous chemicals and materials.* The Site is currently being monitored for previous contamination.
- (9) *Effect of shade on vegetation and shellfish.* The effect of shade will be reviewed in the DEP and ACOE permitting process.
- (10) *Effect of boat wake and boat traffic on manatees, vegetation, shellfish and wildlife, as well as shoreline erosion.* The effect on manatees, vegetation, shellfish and wildlife, as well as shoreline erosion is not known at this time because the marina has not yet been constructed.
- (11) *Impact of development on shoreline by linear feet and percent of site.* There are 1975 linear feet of waterfront along the San Sebastian River and the Sebastian Inland Harbor. There are 875 linear feet of building structures on the waterfront, representing 44 percent of the total waterfront within the Project. However, a Riverwalk will be provided along the waterfront as depicted on the MDP Map. The Riverwalk will provide to the public an unobstructed view of the waterfront for the entire length of the Project. The Sebastian Inland Harbor waterfront and shoreline impacts comply with the requirements of Article II of the Code of Ordinance for COZ 1 and COZ 2.
- (12) *Impact of development on vistas and scenic opportunities by linear feet, height, mass and percent of site.* See Site Plan.
- (13) *Existing amounts of native plants and proposed retention and use of native plants for landscape and open space purposes.* The Project will comply with the landscaping requirements contained within Section 25 of the Zoning Code.
- (14) *Impact of development on plant and animal habitat and potential loss in acres and percent of site.* The site contains no significant vegetation. The potential for impact to plant and animal habitat will be addressed in the marina permitting process.

- (15) *Impact of development on water quality. Water quality objectives will be presumed to have been met if runoff water is routed to a surface water management system permitted by the St. Johns River Water Management District or to a treatment facility that is equivalent to the water quality treatment criteria (water retention/detention) of the water management district. (An engineer or landscape architect licensed in the State of Florida is required to certify that the treatment facility is equivalent to the district's criteria.)* Stormwater retention and drainage will be treated on site and will be designed and constructed in compliance with local and state permitting requirements.
- (16) *Impact of development on shellfish and on commercial and sport fish and waterfowl.* Non-applicable because there is no potential for harm to commercial shell fishing, sport fishing and water fowl because there are no commercial shell fishing, sport fishing or water fowl hunting activities at this site.
- (17) *Specific conditions applicable to docks. In addition to the considerations listed in subsections (1) through (16) herein, no boathouse, roofed structure or wall shall be constructed on any dock. This section shall not prohibit the use of bumpers or similar structures built at or near the water line and below deck level to protect the dock from damage caused by moored vessels. The deck of any private boat dock shall not exceed six (6) feet in height above mean high water. Boatlifts mounted on docks, or constructed on or adjacent to a dock, shall be limited to a capacity of twelve thousand (12,000) pounds or less. All boatlifts shall be low profile boatlifts or no profile boatlifts, and no boats in excess of thirty-two (32) feet in length shall be allowed on a boatlift. In addition, the maximum height, excluding masts, antennas and other non-occupiable features, of a boat suspended in a boatlift shall not exceed six (6) feet above the gunwale (gunnel); whereby, the gunwale (gunnel) is defined as the upper edge of the side of the ship or boat. A low profile boatlift is a boatlift for a single watercraft in which no part of the boatlift shall exceed three (3) feet above the deck. A no profile boatlift is a boatlift for a single watercraft in which no part of the boatlift shall protrude above the deck. The specific conditions applicable to docks will be reviewed in the Marina permitting process. The Project owners have no current plans to install boat lifts.*

SECTION VI

JUSTIFICATION FOR REZONING

Justification for approval of this PUD, when developed in accordance with the conditions stipulated within the application and imposed by the adopting ordinance include the following:

- (1) The Project will not adversely affect the orderly development of the City of St. Augustine as embodied by the City Zoning Ordinance and the Comprehensive

Plan. As described, this use is compatible with the surrounding zoning and Comprehensive Plan as well as the overall architectural trend of the area. The proposed PUD will be a benefit to the future occupants of the Project and to the residents of the City.

- (2) The Project incorporates design principles that create an overall design that blends the various components of the Project around open, pedestrian-friendly spaces, both on the waterfront and throughout the interior portions of the Project.
- (3) The Project will create a neighborhood/waterfront district that is a part of downtown St. Augustine - a place that will not only give tourists a new destination in the City, but a neighborhood that will bring St. Augustine residents back downtown to live, shop, eat and recreate.
- (4) The Project will conform to the requirements of the City Concurrency Management Ordinance ("**Concurrency Ordinance**"). Construction will commence only after confirmation by the City in accordance with the standards and procedures of the Concurrency Ordinance that the availability of adequate public facilities and services support the PUD, as modified, and issuance of a concurrency certificate.
- (5) The Project will not adversely affect the health, safety and welfare of the residents or workers in the area, will not be detrimental to the natural environment or to the development of adjacent properties and will accomplish the objectives, standards and criteria set forth in the definition of a Planned Unit Development.
- (6) The Project will address the City's immediate need for parking and conference space, and the conditions stipulated in the Covenants and PUD application and

imposed by the adopting ordinance provide for strict regulation and maintenance of the Project.

- (7) Consistent with the architectural style prevalent within the City of St. Augustine, the buildings will draw upon the local Spanish style theme of architecture that symbolizes the strong local character with tile sloped roofs as the dominant architectural feature.

SECTION VII

SUMMARY AND CONCLUSION

THEREFORE, this Planned Unit Development modification request meets all of the City requirements for a PUD, is consistent with the City of St. Augustine Comprehensive Plan, and does not conflict with any of the elements of the Comprehensive Plan.

APPLICANTS:

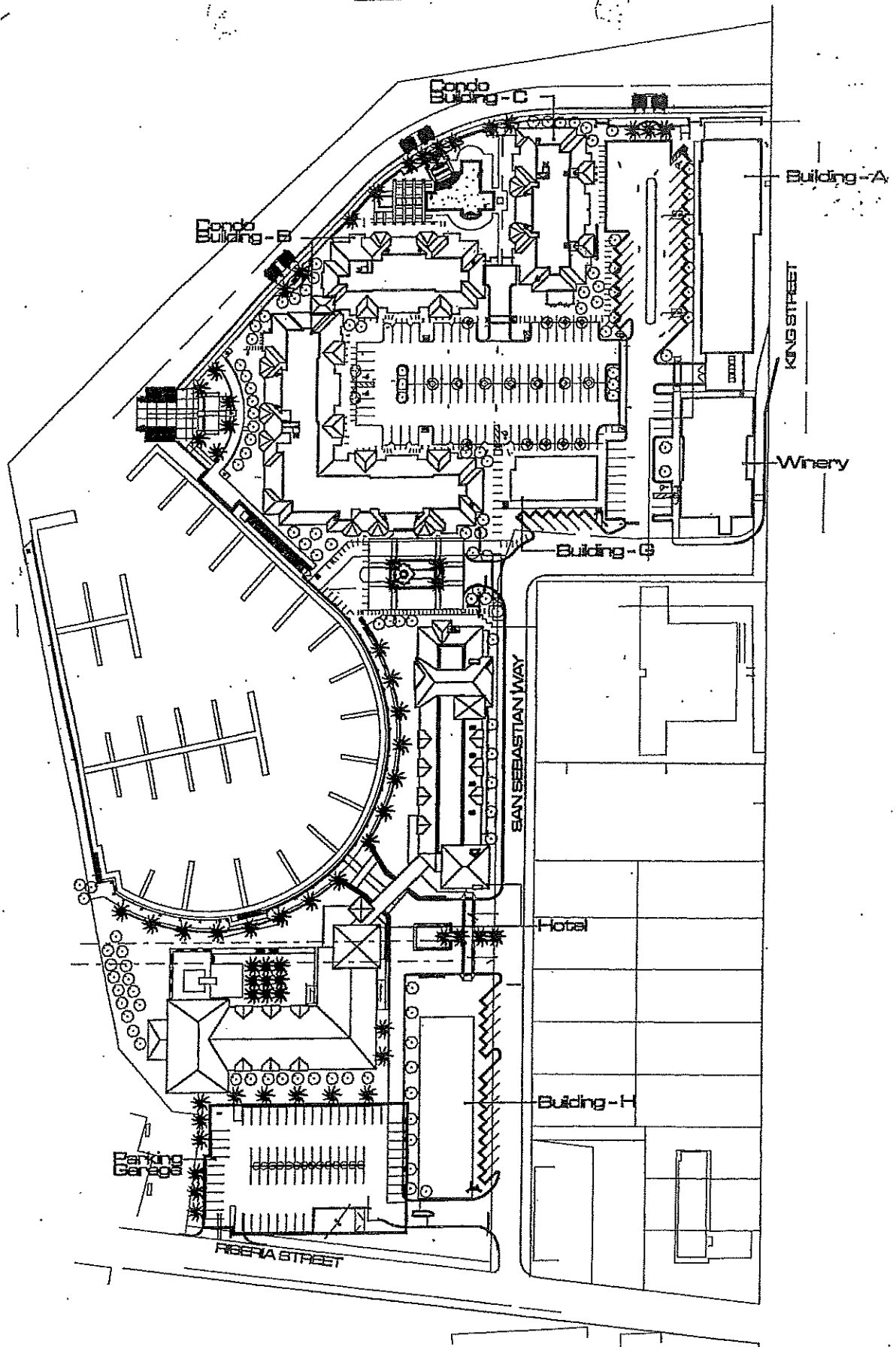
SA MARINA HOLDINGS, LLC

BY: _____
Gulamabbas Abdulhussein, Manager

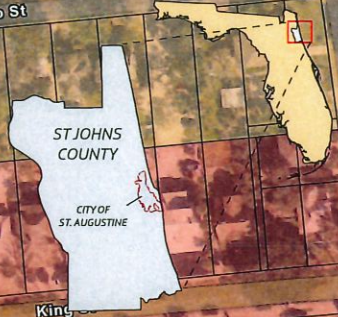
SAN SEBASTIAN RETAIL, LLC

BY: _____
Leonard H. Grunthal III, Manager

EXHIBIT "D"



159 King Street
City of St. Augustine, Florida



PUD

Eni Corporation, U.S. Coast Guard, FBI, Building Fireprints, LLC, Eri, HERE, Garmin, SafeGraph, TREMANT P, MET, NASA, USGS, EPA, U.S. Census Bureau, USDA, St Johns County, State of Florida, Maxar, Microsoft

Current Zoning
Current PUD zoning of 159 King Street

The purpose of this map is to effectively illustrate the current zoning conditions

Data Source:
Zoning data is provided by the City of St. Augustine's GIS Division and is identified and approved by the City of St. Augustine's Planning, Building, & Zoning Division.



DISCLAIMER
This map is for reference only. Data provided are derived from multiple sources with varying levels of accuracy. The City of St. Augustine disclaims all responsibility for the accuracy or completeness of the data shown herein.



ST AUGUSTINE.

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John P. Regan, City Manager

DATE: August 17, 2021

RE: **ORDINANCE 2021-22: MODIFICATION OF FIREFIGHTER SALARY DEFINITION**

The attached ordinance is a modification of the definition of salary for firefighter pension purposes. This amendment captures the intent of the collective bargaining agreement recently approved by the Commission at its August 23rd meeting. Salary, for pension calculation purposes, would now be defined as including special incentive pay awarded when a firefighter successfully achieves a particular additional certification. The police pension similarly reflects salary to include special incentive pay. The amendment would become effective at the beginning of the fiscal year 2021-2022 on October 1st to coincide with the terms of the collective bargaining agreement.

This ordinance was shared with counsel for the Firefighters' Pension Board, Pedro Herrera, and he had no further comments or concerns.

Please place Ordinance 2021-22 on the regular City Commission agenda for first reading on September 13, 2021.

Thank you.



Isabelle C. Lopez
City Attorney

Attachment

xc: Meredith Breidenstein, Assistant City Manager
Darlene Galambos, City Clerk (*with original*)

Agenda Title:

Ord 2021-22: Modifying the definition of salary for firefighter pension purposes.

ORDINANCE NO. 2021-22

AN ORDINANCE OF THE CITY COMMISSION OF ST. AUGUSTINE, FLORIDA, AMENDING SECTION 20-191 OF THE CODE OF THE CITY OF ST. AUGUSTINE MODIFYING THE DEFINITION OF SALARY FOR FIREFIGHTER PENSION PURPOSES; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE OF THE CITY OF ST. AUGUSTINE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, section 166.041, Florida Statutes, provides procedures for adoption of ordinances by municipalities; and

WHEREAS, the City Commission, at its August 23rd, 2021 meeting, approved a collective bargaining agreement between the City of St. Augustine and the Professional Firefighters of St. Augustine; and

WHEREAS, the terms of the collective bargaining agreement include special incentive pay for firefighters who have successfully completed specialized certifications; and

WHEREAS, the inclusion of the special incentive pay in the collective bargaining agreement was intended to be counted towards the firefighter's salary for pension benefit purposes; and

WHEREAS, the existing definition of firefighter "salary" in the City's municipal code is tied to "total fixed compensation" and does not include overtime, nor does it explicitly include incentive pay; and

WHEREAS, modifying the definition of "salary" for firefighter pension purposes would avoid confusion as to the applicability of special incentive pay to the total salary used for pension benefit calculations; and

WHEREAS, the City Commission for the City of St. Augustine finds that it is in the best interest of public health, safety, and general welfare that the following amendments be adopted.

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

Section 1. Amending Chapter 20, Article V, Section 20-191. Chapter 20, Article V, Section 20-191 of the Code of the City of St. Augustine is hereby amended to read as follows:

“Sec. 20-191. – Definitions.

(1) *Terms defined.* As used herein, unless otherwise defined or required by the context, the following words and phrases shall have the meaning indicated:

...

Salary means the total fixed compensation, including special incentive pay, for services rendered to the city as a firefighter plus all tax deferred, tax exempt or tax sheltered items of income derived from elective employee payroll deductions or salary reductions otherwise includible as fixed compensation. Compensation in excess of the limitations set forth in Section 401(a)(17) of the Code as of the first day of the plan year shall be disregarded for any purpose, including employee contributions or any benefit calculations. The annual compensation of each member taken into account in determining benefits or employee contributions for any plan year beginning on or after January 1, 2002, may not exceed two hundred thousand dollars (\$200,000.00), as adjusted for cost-of-living increases in accordance with Code Section 401(a)(17)(B). Compensation means compensation during the fiscal year. The cost-of-living adjustment in effect for a calendar year applies to annual compensation for the determination period that begins with or within such calendar year. If the determination period consists of fewer than twelve (12) months, the annual compensation limit is an amount equal to the otherwise applicable annual compensation limit multiplied by a fraction, the numerator of which is the number of months in the short determination period, and the denominator of which is 12. If the compensation for any prior determination period is taken into account in determining a member's contributions or benefits for the current plan year, the compensation for such prior determination period is subject to the applicable annual compensation limit in effect for that prior period. The limitation on compensation for an "eligible employee" shall not be less than the amount which was allowed to be taken into account hereunder as in effect on July 1, 1993. "Eligible employee" is an individual who was a member before the first plan year beginning after December 31, 1995.

...”

Section 2. Inclusion in Code. The City Commission intends that the provisions of this ordinance shall become and shall be made part of the Code of the City of St. Augustine, that the sections of this ordinance may be renumbered or re-lettered and that the word ordinance may be changed to section, article or other such appropriate word or phrase in order to accomplish such intentions.

Section 3. Conflict with Other Ordinances. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 4. Severance of Invalid Provisions. If any section, subsection, sentence, clause, phrase, word or provision of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, then said holding shall not be so construed as to render invalid or unconstitutional the remaining provisions of this ordinance.

Section 5. Effective Date. This ordinance shall become effective October 1, 2021, pursuant to Section 166.041(4), Florida Statutes.

PASSED by the City Commission of the City of St. Augustine, Florida, this _____ day of _____, 2021.

Tracy Upchurch, Mayor-Commissioner

ATTEST:

Darlene Galambos, City Clerk
(SEAL)

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John Regan, P.E.
City Manager

DATE: September 13, 2021

RE: **Ordinance 2021-25 – Amending the Zoning of 36 Granada Street and 8 De Soto Place from Commercial Low one (CL-1) and Residential General one (RG-1) to Planned Unit Development (PUD) – First Reading**

The 36 Granada Planned Unit Development (PUD) is a .75 acre parcel located at 36 Granada Street and 8 De Soto Place. This property at 36 Granada Street is the former Corazon Theater and it has CL-1 zoning. The property at 8 De Soto Place is contiguous to the west and it is a parking lot with RG-1 zoning. The property owner has applied to rezone the entire property to Planned Unit Development (PUD).

The proposed PUD allows for the following uses and has the following limitations:

- All uses allowed within the CL-1 zoning category are allowed in addition to allowing alcoholic beverages to be served on-site, limited to a special restaurant license (SRX) and restaurant seating will be limited to parking availability.
- Amplified music will not be permitted.
- Individual restaurant owners shall be responsible for organizing a rideshare program for their employees.
- Large group rentals, such as weddings, shall not be permitted.
- Parcel 2 (8 De Soto Place) shall be limited to parking for Parcel 1 (36 Granada Street)

On August 10, 2021, the Planning and Zoning Board (PZB) considered this rezoning application and recommended approval with the following changes.

- The phasing schedule is amended to a 1 year commencement and 2 year completion timeframe.
- The parking lot at 8 De Soto Place shall be accessed from Granada Street.
- Remove the language that exempts stormwater management requirements.

The above PZB conditions have been addressed with this submittal and the PUD narrative and site development plan have been updated to reflect these changes.

The following final corrections should be made prior to 2nd reading.

- There is a scrivener's error in section 10, page 9 which reads "Construction shall commence within three (1) year of the City Commission's adoption ..." This should be corrected to read "one (1) year."
- The Landscape Plan (Exhibit B) needs to be updated to reflect the design of the new site plan.
- The landscape plan shows a row of palm trees on Granada Street which are located in the city sidewalk and this will require a license agreement.
- The building elevations show awnings on the south side of the building that will project over the city sidewalk on De Soto Place and this will also require a license agreement.

The applicant is aware of these final corrections and has agreed to make these minor changes prior to 2nd reading and they will also submit for a license agreement application for the awnings and palm trees in the city right-of-way to accompany 2nd reading.

Attached please find Ordinance 2021-25 and the 36 Granada Street PUD narrative and site development plan and building elevations as well as exhibits and accompanying legal descriptions, deeds and materials.

Please place Ordinance 2021-25 on the City Commission agenda for first reading.

If you have any questions, please let me know.



David Birchim, AICP
Director, Planning and Building

ORDINANCE NO. 2021 - 25

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA AMENDING THE ZONING FOR APPROXIMATELY .75 ACRES OF PROPERTY LOCATED AT 36 GRANADA STREET (PID# 203240-0000) AND 8 DE SOTO PLACE (PID# 203230-0000), AS MORE PARTICULARLY DESCRIBED HEREINAFTER, FROM ITS CURRENT CLASSIFICATION OF COMMERCIAL LOW ONE (CL-1) AND RESIDENTIAL GENERAL ONE (RG-1) TO THE CLASSIFICATION OF PLANNED UNIT DEVELOPMENT (PUD); PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of St. Augustine, Florida finds that all legal requirements have been met, a public hearing has been held and the Planning and Zoning Board has recommended that parcels of property containing approximately .75 acres located at 36 Granada Street (PID# 203240-0000) and 8 De Soto Place (PID# 203230-0000), in the City of St. Augustine, being more fully described herein, should amend the zoning classifications;

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

Section 1. The following described property, containing approximately .75 acres located at 36 Granada Street (PID# 203240-0000) and 8 De Soto Place (PID# 203230-0000), in the City of St. Augustine, is hereby amended from the zoning classification of Commercial Low one (CL-1) and Residential General one (RG-1) to the classification of Planned Unit Development (PUD), as more fully described in the attached legal description, Exhibit "A".

Section 2. The City Planning and Building Director is hereby authorized and directed to amend the zoning map for the City of St. Augustine, Florida to reflect the zoning classification assigned to the above-described lands.

Section 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 4. If any section, subsection, sentence, clause, phrase or provision of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not be so construed as to render invalid or unconstitutional the remaining provisions of this ordinance.

Section 5. This ordinance shall be effective ten (10) days after passage, pursuant to s. 166.041(4), Florida Statutes.

PASSED by the City Commission of the City of St. Augustine, Florida, this _____ day of _____, 2021.

ATTEST:

Tracy Upchurch, Mayor-Commissioner

Darlene Galambos, City Clerk
(SEAL)

EXHIBIT "A"

Parcel 1

LEGAL DESCRIPTION

BEGIN AT A POINT ON THE NORTH LINE OF DESOTA PLACE, 135 FEET WEST OF THE WEST LINE OF GRANADA STREET, SAID POINT OF BEGINNING BEING THE SOUTHWEST CORNER OF PROPERTY NOW OF PARRISH; THENCE WEST ALONG THE NORTH LINE OF DESOTA PLACE, 150 FEET TO THE SOUTHEAST CORNER OF PROPERTY OF A.H. RAMOS; RUN THENCE NORTHERLY ALONG RAMOS' EAST LINE 125.66 FEET TO A FENCE LINE; RUN THENCE EASTERLY ALONG SAID FENCE LINE 149.50 FEET TO LAND OF DOYLE; RUN THENCE SOUTHERLY ALONG THE WEST LINE OF DOYLE AND PARRISH, 124.7 FEET TO THE POINT OF BEGINNING, ACCORDING TO SURVEY OF VASA E. STOLBRAND, DATED FEBRUARY 3, 1956, BEING A PORTION OF BLOCK 46J, CITY OF ST. AUGUSTINE.

LESS AND EXCEPT PROPERTY DESCRIBED IN DEED BOOK 245, PAGE 76.

SAID PROPERTY ALSO DESCRIBED IN A SURVEY BY ELWOOD L. RENN, R.L.S. 3647 DATED JULY 18, 2007 AS FOLLOWS:

BEING ALL OF LOT 7 AND A PORTION OF LOT 8 BLOCK 46-J, CITY OF ST. AUGUSTINE, FLORIDA RECORDED IN THE OFFICIAL RECORDS IN THE CLERK OF THE CIRCUIT COURT OFFICE OF ST. JOHNS COUNTY, FLORIDA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGIN AT A POINT ON THE NORTH LINE OF DESOTO PLACE, 142.00 FEET WEST OF THE WEST LINE OF GRANADA STREET, SAID POINT BEING THE SOUTHEAST CORNER OF THE FOLLOWING DESCRIBED PARCEL OF LAND AND THE POINT OF BEGINNING; THENCE RUN NORTH 88 DEGREES 50 MINUTES 45 SECONDS WEST 143.00 FEET TO THE SOUTHWEST CORNER OF DESCRIBED PARCEL; THENCE RUN NORTH 00 DEGREES 23 MINUTES 20 SECONDS EAST 127.27 FEET, TO THE NORTHWEST CORNER OF DESCRIBED PARCEL; THENCE SOUTH 87 DEGREES 50 MINUTES 54 SECONDS EAST 142.50 FEET TO THE NORTHEAST CORNER OF DESCRIBED PARCEL; THENCE SOUTH 00 DEGREES 07 MINUTES 40 SECONDS WEST 124.80 FEET TO THE POINT OF BEGINNING.

EXHIBIT "A"

Parcel 2

The land referred to herein below is situated in the County of St. Johns, State of FL, and described as follows:

BEGINNING AT A POINT ON THE NORTH LINE OF DESOTO PLACE, 135 FEET WEST OF THE WEST LINE OF GRANADA STREET, SAID POINT OF BEGINNING BEING THE SOUTHWEST CORNER OF PROPERTY OF PARRISH; RUN THENCE WEST ALONG THE NORTH LINE OF DESOTO PLACE 7 FEET TO A POINT, RUN THENCE NORTH AND PARALLEL TO THE EAST LINE OF PROPERTY DESCRIBED IN DEED BOOK 228, PAGE 200 AND AT ALL TIMES 7 FEET WEST THEREOF, A DISTANCE OF 124.7 FEET MORE OR LESS TO A FENCE, WHICH FENCE IS THE NORTH LINE OF PROPERTY DESCRIBED IN DEED BOOK 228, PAGE 200; RUN THENCE EAST ALONG SAID FENCE LINE 7 FEET TO THE NORTHEAST CORNER OF SAID PROPERTY DESCRIBED IN DEED BOOK 228, PAGE 200; RUN THENCE SOUTH AND ALONG EAST LINE OF SAID PROPERTY DESCRIBED IN DEED BOOK 228, PAGE 200, 124.7 FEET TO POINT OF BEGINNING; SAID PROPERTY BEING A PORTION OF BLOCK 46-J, CITY OF ST. AUGUSTINE, FLORIDA.

Together With

BEGINNING AT THE NORTH CORNER OF GRANADA STREET AND PLAZA DE SOTO PLACE, IN THE CITY OF ST. AUGUSTINE, RUNNING THENCE NORTHERLY ON THE WEST LINE OF GRANADA STREET, 123 FEET, MORE OR LESS, TO LAND OF FULLER; THENCE WESTERLY ON FULLERS SOUTH LINE 127 FEET; THENCE SOUTHERLY PARALLEL WITH THE WEST LINE OF THIS TRACT, KNOWN AS THE "BRINARD TRACT", 123 FEET MORE OR LESS, TO THE NORTH LINE OF PLAZA DE SOTO PLACE; THENCE EASTERLY ON THE NORTH LINE OF PLAZA DE SOTO PLACE 133 FEET, MORE OR LESS, TO THE PLACE OF BEGINNING. EXCEPTING THEREFROM THE FOLLOWING DESCRIBED PARCEL OF LAND: A STRIP OF LAND BEGINNING 113 FEET NORTH FROM THE SOUTHEAST CORNER OF BUILDING OF BARTOLO GENOVAR ON WEST SIDE OF GRANADA STREET, SAID BUILDING BEING LOCATED ON NORTHWEST CORNER OF GRANADA STREET AND DESOTO PLACE, THENCE WEST 127 FEET.

36 Granada Planned Unit Development

City of St. Augustine, Florida

September , 2021

Team Roster

Owners/Applicants:

36 Granada, LLC
77 Almeria St.
St. Augustine, FL 32084

Architect:

Cronk Duch Architects
124 Diego Island Ct.
St. Augustine, FL 32095
(904) 626-3452

Legal/Authorized Agent for Owners:

Gary B Davenport, P.A.
212 S Shadowwood Dr.
St. Augustine, Florida 32086
(904) 669-3186

Exhibit List:

Exhibit "A" – Legal Description of the Property
Exhibit "B" – Site Plan with Elevations /
Landscape Plan

36 GRANADA PLANNED UNIT DEVELOPMENT PROJECT TEXT

A. Purpose and Intent.

Pursuant to Section 28-286 of the City of St. Augustine Code (the “**Code**”), the purpose of a planned unit development (“**PUD**”) zoning district is to provide an option and process for the provision of unique, individually planned developments that are consistent with the City’s Comprehensive Plan and the categories outlined in the Comprehensive Plan, but may allow for more creative, flexible and innovative designs for projects than the regular zoning districts allow. The intent of a PUD is to permit this flexibility from the strict application of traditional zoning district regulations by identifying each waiver, variance or exception to such regulation and providing an alternative development condition for that specific PUD.

This 36 Granada PUD text includes site-specific regulations to address the development of the Property. The PUD, including all exhibits hereto, complies with all applicable provisions of City Code Chapter 28.

B. Site Information.

1. Location

The property subject to this PUD ordinance is located at 36 Granada St. The property has St. Johns County Parcel Identification No. 203240-0000 Parcel 1 and 203230-0000 Parcel 2 (together the “**Property**”). A legal description of the Property is attached as **Exhibit “A”**. The Property includes approximately .34 acres for Parcel 1 and .41 acres for Parcel 2, owned by 36 Granada, LLC (“**36 Granada LLC**”).

2. Owners and Agent

The owner of the Property is 36 Granada, LLC (“**Owner**”). The agent for the Owner is Gary B. Davenport, P.A. (the “**Agent**”). Addresses for the Owner and Agent are in the Team Roster on page 2.

3. History, Existing Approvals

The Future Land Use Map (“**FLUM**”) designation of the Property is Commercial Low Intensity for Parcel 1 and Residential Medium for Parcel 2. The Property is zoned Commercial Low-One (CL-1) for Parcel 1 and RG-1 for Parcel 2. The existing building on Parcel 1 has been in place in some form since at least 1880 and has had many uses including a theater, restaurant, bar and feed store. Parcel 2 is currently used for offsite parking and is entitled to be improved with up to 5 townhomes.

4. Summary of Proposed Development

The Owners are proposing a development plan for the Property on Parcel 1 to include a

maximum of 7,000 square feet of retail/commercial space including all uses allowed within CL1 zoning category in addition to allowing all alcoholic beverages to be served on-site, limited to a SRX liquor license. A standalone bar shall not be permitted. Liquor sales for onsite consumption shall only be permitted in conjunction with a restaurant. Permitted uses including available seating in restaurants will be limited by the available parking onsite in compliance with the City parking Code. Amplified music shall not be permitted. Individual restaurant owners shall be responsible to organizing rideshare programs for their employees to reduce the impact of employee parking on the adjacent neighborhoods. Large group rentals of restaurants, such as weddings, shall not be permitted.

Parcel 2 shall be limited to parking for the uses on Parcel 1.

A master development plan depicting the locations of the proposed land uses is attached as **Exhibit "B"** (the "**Master Development Plan**"). City staff shall be permitted to approve minor deviations from the Master Development Plan.

The Property includes approximately .75 acres of uplands. There are no wetlands on the Property.

Proposed Development (Code Section 28-289 provisions in BOLD).

5. **Consistency with every relevant goal, policy and objective of the Comprehensive Plan, including but not limited to density and intensity limitations of the Future Land Use Map category for the property.**

As set forth in Section B.3 above, the Property has a FLUM designation of Commercial Low Intensity.

City Comprehensive Plan Future Land Use Element ("FLUE") states that Commercial Low Intensity (CLI) is intended to apply to those areas where small groups of low intensity commercial uses may be appropriately located to serve within convenient traveling distance from one (1) or several neighborhoods. The district is intended for low traffic generating commercial uses including general retail sales, and service-related uses intended to serve local neighborhoods. In addition, professional and business offices, compatible tourist accommodations and similar uses are encouraged. Appropriate uses may include recreation, public and institutional uses, Open Land (Conservation), multi-family, and residential or non-residential mixed uses.

Future Land Use Element Objective 4 encourages the use of innovative and sustainable land development practices that maximize the use of existing services and facilities, such as planned unit developments. The 36 Granada project is a single use redevelopment PUD and will connect to existing utilities and other infrastructure, which have capacity to serve the Property. The Property is located on the corner of Granada Street and Desoto Place which are public roads. The project will provide ample parking.

The Transportation Element Goal emphasizes the maintenance of a coordinated multimodal transportation system which provides for the safe, efficient and economical movement of people, goods and services and protects the City's natural, cultural and historical resources. The project is located in downtown St. Augustine, within walking distance of most destinations. Many customers will either be staying in local hotels or living or working in the local area. Many of these visitors will either walk or bike to the Property. Ample parking will also be available at the Property.

Transportation Element Objective 1.5 requires the City to identify and pursue strategies to reduce the vehicle miles traveled by establishing locations for compact, mixed-use development, increasing opportunities for job creation proximate to higher density residential, facilitating future opportunities for transit-oriented development and encouraging new developments to be connected by roadways, bikeways and pedestrian systems that encourage travel between neighborhoods and access to transit without requiring use of the major thoroughfare system. The 36 Granada PUD meets most of these objectives by providing redevelopment of an existing building, central to downtown and creating jobs within the area where people live and work. The Property is connected to downtown St. Augustine and Lincolnville by roadways, bikeways and pedestrian systems. The Property is already on trolley and other transit routes.

Recreation and Open Space Element Policy 4.1 requires certain residential developments to provide parks and recreational facilities, based on the number of proposed units. For development of 100 or more units, this parkland or open space must provide at least one (1) active recreational facility and one (1) passive recreational facility per 100 units. The 36 Granada PUD does not include residential development.

The Conservation and Coastal Management Element Goal is to protect and conserve natural areas, environmentally sensitive areas, natural vegetative communities, wildlife habitats, marine resources, federal and state listed species, and other renewable and non-renewable natural resources. The Property does not contain any environmentally sensitive lands, vegetative communities or wildlife habitats.

Conservation and Coastal Management Policy 2.1.1 requires the City to maintain three (3) Conservation Overlay Zones ("COZs"). Conservation Overlay Zone 1 allows passive recreation, wildlife preservation and conservation areas, green space, and fishing piers, boat docks, and other water dependent uses, including boat ramps and marinas. Conservation Overlay Zone 2 allows for all of the uses within Zone 1, as well as specialized, scenic or linear parks and boardwalks, off-street parking areas; and residential development, provided that they are (1) located so as to minimize impacts to Conservation Overlay Zone 1 vistas and scenic areas, and (2) densities are limited to those defined by the underlying Future Land Use Category. Conservation Overlay Zone 3 allows a variety of land uses and development subject to performance standard requirements governed by the City's Comprehensive Plan, including the underlying Future Land Use Category, and the City's land development regulations. The 36 Granada project is not subject to the Conservation Overlay zones.

The Infrastructure Element requires the provision of sanitary sewer, potable water and solid waste services to support intended development. The 36 Granada project is already connected to the City's existing sanitary sewer and potable water systems, and any

modification to such connections will be at the expense of the Owners (in compliance with Capital Improvement Objectives 4 and 5), and the Owner will make improvements to the extent required solely for the project. The project will use water-wise landscaping where practicable. The project will also utilize City solid waste services. The Stormwater Management Sub-Element requires developments to provide their own stormwater management systems. As an existing facility the project is exempt from this provision.

Capital Improvement Element Objective 6 and Public School Facilities Element Goal 2 require the City to ensure existing deficiencies and future needs are addressed consistent with the adopted level of service standards for public schools. This is not applicable to this project as there is no residential element.

6. For properties currently in the HP-1, HP-2, HP-3, HP-4 and HP-5 districts requesting rezoning to PUD, identification of the specific proposed benefits or enhancements to the property that promote the goals of these historic districts.

Not applicable.

7. The need and justification for a rezoning to PUD or PUD amendment, including identification of each proposed development condition that would otherwise not be allowed under the existing zoning, including, but not limited to, maximum lot coverage, signage, setbacks, allowable zoning uses and uses by exception.

The Owners desire to rezone the Property to PUD in order to provide a development plan that meets current and future needs of the City for redevelopment in this area.

The following development standards shall apply to the Property:

Allowable uses: Allowable uses within the Property on Parcel 1 shall be a maximum of 7,000 square feet of any of the uses permitted in CL1, with the addition of all alcohol sales (limited to service and consumption on premises in conjunction with a restaurant and a SRX liquor license), a standalone bar is not permitted and amplified music is not permitted. The locations of the proposed uses are depicted on the Master Development Plan,

Exhibit "B". Parking shall comply with City Parking Code provisions.

a. Setbacks: The minimum building setbacks are as follows:

1. A minimum of zero (0) feet from each property line along Granada St. and Desoto Place.(existing setback)

2. The north side and rear (west) setbacks shall be ten (10) feet from the building to the adjacent property line. The parking in the rear of the building shall not require a setback or landscaping buffer as it is adjacent to the main parking.

b. Maximum building height: Buildings shall not exceed 35 feet in height.

c. Minimum lot size: None.

- d. Minimum lot width: None.
- e. Maximum lot coverage: 75 percent for the Parcel 1 Property.(existing)
- f. Parking: Parking will be provided onsite and will meet the requirements of the City's 2020 Land Development Regulations

Parking among the various uses within the PUD will be shared. Parking is shown on the attached conceptual site plan. Primary access to parking shall be off Granada. The area labeled patio on the north side of the building may be converted to parking if required for final restaurant seating.

Parking may be provided in the existing surface lots on the Property. The project is intended for a coffee shop, artisan bakery and upscale restaurant. Those uses have parking requirements that vary depending on time of day and day of the week. Signage: Project signage will be categorized as Commercial Zone 1, the requirements for which are set forth in Section 3-66(c) of the Code. Notwithstanding, the Owner may paint the historic sign shown on the attached elevations anywhere on the north side of the building which shall not be counted against the maximum number or square feet of signage permitted under the Code because it is for historical and decorative purposes and does not advertise any business located in the building.

- g. Roads: No internal roads are being provided in the PUD.
- h. Sidewalks: No internal sidewalks are being provided in the PUD.
- i. Stormwater: Parcel 1 of the project is exempt from stormwater requirements as an existing facility with no additional impervious surfaces proposed.
- j. Lighting. Project lighting shall comply with applicable Code provisions.
- n. Accessory Uses. Project accessory uses shall comply with applicable Code provisions.
- o. Temporary Uses. Project temporary uses shall comply with applicable Code provisions. Temporary offices and construction trailers shall be allowed on the Property during construction of any building and may be moved throughout the site if necessary but shall be removed within 30 days of issuance of a final Certificate of Occupancy by the City for the final building within the Property. Parking may be provided for the temporary offices and trailers in a temporary defined, but unpaved, area which meets applicable Code provisions.
- p. Utilities: Project will utilize existing utility connections to the extent permitted.

- q. Landscaping: A landscape plan is attached as a part of **Exhibit “B”**.
- r. Tree Mitigation: Project tree removal and replacement will comply with applicable provisions of Code Chapter 25, Article III.
- s. Conservation Overlay Zone Development: None of the Property is within the Conservation Overlay Zone.

8. Compliance with the purpose and intent and criteria in Code Section 28-286.

The 36 Granada PUD complies with Code Section 28-286 by:

- a. Promoting more efficient and economic use of land by offering redevelopment of an infill site with an existing building that is progressively deteriorating.
- b. Encouraging a more compatible and harmonious development of contiguous lands by creating uses that will enhance the sense of community/
- c. Providing flexibility to meet changing needs, technologies, economics and consumer preferences in the Master Development Plan and this text;
- d. Providing a process to assess a development's impact on the proposed site, the surrounding neighborhoods or areas, and the city as a whole;
- e. Demonstrating the coordinating of architectural styles, building forms, and building relationships within a planned development, as well as, the planned development's relationship with the existing and preferred architectural context surrounding the project;
- f. Providing an environment of consistent character compatible with the surrounding areas; and
- g. Permitting specific limitations and requirements in excess of those included in other zoning districts, based on the unique characteristics of the individual site, where necessary to the public health, safety or welfare, or for the protection or preservation of lands, neighborhoods or areas of the city deemed unique or historic based on the proposed location of the planned development.

9. Compliance with Code Section 28-288 and justification for any zoning uses.

As stated in Section C.4 hereof, the allowable uses within the Property shall be a maximum of 7,000 square feet of retail/commercial space including all uses allowed within CL1 zoning category in addition to allowing all alcoholic beverages to be served on-site and a current maximum 204 seats (250 seat limit with appropriate additional parking, see section 7.g) for all restaurants on the Property (combined). A master development plan depicting the locations of the proposed land uses is attached as **Exhibit “B”, Master Development Plan**. The proposed uses are permitted in the

FLUM designation for the Property.

Development standards for the Property are set forth in Section C.3 hereof. These standards will mitigate for any negative impacts of the development on surrounding lands.

Benefits to the community from the 36 Granada project include:

- a. Improvements to the streetscape of Granada St. See **Exhibit "B"** for a proposed plan for the improvement.
- b. Providing a redevelopment infill project of a deteriorating facility.
- c. Utilizing existing infrastructure, at no cost to the City.
- d. Increasing the number of jobs available to City residents, thus allowing them to work locally, even within walking and biking distance from their homes.

10. The phasing of the PUD or PUD amendment, including all sub-phases; each phase addressing the types of approval required or obtained (i.e.: entry corridor, HARB, building plan, landscaping, etc.) and the proposed commencement and completion of such development according to the plans approved by such ordinance or other related permit.

The 36 Granada project will be developed in one (1), three-year phase. Construction shall commence within three (1) year of the City Commission's adoption of this PUD ordinance and shall be completed within two (2) years of commencement. For purposes of this PUD, "commencement" shall be defined as the City's approval of building permits, and "completion" shall be defined as the City's approval of a certificate of occupancy.

11. Identification of the legally responsible entity or entities for continuing operations and maintenance to such areas, functions and facilities as are not to be provided, operated or maintained by the city pursuant to written agreement.

The Owners will record one or more access and utility easement and maintenance agreements against title to their respective lands to ensure for the continuing operation and maintenance of project infrastructure.

12. A termination date after which the PZB shall be required to evaluate whether all or part of the PUD has been abandoned by failure to timely commence and complete development of all or part of the phases of the PUD as identified pursuant to subsection (6) or other circumstances have contributed to the development delay, if so, one (1) year extension(s) may be granted by the PZB at an advertised public hearing, after two (2) such extensions if no activity has been initiated the city commission shall deem the PUD abandoned which shall act as a reversion of the zoning to its pre-PUD zoning district for the areas not in compliance with the phasing schedule.

If not timely commenced and completed pursuant to Section 11 above, this PUD shall terminate 3 years from its adoption by the City Commission unless otherwise extended or amended pursuant to the Code or Florida law.

13. **If a reversion to pre-PUD zoning district pursuant to subsection (8) would otherwise be inconsistent with the Comprehensive Plan in effect at the time of the reversion, said reversion shall not become effective unless a Comprehensive Plan amendment is duly adopted.**

The proposed PUD is consistent with the underlying future land use designation of the Property.

14. **An infrastructure impact analysis or equivalent impact analysis to clearly outline the project's potential impact on transportation networks, circulation patterns, and infrastructure of the city.**

The proposed PUD will not significantly impact public facilities. By redevelopment of an existing building the proposed uses will maintain existing connections to city infrastructure and will not affect circulation patterns or transportation networks. Therefore an impact analysis is not required for this project.

15. **A signed statement voluntarily acknowledging and binding the applicant(s), property owner(s), and each of their successors in title, to every commitment made in their application and at hearing relating to the rights, terms, conditions and limitations of the PUD text narrative and final site development plan, including but not limited to the phasing, termination and reversion clauses.**

See Section E hereof.

C. Performance Standards (Code Section 28-291).

The Performance Standards of Code Section 28-291 only apply to residential and mixed use developments. The 36 Granada PUD does not include residential development.

D. Performance Standards (Code Section 28-292).

Standards and criteria for redevelopment and infill PUD developments

1. **General development patterns.** The proposed PUD will maintain the existing building while enhancing the streetscape and architectural appeal of the building. In doing so it shall respect the existing development patterns and provide for compatibility within the existing area. The architectural and landscape enhancements will contribute significantly to the area and increase the value of the surrounding area.

2. **Contributions to existing community.** The proposed PUD will demonstrate consideration for the existing neighborhoods and street patterns by not changing or impacting either. The building shall remain substantially as it has for over 100 years, but with aesthetic and architectural improvements. Parking will be provided in the rear of the building (in a leased area already used for parking) to limit impact on pedestrian access and remain consistent with other commercial uses along Granada St. The PUD will be consistent with the character and history of this area. The uses proposed will be designed to create a unique sense of place with appropriate design, massing,

screening and architectural techniques as demonstrated on the attached renderings.

3. Redevelopment and infill projects. The existing building, while old, is structurally sound and does not warrant demolition. Significant exterior improvements will be made, primarily for aesthetic purposes. Further, significant interior improvements will be made to maximize use and aesthetic value and to bring the existing facility up to current code and health standards. Detailed drawings of the existing and new streetscape are attached. By placing the parking in the rear off of Granada St., impacts to the pedestrian nature of Granada St. will be minimized. The site is already cleared and tree removal is not required.

E. Ownership Agreement.

The Owners, on behalf of themselves and their successors and assigns, hereby agree and stipulate to proceed with the proposed development in accordance with the PUD ordinance for this application as adopted by the City of St. Augustine City Commission. The Owners also agree to comply with all conditions and safeguards established by the St. Augustine City Commission with respect to this Planned Unit Development application.

36 Granada LLC,
a Florida limited liability company

By: _____
Name: _____
Title: _____
Date: _____

Exhibit "A"

Legal Description of the Property

EXHIBIT "A"

Parcel 1

LEGAL DESCRIPTION

BEGIN AT A POINT ON THE NORTH LINE OF DESOTA PLACE, 135 FEET WEST OF THE WEST LINE OF GRANADA STREET, SAID POINT OF BEGINNING BEING THE SOUTHWEST CORNER OF PROPERTY NOW OF PARRISH; THENCE WEST ALONG THE NORTH LINE OF DESOTA PLACE, 150 FEET TO THE SOUTHEAST CORNER OF PROPERTY OF A.H. RAMOS; RUN THENCE NORTHERLY ALONG RAMOS' EAST LINE 125.66 FEET TO A FENCE LINE; RUN THENCE EASTERLY ALONG SAID FENCE LINE 149.50 FEET TO LAND OF DOYLE; RUN THENCE SOUTHERLY ALONG THE WEST LINE OF DOYLE AND PARRISH, 124.7 FEET TO THE POINT OF BEGINNING, ACCORDING TO SURVEY OF VASA E. STOLBRAND, DATED FEBRUARY 3, 1956, BEING A PORTION OF BLOCK 46J, CITY OF ST. AUGUSTINE.

LESS AND EXCEPT PROPERTY DESCRIBED IN DEED BOOK 245, PAGE 76.

SAID PROPERTY ALSO DESCRIBED IN A SURVEY BY ELWOOD L. RENN, R.L.S. 3647 DATED JULY 18, 2007 AS FOLLOWS:

BEING ALL OF LOT 7 AND A PORTION OF LOT 8 BLOCK 46-J, CITY OF ST. AUGUSTINE, FLORIDA RECORDED IN THE OFFICIAL RECORDS IN THE CLERK OF THE CIRCUIT COURT OFFICE OF ST. JOHNS COUNTY, FLORIDA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGIN AT A POINT ON THE NORTH LINE OF DESOTO PLACE, 142.00 FEET WEST OF THE WEST LINE OF GRANADA STREET, SAID POINT BEING THE SOUTHEAST CORNER OF THE FOLLOWING DESCRIBED PARCEL OF LAND AND THE POINT OF BEGINNING; THENCE RUN NORTH 88 DEGREES 50 MINUTES 45 SECONDS WEST 143.00 FEET TO THE SOUTHWEST CORNER OF DESCRIBED PARCEL; THENCE RUN NORTH 00 DEGREES 23 MINUTES 20 SECONDS EAST 127.27 FEET, TO THE NORTHWEST CORNER OF DESCRIBED PARCEL; THENCE SOUTH 87 DEGREES 50 MINUTES 54 SECONDS EAST 142.50 FEET TO THE NORTHEAST CORNER OF DESCRIBED PARCEL; THENCE SOUTH 00 DEGREES 07 MINUTES 40 SECONDS WEST 124.80 FEET TO THE POINT OF BEGINNING.

EXHIBIT "A"

Parcel 2

The land referred to herein below is situated in the County of St. Johns, State of FL, and described as follows:

BEGINNING AT A POINT ON THE NORTH LINE OF DESOTO PLACE, 135 FEET WEST OF THE WEST LINE OF GRANADA STREET, SAID POINT OF BEGINNING BEING THE SOUTHWEST CORNER OF PROPERTY OF PARRISH; RUN THENCE WEST ALONG THE NORTH LINE OF DESOTO PLACE 7 FEET TO A POINT, RUN THENCE NORTH AND PARALLEL TO THE EAST LINE OF PROPERTY DESCRIBED IN DEED BOOK 228, PAGE 200 AND AT ALL TIMES 7 FEET WEST THEREOF, A DISTANCE OF 124.7 FEET MORE OR LESS TO A FENCE, WHICH FENCE IS THE NORTH LINE OF PROPERTY DESCRIBED IN DEED BOOK 228, PAGE 200; RUN THENCE EAST ALONG SAID FENCE LINE 7 FEET TO THE NORTHEAST CORNER OF SAID PROPERTY DESCRIBED IN DEED BOOK 228, PAGE 200; RUN THENCE SOUTH AND ALONG EAST LINE OF SAID PROPERTY DESCRIBED IN DEED BOOK 228, PAGE 200, 124.7 FEET TO POINT OF BEGINNING; SAID PROPERTY BEING A PORTION OF BLOCK 46-J, CITY OF ST. AUGUSTINE, FLORIDA.

Together With

BEGINNING AT THE NORTH CORNER OF GRANADA STREET AND PLAZA DE SOTO PLACE, IN THE CITY OF ST. AUGUSTINE, RUNNING THENCE NORTHERLY ON THE WEST LINE OF GRANADA STREET, 123 FEET, MORE OR LESS, TO LAND OF FULLER; THENCE WESTERLY ON FULLERS SOUTH LINE 127 FEET; THENCE SOUTHERLY PARALLEL WITH THE WEST LINE OF THIS TRACT, KNOWN AS THE "BRAINARD TRACT", 123 FEET MORE OR LESS, TO THE NORTH LINE OF PLAZA DE SOTO PLACE; THENCE EASTERLY ON THE NORTH LINE OF PLAZA DE SOTO PLACE 133 FEET, MORE OR LESS, TO THE PLACE OF BEGINNING. EXCEPTING THEREFROM THE FOLLOWING DESCRIBED PARCEL OF LAND: A STRIP OF LAND BEGINNING 113 FEET NORTH FROM THE SOUTHEAST CORNER OF BUILDING OF BARTOLO GENOVAR ON WEST SIDE OF GRANADA STREET, SAID BUILDING BEING LOCATED ON NORTHWEST CORNER OF GRANADA STREET AND DESOTO PLACE, THENCE WEST 127 FEET.

PREPARED BY AND RETURN TO:

Repass Law
111 Solana Road, Suite B
Ponte Vedra Beach, FL 32082

File: 20-4164

2021018822
St Johns
2/19/21 1:07pm

WARRANTY DEED

THIS WARRANTY DEED is executed as of February 14, 2021, by **Kabo Investments, LLC**, a **Florida limited liability company** whose address is **323 St. George Street, St Augustine, Florida 32084** hereinafter called the "Grantor"), in favor of **36 Granada, LLC**, a **Florida limited liability company** whose address is: **77 Almeria Street, St. Augustine, Florida 32084** (hereinafter called the "Grantee").

Wherever used herein, the terms "grantor" and "grantee" shall include the singular and plural, heirs, legal representatives, successors and assigns of individuals, and the successors and assigns of corporations, as the context requires.

WITNESSETH:

Grantor, for and in consideration of the sum of Ten and No/100 Dollars (\$10.00) and other valuable considerations, receipt whereof is hereby acknowledged, by these presents does grant, bargain, sell, alien, remise, release, convey and confirm unto Grantee, all that certain land situated in **St. Johns County, Florida** (the "Property"), as more particularly described in the attached Exhibit "A".

TOGETHER with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

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

AND, Grantor hereby covenants with Grantee that it is lawfully seized of the Property in fee simple; that it has good right and lawful authority to sell and convey the Property; and that Grantor fully warrants the title to the Property, and will defend the same against the lawful claims of all persons whomsoever.

The Property is subject to future taxes, easements, encumbrances and matters of record; however, this reference shall not serve to reimpose same.

IN WITNESS WHEREOF, Grantor has caused these presents to be executed the day and year first above written.

Signed, sealed and delivered
in the presence of:

Sign: [Signature]
Witness #1
Print: Curtis Hardy

Sign: D. R. Kern
Witness #2
Print: D. R. Kern

Kabo Investments, LLC, a Florida limited liability company

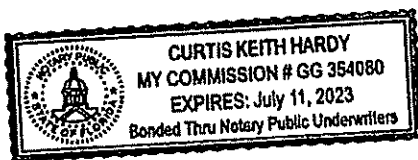
R. F. Wagner
Robert F. Wagner, Manager

Karla A. Wagner
Karla A. Wagner, Manager

STATE OF FLORIDA
COUNTY OF ST. JOHNS

I hereby certify that the foregoing instrument was acknowledged before me by means of physical presence or online notarization, this 12 day of February, 2021 by Robert F. Wagner and Karla A. Wagner, Managers of Kabo Investments, LLC, a Florida limited liability company. They ☐ are personally known to me or ☒ have produced DRIVERS LICENSE as identification.

Affix Notary Stamp or Seal Below:



[Signature]
NOTARY PUBLIC – signature above

Printed Name: _____

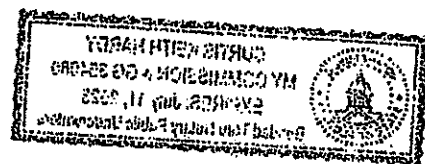


EXHIBIT "A"

PARCEL 1:

BEGINNING AT A POINT ON THE NORTH LINE OF DESOTO PLACE, 135 FEET WEST OF THE WEST LINE OF GRANADA STREET, SAID POINT OF BEGINNING BEING THE SOUTHWEST CORNER OF PROPERTY OF PARRISH; RUN THENCE WEST ALONG THE NORTH LINE OF DESOTO PLACE 7 FEET TO A POINT, RUN THENCE NORTH AND PARALLEL TO THE EAST LINE OF PROPERTY DESCRIBED IN DEED BOOK 228, PAGE 200 AND AT ALL TIMES 7 FEET WEST THEREOF, A DISTANCE OF 124.7 FEET MORE OR LESS TO A FENCE, WHICH FENCE IS THE NORTH LINE OF PROPERTY DESCRIBED IN DEED BOOK 228, PAGE 200; RUN THENCE EAST ALONG SAID FENCE LINE 7 FEET TO THE NORTHEAST CORNER OF SAID PROPERTY DESCRIBED IN DEED BOOK 228, PAGE 200; RUN THENCE SOUTH AND ALONG EAST LINE OF SAID PROPERTY DESCRIBED IN DEED BOOK 228, PAGE 200, 124.7 FEET TO POINT OF BEGINNING; SAID PROPERTY BEING A PORTION OF BLOCK 46-J, CITY OF ST. AUGUSTINE, FLORIDA.

PARCEL 2:

BEGINNING AT THE NORTH CORNER OF GRANADA STREET AND PLAZA DE SOTO PLACE, IN THE CITY OF ST. AUGUSTINE, RUNNING THENCE NORTHERLY ON THE WEST LINE OF GRANADA STREET, 123 FEET, MORE OR LESS, TO LAND OF FULLER; THENCE WESTERLY ON FULLERS SOUTH LINE 127 FEET; THENCE SOUTHERLY PARALLEL WITH THE WEST LINE OF THIS TRACT, KNOWN AS THE "BRAINARD TRACT", 123 FEET MORE OR LESS, TO THE NORTH LINE OF PLAZA DE SOTO PLACE; THENCE EASTERLY ON THE NORTH LINE OF PLAZA DE SOTO PLACE 133 FEET, MORE OR LESS, TO THE PLACE OF BEGINNING. EXCEPTING THEREFROM THE FOLLOWING DESCRIBED PARCEL OF LAND: A STRIP OF LAND BEGINNING 113 FEET NORTH FROM THE SOUTHEAST CORNER OF BUILDING OF BARTOLO GENOVAR ON WEST SIDE OF GRANADA STREET, SAID BUILDING BEING LOCATED ON NORTHWEST CORNER OF GRANADA STREET AND DESOTO PLACE, THENCE WEST 127 FEET.

Prepared by and return to:
Amy Marie Vo, Esq.
St. Johns Law Group
104 Sea Grove Main Street
St. Augustine, FL 32080
(904) 495-0400
File Number: 21-0317

[Space Above This Line For Recording Data]

Warranty Deed

This Warranty Deed made this 19th day of April, 2021 by and between **David Watkinson, a married man**, whose post office address is **83 Cedar Street, St. Augustine, FL 32084**, grantor, and **36 Granada, LLC, a Florida Limited Liability Company**, whose post office address is **77 Almeria Street, St. Augustine, FL 32084**, grantee:

(Whenever used herein the terms "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives, and assigns of individuals, and the successors and assigns of corporations, trusts and trustees)

Witnesseth, that said grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said grantee, and grantee's heirs and assigns forever, the following described land, situate, lying and being in **St. Johns County, Florida** to-wit:

SEE ATTACHED EXHIBIT "A"

Parcel Identification Number: 203230-0000

Subject to taxes for 2021 and subsequent years; covenants, conditions, restrictions, easements, reservations and limitations of record, if any.

Grantor warrants that at the time of this conveyance, the subject property is not the Grantor's homestead within the meaning set forth in the constitution of the State of Florida, nor is it contiguous to or a part of homestead property. Grantor's residence and homestead address is 345 Tree Side Lane, Ponte Vedra, FL 32081.

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

To Have and to Hold, the same in fee simple forever.

And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to **December 31, 2020**.

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

Signed, sealed and delivered in the presence of:

Lisa Whitaker

Witness Signature

Print Name: LISA WHITAKER

David Watkinson

[Signature]

Witness Signature

Print Name: JAMES G WHITEHOUSE

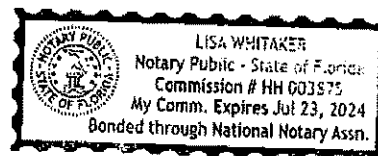
STATE OF FLORIDA
COUNTY OF ST. JOHNS

The foregoing instrument was acknowledged before me by means of (✓) physical presence or () online notarization this
19 day of April, 2021, by David Watkinson.

Lisa Whitaker

Signature of Notary Public

Print, Type/Stamp Name of Notary



Personally Known: _____ OR Produced Identification: ✓

Type of Identification

Produced: Florida Driver License

EXHIBIT "A"

Legal Description

BEGIN AT A POINT ON THE NORTH LINE OF DESOTA PLACE, 135 FEET WEST OF THE WEST LINE OF GRANADA STREET, SAID POINT OF BEGINNING BEING THE SOUTHWEST CORNER OF PROPERTY NOW OF PARRISH; THENCE WEST ALONG THE NORTH LINE OF DESOTA PLACE, 150 FEET TO THE SOUTHEAST CORNER OF PROPERTY OF A.H. RAMOS; RUN THENCE NORTHERLY ALONG RAMOS' EAST LINE 125.66 FEET TO A FENCE LINE; RUN THENCE EASTERLY ALONG SAID FENCE LINE 149.50 FEET TO LAND OF DOYLE; RUN THENCE SOUTHERLY ALONG THE WEST LINE OF DOYLE AND PARRISH, 124.7 FEET TO THE POINT OF BEGINNING, ACCORDING TO SURVEY OF VASA E. STOLBRAND, DATED FEBRUARY 3, 1956, BEING A PORTION OF BLOCK 46J, CITY OF ST. AUGUSTINE.

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Commonly known as: 8 Desoto Place, St. Augustine, FL 32084

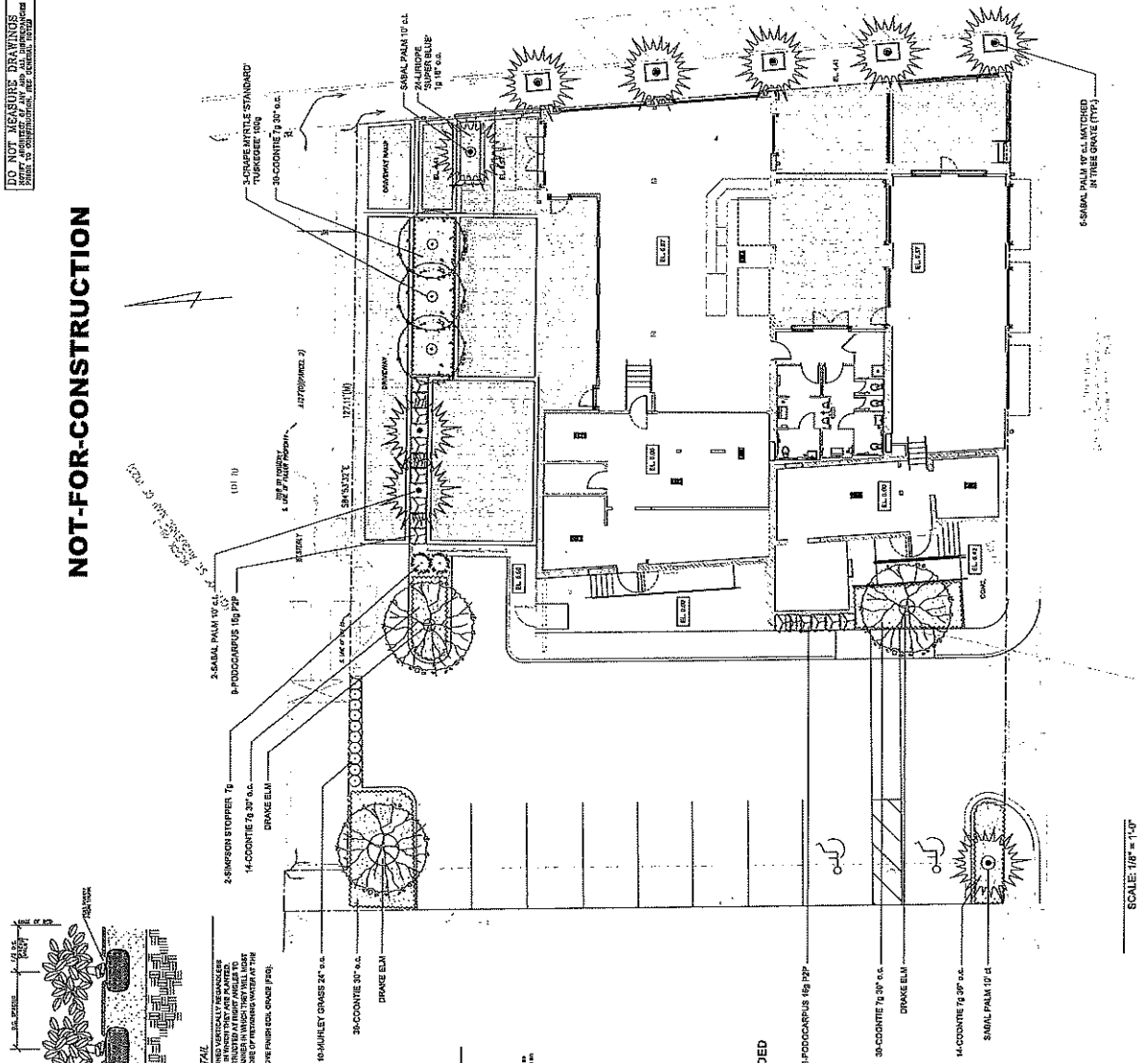
Parcel Identification Number: 203230-0000

EXHIBIT B

Site Plan with Elevations

DO NOT MEASURE DRAWINGS
NOTIFY ARCHITECT OF ANY AND ALL DISCREPANCIES
PRIOR TO ORIENTATION. (SEE GENERAL NOTES)

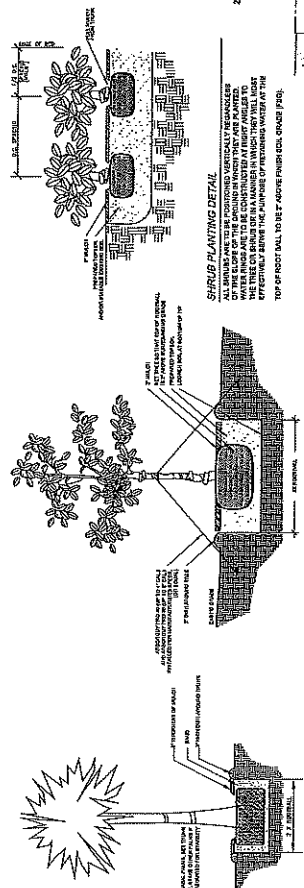
NOT-FOR-CONSTRUCTION



1979-80 35.000 1980-81 35.000

NOT-FOR-CONSTRUCTION

75% Issue - CD Phase 1 - 06.01.2021



TREE PLANTING DETAIL

FREE PLANTING DETAIL

10-MULEY GRASS 24" S.G.

MINIMUM IRRIGATION DESIGN REQUIREMENTS:

MINIMUM IRRIGATION DESIGN REQUIREMENTS.

[illegible]

100% IRRIGATION COVERAGE SHALL BE PROVIDED TO ALL LANDSCAPE AREAS.

WATER SOURCE: WATER FROM METER, ANTICIPATED 40-50 PSI.

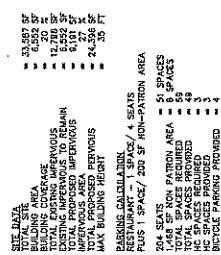
RAIN SENSOR: SYSTEM SHALL BE PROVIDED WITH A RAIN SENSOR.

[illegible]

118-4172

816 *John P. Meyer*

11. *Chlorophyll a* (mg/g)



GRAPHIC SCALE

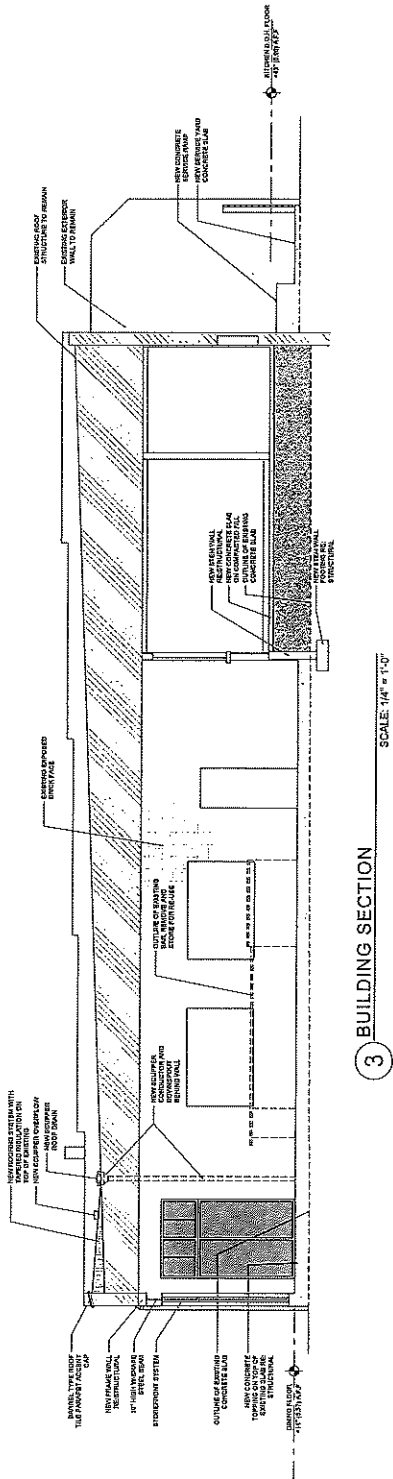
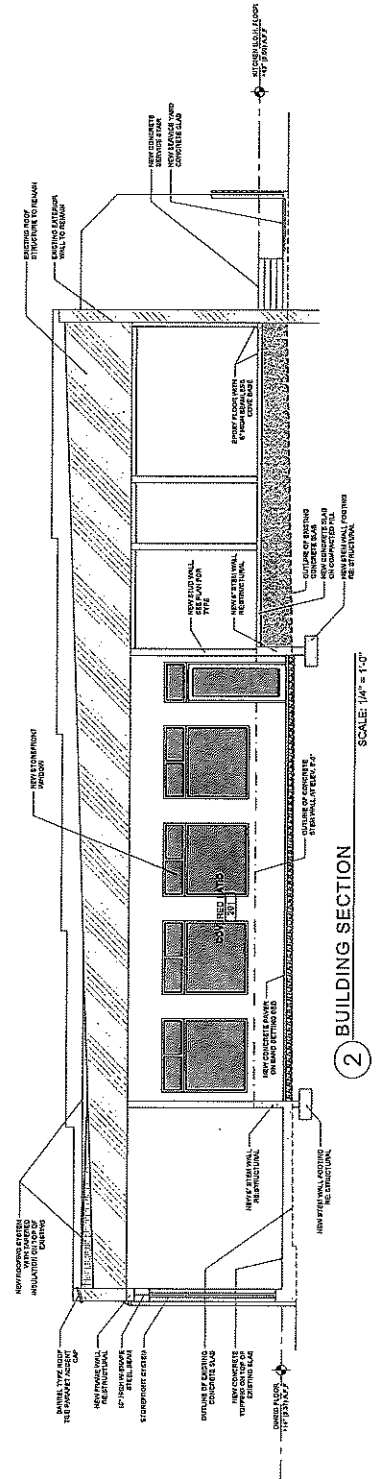
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NO. DATE		DESIGNED BY: MR				Dunn & Associates, Inc. CIVIL ENGINEERS / LAND PLANNERS 8847 Bayshore Road, Suite 200 Jacksonville, Florida 32255 Phone: (904)363-8916 Fax: (904)363-8917 www.dunneng.com		SOUTHERN GROUNDS ALDER AND OAK FOR 36 GRANDALL, LLC CITY OF ST. AUGUSTINE, FLORIDA SITE PLAN		Sheet No. <u>1</u> of <u>1</u> SP-1 DWC. NO. _____ THOMAS J. DUNN LICENSED IN 26465 RANDY M. TAYLOR LICENSED IN 44544 JOHN W. HARRIS LICENSED IN 37166 JAMES W. HARRIS LICENSED IN 37166	
		BY: _____									
		CHECKED BY: DMT									
		SCALE: 1" = 10'									
		DATE: August 31, 2021									
		PROJ. NO.: 2101-504									



ST. AUGUSTINE
BUILDING
ELEVATIONS
SECTIONS

A2.2



CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John Regan, P.E.
City Manager

DATE: September 13, 2021

RE: **Resolution 2021-38 - Update to the Planning and Building Department
Schedule of Fees**

In 2017 the Planning and Building Department Schedule of Fees was updated for the first time in many years. At that time, it was recognized that this schedule of fees should be reviewed every five (5) years, at a minimum.

Over the course of the last four (4) years, several issues have evolved to the point where we feel it is necessary to update the Schedule of Fees at this time.

These issues include the following:

- Creating an application fee for the new Corridor Review Committee (CRC) and removal of those fees from the HARB fee schedule.
- Charging a fee for lien searches (the Planning Division now processes between 30-50 lien searches per month).
- Moving the fee for subdivision plat review from the city code and placing it in the fee schedule (this does not change the current fee of \$275).
- Consolidation of tree removal fees associated with PZB review.
- Updating certain building permit fees as per changes in state law.

Attached please find Resolution 2021-38 and the update to the Planning and Building Department Schedule of Fees. If approved, the new fee schedule will take effect on October 1, 2021.

Please place Resolution 2021-38 on the September 13, 2021 City Commission Agenda.

If you have any questions, please let me know.



David Birchim, AICP
Director, Planning and Building Department

RESOLUTION NO. 2021-38

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF ST. AUGUSTINE, FLORIDA, UPDATING THE FEE SCHEDULE, ESTABLISHING A FEE FOR PROTECTED TREE REMOVAL OR TREE MITIGATION, AND APPEAL OF A TREE REMOVAL PERMIT DENIAL TO THE PLANNING AND ZONING BOARD (PZB), ESTABLISHING A FEE FOR LIEN SEARCH REQUESTS, INSERTING FEE FOR PRELIMINARY PLAT REVIEW, REMOVING REFERENCES TO ENTRY CORRIDOR FEES FROM THE HISTORIC ARCHITECTURAL REVIEW BOARD (HARB) FEES, ESTABLISHING A FEE SCHEDULE FOR STAFF REVIEW OF DEVELOPMENT PLANS TO DETERMINE COMPLIANCE WITH DESIGN STANDARDS, ESTABLISHING A FEE SCHEDULE FOR APPLICATIONS TO THE CORRIDOR REVIEW COMMITTEE (CRC), REMOVAL OF LANGUAGE RELATED TO APPEAL APPLICATIONS TO THE CODE ENFORCEMENT BOARD (CEAAB) FOR TREE REMOVAL APPEALS, UPDATING BUILDING PERMIT FEES, AND GENERAL FEES, THEREFORE HEREBY ADOPTING THE UPDATED FEE SCHEDULE.

WHEREAS, the current Schedule of Fees was adopted by Resolution 2017-42 on August 28, 2017; and

WHEREAS, the Schedule of Fees can be updated from time to time and should be reviewed at a minimum every five (5) years; and

WHEREAS, it is determined that the fee schedule needs to be updated; and

WHEREAS, the fee schedule should reflect the type of applications reviewed by the department; and

WHEREAS, the fee schedule reflects the actual administrative costs of administering the program, and is not intended to generate excess revenue;

WHEREAS, the additional fees for unpermitted or after-the-fact review are directly related to the additional cost of investigating and administering after-the-fact permits, and are not intended as a penalty;

WHEREAS, consistent with F.S. 553.791(2)(b) the reasonable administrative fees incurred by the City will be assessed for private building inspections but no fee will be assessed for private building plans review;

THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF ST. AUGUSTINE, FLORIDA:

Section 1. Schedule of Fees

Planning Schedule of fees.

The following schedule of fees shall apply to action under this chapter and related development ordinances.

- (1) Application for small scale rezoning\$300.00 plus cost of advertising
- (2) Application for large scale rezoning\$1,000.00 plus cost of advertising
- (3) Application for small scale land use plan amendment\$400.00 plus cost of advertising
- (4) Application for large scale land use plan amendment\$1,400.00 plus cost of advertising
- (5) Application for rezoning to PUD: plus cost of any required advertising
 - a. Per acre or part thereof\$35.00
 - b. Minimum fee\$400.00
 - c. Maximum fee\$1,400.00
- (6) Application for zoning variance \$350.00 plus cost of advertising
- (7) Application for zoning exception \$250.00 plus cost of advertising

(8) Application for development in conservation overlay zone 1, 2 or 3\$165.00 plus cost of advertising, ~~applications specific to docks in conservation overlay zone 1 \$330.00 plus cost of advertising~~

(9) Application for significant tree removal, and appeal of a tree removal permit denial.....\$165.00 plus cost of advertising.

(9~~10~~) Application for appeal\$200.00

(10~~11~~) Application for any amendment to this Code to change the list of permitted uses; conditional uses; prohibited uses; or uses by exception within a zoning category600.00 plus cost of advertising

(11~~12~~) Friday Morning Review \$20.00

(12~~13~~) Zoning verification letter \$50.00

(13~~14~~) Site plan review (for submission as part of a building or civil permit review, excluding one and two family dwellings) \$75.00 for initial review, \$50.00 Re-submittal (per each beginning with Second re-submittal)

(15) Lien Search letter \$50.00

(16) Subdivision Plat Review.....\$275.00 plus cost of advertising and all costs incurred by the city which may include private consultants necessary to complete plat review and recordation costs for subdivision plat recordation.

Note: The cost of newspaper notice and all notices to surrounding property owners will be assessed by the city, paid by the city and reimbursed by the applicant. All advertising costs must be paid prior to issuance of a development permit.

The applicant shall reimburse the City the mailing cost for all notices and for any subsequent hearings requiring re-notice as a result of the applicant postponing, the re-scheduling of any hearing or continuances agreed to by the applicant.

HARB Schedule of fees.

The following schedule of fees shall apply to action under this chapter and related development ordinances.

(1) Application for HARB Certificate/Opinion\$50.00 for alterations to single family home

(2)

Application for HARB Certificate/Opinion\$150.00 for a new single family home, major alterations, ad valorem tax exemptions

(3) Application for HARB Certificate/Opinion\$100.00 for alterations to all other buildings except single family homes

(4) Application for HARB Certificate/Opinion\$200.00 new construction except single family homes

~~(5) Application for Preliminary Design Approval (Design Standards for Entry Corridors)\$200.00, \$250.00 if includes a typology amendment~~

~~(65)~~ Application for Certificate of Demolition.....\$150.00/\$300.00 (partial/full) plus advertising costs

~~(76)~~ Demolition mitigation (Florida Master Site File update, documentation for preservation exemption program) if required by HARB and completed by city staff\$125.00

~~(87)~~ Request for extension to expiration date for Certificate of Demolition\$50.00

~~(9) Variance associated with Design Standards for Entry Corridors.....\$350.00 plus cost of advertising~~

~~(108)~~ Appeal of staff determination to HARB.....\$200.00

Note: Alterations and new construction also refers to any site work and features.

Note: The cost of newspaper notice and all notices to surrounding property owners will be assessed by the city, paid by the city and reimbursed by the applicant. All advertising costs must be paid prior to issuance of a development permit.

The applicant shall reimburse the City the mailing cost for all notices and for any subsequent hearings requiring re-notice as a result of the applicant postponing, re-scheduling of any hearing or continuances agreed to by the applicant.

Double application fees for any HARB applications submitted after-the-fact if a code enforcement proceeding was initiated or unpermitted construction was done on the property.

Design review or CRC Schedule of fees.

The following schedule of fees shall apply to action under this chapter and related development ordinances.

Staff design review of development plans to determine compliance with Design Standards for Entry Corridors....\$150.00 for initial review, \$50.00 Re-submittal fee (per each beginning with Second re-submittal)

(1)

Application for Modification of standards, neon or color lighting, review of non-preapproved colors.....\$100.00, plus cost of advertising

(2)

Application for development exceeding size in acres, exceeding size in gross floor area, and new construction that includes structured parking.....\$350.00 plus cost of advertising

(3)

Appeal of staff determination to CRC.....\$200.00 plus cost of advertising

Note: The cost of newspaper notice and all notices to surrounding property owners will be assessed by the city, paid by the city and reimbursed by the applicant. All advertising costs must be paid prior to issuance of a development permit.

The applicant shall reimburse the City the mailing cost for all notices and for any subsequent hearings requiring re-notice as a result of the applicant postponing or re-scheduling of any hearing or continuances agreed to by the applicant.

Double application fees for any CRC applications submitted after-the-fact if a code enforcement proceeding was initiated or unpermitted construction was done on the property.

Sign Permit Schedule of fees.

The following schedule of fees shall apply to action under this chapter and related development ordinances.

Sign permit fee schedule:

Sign Permit	\$50.00
Temporary Signs	\$25.00
Change of Copy	\$25.00

Permit Fees for Signs installed without a permit shall be doubled if a code enforcement proceeding was initiated or unpermitted construction for signage was done on the property.

Any structural and electrical work may require a separate building permit.

Code Enforcement Schedule of fees.

The following schedule of fees shall apply to action under this chapter and related development ordinances.

Tree removal permits....\$30.00

Appeal applications to the Code Enforcement Board (CEAAB)....~~\$50.00 for tree removal appeals~~; \$100.00 ~~for all other appeals~~.

General Items Schedule of fees.

The following schedule of fees shall apply to action under this chapter and related development ordinances.

Convenience fee for Credit Card payments \$5.00 per transaction

Building permit fees.

Building Service Fee F.S. 553-80	
Permit fees <u>Administrative fee: 50% permit fee</u> <u>Inspection fee: 50% permit fee</u>	Minimum of \$50 for the first \$1,000 plus \$5 for each additional thousand, or fraction thereof, of valuation.
Building permit valuation: The value of construction for permits will be determined by the most recent published August edition of the International Code Council building valuation data, or actual cost of construction, whichever is greater. New construction and additions: 100% valuation. Shell buildings: 60% of valuations. Build-outs, alterations, and repairs: 40% of valuation. Building valuation data location: https://www.iccsafe.org/codes-tech-support/codes/code-development-process/building-valuation-data/	
Permit <u>re-instatement</u> /extension fee	\$50
Plan review fee	1/2 of the permit fee
- 3 or more reviews of same code violation (items not addressed in resubmission shall be considered another review)	4X the plan review fee
<u>If a private provider is used for plan review, a plan review fee will not be assessed. (F.S. 553.791(2)(b))</u>	
<u>If a private provider is used for building inspections, only the administrative fee will be assessed. (F.S. 553.791(2)(b))</u>	

Transfer permit to new contractor	\$50
Moving of building application fee	\$100
Change of Occupancy inspection and new certificate	\$100
Refund of active building permits	
- Prior to first inspection	50% of permit fee
- After first inspection	0% Refund
Demolition fee	\$100
Inspection / Re-inspection fee	\$50
2nd re-inspection fee and each re-inspection thereafter	4X the inspection fee
Temporary Certificate of Occupancy (maximum length of 90 days, may be extended for additional fee)	
- Residential	\$75
- Non-residential	\$150
After hours inspection - Building Official approval only	\$200
Starting work without a permit	Double the permit fee
Mechanical permit	
- Residential	\$50
- Non-residential	\$100 or 10% of Bldg permit fee – whichever is greater
Electrical permit	
- Residential	\$50
- Non-residential	\$100 or 10% of Bldg permit fee – whichever is greater
Plumbing permit	
- Residential	\$50
- Non-residential	\$100 or 10% of Bldg permit fee – whichever is greater

Section 2. Upon the effective date of this resolution, October 1, 2021, the fee schedule described in Chapter 28 Zoning, and Chapter 8 Buildings and Building Regulations of the Code of the City of St. Augustine, as promulgated from time to time, are adopted and incorporated herein by reference.

ADOPTED in Regular Session of the City Commission for the City of St. Augustine, Florida this _____ day of _____, 2021.

CITY OF ST. AUGUSTINE, FLORIDA

Tracy Upchurch, Mayor-Commissioner

ATTEST:

City Clerk, Darlene Galambos
(Corporate Seal)

RESOLUTION NO. 2021-39

A RESOLUTION OF THE CITY COMMISSION OF ST. AUGUSTINE, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE THE AMERICAN RESCUE PLAN ACT OF 2021 CORONAVIRUS LOCAL FISCAL RECOVERY FUND AGREEMENT.

WHEREAS, Section 4.11 of the Charter of the City of St. Augustine provides that the City Manager shall be responsible to the City Commission for the proper administration of all affairs of the City and shall recommend to the Commission for adoption such measures as he or she may deem necessary or expedient in the interest of the City; and

WHEREAS, Section 9901 of the American Rescue Plan Act of 2021 ("ARPA") added section 603(a) to the Social Security Act, which created the Coronavirus Local Fiscal Recovery Fund for the purpose of providing funds to local governments in order to facilitate the ongoing recovery from the COVID-19 pandemic; and

WHEREAS, following the enactment of ARPA, the U.S. Department of the Treasury released formal and informal guidance regarding its implementation, including the disbursement and expenditure of Fiscal Recovery Funds; and

WHEREAS, ARPA allocated \$7,105,927,713.00 for making payments to metropolitan cities, non-entitlement units of local government, and counties in Florida, \$5,689,502,590.00 of which has been disbursed directly to metropolitan cities and counties, while the remaining balance of \$1,416,425,123.00 has been reserved for the State of Florida to disburse to non-entitlement units of local government; and

WHEREAS, the City of St. Augustine is fully qualified and eligible to receive funds in the amount of \$7,720,659.00 in accordance with ARPA.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of St. Augustine, Florida that:

Section 1. The City Commission authorizes the City Manager to execute the American Rescue Plan Act of 2021 Coronavirus Local Fiscal Recovery Fund Agreement to receive funding that will be used to cover any expenses eligible under ARPA Coronavirus State and Local Fiscal Recovery Funds. In addition, the City Commission designates the City Manager, John Regan, as the authorized representative for the City of St. Augustine, and delegates to the City Manager the authority necessary to execute and fulfill all necessary administrative

functions related to the application, disbursement, management, and compliance of all required documents pursuant to the ARPA and this Agreement.

Section 2. This resolution shall become effective immediately upon adoption by the City Commission. _____

ADOPTED in Regular Session of the City Commission for the City of St. Augustine, Florida this _____ day of _____, 2021.

CITY OF ST. AUGUSTINE, FLORIDA

ATTEST:

Tracy Upchurch, Mayor-Commissioner

City Clerk, Darlene Galambos
(Seal)

M E M O R A N D U M

TO: John P. Regan
City Manager

DATE: August 30, 2021

RE: Waterworks Building Restoration Update

As you are aware, the joint City and Florida, Dept. of State, Division of Historical Resources grant-funded restoration of the historic waterworks building is nearing completion. Staff would like to present the City Commissioners with a brief presentation on the current site and building conditions and present potential options for adaptive uses for the refurbished facility.

Please place Jennifer Wolfe, the Historic Preservation Officer, and me on the upcoming September 13th City Commission agenda under Staff Reports and Presentations if you concur with this briefing. Should any questions arise, do not hesitate to contact me. Thank you for your assistance.



Corey L. Sakryd
Deputy Director General Services

CLS

xc: Jim Piggott, Director General Services
David, Birchim, Director Planning & Building



Photo courtesy St. Augustine Historical Society (ca. 1915)



Photo courtesy St. Augustine Art Association (1936)

St. Augustine Waterworks Building Update

Jennifer Wolfe
Historic Preservation Officer

Corey Sakryd
Deputy Director General Services

Objective: Discuss the current site and
building conditions and evaluate potential
uses of the building

*City Commission Meeting
September 13, 2021*



Building Timeline and Associated Project Values

- Constructed 1896-1898 as Waterworks Pumping Station
- Adaptive Use 1928 to Davenport Park Clubhouse
- 1928-2005 St. Augustine Art Association, Little Theatre, Camp Fire Girls and Garden Club
- 2005 Building closed
- 2009 Architectural status report completed \$2,400 and engineering proposals submitted
- 2010 Scaffolding installed \$25,224
- Grant funds for stabilization and rehabilitation \$639,975
 1. 2014 (\$50,000)
 2. 2015-2017 (\$350,000)
 3. 2019 (\$239,975)
- City's direct costs in grant matching funds for the historic building: \$475,332.42
- City's anticipated costs for non-grant funded ADA addition: \$350,000
- City's Total Direct costs (anticipated) \$825,332.42

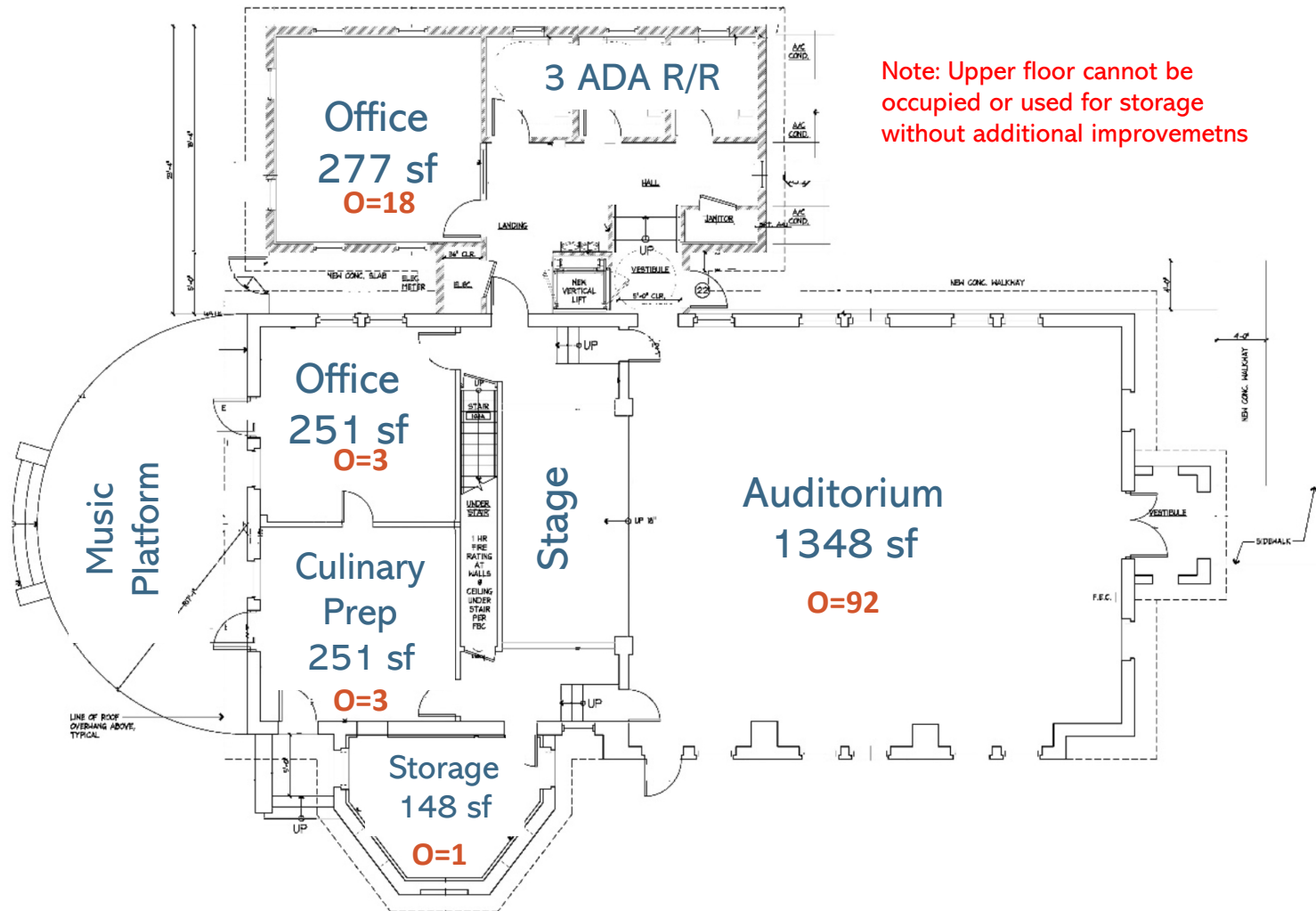
Total Project value between 2005-2021 (excluding in-kind/staff/volunteers): \$1,492,931.42



Area Site Plan



First Floor Plan



*Floor plan clipped and edited from Bender Architects and Associates PA for graphic purposes only



Survey Recap and Results

City conducted a civic survey that inquired:

- **What kind of community venue would attract you to visit this historic location?**
- **What kind of potential business venture would you envision here?**

Limitations and Disclosures of site:

1. Limited Parking

- St Johns County Library Staff and Patrons
- National Guard – (No guarantee on weekends)
- Davenport Park Patrons

2. Building/Fire Codes

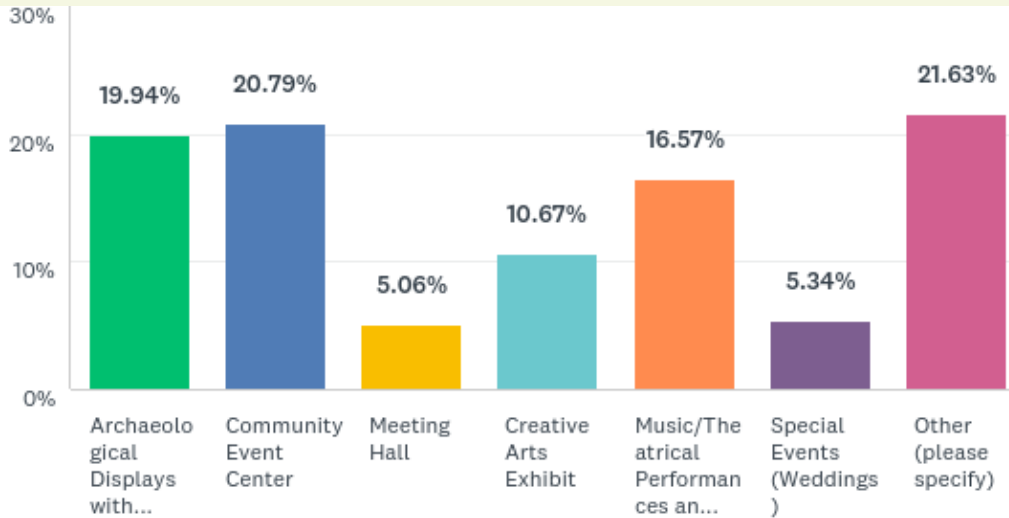
- Tenant may require additional alterations depending on occupation of building.

3. Preservation Covenant (10 years)

- All internal changes must be approved by the City.
- Facility is subject to State and Secretary of the Interior's Standards for Rehabilitation.
(*IE: No major modifications can be made to the building*)



What kind of community venue would attract you to visit this historic location?

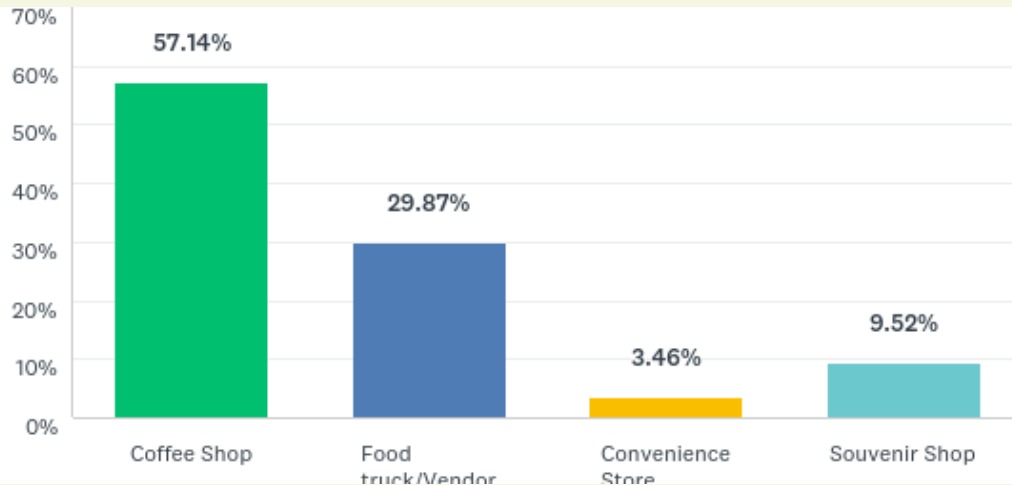


ANSWER CHOICES	RESPONSES	
Archaeological Displays with Interactive Activities	19.94%	71
Community Event Center	20.79%	74
Meeting Hall	5.06%	18
Creative Arts Exhibit	10.67%	38
Music/Theatrical Performances and Entertainment	16.57%	59
Special Events (Weddings)	5.34%	19
Other (please specify)	21.63%	77
TOTAL		356

Answered: 356 Skipped: 2



What kind of potential business venture would you envision at the St. Augustine Waterworks Building?



ANSWER CHOICES	RESPONSES	
Coffee Shop	57.14%	132
Food truck/Vendor	29.87%	69
Convenience Store	3.46%	8
Souvenir Shop	9.52%	22
TOTAL		231

Answered: 231



Adaptive Use Potential

Models and Previously Evaluated Ideas

Initial grant applications indicated potential to incorporate archaeology exhibits in the space but since 2013 circumstances have changed and some needs have changed

- City Archaeological Center
- Public/Private archaeology center including museum, working lab, field school, research center, café
 - Jamestown's *Archaerium*
 - FPAN's *Destination Archeology Resource Center*
- Preservation center which is broader to include historic preservation similar to the above
 - *Preservation Resource Center New Orleans*
- Community educational center
 - *Southside Cultural Arts Center*
- What about other waterworks buildings...

Excerpted from Historic Structures Report by Bender and Associates Architects PA

5 REHABILITATION AND ADAPTIVE USE POTENTIAL

In searching for a new use for an historic building, attempts should be made to match the new use to the spatial arrangements and character of the structure. Ideally, any historic building would be used for its original purpose.

The Waterworks Building is unique in that it experienced an adaptive use conversion in 1928 from the City Waterworks Building to a community center. That conversion was appropriate as it honored the large spaces of the Waterworks Building. The 1928 plan punched an 18 foot-wide by 9-foot-tall opening through the existing brick wall that separated the boiler room from the pump room to create a proscenium and stage area. Some alterations to those spaces have occurred over the years, which included subdividing the south end into two rooms, adding a stair to the attic, altering the back stage area, and altering the bathrooms that were in the east bay extension. These alterations likely occurred when the 1970's addition was constructed.

Compatible uses include the following:

1. **Community Center:**
2. **Theatre and Conference Uses:**
3. **Archaeology Exhibit and Curatorial:**
4. **Museum or Art Gallery Uses:**
5. **Park Related Space which would support the adjacent park:**
6. **The Garden Club or other community Groups**

Financial viability is always a consideration. If any of the above uses are not viable then other uses could be considered. Such uses might include an annex for the adjacent library, shop/storage functions, or office uses.





Historic pump house

PHOTO COURTESY OF SHAWN PURNITOR

SMALL CITY

The Transformation of Palatka

Antiquated water works plant now an environmental education hub

by Richard Franz and Mary Lawson Brown



Palatka emerged from the Civil War to become the principal riverboat port on the St. Johns River. Steamboats plied the waters of the St. Johns bringing commerce and tourism to the city and beyond. With its new prosperity, the city grew larger than Jacksonville.

That changed on Friday night, November 7, 1884, when the cry "fire" echoed across the city. The blaze started from an unknown cause in a warehouse just beyond the business area. Strong winds carried the raging inferno through the business and hotel districts. Within hours, much of the town lay in ashes.

The resilience of the city and its people sponsored a quick rebirth. Palatka reestablished itself as a vibrant port town. Fire-ravaged wooden structures in the business district were replaced with new brick buildings. The city fathers built a state-of-the-art water production plant to provide a domestic water supply for the town's use and for fire protection, to ensure against another catastrophic fire.

Palatka again prospered until about 1895, when a series of devastating winter freezes visited Florida and destroyed the groves. Riverboats lost customers with the collapse of the citrus industry. The era of the riverboat was soon to end, as railroads were becoming the new conveyance of choice.

When the new water plant opened in 1886, it used spring water from White Water Branch and pumped it into Palatka with steam engines fueled by burning cypress scraps from a local mill. With numerous upgrades in water production through the intervening years, Palatka Water Works continued to operate until a new water plant came online in 1986. At this time, the 100-year old facility was abandoned and left to decay.

In 1996, a committee of interested citizens, state agencies and local legislators sought to establish a Greenways and Trails visitor and environmental education center in the Palatka area. They identified the old Palatka Water Works as the site for this hub.

The State of Florida provided planning and restoration grants to refurbish the historic Victorian brick pump house and establish the nine-plus acres of the Palatka Water Works property as a working environmental education center.

This green space in southwest Palatka, near Ravine Gardens State Park, has become a place where the public can visit, relax and learn. It provides out-of-doors experiences using demonstration areas, exhibits and public programs to emphasize water conservation, the values of organic gardening, encourage more sustainable lifestyles, and advocate the benefits of natural landscapes. The site is managed by volunteers in partnership with the City of Palatka.

Since 2009, volunteers have made the Water Works Environmental Education Center available for public visitations. The education center offers many diverse experiences, including community organic gardens, a small fruit orchard, several natural habitats, and exhibits and displays in the historic Brick Pump House.

The latest project, funded by Georgia-Pacific, provides for the restoration of the White Water Branch wetlands. This project includes an extension of the Puc-Puggy trail system through the

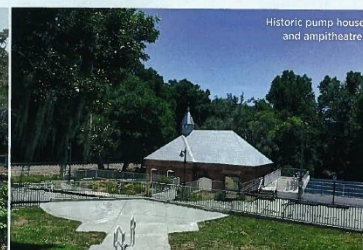
restored wetlands, creation of a freshwater marsh, removal of exotic aquatic weeds, construction of a large water wheel, the enhancement of a sulfur spring with its incipient spring run, and revitalization of an existing pond. This restored pond will serve as a place for young anglers to fish.

The City of Palatka is seeing new life. The city is also developing the riverfront and the city's business district. As part of this expanding vision, the new St. Johns River Center, built near the riverfront and funded by Georgia-Pacific, recently opened its doors to the public. It includes exhibits, school programs and cultural activities that focus on the city's history and environmental awareness of the famous river.

The Water Works Environmental Education Center is part of this revitalization, joining with the St. Johns River Center to promote environmentally based education.

Palatka residents and visitors can see the renaissance taking place within the city and enjoy the environmental significance of the St. Johns River region.

Richard Franz is a retired University of Florida professor, and Mary Lawson Brown is vice mayor/commissioner for the City of Palatka. [QC](#)



Historic pump house and amphitheatre

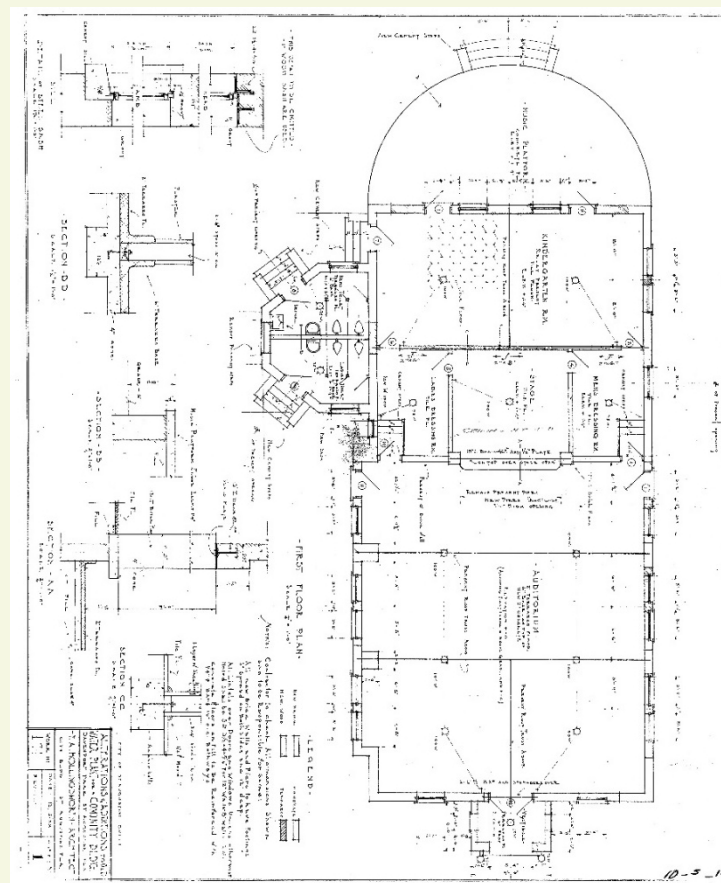


*Adaptation projects of Palatka and Gainesville
waterworks pump houses*

*These facilities remained in operation until the
late 20th century*

Staff Conclusions:

- The building does not retain the equipment or other interpretive materials from its time as a pumping station
- A city managed Archaeology Lab does not meet the current or future needs of the Program
- Other archaeology programs have not demonstrated a need or conditions have changed
- A tenant agreement will require acknowledgement of limitations and also benefits from proximity adjacent facilities
- Develop a Landscape Master Plan for this site connecting adjacent facilities with redesigned Scenic A1A intersection



Architectural drawing from F.A. Hollingsworth planning the 1928 adaptive use to a community building



CITY OF
ST. AUGUSTINE

EST. 1565

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Commission Priorities

- ❑ Public access
- ❑ Revenue
- ❑ Provide Service
- ❑ Low impact
- ❑ Regular hours
- ❑ Self-sustaining
- ❑ Government Use
- ❑ _____



Potential Options for discussion purposes:

OCCUPANT STRATEGY	ADVANTAGES	DISADVANTAGES
City-managed Community Center (see also Galimore Center)	- Public Access - City maintains direct oversight	Increased expenses in staffing, janitorial, security, etc.
City office space, resident information center, satellite service center	- Public Access to City Service outside immediate downtown - Expanding City Service from an outgrown facility	- Potential redundancy in office space and staffing - Additional adaptation cost
Solicit potential tenants through an RFP process (commercial? Civic?)	- Rental revenue - Can support small non-profits - Reduced City maintenance	- May have limited public access - Some activities could lead to over-use, damage, and tenant/neighborhood conflict
Direct negotiations with interested group or county facility	- Speed up occupancy - Direct selection may enable more public negotiation on the front end	Other interested entities may be disenfranchised
Other?		



Discussion / Questions



CITY OF ST. AUGUSTINE

MEMORANDUM

TO: Mayor and City Commissioners

DATE: September 2, 2021

RE: Request for **TWO (2)** appointments for the PLANNING AND ZONING BOARD (PZB)

Notification was previously given regarding term expirations on the Planning and Zoning Board, which will expire September 30, 2021.

Advertisements requesting applications were placed in the St. Augustine Record and posted on the City's website. Applications were received from the following:

1. J. Carl Blow (current board member)
2. Christina Griggs
3. Veronico (Nico) Recore
4. Charles Pappas
5. Ashleigh Barnes
6. Judith Burdan
7. Matthew Shaffer

Attached are the applications received, in addition to the current PZB roster, board profile and responsibilities.



Darlene Galambos
City Clerk

Attachments: Applications

xc: City Clerk Files

CITY OF ST. AUGUSTINE
APPLICATION REQUESTING APPOINTMENT TO CITY BOARD/COMMITTEE

The undersigned wishes to apply for City Commission appointment to serve in a voluntary capacity on a City of St. Augustine board or committee.

1. APPLICANT NAME J Carl Blow
2. BOARD/COMMITTEE DESIRED Planning and Zoning Board
3. RESIDENCE (Address) 100 Santa Monica Avenue, St Augustine, Florida 32080-5417
4. PHONE 904-710-2655 E-MAIL john.carl.blow@gmail.com
5. BUSINESS OWNED (Address) 100 Santa Monica Avenue, St Augustine, FL 32080-5417
6. BUSINESS PHONE 904-710-2655 E-MAIL john.carl.blow@gmail.com
7. PROPERTY OWNED (Address) 100 Santa Monica Avenue, St Augustine, FL 32080-5417
8. PREFERRED MAILING ADDRESS 100 Santa Monica Avenue, St Augustine, FL 32080-5417
9. OCCUPATION (include resume if available) Commercial Real Estate Property Manager
10. PROFESSIONAL QUALIFICATIONS (you are encouraged to submit a cover letter) Florida Licensed Real Estate Broker and Florida Licensed General Contractor Please see attached Biographical Summary
11. OTHER COMMENTS OR INFORMATION To the City Commission: Thank you for considering my application for a new term as a member of the Planning & Zoning Board. Please see the attached Biographical Summary for additional information.
12. "Ethnicity and race information is requested under the authority of 42 U.S.C. Section 2000e-16 and in compliance with the Office of Management and Budget's 1997 Revisions to the Standards for the Classification of Federal Data on Race and Ethnicity. Providing this information is voluntary and has no impact on your employment status, but in the instance of missing information, your employing agency will attempt to identify your race and ethnicity by visual observation."

Specific Instructions: The two questions below are designed to identify your ethnicity and race. Regardless of your answer to question 1, go to question 2.

Question 1. Are You Hispanic or Latino? (A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.) ☐ Yes | ☒ No

Question 2. Please select the racial category or categories with which you most closely identify by placing an "X" in the appropriate box.

RACIAL CATEGORY (Check as many as apply)

☐ American Indian or Alaska Native	☐ Asian	☐ Native Hawaiian or Other Pacific Islander
☐ Black or African American	☒ White	☒ Irish American

13. SIGNATURE OF APPLICANT



DATE July 28, 2021

14. AGREEMENT: In filing this application, the undersigned understands that it becomes a part of the public records of the City of St. Augustine and does hereby certify that all information contained herein is true to the best of his/her knowledge. It is also understood that, if appointed, it is required by the State of Florida to file a financial disclosure Form 1 with the Supervisor of Elections, St. Johns County, within thirty (30) days of appointment, and each year thereafter, covering the term of appointment and to file Form 1-F upon departure from the board. Submit applications to: Darlene Galambos, City Clerk, P.O. Box 210, St. Augustine, Florida 32085.



Initial

QUALIFICATIONS FOR PLANNING AND ZONING BOARD (PZB):

Authorization: Code of Ordinances, Chapter 28, Article II, Division 2.

Qualifications: All members of the Planning and Zoning Board shall reside in the city and shall hold no government office nor receive any salary or compensation for their services to the board herein created. No member shall be appointed for more than two (2) consecutive full terms.

Please check those qualifications that apply to you:

- | | |
|--|---|
| ☐ Architect, Florida registered | ☐ Preservation Organization Officer |
| ☐ Planner, member APA or AICP | ☐ Environmental or Land Use Organization Officer |
| ☒ Real Estate Broker, w/ County occupational license | ☐ Attorney, Florida Bar |
| ☐ Educator, college level | ☐ Landscape Architect, Florida registered |
| ☐ Engineer, Florida registered | ☐ Contractor, City contractor's license |
| ☐ Merchant/Businessperson, City occupational license | |

QUALIFICATIONS FOR HISTORIC ARCHITECTURAL REVIEW BOARD (HARB):

Authorization: Code of Ordinances, Chapter 28, Article II, Division 3.

Qualifications: All members of the Historic Architectural Review Board shall hold no government office nor receive any salary or compensation for their services to the board herein created. While preference shall be given to current city residents, the city commission may appoint a non-resident upon a finding that such non-resident is uniquely qualified. No member shall be appointed for more than two (2) consecutive full terms. Alternates shall be appointed for a three (3) year term. Alternates shall have previously served as regular members and shall comply with all local and state requirements of office. Alternates will only be called upon to participate and vote at meetings in the event of an anticipated lack of quorum or bare minimum quorum of the regular members.

Persons who have demonstrated special interest, experience or knowledge in history, architecture or related disciplines who do not have a professional degree in any of the fields set forth in this section may be appointed by the city commission when persons with such degrees are not available for appointment, or when such appointment is determined to be in the best interest of the city.

Please check those qualifications that apply to you:

- | | |
|--|---|
| ☐ History or related fields | ☐ Art History |
| ☐ Archaeology | ☐ Former HARB Member |
| ☐ Architectural History | ☐ Other |
| ☐ Historic Architecture | |

QUALIFICATIONS FOR CORRIDOR REVIEW COMMITTEE (CRC):

Authorization: Code of Ordinances, Chapter 28, Article II, Division 5.

Qualifications: All members of the Corridor Review Committee shall hold no government office nor receive any salary or compensation for their services to the board herein created. The initial appointment of members shall be as follows: two (2) members of the board as established herein shall be appointed for a term of three (3) years; two (2) members for a term of two (2) years; and one (1) for a term of one (1) year. Thereafter all members shall be appointed for a three (3) year term. Two (2) seats on the board shall be designated for a licensed, or retired, architect or landscape architect with preference given to those who are city residents or whose business is located within the city; and three (3) seats for property owners or tenants of properties located within the respective entry corridors: Anastasia Boulevard, San Marco Avenue, and King Street. The members of the CRC shall meet as needed, as an ad hoc committee meeting noticed by the City Clerk and shall meet at least annually to elect one (1) of its members as chairperson and one (1) as vice-chair.

Please check those qualifications that apply to you:

- | | |
|---|---|
| ☐ Architect, Florida licensed or retired | ☐ Owner of property located within Entry Corridor |
| ☐ Landscape Architect, Florida licensed or retired | ☐ Tenant of property located within Entry Corridor |

Biographical Summary

J. Carl Blow

August, 2021.

Educational Background: Carl holds two bachelor degrees the first a Bachelor of Business Administration and the second a Bachelor of Building Construction Technology from the University of North Florida in Jacksonville.

Professional Experience: Carl has spent the last 42 years in the real estate and construction industries in northeast Florida and southeast Georgia. Serving as both a construction project manager and a real estate broker Carl has developed multiple family, commercial retail and industrial projects for both the private sector and government clients. In the 1990's Carl was also an active environmental contractor specializing in the replacement and clean up of petroleum tank installations and petroleum spill response and cleanup activities. Carl currently provides property management services for retail properties located in Florida, Georgia and Mississippi.

Professional Affiliations, Certifications:

Florida Real Estate Broker BK-0176699

Florida General Contractor CG-C020862

Florida Pollutant Storage Contractor PC-C054963

Florida Licensed Home Inspector HI-6344

US Coast Guard Master License #1534803 (Near Coastal 100 Ton Towing Endorsement)

Florida Inland Navigation District – Current Commissioner for St Johns County

Current Member - City of St Augustine Planning & Zoning Board

Past Commissioner - St Augustine Port, Waterway & Beach District

Former Board Member - St Johns County Industrial Development Authority

Interests: Carl was born in Jacksonville and grew up boating on the St Johns River. He is a boat owner who fishes and sails the Intracoastal Waterway and offshore area around St Augustine. Carl and his wife Lynne have lived in St Augustine for the past 23 years. Carl is also devoted to his Golden Retriever Luke.

THIS RECEIPT IS ISSUED PURSUANT
TO COUNTY ORDINANCE 87-36

2020/2021 ST. JOHNS COUNTY LOCAL BUSINESS TAX RECEIPT

MUST BE DISPLAYED IN A CONSPICUOUS PLACE

ACCOUNT 1067437

EXPIRES September 30, 2021

TYPE OF BUSINESS 000133 *REAL ESTATE AGENCY

BUSINESS ADDRESS 100 SANTA MONICA AVE
ST. AUGUSTINE, FL 32080-5417

BUSINESS NAME JOHN CARL BLOW
OWNER BLOW JOHN CARL

MAILING ADDRESS 100 SANTA MONICA AVE
ST. AUGUSTINE, FL 32080-5417

X NEW BUSINESS
TRANSFER
ORIGINAL TAX 30.00

AMOUNT 30.00
PENALTY .00
COLLECTION COST
TOTAL 30.00

BK176699

DENNIS W. HOLLINGSWORTH
ST. JOHNS COUNTY TAX COLLECTOR

THIS FORM BECOMES A RECEIPT ONLY WHEN VALIDATED

PAID-8138744-0001-0001 501 07/15/2020 30.00

This receipt does not constitute a franchise, an agreement, or permission or authority to perform the services or operate the business described hereon when a franchise, agreement, or other county commission, state or federal permission or authority is required by county, state or federal law.

CITY OF ST. AUGUSTINE
APPLICATION REQUESTING APPOINTMENT TO CITY BOARD/COMMITTEE

The undersigned wishes to apply for City Commission appointment to serve in a voluntary capacity on a City of St. Augustine board or committee.

1. APPLICANT NAME Christina Griggs
2. BOARD/COMMITTEE DESIRED Planning and Zoning
3. RESIDENCE (Address) 29 Miruela Ave., St. Augustine, FL 32080
4. PHONE 352-474-3650 E-MAIL christina.griggs@jbpro.com
5. BUSINESS OWNED (Address) _____
6. BUSINESS PHONE _____ E-MAIL _____
7. PROPERTY OWNED (Address) _____
8. PREFERRED MAILING ADDRESS _____
9. OCCUPATION (include resume if available) Civil Engineer
10. PROFESSIONAL QUALIFICATIONS (you are encouraged to submit a cover letter) _____
Engineering Intern License #1100022968, Sitting for PE April 2022
11. OTHER COMMENTS OR INFORMATION _____
12. "Ethnicity and race information is requested under the authority of 42 U.S.C. Section 2000e-16 and in compliance with the Office of Management and Budget's 1997 Revisions to the Standards for the Classification of Federal Data on Race and Ethnicity. Providing this information is voluntary and has no impact on your employment status, but in the instance of missing information, your employing agency will attempt to identify your race and ethnicity by visual observation."

Specific Instructions: The two questions below are designed to identify your ethnicity and race. Regardless of your answer to question 1, go to question 2.

Question 1. Are You Hispanic or Latino? (A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.) ☐ Yes | ☒ No

Question 2. Please select the racial category or categories with which you most closely identify by placing an "X" in the appropriate box.

RACIAL CATEGORY (Check as many as apply)

☐ American Indian or Alaska Native
☐ Black or African American

☒ Asian
☒ White

☐ Native Hawaiian or Other Pacific Islander

13. SIGNATURE OF APPLICANT

Christina Griggs

DATE

8/23/21

14. AGREEMENT: In filing this application, the undersigned understands that it becomes a part of the public records of the City of St. Augustine and does hereby certify that all information contained herein is true to the best of his/her knowledge. It is also understood that, if appointed, it is required by the State of Florida to file a financial disclosure Form 1 with the Supervisor of Elections, St. Johns County, within thirty (30) days of appointment, and each year thereafter, covering the term of appointment and to file Form 1-F upon departure from the board. Submit applications to: Darlene Galambos, City Clerk, P.O. Box 210, St. Augustine, Florida 32085.

CG
Initial

QUALIFICATIONS FOR PLANNING AND ZONING BOARD (PZB):

Authorization: Code of Ordinances, Chapter 28, Article II, Division 2.

Qualifications: All members of the Planning and Zoning Board shall reside in the city and shall hold no government office nor receive any salary or compensation for their services to the board herein created. No member shall be appointed for more than two (2) consecutive full terms.

Please check those qualifications that apply to you:

- | | |
|---|---|
| ☐ Architect, Florida registered | ☐ Preservation Organization Officer |
| ☐ Planner, member APA or AICP | ☐ Environmental or Land Use Organization Officer |
| ☐ Real Estate Broker, w/ County occupational license | ☐ Attorney, Florida Bar |
| ☐ Educator, college level | ☐ Landscape Architect, Florida registered |
| ☒ Engineer, Florida registered | ☐ Contractor, City contractor's license |
| ☐ Merchant/Businessperson, City occupational license | |

QUALIFICATIONS FOR HISTORIC ARCHITECTURAL REVIEW BOARD (HARB):

Authorization: Code of Ordinances, Chapter 28, Article II, Division 3.

Qualifications: All members of the Historic Architectural Review Board shall hold no government office nor receive any salary or compensation for their services to the board herein created. While preference shall be given to current city residents, the city commission may appoint a non-resident upon a finding that such non-resident is uniquely qualified. No member shall be appointed for more than two (2) consecutive full terms. Alternates shall be appointed for a three (3) year term. Alternates shall have previously served as regular members and shall comply with all local and state requirements of office. Alternates will only be called upon to participate and vote at meetings in the event of an anticipated lack of quorum or bare minimum quorum of the regular members.

Persons who have demonstrated special interest, experience or knowledge in history, architecture or related disciplines who do not have a professional degree in any of the fields set forth in this section may be appointed by the city commission when persons with such degrees are not available for appointment, or when such appointment is determined to be in the best interest of the city.

Please check those qualifications that apply to you:

- | | |
|--|---|
| ☐ History or related fields | ☐ Art History |
| ☐ Archaeology | ☐ Former HARB Member |
| ☐ Architectural History | ☐ Other |
| ☐ Historic Architecture | |

QUALIFICATIONS FOR CORRIDOR REVIEW COMMITTEE (CRC):

Authorization: Code of Ordinances, Chapter 28, Article II, Division 5.

Qualifications: All members of the Corridor Review Committee shall hold no government office nor receive any salary or compensation for their services to the board herein created. The initial appointment of members shall be as follows: two (2) members of the board as established herein shall be appointed for a term of three (3) years; two (2) members for a term of two (2) years; and one (1) for a term of one (1) year. Thereafter all members shall be appointed for a three (3) year term. Two (2) seats on the board shall be designated for a licensed, or retired, architect or landscape architect with preference given to those who are city residents or whose business is located within the city; and three (3) seats for property owners or tenants of properties located within the respective entry corridors: Anastasia Boulevard, San Marco Avenue, and King Street. The members of the CRC shall meet as needed, as an ad hoc committee meeting noticed by the City Clerk and shall meet at least annually to elect one (1) of its members as chairperson and one (1) as vice-chair.

Please check those qualifications that apply to you:

- | | |
|---|---|
| ☐ Architect, Florida licensed or retired | ☐ Owner of property located within Entry Corridor |
| ☐ Landscape Architect, Florida licensed or retired | ☐ Tenant of property located within Entry Corridor |

Christina M. Griggs, E.I.

(352) 474-3650

29 Miruela Ave, St. Augustine FL 32080

christinagriggs1@gmail.com

EDUCATION

University of Florida, Gainesville, FL – Graduated May 2012
Bachelor of Sciences, CIVIL ENGINEERING

LICENSES

EIT, State of Florida EI #1100022968 (Sitting for P.E. Exam April 2022)
Advanced MOT License #25613
NASSCO MACP, LACP, PACP License Number #U-0717-007008587
NASSCO ITCP-Cured in Place Pipe License Number #CIPP-0518-0400309
NASSCO ITCP-Manhole Rehabilitation License Number MR-0518-0100752

WORK EXPERIENCE

JBPro – St. Augustine, FL Engineering Project Manager	March 2021 – Present
Eda Consultants – Gainesville, FL Project Designer	October 2020 – February 2021
Gmuer Engineering - Gainesville, FL Senior Engineer	November 2019-October 2020
Gainesville Regional Utilities (GRU) – Gainesville, FL Utility Engineer II	June 2016-November 2019
Eda Engineers-Surveyors-Planners, Inc. – Gainesville, FL Project Engineer	May 2015-June 2016
Larry T. Griggs, Attorney at Law – St. Augustine, FL Office Assistant	December 2014- May 2015
Matthews Design Group – St. Augustine, FL Project Engineer	June 2014- December 2014
CHW Professional Consultants – Gainesville, FL Project Engineer	March 2013- June 2014
Clear Carbon Innovations – Gainesville, FL Laboratory Assistant	July 2012 –March 2013

ENGINEERING AND MANAGEMENT CAPABILITIES

Engineering Calculations and Reports

Public Sector - Organized, updated, and published Design and Material Standards to public facing website. As Chairperson of Material Standards Committee, I set policy and procedures for including and excluding materials from material standards. I updated stock codes and manufacturer information in SAP and worked with Warehouse personnel to add and remove materials from warehouse.

For internal projects, I performed engineering calculations such as velocity within pipes and floating calculations to ensure a manhole would not rise in the ground from groundwater.

Private Sector – Provide trip generation calculations using the ITE traffic manuals for City of Gainesville staff. Perform calculations such as pipe sizing, water meter sizing, and fire flow for the local utility company. Provide stormwater management facility calculations using ICPR modeling to write a corresponding report with results for Public Works, FDOT and the WMD. Provide project cost estimates to clients.

Project Coordination

Public Sector - Represented GRU Water/Wastewater Engineering at project meetings. Coordinated and worked closely with other departments such as Strategic Planning, Land Rights, electric and gas during the design process. Assisted in resolving W/WW design issues that arose during the development review process. Regularly interacted with developers' engineers and developers in performing analyses, presenting and defending results and representing GRU's interests with minimal supervision.

Private Sector – Write and provide proposals to clients. Represent the client at project meetings with governing agencies such as SJRWMD, SRWMD, GRU, City of Gainesville, Alachua County, City and County Public Works, FDOT, among others. Coordinate and work closely with a project team consisting of architects, geotechnical engineers, mechanical engineers, photometric engineers, surveyors and landscape architects to assemble and submit a complete package that met all pieces of governing agency standards to receive construction permits.

Utility Design:

Evaluated and selected pipeline route, designed both pressurized and gravity sewer pipeline systems, coordinated data collection for survey, obtained VVH information and geotechnical borings, and evaluated sequencing of construction to minimize service interruption.

SAMPLE PROJECT EXPERIENCE

Project Manager i-District: 500-900 SW 6th Street Gravity Main Improvements:

A project consisting of the demolition and replacement of about 1,500 feet of gravity main and 7 manholes. Conducted site and field visits to determine project scope and design parameters. Communicated and coordinated with other agencies such as Public Works and surrounding businesses and apartment complexes. Ordered survey and created design drawings through AutoCAD and Civil 3D. Applied for and received all necessary construction permits. Ordered construction materials, oversaw daily installation, and answered questions as they arose in the field until project completion.

Project Manager NE 9th Ave Roadway Improvements:

A project consisting of 8 lots that were acquired by the City of Gainesville for low income housing. A road needed to be designed to provide access to each of the lots as well as utility services. There was only 25' of right-of-way to put in all of the new services and road. Stormwater was also provided to treat the road runoff and discharged to a new storm pipe that runs to the next road south of this project. Easements were obtained by private entities to allow for new stormwater pipes.

CIPP Program Management:

Managed the planning and incorporation of manhole, pipe and lateral lining projects. Watched CCTV footage of pipes, and from that footage would use engineering judgement to determine whether or not a repair needed to be made by GRU crews prior to lining. Created a work order in City Works when additional work was necessary, and provided all additional help our crews needed to get the work completed including creating MOT plans and project materials. From CCTV footage determined whether or not laterals were active. If laterals were determined to be inactive, the contractor would line over them to avoid the possibility of future inflow and infiltration in the GRU collection system.

Utility Maintenance Permits:

Independently submitted for and obtained more than 50 service replacement permits for New Development, Wastewater collections and Water Distribution. Created plan sheets that included a cross section made in AutoCAD to submit with additional permitting application documents. Independently created MOT plans for the replacements in which I evaluated the surrounding streets and traffic patterns to create an acceptable alternative traffic route. Coordinated all lane and sidewalk closures closely with the City, County, and FDOT.

ENGINEERING SOFTWARE EXPERIENCE

AutoCAD Civil 3D

City Works

ESRI ArcGIS

PONDS

ICPR

AWARDS AND ACCOMPLISHMENTS

ASCE Young Engineer of the Year, 2019

ASCE Volunteer of the Year, 2019

VOLUNTEER EXPERIENCE

ASCE Gainesville Branch Past President

October 2020-Present

ASCE Gainesville Branch President

February 2019-October 2020

ASCE Gainesville Branch Treasurer

October 2018-February 2019

To: Mayor, Vice-Mayor, and Commissioners
Date: August 30, 2021
Re: Applicant for Planning and Zoning Board

Dear Mayor, Vice-Mayor, and Board of City Commissioners,

If you currently do not know me, I am Nico Recore, a recent Flagler College Public Administration Program graduate. Prior to my enrollment in the PAD program, I worked at or managed my family business Saint Augustine Art Glass & Craft Gallery on St. George Street. My family business was there for 36 years. We were the first arts and crafts gallery in St. Augustine, and we made hand-crafted stained glass as the backbone of our business. As a result, I spent most of my life thus far watching the evolution of not only St. George Street but the city of St. Augustine as a whole.

When I applied to the Flagler College Public Administration Program, I committed to using my education to give back to my city. When I heard about the opening on the Planning and Zoning Board, I knew it would be a great opportunity to put my education to work, expand on my knowledge, and participate in the process of local government. I ask you to consider me for the opportunity.

Upon graduation I was selected to be featured on the Flagler College website under fcgradstories. <https://www.flagler.edu/campus-community/news/fcgradstories/nico-recore/#d.en.64442> My plan is to pursue a master's degree in Social Media Management from UF.

This position would provide opportunities to further develop my understanding of the underpinnings of our growth. My work history and general enthusiasm for St. Augustine will bring a fresh outlook to the PZB from someone who had boots on the ground here for decades. I believe this experience, although a non-traditional fit, is well suited for the needs of the department as we continue to grow.

I encourage you to review my resume and I look forward to discussing how my experience may benefit the city. I can provide strong letters of recommendation from professors in the PAD program, and community leaders.

Thank you for your consideration.

Sincerely,



Nico Recore

CITY OF ST. AUGUSTINE
APPLICATION REQUESTING APPOINTMENT TO CITY BOARD/COMMITTEE

The undersigned wishes to apply for City Commission appointment to serve in a voluntary capacity on a City of St. Augustine board or committee.

1. APPLICANT NAME Veronico Recore
2. BOARD/COMMITTEE DESIRED Planning and Zoning
3. RESIDENCE (Address) 238 Riberia Street St. Augustine, FL 32084
4. PHONE Cell 904-315-7454 E-MAIL vera-icon@att.net
5. BUSINESS OWNED (Address) Manager of Marina Munch 509 Ponce de Leon Blvd
6. BUSINESS PHONE 904-669-1230 E-MAIL john@johnvaldes.com
7. PROPERTY OWNED (Address) Owner by John Valdes: English Landing Marina / Marina Munch
8. PREFERRED MAILING ADDRESS 238 Riberia Street St. Augustine, FL 32084
9. OCCUPATION (include resume if available) Manager, Marina Munch
10. PROFESSIONAL QUALIFICATIONS (you are encouraged to submit a cover letter) _____

Managed family owned business on St. George street. Open 36 years. BA Public Administration Flagler College

11. OTHER COMMENTS OR INFORMATION Under the advisement of John Valdes, I am requesting the opportunity to serve the City.
I have spent most of my life on St. George street and understand the direct impact of our city's growth. I would like to exercise what I have learned in the Public Administration Program as a way to give back and as a commitment to my hometown.
12. "Ethnicity and race information is requested under the authority of 42 U.S.C. Section 2000e-16 and in compliance with the Office of Management and Budget's 1997 Revisions to the Standards for the Classification of Federal Data on Race and Ethnicity. Providing this information is voluntary and has no impact on your employment status, but in the instance of missing information, your employing agency will attempt to identify your race and ethnicity by visual observation."

Specific Instructions: The two questions below are designed to identify your ethnicity and race.
Regardless of your answer to question 1, go to question 2.

Question 1. Are You Hispanic or Latino? (A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.) Yes | X **No**

Question 2. Please select the racial category or categories with which you most closely identify by placing an "X" in the appropriate box.

RACIAL CATEGORY (Check as many as apply)

<u> </u> American Indian or Alaska Native	<u> </u> Asian	<u> </u> Native Hawaiian or Other Pacific Islander
<u> </u> Black or African American	<u>X</u> White	

13. SIGNATURE OF APPLICANT



DATE 8/30/2021

14. AGREEMENT: In filing this application, the undersigned understands that it becomes a part of the public records of the City of St. Augustine and does hereby certify that all information contained herein is true to the best of his/her knowledge. It is also understood that, if appointed, it is required by the State of Florida to file a financial disclosure Form 1 with the Supervisor of Elections, St. Johns County, within thirty (30) days of appointment, and each year thereafter, covering the term of appointment and to file Form 1-F upon departure from the board. Submit applications to: Darlene Galambos, City Clerk, P.O. Box 210, St. Augustine, Florida 32085.

VH
Initial

QUALIFICATIONS FOR PLANNING AND ZONING BOARD (PZB):

Authorization: Code of Ordinances, Chapter 28, Article II, Division 2.

Qualifications: All members of the Planning and Zoning Board shall reside in the city and shall hold no government office nor receive any salary or compensation for their services to the board herein created. No member shall be appointed for more than two (2) consecutive full terms.

Please check those qualifications that apply to you:

- | | |
|--|---|
| ☐ Architect, Florida registered | ☐ Preservation Organization Officer |
| ☐ Planner, member APA or AICP | ☐ Environmental or Land Use Organization Officer |
| ☐ Real Estate Broker, w/ County occupational license | ☐ Attorney, Florida Bar |
| ☐ Educator, college level | ☐ Landscape Architect, Florida registered |
| ☐ Engineer, Florida registered | ☐ Contractor, City contractor's license |
| ☒ Merchant/Businessperson, City occupational license | |
-

QUALIFICATIONS FOR HISTORIC ARCHITECTURAL REVIEW BOARD (HARB):

Authorization: Code of Ordinances, Chapter 28, Article II, Division 3.

Qualifications: All members of the Historic Architectural Review Board shall hold no government office nor receive any salary or compensation for their services to the board herein created. While preference shall be given to current city residents, the city commission may appoint a non-resident upon a finding that such non-resident is uniquely qualified. No member shall be appointed for more than two (2) consecutive full terms. Alternates shall be appointed for a three (3) year term. Alternates shall have previously served as regular members and shall comply with all local and state requirements of office. Alternates will only be called upon to participate and vote at meetings in the event of an anticipated lack of quorum or bare minimum quorum of the regular members.

Persons who have demonstrated special interest, experience or knowledge in history, architecture or related disciplines who do not have a professional degree in any of the fields set forth in this section may be appointed by the city commission when persons with such degrees are not available for appointment, or when such appointment is determined to be in the best interest of the city.

Please check those qualifications that apply to you:

- | | |
|--|---|
| ☐ History or related fields | ☐ Art History |
| ☐ Archaeology | ☐ Former HARB Member |
| ☐ Architectural History | ☐ Other |
| ☐ Historic Architecture | |
-

QUALIFICATIONS FOR CORRIDOR REVIEW COMMITTEE (CRC):

Authorization: Code of Ordinances, Chapter 28, Article II, Division 5.

Qualifications: All members of the Corridor Review Committee shall hold no government office nor receive any salary or compensation for their services to the board herein created. The initial appointment of members shall be as follows: two (2) members of the board as established herein shall be appointed for a term of three (3) years; two (2) members for a term of two (2) years; and one (1) for a term of one (1) year. Thereafter all members shall be appointed for a three (3) year term. Two (2) seats on the board shall be designated for a licensed, or retired, architect or landscape architect with preference given to those who are city residents or whose business is located within the city; and three (3) seats for property owners or tenants of properties located within the respective entry corridors: Anastasia Boulevard, San Marco Avenue, and King Street. The members of the CRC shall meet as needed, as an ad hoc committee meeting noticed by the City Clerk and shall meet at least annually to elect one (1) of its members as chairperson and one (1) as vice-chair.

Please check those qualifications that apply to you:

- | | |
|---|---|
| ☐ Architect, Florida licensed or retired | ☐ Owner of property located within Entry Corridor |
| ☐ Landscape Architect, Florida licensed or retired | ☐ Tenant of property located within Entry Corridor |

VERONICO HEATHER RECORE

238 Riberia Street | St. Augustine, FL 32084 | (904)315-7454 | Vera-icon@att.net

SUMMARY

Previous work history has provided extensive event, venue, and retail management including the marketing. Experienced with creating content for social media platforms. Extensive human relations management experience and interpersonal skills. At ease with oral and written communications, self-management, leading teams, and supervising projects.

SKILLS & ABILITIES

Special events producer, marketing, and social media manager. Competent with Word, Power Point, Excel, and various graphic design applications.

EMPLOYMENT EXPERIENCE

Oldest Wooden School House, Brand Development Manager, Dec. 2018 to March 2020- Managed social media and visual displays. Trained new hires on customer service. Gave guided educational tours. Attended conventions for Florida Attractions Association and other tourism/hospitality industry related meetings. Lobbied Florida senators for business interests in Tallahassee. Served as assistant buyer at industry trade shows. Assisted with archiving historical family documents.

Saint Augustine Art Glass, General Manager, Feb. 2004 to Sept. 2018- Oversee all aspects of high-volume arts & crafts gallery. Attended industry trade shows as buyer. Responsible for deciding all matters relevant to product, placement, pricing, and promotion. Developed job descriptions for support staff, then hired and trained required staff. Wrote employee reviews. Managed inventory, scheduling, payroll, and deposits. Assisted with custom orders, wholesale orders, art show applications & participation, and made stained glass gift items. Partner with Visitors and Convention Bureau.

The Wednesday Market, Manager for St Augustine Beach Civic Association, Feb. 2013 to Sept. 2018- Vetted vendors and checked for current licenses. Managed vendors relations, attendance, and collected rental fees. Compiled deposits and created business reports. Hired musicians. Inspected products for compliance. Addressed all market inquiries. Worked with SABPD, SABFD and Public Works on beach events. Built community relationships. Promoted events via social media.

Vera Icon Productions LLC, President, Feb. 2013 to Present- Developed concept, managed and marketed Marina Munch Food Truck Park. Worked on political campaign as Social Media Manager for two City Commissioners. Coordinated event for Surf Illumination for three years. Conceptualized Nico on the Scene as reporter on local events. Coordinated Beach Blast Off 2015 New Year's Eve event for the City of St. Augustine Beach. Conceptualized and produced art show The Downtown Bazaar. Produced Raise It Up and event at Lightner celebrating Flag Day.

EDUCATION

FLAGLER COLLEGE

BA Public Administration, 2021 Honors: Summa Cum Laude

Featured in #FCGRADSTORIES <https://www.flagler.edu/campus-community/news/fcgradstories/nico-recore/#d.en.64442>

SAINT JOHNS RIVER STATE COLLEGE

College Certificates:

Accounting Technology Specialist, Business Management, Business Operations, Business Specialist

VOLUNTEERING

- Board of Directors, Friends of Anastasia State Park, Oct. 2017 to Present
- Board of Directors, Friends of St. Augustine Amphitheatre Aug. 2016- June 2019
- Pavilion Coordinator, Music by the Sea, May 2014 to Oct. 2016
- Visitors Convention Bureau SAPVB, Volunteered for meetings and events.

OBJECTIVE

Itemize list of productions and affiliations.

INDEPENDENT ACCOMPLISHMENTS

Vera Icon Productions, LLC

- Venue & Social Media Manager, 2020 to present, Marina Munch
- Campaign & Social Media Manager, 2018, John Valdes, City Commissioner
- Campaign & Social Media Consultant, 2018, Nancy Sikes, Kline, City Commissioner
- Market Manager, 2013 to 2018, The Wednesday Market, St. Augustine Beach Pier
- Event Coordinator, 2013 to 2015, Surf Illumination, St. Augustine Beach
- Event Coverage & Video Blog, 2015 to Present, Nico on the Scene, St. Augustine
- Event Coordinator, 2015, Beach Blast Off, City of St. Augustine Beach
- Event Producer, The Downtown Bazaar, 2014 to 2016, St. George Street
- Event Producer, 2014, Raise It Up (Flag Day), St. Augustine
- Owner, facebook pages, I love St. George Street, Nights of Lights, Nico on the Scene, Marina Munch, and Marina District of Historic St. Augustine.

Skills Summary

- Social Media, Video Production, Interviewing, Marketing, & Event Production
- Innovative, Self-Motivated, Multitask with Ease, Poised and Competent, Flexible and Versatile, Strong Relationships, Thrive in Deadline Driven Environments, Community Minded, Diplomatic and Tactful, & Team Player
- Experienced Buyer & Retail Management, General Office Skills, Attention to Detail, Loss Prevention, Customer Service, HR/ Training & Development, & Scheduling

Volunteering

- Member Board of Directors, Friends of Anastasia State Park, Oct. 2017 to Present
- Member Board of Directors, Friends of St. Augustine Amphitheatre, Aug. 2016- June 2019
- Pavilion Coordinator, Music by the Sea, SABCA, May 2013 to Oct. 2016

CITY OF ST. AUGUSTINE
APPLICATION REQUESTING APPOINTMENT TO CITY BOARD/COMMITTEE

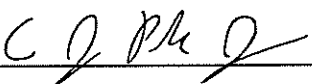
The undersigned wishes to apply for City Commission appointment to serve in a voluntary capacity on a City of St. Augustine board or committee

1. APPLICANT Charles Pappas
2. RESIDENCE
(address) 46 Macaris Street 32084 PHONE 617-519-3017
3. BUSINESS OWNED (Address) NA PHONE
4. PROPERTY OWNED (Address) 46 Macaris Street 32084
5. MAILING ADDRESS PREFERRED 46 Macaris Street 32084
6. E-mail Address charlespappas@mac.com
7. BOARD DESIRED Planing and Zoning Board
8. OCCUPATION (include resume if available) Retired - Owned Arlington Swifty Printing 37 years
9. PROFESSIONAL QUALIFICATIONS: (you are encouraged to submit a cover letter)
Please see attached. I can bring a unique perspective to the board through my diverse experiences. I worked with the Arlington, MA Redevelopment and Planning Board for over 10 years as the Chamber of Commerce liaison.
10. OTHER COMMENTS OR INFORMATION
Please see attached. Over the last few years I have regularly attended the PZB, HARB and Commission meetings to learn all aspects of the city. I am aware and familiar with the current issues in front of the Board.

11. "Ethnicity and race information is requested under the authority of 42 U.S.C. Section 2000e-16 and in compliance with the Office of Management and Budget's 1997 Revisions to the Standards for the Classification of Federal Data on Race and Ethnicity. Providing this information is voluntary and has no impact on your employment status, but in the instance of missing information, your employing agency will attempt to identify your race and ethnicity by visual observation."

Specific Instructions: The two questions below are designed to identify your ethnicity and race. Regardless of your answer to question 1, go to question 2.	
Question 1. Are You Hispanic or Latino? (A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.) Yes No ☒ X	
Question 2. Please select the racial category or categories with which you most closely identify by placing an "X" in the appropriate box. Check as many as apply.	
RACIAL CATEGORY (Check as many as apply)	
☐ American Indian or Alaska Native	
☐ Asian	
☐ Black or African American	
☐ Native Hawaiian or Other Pacific Islander	
☒ White	

12. SIGNATURE OF APPLICANT

 DATE August 14, 2019

13. AGREEMENT: In filing this application, the undersigned understands that it becomes a part of the public records of the City of St. Augustine and does hereby certify that all information contained herein is true to the best of his/her knowledge. It is also understood that, if appointed, it is required by the State of Florida to file a financial disclosure Form 1 with the Supervisor of Elections, St. Johns County, within thirty (30) days of appointment, and each year thereafter, covering the term of appointment and to file Form 1-F upon departure from the board. Submit applications to Darlene Galambos, City Clerk, P.O. Box 210, St. Augustine, FL 32085

CP
Initial

QUALIFICATIONS FOR PLANNING AND ZONING BOARD (PZB):

Authorization: Chapter 28, Zoning, Code of the City of St. Augustine, Art II, Div. II. Section 28-57
Amended 4.14.2003, Ordinance 2003-14.

Qualifications: All members of the planning and zoning board shall reside in the city and shall hold no government office nor receive any salary or compensation for their services to the board herein created. No member shall be appointed for more than two (2) consecutive full terms.

Please check those qualifications that apply to you:

- ☐ Architect, Florida registered
- ☐ Planner, member APA or AICP
- ☐ Real Estate broker, with County occupational license
- ☐ Educator, college level
- ☐ Engineer, Florida registered
- ☐ Landscape architect Florida registered
- ☐ Preservation organization officer
- ☐ Environmental or land use organization officer
- ☐ Attorney, Florida Bar
- ☐ Merchant/business person, City occupational license
- ☐ Contractor, City contractor's license

QUALIFICATIONS FOR HISTORIC ARCHITECTURAL REVIEW BOARD (HARB):

Authorization: Code of Ordinances, Chapter 28, Article II, Division 3 and Ordinance 2005-15.

Qualifications: All members of the historic architectural review board shall hold no government office nor receive any salary or compensation for their services to the board herein created. While preference shall be given to current city residents, the city commission may appoint a non-resident upon a finding that such non-resident is uniquely qualified. No member shall be appointed for more than two (2) consecutive full terms. Alternates shall be appointed for a three (3) year term. Alternates shall have previously served as regular members and shall comply with all local and state requirements of office. Alternates will only be called upon to participate and vote at meetings in the event of an anticipated lack of quorum or bare minimum quorum of the regular members. Persons who have demonstrated special interest, experience or knowledge in history, architecture or related disciplines who do not have a professional degree in any of the fields set forth in this section may be appointed by the city commission when persons with such degrees are not available for appointment, or when such appointment is determined to be in the best interest of the city.

Please check those qualifications that apply to you:

- ☐ History or related fields
- ☐ Archaeology
- ☐ Architectural history
- ☐ Historic architecture
- ☐ Art history
- ☐ Former HARB member
- ☐ Other

**Charles J. Pappas Jr.
46 Macaris Street
Saint Augustine, FL 32084**

To whom it may concern,

My wife and I originally discovered Saint Augustine about 20 years ago. We immediately knew then that we would make this our home in the future. We purchased a small condo so we could start spending time here. Coming from a historic area in Massachusetts, the history of Saint Augustine captured us. About five years ago I sold my printing business, after that my wife and I moved to Saint Augustine and became permanent residents.

Since that time I have immersed myself into becoming a part of the community. My wife and I purchased an old home in the Fullerwood neighborhood. I am originally from a small town from which I was raised, grew up in, attended school and then opened my business in. I understand the values of a small community and the importance of participating, volunteering and being active in. I have always had a passion for local government and have been active in my community. It didn't take me long to continue that tradition here by attending as many local board and commission meetings as possible. Attending these meetings over the last few years has taught me about the community. I continue to learn the needs and wants of the businesses and residents. Attending all these meetings gives me a unique whole picture perspective of the not just the community but of the boards themselves.

It is difficult to put a lifetime of experiences down on paper. These experiences included helping to create a long range 20 year vision for the Town of Arlington, MA. Vision2020 included all aspects of planning the future direction of the town. I spent many years working with the Planning Department in Arlington MA as the Chamber of Commerce liaison. I helped create a long range sustainable plan for an urban landscape for the three main business districts. A three stage plan which is still valid today as it was when started. The experiences have taught me the importance of proper development, zoning and planning in a community.

I will bring this experience to the Planning and Zoning Board of St. Augustine. I will continue learning by listening. I can offer through my experience new ideas with a fresh set of eyes.

Thank you for your consideration.

A handwritten signature in dark ink, appearing to read 'C J Pappas', with a stylized flourish at the end.

Charles Pappas

Charles J. Pappas Jr.
46 Macaris Street
Saint Augustine, FL 32084

Liaison for the Arlington Chamber of Commerce at The Redevelopment Board, Arlington MA 1990 - 2007

- Worked with the Redevelopment Board and Planning Director Alan McClellan to help revitalize the Business Districts. Instrumental initiating phase one of three phases in redesigning an urban landscape style business district in Arlington Heights MA. I worked with the Planning Department and the local business to transform a car centric business district into a local walkable and bike trail connected business district while balancing the need for vehicle access and parking.
- Chamber Representative to the Redevelopment Board. Attended Redevelopment meetings as the Chamber representative to ensure the proper development of local projects met the needs of the residents and local businesses. Evaluated projects based on zoning requirements. Made recommendations for projects which met exception criteria.

Co-President, Arlington Chamber of Commerce - Arlington MA 1990 - 2007

- Revitalized the local Chamber of Commerce. Worked with local businesses to help them navigate local and state ordinances. Worked with the Board of Selectman to help revitalize the local area business districts.

Vision 2020 Group Member, 1993 -2000 Arlington, MA

- An initiative started back in the early 1990s by a group of concerned citizens working to improve planning, direction and communications between all local government boards. Worked with outside facilitators to produce a long range plan for the town of Arlington to present to the selectmen. Produced overarching set of goals for the town. In 1993, Town Meeting voted to adopt it.

Chairman (two terms) Board Member (10 years) Arlington Town Day Committee, Arlington MA 1990 - 2002

- Organized, fundraised, developed and operated Arlington's annual town day event which attracted 20,000 plus people. The event initially started to welcome back residents from vacation and display local resources and nonprofit organizations. In 1992 included the dedication of the Minuteman (Bike) Trail.

Elected Town Meeting Member Arlington MA (early 80s)

- Served two terms as an elected town meeting member for my precinct. Reviewed and voted on town budget and ordinances.

Owned and Operated Arlington Swifty Printing, Arlington MA 1980 - 2016

- Created a successful Printing and Marketing company. Sold the business, which is still operating, at the end of 2016.

NPOA original founder and past Board Member 2012 -2016

- Helped create and operate a nonprofit trade organization for "Quick" Printers nationwide. Created its bylaws, organization structure while on the board. Organized all aspects of its 2013 Educational Conference in New Orleans.

CITY OF ST. AUGUSTINE
APPLICATION REQUESTING APPOINTMENT TO CITY BOARD/COMMITTEE

The undersigned wishes to apply for City Commission appointment to serve in a voluntary capacity on a City of St. Augustine board or committee.

1. APPLICANT NAME Ashleigh Barnes
2. BOARD/COMMITTEE DESIRED Planning & Zoning Board
3. RESIDENCE (Address) 110 Bridge Street, St. Augustine, FL 32084
4. PHONE 912.409.5849 E-MAIL Ashleigh@univselect.com
5. BUSINESS OWNED (Address) University Select LLC
6. BUSINESS PHONE 904.417.8814 E-MAIL Ashleigh@univselect.com
7. PROPERTY OWNED (Address) 110 Bridge Street, St. Augustine, FL 32084
8. PREFERRED MAILING ADDRESS 110 Bridge Street, St. Augustine, FL 32084
9. OCCUPATION (include resume if available) Self-Employed, Previous Law Professor & Attorney
10. PROFESSIONAL QUALIFICATIONS (you are encouraged to submit a cover letter) _____
11. OTHER COMMENTS OR INFORMATION _____
12. "Ethnicity and race information is requested under the authority of 42 U.S.C. Section 2000e-16 and in compliance with the Office of Management and Budget's 1997 Revisions to the Standards for the Classification of Federal Data on Race and Ethnicity. Providing this information is voluntary and has no impact on your employment status, but in the instance of missing information, your employing agency will attempt to identify your race and ethnicity by visual observation."

Specific Instructions: The two questions below are designed to identify your ethnicity and race. Regardless of your answer to question 1, go to question 2.

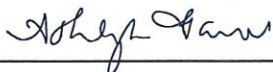
Question 1. Are You Hispanic or Latino? (A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.) Yes | X **No**

Question 2. Please select the racial category or categories with which you most closely identify by placing an "X" in the appropriate box.

RACIAL CATEGORY (Check as many as apply)

<u> </u> American Indian or Alaska Native	<u> </u> Asian	<u> </u> Native Hawaiian or Other Pacific Islander
<u> </u> Black or African American	<u> X </u> White	

13. SIGNATURE OF APPLICANT



DATE 08/31/21

14. AGREEMENT: In filing this application, the undersigned understands that it becomes a part of the public records of the City of St. Augustine and does hereby certify that all information contained herein is true to the best of his/her knowledge. It is also understood that, if appointed, it is required by the State of Florida to file a financial disclosure Form 1 with the Supervisor of Elections, St. Johns County, within thirty (30) days of appointment, and each year thereafter, covering the term of appointment and to file Form 1-F upon departure from the board. Submit applications to: Darlene Galambos, City Clerk, P.O. Box 210, St. Augustine, Florida 32085.



Initial

QUALIFICATIONS FOR PLANNING AND ZONING BOARD (PZB):

Authorization: Code of Ordinances, Chapter 28, Article II, Division 2.

Qualifications: All members of the Planning and Zoning Board shall reside in the city and shall hold no government office nor receive any salary or compensation for their services to the board herein created. No member shall be appointed for more than two (2) consecutive full terms.

Please check those qualifications that apply to you:

- | | |
|--|---|
| ☐ Architect, Florida registered | ☐ Preservation Organization Officer |
| ☐ Planner, member APA or AICP | ☐ Environmental or Land Use Organization Officer |
| ☐ Real Estate Broker, w/ County occupational license | ☒ Attorney, Florida Bar |
| ☒ Educator, college level Previous law professor | ☐ Landscape Architect, Florida registered |
| ☐ Engineer, Florida registered | ☐ Contractor, City contractor's license |
| ☒ Merchant/Businessperson, City occupational license | |

QUALIFICATIONS FOR HISTORIC ARCHITECTURAL REVIEW BOARD (HARB):

Authorization: Code of Ordinances, Chapter 28, Article II, Division 3.

Qualifications: All members of the Historic Architectural Review Board shall hold no government office nor receive any salary or compensation for their services to the board herein created. While preference shall be given to current city residents, the city commission may appoint a non-resident upon a finding that such non-resident is uniquely qualified. No member shall be appointed for more than two (2) consecutive full terms. Alternates shall be appointed for a three (3) year term. Alternates shall have previously served as regular members and shall comply with all local and state requirements of office. Alternates will only be called upon to participate and vote at meetings in the event of an anticipated lack of quorum or bare minimum quorum of the regular members.

Persons who have demonstrated special interest, experience or knowledge in history, architecture or related disciplines who do not have a professional degree in any of the fields set forth in this section may be appointed by the city commission when persons with such degrees are not available for appointment, or when such appointment is determined to be in the best interest of the city.

Please check those qualifications that apply to you:

- | | |
|--|---|
| ☐ History or related fields | ☐ Art History |
| ☐ Archaeology | ☐ Former HARB Member |
| ☐ Architectural History | ☐ Other |
| ☐ Historic Architecture | |

QUALIFICATIONS FOR CORRIDOR REVIEW COMMITTEE (CRC):

Authorization: Code of Ordinances, Chapter 28, Article II, Division 5.

Qualifications: All members of the Corridor Review Committee shall hold no government office nor receive any salary or compensation for their services to the board herein created. The initial appointment of members shall be as follows: two (2) members of the board as established herein shall be appointed for a term of three (3) years; two (2) members for a term of two (2) years; and one (1) for a term of one (1) year. Thereafter all members shall be appointed for a three (3) year term. Two (2) seats on the board shall be designated for a licensed, or retired, architect or landscape architect with preference given to those who are city residents or whose business is located within the city; and three (3) seats for property owners or tenants of properties located within the respective entry corridors: Anastasia Boulevard, San Marco Avenue, and King Street. The members of the CRC shall meet as needed, as an ad hoc committee meeting noticed by the City Clerk and shall meet at least annually to elect one (1) of its members as chairperson and one (1) as vice-chair.

Please check those qualifications that apply to you:

- | | |
|---|---|
| ☐ Architect, Florida licensed or retired | ☐ Owner of property located within Entry Corridor |
| ☐ Landscape Architect, Florida licensed or retired | ☐ Tenant of property located within Entry Corridor |



DEPARTMENT OF ENGLISH

30 August 2021

Darlene Galambos, City Clerk
P.O. Box 210
St. Augustine, FL 32085

Dear Ms. Galambos:

I am writing to apply for appointment to the Planning and Zoning Board. As a long-time St. Augustine resident, I look forward to this opportunity to serve my community.

My parents bought our North City home in 1978, when St. Augustine was a smaller, quieter town—when King and St. George Streets were home to family-run bakeries, clothing stores, and hardware stores, when the county courthouse occupied what is now the Casa Monica, when Flagler Hospital was on Marine Street, and when The Cross and Sword was the main attraction at the amphitheater. I certainly have had the opportunity to watch St. Augustine transform over the years.

Even while I've experienced four decades of change, what my desire to invest in my community has remained constant. I learned that attitude from my parents. My father pastored two local churches and taught at Murray Junior High School. My mother worked as a paraprofessional in the library at Hartley Elementary School. Both were leaders of the county's education associations as well. They set a powerful example of community involvement to follow.

After inheriting the family home and returning in 2003 to live full-time in St. Augustine, I have sought to do just that. In my involvement with the Ancient City Roadrunners, in my volunteer work with various local non-profits—St. Francis House, Habitat for Humanity, Betty Griffin House, SAFE, for example—in my job at Flagler College, I have looked for ways that my time, my energy, and talents might be useful, and gladly invested myself. The rate of return on that investment has been so satisfying. I love contemplating St. Augustine's complex history, enjoying its vibrant present, and imagining its exciting future.

So, I would bring to this position a devotion to St. Augustine and a desire to do what will help it continue to thrive. Just as importantly, I would bring skills developed over my long career as an educator—the ability to listen carefully to numerous perspectives but not get overwhelmed by disparities, the ability to take in volumes of complex details but not lose sight of the big picture, the ability to entertain a variety of possibilities but not forget the goal of workable solutions that benefit the greatest number of people.

In sum, my experiences as an educator, and as a member of the St. Augustine community, will make me an asset to this board.

Sincerely,

Judith Burdan
Adjunct Professor

Former Chair, Department of English and Coordinator, Women's Studies Program

CITY OF ST. AUGUSTINE
APPLICATION REQUESTING APPOINTMENT TO CITY BOARD/COMMITTEE

The undersigned wishes to apply for City Commission appointment to serve in a voluntary capacity on a City of St. Augustine board or committee.

1. APPLICANT NAME Judith Burdan, Ph.D.
2. BOARD/COMMITTEE DESIRED Planning and Zoning Board
3. RESIDENCE (Address) 21 Beacon Street
4. PHONE 904.824.0270 E-MAIL judith.burdan@gmail.com
5. BUSINESS OWNED (Address) n/a
6. BUSINESS PHONE n/a E-MAIL n/a
7. PROPERTY OWNED (Address) same as above
8. PREFERRED MAILING ADDRESS same as above
9. OCCUPATION (include resume if available) English Professor
10. PROFESSIONAL QUALIFICATIONS (you are encouraged to submit a cover letter) cover letter included
11. OTHER COMMENTS OR INFORMATION _____

12. "Ethnicity and race information is requested under the authority of 42 U.S.C. Section 2000e-16 and in compliance with the Office of Management and Budget's 1997 Revisions to the Standards for the Classification of Federal Data on Race and Ethnicity. Providing this information is voluntary and has no impact on your employment status, but in the instance of missing information, your employing agency will attempt to identify your race and ethnicity by visual observation."

Specific Instructions: The two questions below are designed to identify your ethnicity and race. Regardless of your answer to question 1, go to question 2.

Question 1. Are You Hispanic or Latino? (A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.) Yes | ☒ No

Question 2. Please select the racial category or categories with which you most closely identify by placing an "X" in the appropriate box.

RACIAL CATEGORY (Check as many as apply)

☐ American Indian or Alaska Native	☐ Asian	☐ Native Hawaiian or Other Pacific Islander
☐ Black or African American	☒ White	

13. SIGNATURE OF APPLICANT

Judith Burdan

DATE 30 August 2021

14. AGREEMENT: In filing this application, the undersigned understands that it becomes a part of the public records of the City of St. Augustine and does hereby certify that all information contained herein is true to the best of his/her knowledge. It is also understood that, if appointed, it is required by the State of Florida to file a financial disclosure Form 1 with the Supervisor of Elections, St. Johns County, within thirty (30) days of appointment, and each year thereafter, covering the term of appointment and to file Form 1-F upon departure from the board. Submit applications to: Darlene Galambos, City Clerk, P.O. Box 210, St. Augustine, Florida 32085.

QUALIFICATIONS FOR PLANNING AND ZONING BOARD (PZB):

Authorization: Code of Ordinances, Chapter 28, Article II, Division 2.

Qualifications: All members of the Planning and Zoning Board shall reside in the city and shall hold no government office nor receive any salary or compensation for their services to the board herein created. No member shall be appointed for more than two (2) consecutive full terms.

Please check those qualifications that apply to you:

- | | |
|---|---|
| ☐ Architect, Florida registered | ☐ Preservation Organization Officer |
| ☐ Planner, member APA or AICP | ☐ Environmental or Land Use Organization Officer |
| ☐ Real Estate Broker, w/ County occupational license | ☐ Attorney, Florida Bar |
| ☒ Educator, college level | ☐ Landscape Architect, Florida registered |
| ☐ Engineer, Florida registered | ☐ Contractor, City contractor's license |
| ☐ Merchant/Businessperson, City occupational license | |

QUALIFICATIONS FOR HISTORIC ARCHITECTURAL REVIEW BOARD (HARB):

Authorization: Code of Ordinances, Chapter 28, Article II, Division 3.

Qualifications: All members of the Historic Architectural Review Board shall hold no government office nor receive any salary or compensation for their services to the board herein created. While preference shall be given to current city residents, the city commission may appoint a non-resident upon a finding that such non-resident is uniquely qualified. No member shall be appointed for more than two (2) consecutive full terms. Alternates shall be appointed for a three (3) year term. Alternates shall have previously served as regular members and shall comply with all local and state requirements of office. Alternates will only be called upon to participate and vote at meetings in the event of an anticipated lack of quorum or bare minimum quorum of the regular members.

Persons who have demonstrated special interest, experience or knowledge in history, architecture or related disciplines who do not have a professional degree in any of the fields set forth in this section may be appointed by the city commission when persons with such degrees are not available for appointment, or when such appointment is determined to be in the best interest of the city.

Please check those qualifications that apply to you:

- | | |
|--|---|
| ☐ History or related fields | ☐ Art History |
| ☐ Archaeology | ☐ Former HARB Member |
| ☐ Architectural History | ☐ Other |
| ☐ Historic Architecture | |

QUALIFICATIONS FOR CORRIDOR REVIEW COMMITTEE (CRC):

Authorization: Code of Ordinances, Chapter 28, Article II, Division 5.

Qualifications: All members of the Corridor Review Committee shall hold no government office nor receive any salary or compensation for their services to the board herein created. The initial appointment of members shall be as follows: two (2) members of the board as established herein shall be appointed for a term of three (3) years; two (2) members for a term of two (2) years; and one (1) for a term of one (1) year. Thereafter all members shall be appointed for a three (3) year term. Two (2) seats on the board shall be designated for a licensed, or retired, architect or landscape architect with preference given to those who are city residents or whose business is located within the city; and three (3) seats for property owners or tenants of properties located within the respective entry corridors: Anastasia Boulevard, San Marco Avenue, and King Street. The members of the CRC shall meet as needed, as an ad hoc committee meeting noticed by the City Clerk and shall meet at least annually to elect one (1) of its members as chairperson and one (1) as vice-chair.

Please check those qualifications that apply to you:

- | | |
|---|---|
| ☐ Architect, Florida licensed or retired | ☐ Owner of property located within Entry Corridor |
| ☐ Landscape Architect, Florida licensed or retired | ☐ Tenant of property located within Entry Corridor |

CITY OF ST. AUGUSTINE
APPLICATION REQUESTING APPOINTMENT TO CITY BOARD/COMMITTEE

The undersigned wishes to apply for City Commission appointment to serve in a voluntary capacity on a City of St. Augustine board or committee.

1. APPLICANT NAME MATTHEW SHAFFER
2. BOARD/COMMITTEE DESIRED PZB
3. RESIDENCE (Address) 7 NELMAR AVE ST AUG 32084
4. PHONE 904 806 5020 E-MAIL matthew.shaffer@att.net
5. BUSINESS OWNED (Address) —
6. BUSINESS PHONE 904 825 2700 E-MAIL —
7. PROPERTY OWNED (Address) RESIDENCE (SEE ABOVE)
8. PREFERRED MAILING ADDRESS " "
9. OCCUPATION (include resume if available) REALTOR, RE/MAX 100 REALTY
10. PROFESSIONAL QUALIFICATIONS (you are encouraged to submit a cover letter) 10 YRS EXPERIENCE AS REALTOR IN ST AUG; 14 YRS CONSTRUCTION; MBA FINANCE
11. OTHER COMMENTS OR INFORMATION SERVED 6 YRS ON CoSA PZB
12. "Ethnicity and race information is requested under the authority of 42 U.S.C. Section 2000e-16 and in compliance with the Office of Management and Budget's 1997 Revisions to the Standards for the Classification of Federal Data on Race and Ethnicity. Providing this information is voluntary and has no impact on your employment status, but in the instance of missing information, your employing agency will attempt to identify your race and ethnicity by visual observation."

Specific Instructions: The two questions below are designed to identify your ethnicity and race. Regardless of your answer to question 1, go to question 2.

Question 1. Are You Hispanic or Latino? (A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.) — Yes | ☒ No

Question 2. Please select the racial category or categories with which you most closely identify by placing an "X" in the appropriate box.

RACIAL CATEGORY (Check as many as apply)

— American Indian or Alaska Native

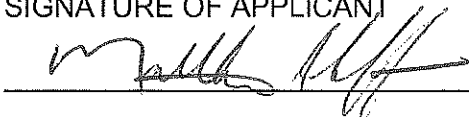
— Asian

— Native Hawaiian or Other Pacific Islander

— Black or African American

☒ White

13. SIGNATURE OF APPLICANT



DATE 9-1-21

14. AGREEMENT: In filing this application, the undersigned understands that it becomes a part of the public records of the City of St. Augustine and does hereby certify that all information contained herein is true to the best of his/her knowledge. It is also understood that, if appointed, it is required by the State of Florida to file a financial disclosure Form 1 with the Supervisor of Elections, St. Johns County, within thirty (30) days of appointment, and each year thereafter, covering the term of appointment and to file Form 1-F upon departure from the board. Submit applications to: Darlene Galambos, City Clerk, P.O. Box 210, St. Augustine, Florida 32085.


Initial

QUALIFICATIONS FOR PLANNING AND ZONING BOARD (PZB):

Authorization: Code of Ordinances, Chapter 28, Article II, Division 2.

Qualifications: All members of the Planning and Zoning Board shall reside in the city and shall hold no government office nor receive any salary or compensation for their services to the board herein created. No member shall be appointed for more than two (2) consecutive full terms.

Please check those qualifications that apply to you:

- | | |
|--|---|
| ☐ Architect, Florida registered | ☐ Preservation Organization Officer |
| ☐ Planner, member APA or AICP | ☐ Environmental or Land Use Organization Officer |
| ☒ Real Estate Broker, w/ County occupational license | ☐ Attorney, Florida Bar |
| ☐ Educator, college level | ☐ Landscape Architect, Florida registered |
| ☐ Engineer, Florida registered | ☐ Contractor, City contractor's license |
| ☐ Merchant/Businessperson, City occupational license | |

QUALIFICATIONS FOR HISTORIC ARCHITECTURAL REVIEW BOARD (HARB):

Authorization: Code of Ordinances, Chapter 28, Article II, Division 3.

Qualifications: All members of the Historic Architectural Review Board shall hold no government office nor receive any salary or compensation for their services to the board herein created. While preference shall be given to current city residents, the city commission may appoint a non-resident upon a finding that such non-resident is uniquely qualified. No member shall be appointed for more than two (2) consecutive full terms. Alternates shall be appointed for a three (3) year term. Alternates shall have previously served as regular members and shall comply with all local and state requirements of office. Alternates will only be called upon to participate and vote at meetings in the event of an anticipated lack of quorum or bare minimum quorum of the regular members.

Persons who have demonstrated special interest, experience or knowledge in history, architecture or related disciplines who do not have a professional degree in any of the fields set forth in this section may be appointed by the city commission when persons with such degrees are not available for appointment, or when such appointment is determined to be in the best interest of the city.

Please check those qualifications that apply to you:

- | | |
|--|---|
| ☐ History or related fields | ☐ Art History |
| ☐ Archaeology | ☐ Former HARB Member |
| ☐ Architectural History | ☐ Other |
| ☐ Historic Architecture | |

QUALIFICATIONS FOR CORRIDOR REVIEW COMMITTEE (CRC):

Authorization: Code of Ordinances, Chapter 28, Article II, Division 5.

Qualifications: All members of the Corridor Review Committee shall hold no government office nor receive any salary or compensation for their services to the board herein created. The initial appointment of members shall be as follows: two (2) members of the board as established herein shall be appointed for a term of three (3) years; two (2) members for a term of two (2) years; and one (1) for a term of one (1) year. Thereafter all members shall be appointed for a three (3) year term. Two (2) seats on the board shall be designated for a licensed, or retired, architect or landscape architect with preference given to those who are city residents or whose business is located within the city; and three (3) seats for property owners or tenants of properties located within the respective entry corridors: Anastasia Boulevard, San Marco Avenue, and King Street. The members of the CRC shall meet as needed, as an ad hoc committee meeting noticed by the City Clerk and shall meet at least annually to elect one (1) of its members as chairperson and one (1) as vice-chair.

Please check those qualifications that apply to you:

- | | |
|---|---|
| ☐ Architect, Florida licensed or retired | ☐ Owner of property located within Entry Corridor |
| ☐ Landscape Architect, Florida licensed or retired | ☐ Tenant of property located within Entry Corridor |

PLANNING & ZONING BOARD

Meets Monthly, 1st Tuesday - 2:00 p.m.
Alcazar Room, City Hall

Board Member	Contact information	Appointment	3-Year Terms Expire
J. Carl Blow Commercial Real Estate Property Manager	100 Santa Monica Ave, 32080 829-6985 710-2655 john.carl.blow@gmail.com	12/09/19 fill vacancy	09/30/2021
Jon DePreter Retired	73 Magnolia Dr., 32080 845-901-9065 jondepreter@gmail.com	08/27/18 fill vacancy 09/28/20 1 st full term	09/30/2020 09/30/2023
Christina Opsahl Attorney	P.O. Box 3743, 32085 904-907-7011 opsahl@opsahllaw.com	09/24/18 1st full term	09/30/2021
Michael Davis General Contractor	3940 Lewis Speedway, Ste. 2201, 32084 904-824-3533 mikedavis@addavis.com	09/23/19 1 st full term	09/30/2022
Sarah S. Ryan Architect	252 S. Matanzas Blvd, 32080 547-9430 sshipp@gmail.com	11/10/14 fill vacancy 09/26/16 1 st full term 09/23/19 2 nd full term	09/30/2022
Grant Misterly Professional Engineer	3 Alfred Street, 32084 904-501-9345 gmisterly@gmail.com	09/26/16 1 st full term 09/23/19 2 nd full term	09/30/2022
William Masson Attorney	35 Park Avenue, 32084 904-687-8403 wsmasson@outlook.com	09/28/20 1 st full term	09/30/2023

PLANNING & ZONING BOARD

Authorization:	Chapter 28, Zoning, Code of the City of St. Augustine, Art II, Div. II. Section 28-57 Amended 4.14.2003, Ordinance 2003-14.
Number of Members:	Seven (7)
Terms of Office:	Three (3) years Original appointments staggered. No member may be appointed for more than two (2) consecutive full terms.
Appointment:	By City Commission
Reappointment:	Normal terms to expire on September 30 of each year.
Qualifications:	All members of the planning and zoning board shall reside in the city and shall hold no government office nor receive any salary or compensation for their services to the board herein created. No member shall be appointed for more than two 2 consecutive full terms. Member composition: architect, Florida registered; planner member APA or AICP; real estate broker, with County occupational license; educator, college level; engineer, Florida registered; landscape architect Florida registered; preservation organization officer; environmental or land use organization officer; attorney, Florida Bar; merchant/business person, City occupational license; or contractor, City contractor's license.
Duties:	The Planning & Zoning Board is established as the St. Augustine Local Comprehensive Planning Agency. The board may grant zoning exceptions and variances as provided in the zoning code ordinances; hear appeals of any decision of the Planning and Building Department; recommend to the Commission in the rezoning of land and changes to the Comprehensive Plan.
Attendance:	Absences unexcused by the chairman for two (2) of three (3) consecutive meetings shall constitute a resignation of the position.
Meetings:	First Tuesday of each month, 2 P.M., the Alcazar Room, City Hall.

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: Mayor and Commissioners
DATE: September 13, 2021
RE: City Manager Performance Evaluation.

I am providing an evaluation form that has been customized for my position. It identifies those qualities that a City Manager should strive for throughout the year; it is provided as an attachment. You can use it directly or as a guiding document in your assessment of my performance for the fiscal year.

I will make myself available to talk with you regarding this evaluation at your convenience.



John P. Regan, P.E.
City Manager

Enclosure

/lf

City Manager Performance Evaluation

City of St. Augustine

Evaluation period: _____ to _____

Prepared for John Regan, P.E., City Manager

By _____
(Printed Name)

Mayor/Commissioner Signature

Date

Received by: _____
City Manager's Signature

Date

INSTRUCTIONS

This evaluation form contains ten categories of evaluation criteria. Each category contains a statement to describe a behavior standard in that category. For each statement, use the following scale to indicate your rating of the city manager's performance.

5 = Excellent (almost always exceeds the performance standard)

4 = Above average (generally exceeds the performance standard)

3 = Average (generally meets the performance standard)

2 = Below average (usually does not meet the performance standard)

1 = Poor (rarely meets the performance standard)

Any item left blank will be interpreted as a score of "3 = Average"

This evaluation form also contains a provision for entering narrative comments, including an opportunity to enter responses to specific questions and an opportunity to list any comments you believe appropriate and pertinent to the rating period. Please write legibly.

Leave all pages of this evaluation form attached. Initial each page. Sign and date the cover page. On the date space of the cover page, enter the date the evaluation form was submitted. All evaluations presented prior to the deadline identified on the cover page will be summarized into a performance evaluation to be presented by the governing body to the city manager as part of the agenda for the meeting indicated on the cover page.

PERFORMANCE CATEGORY SCORING

1. INDIVIDUAL CHARACTERISTICS

- _____ Diligent and thorough in the discharge of duties, "self-starter"
- _____ Exercises good judgment
- _____ Displays enthusiasm, cooperation, and will to adapt
- _____ Mental and physical stamina appropriate for the position
- _____ Exhibits composure, appearance and attitude appropriate for executive position

Comments: _____

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

2. PROFESSIONAL SKILLS AND STATUS

- _____ Maintains knowledge of current developments affecting the practice of local government management
- _____ Demonstrates a capacity for innovation and creativity
- _____ Anticipates and analyzes problems to develop effective approaches for solving them
- _____ Willing to try new ideas proposed by governing body members and/or staff
- _____ Sets a professional example by handling affairs of the public office in a fair and impartial manner

Comments: _____

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

3. RELATIONS WITH ELECTED MEMBERS OF THE COMMISSION

- _____ Carries out directives of the body as a whole as opposed to those of any one member or minority group
- _____ Sets meeting agendas that reflect the guidance of the commission and avoids unnecessary involvement in administrative actions
- _____ Disseminates complete and accurate information equally to all members in a timely manner
- _____ Assists by facilitating decision making without usurping authority
- _____ Responds well to requests, advice, and constructive criticism

Comments: _____

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

4. POLICY EXECUTION

- _____ Implements governing body actions in accordance with the intent of council
- _____ Supports the actions of the governing body after a decision has been reached, both inside and outside the organization
- _____ Understands, supports, and enforces local government's laws, policies, and ordinances
- _____ Reviews ordinance & policy procedures periodically to suggest improvements to their effectiveness
- _____ Offers workable alternatives to the governing body for changes in law or policy when an existing policy or ordinance is no longer practical

Comments: _____

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

5. REPORTING

- _____ Provides regular information & reports to the governing body concerning matters of importance to the local government, using the city charter as guide
- _____ Responds in a timely manner to requests from the governing body for special reports
- _____ Takes the initiative to provide information, advice, and recommendations to the governing body on matters that are non-routine and not administrative in nature
- _____ Reports produced by the manager are accurate, comprehensive, concise & written to their intended audience
- _____ Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny

Comments: _____

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

6. CITIZEN RELATIONS

- _____ Responsive to requests from citizens
- _____ Demonstrates a dedication to service to the community and its citizens
- _____ Maintains a nonpartisan approach in dealing with the news media
- _____ Meets with and listens to members of the community to discuss their concerns and strives to understand their interests
- _____ Gives an appropriate effort to maintain citizen satisfaction with city services

Comments: _____

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

7. STAFFING

- _____ Recruits and retains competent personnel for staff positions
- _____ Applies an appropriate level of supervision to improve any areas of substandard performance
- _____ Stays accurately informed and appropriately concerned about employee relations
- _____ Professionally manages the compensation and benefits plan
- _____ Promotes training and development opportunities for employees at all levels of the organization

Comments: _____

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

8. SUPERVISION

- _____ Encourages heads of departments to make decisions within their jurisdictions with minimal city manager involvement, yet maintains general control of operations by providing the right amount of communication to the staff
- _____ Instills confidence and promotes initiative in subordinates through supportive rather than restrictive controls for their programs while still monitoring operations at the department level
- _____ Develops and maintains a friendly and informal relationship with the staff and work force in general, yet maintains the professional dignity of the city manager's office
- _____ Sustains or improves staff performance by evaluating the performance of staff members at least annually, setting goals and objectives for them, periodically assessing their progress, and providing appropriate feedback
- _____ Encourages teamwork, innovation, and effective problem-solving among the staff members

Comments: _____

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

9. FISCAL MANAGEMENT

- _____ Prepares a balanced budget to provide services at a level directed by the commission
- _____ Makes the best possible use of available funds, conscious of the need to operate the local government efficiently and effectively
- _____ Prepares a budget and budgetary recommendations in an intelligent and accessible format
- _____ Ensures actions and decisions reflect an appropriate level of responsibility for financial planning and accountability
- _____ Appropriately monitors and manages fiscal activities of the organization

Comments: _____

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

10. COMMUNITY

- _____ Shares responsibility for addressing the difficult issues facing the city
- _____ Avoids unnecessary controversy
- _____ Cooperates with neighboring communities and the county
- _____ Helps the council address future needs and develop adequate plans to address long term trends
- _____ Cooperates with other regional, state and federal government agencies

Comments: _____

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

CITY OF ST. AUGUSTINE

City Commission Shade Meeting
Monday, July 12, 2021

The City Commission met in formal session Monday, July 12, 2021 at 4:00 P.M. in the Alcazar Room at City Hall. The meeting was called to order by Vice Mayor Nancy Sikes-Kline, and the following were present:

1. Roll Call: Nancy Sikes-Kline, Vice Mayor/City Commissioner
Roxanne Horvath, City Commissioner
John Valdes, City Commissioner
Barbara Blonder, City Commissioner

Absent: Tracy Upchurch, Mayor/City Commissioner

John Regan, City Manager
Isabelle Lopez, City Attorney
Darlene Galambos, City Clerk
Meredith Breidenstein, Assistant City Manager
Terry Zinn, Esq., Terry L. Zinn, P.A.
Jennifer Michaux, Chief of Police
Laura Pierle, Certified Court Reporter
Laura Morse, Recording Secretary

2. Public Comment

(None)

3. City Attorney requests the advice of the City Commission regarding the pending litigation in:

- Case No.: CA14-1091, City of St. Augustine, Florida v. Railroad Spike Properties, LLC.
- Participants shall be limited to: City Commission - Vice-Mayor Nancy Sikes-Kline, Commissioner Roxanne Horvath, Commissioner John Valdes, and Commissioner Barbara Blonder; City Manager John Regan, City Attorney Isabelle Lopez, Terry Zinn, Outside Counsel, and Certified Court Reporter, Laura Pierle.

4. Recess to the Alcazar Conference Room for Shade Meeting.

The Board recessed at 4:03 P.M.

5. Re-open Special Meeting.

The Board reconvened at 4:49 P.M.

6. Any matters to be decided in the public meeting, followed by adjournment.

There being no further business, the meeting was adjourned at 4:51 P.M.¹

Tracy Upchurch, MAYOR

Darlene Galambos, CITY CLERK

¹ Transcribed by Laura Morse

CITY OF ST. AUGUSTINE

Regular City Commission Meeting
Monday, July 12, 2021

The City Commission met in formal session Monday, July 12, 2021, at 5:00 P.M. in the Alcazar Room at City Hall. The meeting was called to order by Mayor Tracy Upchurch, and the following were present:

1. Roll Call: Nancy Sikes-Kline, Vice Mayor/City Commissioner
Roxanne Horvath, City Commissioner
John Valdes, City Commissioner
Barbara Blonder, City Commissioner

Absent: Tracy Upchurch, Mayor/City Commissioner

John Regan, City Manager
Isabelle Lopez, City Attorney
Darlene Galambos, City Clerk
Meredith Breidenstein, Assistant City Manager
Jim Piggot, Director, General Services
Corey Sakyr, Deputy Director, General Services
Mark Simpson, Director, Financial Services
Reuben Franklin, Director, Public Works
David Birchim, Director, Planning and Building
Todd Grant, Director, Utilities
Jennifer Michaux, Police Chief
Laura Morse, Recording Secretary

INVOCATION AND PLEDGE OF ALLEGIANCE

Reverend Tim Fleming, Christ Church, delivered the invocation, and Vice Mayor Sikes-Kline led the Pledge of Allegiance.

2. ADMINISTRATIVE ITEMS

2.A. Modification and Approval of Regular Agenda

Darlene Galambos, City Clerk, requested to remove Item 12.A. *'Discussion Concerning Scheduling Workshops'* from the Agenda so that all five Commissioners would have the ability to discuss the topic.

MOTION

Commissioner Horvath MOVED to approve the Regular Agenda as

amended. The motion was SECONDED by Commissioner Valdes and APPROVED BY UNANIMOUS VOICE VOTE.

3. SPECIAL PRESENTATIONS, RECOGNITIONS AND PROCLAMATIONS

(None)

4. PUBLIC COMMENTS FOR GENERAL PUBLIC COMMENTS OR FOR AGENDA ITEMS NOT REQUIRING A SEPARATE PUBLIC HEARING

The Commission heard from the following members of the public:

- Chris Fulmer
- Shawn Morrison
- Lauren Giber

- B.J. Kalaidi

Public comment was closed.

5. CONSENT AGENDA

John Regan, City Manager, read the Consent Agenda.

CONSENT AGENDA – JULY 12, 2021

CA.1. Preview of upcoming Commission meetings.

CA.2. THE FOLLOWING ORDINANCES ARE TENTATIVELY SCHEDULED FOR SECOND READING ON AUGUST 9, 2021:

- Ordinance 2021-13
- Ordinance 2021-14

CA.3. Reminder of Upcoming Meetings:

- July 26, 2021, City Commission Meeting – CANCELLED
- August 9, 2021, 3pm, Special Budget Meeting
- August 9, 2021, 5pm, City Commission Meeting
- August 19, 2021, 9am, Special Budget Meeting

CA.4. APPROVAL OF MINUTES FROM PRIOR COMMISSION MEETINGS:

- May 11, 2021 - Strategic Planning and Midyear Budget Analysis
- May 24, 2021 - Regular City Commission Meeting
- June 14, 2021 - Regular City Commission Meeting

CA.5. RELEASES OF LIEN FOR UNIT CONNECTION FEE MORTGAGE(S):

- 104 North Whitney Street; William Waterman and Arturo Contreras

CA.6. PROPOSED PROCLAMATIONS, CERTIFICATES OF APPRECIATION /

RECOGNITION. (COMMISSION APPROVAL REQUIRED). (TO BE READ AT A SUBSEQUENT MEETING).

(None)

CA.7. NOTIFICATION OF PROCLAMATIONS / CERTIFICATES OF RECOGNITION ISSUED:

(None)

CA.8. Approval of request by Vice Mayor for letter of support for her application to the Active People, Healthy Nation Champions Institute. (*J. Regan, City Manager*)

CA.9. Acceptance of legal department quarterly report. (*I. Lopez, City Attorney*)

CA.10. Approval for direct deposit of the premium tax contribution for the St. Augustine Police officer's retirement system to be deposited directly into their fund. (*D. Galambos, City Clerk*)

CA.11. Approval of invoice for payment in the MASCI v. City of St. Augustine matter in the amount of \$5,071.78. (*I. Lopez, City Attorney*)

End of Consent Agenda

5.A. Additions, deletions or modifications to Consent Agenda

(None)

5.B. Approval of Consent Agenda

MOTION

Commissioner Horvath MOVED to approve the Consent Agenda. The motion was SECONDED by Commissioner Blonder and APPROVED BY UNANIMOUS VOICE VOTE.

6. APPEALS

(None)

7. GENERAL PUBLIC PRESENTATIONS, ITEMS OF GREAT PUBLIC IMPORTANCE, AND OTHER ITEMS REQUIRING PUBLIC HEARINGS

7.A. General Public Presentations

(None)

7.B. Items of Great Public Importance

7.B.1. Update regarding Project Swing.

Jim Piggot, Director, General Services, provided a Project update which followed up discussion from the May 24th Commission meeting. He stated the community survey provided overwhelming support to rehabilitate the park as it currently existed.

Melissa Wissel, Communications Director, noted the importance of public input from the community survey. She stated the cost would be significant; however, the community wanted to ensure the current design and configuration of the playground was maintained. She reviewed the statistics of the survey's questions and responses:

- Total of six questions
- 1,509 responses received
- 1,426 (or 93%) were City or St. John's County residents
- 24% of the respondents or a family member participated in the original 1997 build
- 35% offered help to rebuild playground
- 55% supported rebuilding in general
- 23% would contribute financially
- Top 5 of 12 requested playground features were: towers, slide, swings, obstacle course, suspension bridge
- Additional comments from 242 respondents were as follows:
 - General safety concerns
 - Eliminate hiding spaces or dark corners
 - Additional lighting
 - Many comments to 'keep as is' and not tear down

- Keep the wood, wooden slats and avoid plastic
- Save the mosaic

Ms. Wissel concluded there was significant community sentimental value for the playground, and the City could not place a price tag on that.

Mike Davis, A.D. Davis Construction, discussed the work completed with Les Thomas and 20 volunteers, 18 months of planning, fundraising \$170,000, and the 5,000 neighbors and fellow residents who assisted with building the original playground in seven days. He suggested reconstructing the new playground without volunteer labor and noted the project would be completed by the playground's 25th anniversary, or November 22, 2021, with an entire new generation of children who would enjoy the park.

Commissioner Valdes expressed enthusiasm with participating in the playground reconstruction and working with those involved in it's original construction. He was optimistic the original structure was in decent shape, which would be determined once the exploratory demolition of the decking was complete, and he stated synthetic composite decking materials would replace that demolition. He supported community involvement and professional reconstruction of the playground to lessen the potential for injury.

Vice Mayor Sikes-Kline thanked Mr. Davis, Mr. Levins, Mr. Les Thomas and Ms. Wissel, and indicated she was pleased the project was in Mr. Davis' and Commissioner Valdes' capable hands, and memories would be made for the next generation.

Mr. Piggot requested Commission consensus on the recommendations suggested by City staff.

MOTION

Commissioner Horvath MOVED to approve the staff recommendations. The motion was SECONDED by Commissioner Blonder and APPROVED BY UNANIMOUS VOICE VOTE.

7.C. Other Items Requiring Public Hearing

(None)

8. ORDINANCES AND RESOLUTIONS – PUBLIC HEARING REQUIRED

8.A. Ordinances – Second Reading

8.A.1. Ordinance 2021-12: Amendments to Chapter 28, Division 2, Vacation Rentals.

Isabelle Lopez, City Attorney, reviewed the regulations within the Ordinance and noted it was substantively the same.

Public hearing was opened; however, there was no response.

Public hearing was closed.

MOTION

Commissioner Valdes MOVED to pass Ordinance 2021-12 on second reading read by title only. The motion was SECONDED by Commissioner Horvath.

Ms. Lopez read the title as follows:

ORDINANCE NO. 2021-12

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA AMENDING CHAPTER 28, ARTICLE III, DIVISION 2, SECTION 28-146 PROVIDING REQUIREMENTS FOR REGISTRATION; AMENDING SECTION 28-147 CLARIFYING ANNUAL INSPECTIONS; AMENDING SECTION 28-150 CLARIFYING REQUIRED NFPA LIFE-SAFETY CODE REQUIREMENTS; PROVIDING FOR INCLUSION IN THE

CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

VOTE ON MOTION

AYES: Valdes, Horvath, Blonder, Sikes-Kline

NAYES: None

MOTION APPROVED UNANIMOUSLY

8.B. Ordinances – First Reading (only if required by law)

(None)

8.C. Resolutions – Public Hearing (only if required by law)

(None)

9. ORDINANCES AND RESOLUTIONS - NO PUBLIC HEARING REQUIRED

9.A. Ordinances – First Reading

9.A.1. Ordinance 2021-13: Amends Chapter 11, Section 11-29, Standards of Review for Conservation Overlay Zone 2.

Ms. Lopez indicated this was a cleanup Ordinance to clarify language and cross references, and she reviewed the changes and additional language for permitted structures.

Commissioner Blonder expressed concerns with the following:

- Language: 'Addition of the language to ensure consistency with the definition of Conservation Overlay Zone 2 to protect Zone 3 from extreme high-water conditions as a priority'
- City Code outlined the parameters of each Zone, and Zone 2 was transitional and intended "for this purpose to primarily protect the functional integrity of Zone 1 and Zone 3 from extreme highwater conditions"; therefore, she

questioned whether Zone 1's language was deliberately omitted or a cross referencing issue

- If language was not deliberately omitted, it should be re-inserted, as Zone 1 was the most sensitive and important to protect, to maintain consistency with the City's Comprehensive Plan and other similar documents
- Zone 2 was a buffer, and if language was omitted regarding Zone 1 and the essential role of the transition buffer in Zone 2, the intentional focus was lost for the Conservation Overlay Zones
- Adding language to clarify bulkheads, seawalls, and retaining walls as permitted structures would potentially open a pandoras box without the environmental consultant's assurance that the Comprehensive Plan's intent regarding Conservation Overlay Zones was maintained
- Would not support the inclusion of additional language under Section 11-29, (4): 'including bulkheads, seawalls and retaining walls', and stated it should be removed until the environmental consultant provided input

Ms. Lopez stated she was unaware of the language being deliberately omitted and would verify this prior to second reading.

Commissioner Horvath understood Commissioner Blonder's point regarding the consultant and their requirement to review the topic; however, bulkheads and seawalls were needed to solve problems, and she questioned whether the consultant could concurrently provide insight with some of the proposed projects.

Commissioner Blonder stated the Comprehensive Plan had extensive references to living shorelines which were not included as potential erosion and stabilization measures; therefore, this should be re-thought, perhaps without waiting on the environmental consultant. She noted many residents felt pressured

and believed that construction of a bulkhead on adjacent waterfront lots without a bulkhead would impact their property by causing erosion; therefore, she wanted to ensure this was reviewed in a holistic manner and was unsure if this was reflected in the suggested language.

Commissioner Horvath suggested expanding the language to add living shorelines and other mitigations along with bulkheads, and to keep the consultant on board to avoid the loss of momentum.

Commissioner Valdes concurred with his fellow Commissioners that shoreline preservation was extremely important and encouraged riprap use versus bulkheads. He stated too many bulkheads were being installed and created a shoreline hard point that encouraged erosion and degradation, and they should look at designing shorelines with better use of natural materials, while retaining bulkhead use when they could be contiguous.

Vice Mayor Sikes-Kline stated the Commission desired to proceed; however, the Ordinance language was not quite what they wanted and should be expanded. She asked Ms. Lopez if the Commission should table the topic, or return with modified language, as she was unsure about public hearing at the next step.

Ms. Lopez advised that at the Commission's will, she would meet with David Birchim, Director, Planning and Building, to discuss the topic further and get examples to bring to the Commission, and a second reading and public hearing would not be scheduled.

Vice Mayor Sikes-Kline requested that Ms. Lopez find out why buffering was not included, and whether it should be included.

Commissioner Blonder encouraged Ms. Lopez to connect examples with the Comprehensive Plan, and she noted Federal level funding for traditional seawalls and living shorelines was being accelerated

and promoted. She stated the language in Section 1, (4) 'reasonably sized bridges, paths...' was too nonspecific and required a better definition.

Ms. Lopez advised the Commission could approve the Ordinance at first reading and she would work with Mr. Birchim to develop a better presentation between first and second reading, or they could continue reading without voting and bring it to a future meeting on first reading.

MOTION

Commissioner Horvath MOVED to CONTINUE the Ordinance so Ms. Lopez could insert the added items discussed, and then proceed from there. The motion was SECONDED by Commissioner Blonder.

VOTE ON MOTION

AYES: Horvath, Blonder, Valdes, Sikes-Kline

NAYES: None

MOTION APPROVED UNANIMOUSLY

9.A.2. Ordinance 2021-14: Disallowing the intentional release of balloons within the City limits.

Ms. Lopez reviewed the Ordinance.

Commissioner Blonder commended Ms. Lopez for the development of the Ordinance and she fully supported it.

MOTION

Commissioner Blonder MOVED to support Ordinance 2021-14 on first reading and move to second reading. The motion was SECONDED by Commissioner Valdes.

Vice Mayor Sikes-Kline questioned whether the Ordinance should address sky lanterns, since she believed they were damaging.

The Commission discussed materials used for sky lanterns which included some plastics, and their potential fire hazard which prompted inclusion in the Ordinance due to many wood shake roofs in the City.

Vice Mayor Sikes-Kline asked Ms. Lopez to further review the topic and if necessary, return with a modification prior to second reading.

Ms. Lopez indicated the way the short title was written, if it was amended then she would require bringing it back for another first reading; therefore, the Commission could entertain the Ordinance for first reading and vote to finish the Ordinance process, then the Commission could instruct her to review sky lanterns which would be a separate ordinance.

Ms. Lopez read the title as follows:

ORDINANCE NO. 2021-14

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA, AMENDING ARTICLE I, CHAPTER 22, SECTION 22-2 OF THE CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING FOR DISALLOWANCE OF THE INTENTIONAL RELEASE OF HELIUM FILLED BALLOONS WITHIN THE CITY LIMITS; PROVIDING FOR PENALTIES; PROVIDING FOR INCLUSION IN THE CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

VOTE ON MOTION

AYES: Blonder, Valdes, Horvath, Sikes-Kline

NAYES: None

MOTION APPROVED UNANIMOUSLY

9.B. Resolutions

9.B.1. Resolution 2021-26: Approval of the tentative proposed millage rate for fiscal year 2021/2022.

Mark Simpson, Director, Financial Services, stated the Resolution was an annual requirement as part of Truth in Millage (TRIM) compliance prescribed by the Florida Department of Revenue for the City to set the proposed millage rate, which was tentative and could be changed or reduced, but was required prior to adopting and levying taxes. He concluded the proposed millage rate was 7.5 mills, and the rollback rate was to be 7.2020, which represented a 4.14% increase over last year's revenues.

MOTION

Commissioner Valdes MOVED to approve Resolution 2021-26. The motion was SECONDED by Vice Mayor Sikes-Kline.

VOTE ON MOTION

AYES: Valdes, Sikes-Kline, Horvath, Blonder

NAYES: None

MOTION APPROVED UNANIMOUSLY

10. STAFF REPORTS AND PRESENTATIONS

(None)

11. ITEMS BY CITY ATTORNEY

(None)

12. ITEMS BY CITY CLERK

12.A. Discussion concerning scheduling workshops.

Item administratively removed.

13. ITEMS BY CITY MANAGER

13.A. Discussion of items to be included in the 2022 St. Johns County Legislative Action Plan.

Mr. Regan advised the Commission would select items that comprised legislative requests and appropriations, then City staff would produce a page for each item with a general description and budget estimate which would be sent to Hunter Conrad, St. John's County Administrator, for County discussion during legislative day. He stated the City's ability to add or remove items as they approached legislative session was not limited, but this was a good time to focus on important topics for the upcoming year, and he discussed the following:

- Fire Department land swap
- 7.43 million dollars for fire station
- Commuter Rail Project
- Red Cox Road
- Build out West Augustine Sewer project
- State Road 313
- Affordable Housing
- Reclaimed water

The Commission and Mr. Regan discussed:

- Redistricting was supported by both Congressmen Waltz and Rutherford who suggested to re-apportion City and City of St. Augustine Beach into same district which would open ability for more 'political clout'
- Expand re-apportionment further into the St. Augustine urbanized area which had between 85,000 and 90,000 people
- Tree Trimming bill passed in prior years was an optional item that affected the County and existed at the State level tying local governments hands, and there was a House and Senate bill to repeal it entirely
- Seek a future historic preservation grant for waterproofing City Hall; however, currently technical issues existed
- County would not be amiable to Red Cox Road item or 7.43 million for fire

station, although it would benefit them; however, there were future solutions in the amphitheater access

- City fought for home rule rights, preemption was coming to a head
- Address short-term rentals and position taken to not erode home rule
- Needed cooperation with County or another municipality to address transportation, resiliency and sustainability issues and continue to press issues regardless of support

There was Commission consensus for a total repeal of the Florida tree trimming statute.

Vice Mayor Sikes-Kline concluded that short-term rentals, home rule and tree trimming would be added to the list sent to the County.

Mr. Regan recognized City staff and departments who worked hard to prepare and commence Florida's 200th Anniversary Celebration on July 10th:

- Melissa Wissel
- Kim Mayo
- Cindy Walker
- General Services
- Police Department
- Fire Department

14. ITEMS BY MAYOR AND COMMISSIONERS

Vice Mayor Sikes-Kline noted the Rear Admiral of the Spanish Armada presented her with their city coin at the 200th Anniversary event, which would be given to the public information office for appropriate display. She credited Mr. Regan for his hard work, vision, open mind and spirit that embraced these City events.

Commissioner Blonder echoed the comments of Vice Mayor Sikes-Kline and Mr. Regan and stated he went above and beyond for the event.

Commissioner Blonder mentioned the numerous emails she received concerning the Gate Carwash proposal and the impacts. She questioned Ms. Lopez on the ability to create a noise sensitive designation over Fish Island Preserve to help protect the inhabitants and aesthetics.

Ms. Lopez advised the existing Code for noise ordinance provided the Commission the ability to adopt a noise sensitive zone by resolution; however, it required data and analysis which would take time to obtain, and if the Commission desired to move forward, the results may not support a required noise sensitive zone.

Commissioner Blonder felt it was worth the attempt and was owed to the Commissioners, City staff and community who put in the hard work to establish Fish Island Preserve.

There was Commission consensus to obtain data and analysis regarding a potential quiet zone designation at Fish Island Preserve.

Commissioner Valdes inquired about the progress of protecting sea turtles and manatees, the increase in the boating community and unsafe operation of vessels, and the enforcement of these issues.

Mr. Regan noted there was an initial public relations campaign 'hard push' for free manatee zone signs, and he would return with an update at the August 9th Commission meeting.

At the request of Vice Mayor Sikes-Kline, Mr. Regan advised the extended hours permit ordinance was being reviewed and coordinated with City staff and would be discussed during an August Commission meeting.

Commissioner Horvath inquired about the public comment made regarding the conflict with the Corazon project and what was proposed.

Ms. Lopez stated the application was continued, the applicants were narrowing their application on parking issues and uses, and she suggested they avoid any preemptive comments until the item was before the City Commission.

Commissioner Horvath requested the review of long-term property leases for parking and the potential build-out of the property once those leases expired, which was an issue that could domino in the future.

Mr. Regan suggested a workshop regarding the Code and changes that fit with the City's Strategic Plan and Vision, in alignment with the suggestions of Commissioner Horvath; however, he requested the Commission's cognizance that Ms. Lopez required some time with training the replacement of Denise May, Assistant City Attorney, who was leaving the City.

15. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:22 P.M.¹

Nancy Sikes-Kline, VICE MAYOR

Darlene Galambos, CITY CLERK

¹ Transcribed by Laura Morse

CITY OF ST. AUGUSTINE

City Commission Special Meeting
Monday, August 9, 2021

The City Commission met in formal session Monday, August 9, 2021 at 3:00 P.M. in the Alcazar Room at City Hall. The meeting was called to order by Mayor Tracy Upchurch, and the following were present:

1. Roll Call: Tracy Upchurch, Mayor/City Commissioner
Nancy Sikes-Kline, Vice Mayor/City Commissioner
Roxanne Horvath, City Commissioner
John Valdes, City Commissioner
Barbara Blonder, City Commissioner

John Regan, City Manager
Isabelle Lopez, City Attorney
Darlene Galambos, City Clerk
Meredith Breidenstein, Assistant City Manager
Mark Simpson, Director, Financial Services
David Birchim, Director, Planning and Building
Reuben Franklin, Director, Public Works
Todd Grant, Director, Utilities
Melissa Wissel, Communications Manager
Jennifer Michaux, Police Chief
Carlos Aviles, Fire Chief
Laura Morse, Recording Secretary

2. General Public Comments

Mayor Upchurch advised if time permitted, there would be an opportunity for the public to speak when the meeting ended.

Public comment was opened, and the Commission heard from the following members of the public:

- Martha Mickler
- Ron Mickler
- Nancy Pellicer

Public comment was closed.

3. Discussion of the Utility and Public Works Capital Improvement Plan (CIP) Projects.

Todd Grant, Director, Utilities, noted the following regarding Public Works and Utilities CIP projects:

- Reuben Franklin, Director, Public Works, was vital in the Utilities CIP, and ensured the engineering component, design, and review went well
- Public Works' staff collaborated to address the CIP Plan which changed in its public presentation and internal handling, was addressed numerous times throughout the year, and addressed two main issues:
 - Emergencies requiring a Plan task replacement
 - County and FDOT utilities were within another's right-of-way, which were incorporated into CIP readjustments

- When an agency had two or three unexpected projects, it affected how the CIP was addressed and modified, and staff consistently confronted the topic to ensure the best was accomplished

Mr. Grant previewed the Key Updates to the CIP, which included the Lift Stations, Resilience Program, West Augustine Sewer and Upcoming Plans and Projects.¹ He introduced Stephen Slaughter, Engineering Manager.

Mr. Slaughter reviewed the 13 FEMA Lift Stations damaged during Hurricane Matthew and flooded during Hurricane Irma. He added the following:

- Lift Station 6 would be started that week
- Lift Station 4 would be started in the next few weeks
- Maintenance of Traffic (MOT) plan at Lift Station 24 required adjustment but had been resolved
- Construction for all 13 Lift Stations and the Arricola Avenue Force Main should be finalized the end of February 2023
- Lift Station 24 construction would continue through end of November 2023

At the suggestion of Mayor Upchurch, Mr. Slaughter acknowledged that signage at the lift stations would be reviewed for better public notification as to whether the project was for resiliency or FEMA. He introduced Jessica Beach, Chief Resilience Officer.

Ms. Beach reviewed the Resilience Program updates which included vision and structure based on Policy, Planning, Project Implementation, Funding, and Education and Outreach. She elaborated on the following during her presentation:

- Building Code Task Force goal to review lot grading plan for better comprehension of drainage impacts of single family lots under construction

¹ Included with original Commission packet

- University of Florida (UF) Septic Tank Sea Level Rise Study was 100% grant funded through the State
- South Davis Shores flooding issue analyzed with community input and project funding opportunity
- Project implementation was complex and time consuming from permitting to construction phase and for obtaining project funding
- Lift Stations funded through FEMA program
- Hazard Mitigation Grant Program (HMGP) funded through FEMA, different ways to get projects funded
- Lake Maria Sanchez project:
 - Pump station design at 90%
 - Flood wall component challenging since working with private property owners with 60% design plan
 - Addressed storm drainage improvements around City Hall at 60% design
 - Complications with touching infrastructure that prompted touching more infrastructure
 - Estimated six to eight months out with securing design and going to permitting
- 43 tide check valves installed City-wide to address tidal flooding which created leaking in certain storm pipes and required money to fix which was located in the 'Stormwater operating' CIP for Fiscal Year 2022 totaling \$529,202
- HMGP funding for Avenida Menendez flood barrier would close gaps in seawall structure
- Largest FEMA funding source was the Hazard Mitigation Assistance (HMA) Program
- Worked with consultant to navigate the FEMA Public Assistance Program forms to maximize funding after disasters and assist residents with Flood Mitigation Assistance (FMA)
- Planned to bring funding opportunity from Department of Economic Opportunity (DEO) Grant Improvement Plan to the Commission on August 23rd

- City contracted with Quality Engineering who acted as liaison between FEMA and residents to ensure applications to elevate homes were processed correctly
- Cost Share study through Army Corps of Engineers was a structured federal program:
 - \$3 million / three-year program which City would be responsible for \$1.5 million
 - Had advantages, but challenges were timing, funding authorizations, in-depth matrixes, benefit to cost ratios non-historic aspect
 - City would have input and community involvement
 - Would not know until end of 2021 if funding allotted

Commissioner Blonder applauded City staff for their behind-the-scenes efforts to implement these programs. She stated the opportunity for citizens to utilize the resources brought forward by the City would be very productive.

Commissioner Blonder commented that the Intergovernmental Panel on Climate Change (IPCC), who emphasized causes of climate change and community adaptation, released their sixth assessment which was the first since 2013. She stated the City should fine tune planning documents for projects related to the topic. She concluded the City had a responsibility to reduce greenhouse gases, it continued to contribute to the problem, and there were limited amounts of time to lessen production of carbon dioxide.

In response to Mayor Upchurch's concern on the duration of the projects, Ms. Beach stated that time was the challenge. She noted the Army Corps study was three years with high level concepts, the large projects took years for funding and design, and FEMA needed to change from the top down; therefore, the only other option was for the City to solely fund projects since they were so expensive.

John Regan, City Manager, reminded the Commission about the nor-easter in September 2020 which caused events not seen in his forty years of dealing with stormwater; therefore, the shift to get homeowners to connect with FEMA became an important prioritization to stop flooding. He added the projects took time and only protected against small hurricanes and storms.

Commissioner Valdes indicated that climate change and ocean rise fell back on the individual to lift their houses, and since long-term projects took so much time, ways to fund individual efforts were necessary.

Commissioner Horvath stated long range adaptive measures should require an additional foot or two on seawalls.

Commissioner Sikes-Kline said the topic of teaching people to elevate their homes was discussed five years ago, she was pleased to see the education effort, and would support revisiting the adaptation plan to improve or revise it.

Mayor Upchurch thanked Ms. Beach for her leadership and expertise.

Mr. Slaughter reviewed the West Augustine septic to sewer program and the following was discussed with the Commission:

- 57 had been converted and eight were identified for conversion
- West 5th Street was the latest completed which abandoned 25 existing septic tanks
- City was identifying systems that could tie into existing sewer; however, there was a limit to their measures
- West Augustine Sewer improvements had a combination of \$250,000 annually from three separate funding sources deposited by the City since 2013, plus State appropriations, plus grants
- Process for obtaining funding from Tallahassee was tedious since only

small amounts of money could be obtained for the projects

- Gravity fed sewers were distance compromised before pipes would breach ground, then a lift station was required with a master plan to break up the area into sub-basins
- Funding was always \$250,000 annually, and when amount went to \$5 million that was with knowledge that a Master Plan was in place
- Based on results of Master Plan, would do larger sections based on location of the lift stations without being street specific since all of West Augustine needed to be captured
- Master Plan required updating, and a legislative priority for the Commission was an appropriation for \$35 million to get the entire West Augustine in one allocation, which would take many years to build
- Capacity existed for build out of West Augustine to the City Wastewater Treatment Plant
- One project was inflow and infiltration (INI) elimination which would eliminate water volume
- Pipes were being slip lined at a cost of \$500,000 annually
- Clarity of the CIP report would be enhanced to show more detail

Mr. Slaughter reviewed the Capital Improvement Projects (CIP) Overall Status Summary which included paving projects.

Mr. Franklin stated the chart showed all the different projects and stages of development. He requested Commission input for anything that may have been missed. He stated extensive resident outreach was done and the meeting presentation represented the community's needs.

Mr. Slaughter advised Mayor Upchurch, as per his request, that the Sevilla project anticipated final design and construction to begin next fiscal year FY 2022.

In response to Mayor Upchurch's request regarding the Tolomato lot, Mr. Franklin stated it was part of the Downtown Improvement District Project, Spanish Street would be constructed first since there were limited affects to businesses, permits and the design plan were in hand, it was ready to go out for bid, and they just needed the funding.

Mr. Regan advised that the project was in the budget.

4. Financial Analysis / Review of City-Wide Capital Improvement Projections.

Mark Simpson, Director, Financial Services, reviewed the Capital Improvement Plan by Project and by Funding Source.² He noted the list alphabetically displayed those projects slated for borrowing, big ticket items requiring the issuance of debt, and items that could require future borrowing in addition to the West Augustine septic to sewer. He stated the intent was to move the process forward to May 2022 and discuss the CIP alongside revenues, so the budget office would be aware of the capital improvement needs, which allowed the financial team more flexibility when crafting the operating budget. He indicated the intent to continue forward with a complete budget book which represented each project on a single page with total dollar amounts and all funding sources, since many of the projects had multiple funding sources across the funds.

Mayor Upchurch advised Mr. Simpson the Commission was in full support of the budget book and supported measures to make his job more efficient.

Commissioner Sikes-Kline stated the CIP was on the website. She requested to be kept apprised of projects to know what was new, improved, changed, added or dropped which assisted her job with the big picture. She indicated Mr. Simpson's presentation

² Included with original Commission packet

was wonderful, City staff in both Public Works and Utilities was energetic and encouraging, and she was inspired to work with the community with the ability to provide answers on how they could personally be more resilient in their homes.

5. Discussion of Projects Involving Potential Future Borrowing.

Mr. Simpson reviewed the topic with Item 4.

Mayor Upchurch opened public comment and the Commission heard from the following member of the public:

- Mattie Harms

Public comment was closed.

Commissioner Valdes stated grass roots methods should be used to encourage people in the City to reduce the carbon footprint, such as solar panel use.

Commissioner Sikes-Kline stated bicycles and walking should be encouraged, and continued public education was a critical component to the future.

Mr. Regan suggested that FPL provide a presentation to the Commission regarding the aggregate generation and solar. He was amiable to Commissioner Horvath's earlier comments and assured her the short-and-long-term picture was being analyzed to address all fronts.

Mayor Upchurch expressed his appreciation for City staff and noted these were important steps.

6. Adjourn.

There being no further business, the meeting was adjourned at 4:31 P.M.³

Tracy Upchurch, MAYOR

Darlene Galambos, CITY CLERK

³ Transcribed by Laura Morse

CITY OF ST. AUGUSTINE

Regular City Commission Meeting
Monday, August 9, 2021

The City Commission met in formal session Monday, August 9, 2021 at 5:00 P.M. in the Alcazar Room at City Hall. The meeting was called to order by Mayor Tracy Upchurch, and the following were present:

1. Roll Call: Tracy Upchurch, Mayor/City Commissioner
Nancy Sikes-Kline, Vice Mayor/City Commissioner
Roxanne Horvath, City Commissioner
John Valdes, City Commissioner
Barbara Blonder, City Commissioner

John Regan, City Manager
Isabelle Lopez, City Attorney
Darlene Galambos, City Clerk
Meredith Breidenstein, Assistant City Manager
Mark Simpson, Director, Finance
David Birchim, Director, Planning and Building
Reuben Franklin, Director, Public Works
Todd Grant, Director, Utilities
Melissa Wissel, Communications Manager
Jennifer Michaux, Police Chief
Laura Morse, Recording Secretary

INVOCATION AND PLEDGE OF ALLEGIANCE

Reverend Matt Marino, Trinity Parish, delivered the invocation, and Commissioner Sikes-Kline led the Pledge of Allegiance.

2. ADMINISTRATIVE ITEMS

2.A. Modification and Approval of Regular Agenda

Mayor Upchurch requested to remove the Proclamation from the Consent Agenda and bring it back at a later date.

John Regan, City Manager, requested the following changes to the Agenda:

- Addition of Item 7.A.1. 'Open a drive-through COVID testing site at the Visitor Information Center (VIC)' in partnership with Flagler Hospital, which required a

Resolution adoption. He noted existing Item 7.A.1. would become Item 7.A.2.

- Mr. Regan requested removal of Item 9.A.4. Resolution 2021-17
- Addition of Item 11.C. to provide a brief update on the opioid lawsuit

MOTION

Commissioner Sikes-Kline **MOVED** to approve the Agenda as modified. The motion was **SECONDED** by Commissioner Horvath.

VOTE ON MOTION

AYES: Sikes-Kline, Horvath, Blonder, Valdes, Upchurch

NAYES: None

MOTION APPROVED UNANIMOUSLY

3. SPECIAL PRESENTATIONS, RECOGNITIONS AND PROCLAMATIONS

(None)

4. PUBLIC COMMENTS FOR GENERAL PUBLIC COMMENTS OR FOR AGENDA ITEMS NOT REQUIRING A SEPARATE PUBLIC HEARING

The Commission heard from the following members of the public:

- Maureen Long
- Tyrone Bennett
- Ronda Brenna
- Lauren Giber
- B.J. Kalaidi

Commissioner Sikes-Kline applauded Mr. Bennett and his community outreach work with the West King neighborhood. She requested mayoral support for the City to work with Mr. Bennett on his request to hold a fall street festival in November during Nights of Lights, and assist with public communications, outreach, and parking.

Mayor Upchurch requested that Mr. Regan and City staff work with Mr. Bennett on the festival plans.

Public comment was closed.

5. CONSENT AGENDA

Mr. Regan read the Consent Agenda.

CONSENT AGENDA – AUGUST 9, 2021

CA.1. Preview of upcoming Commission meetings.

CA.2. THE FOLLOWING ORDINANCES ARE TENTATIVELY SCHEDULED FOR SECOND READING ON AUGUST 23, 2021:

- Ordinance 2021-13
- Ordinance 2021-15
- Ordinance 2021-16
- Ordinance 2021-17
- Ordinance 2021-18

CA.3. Reminder of Upcoming Meetings:

- August 19, 2021, 8:30 am, Special CRA Meeting, Discussion FY 2022 LCRA and HACRA Tentative Budgets
- August 19, 2021, (Immediately following Special CRA Meeting), Special Meeting, FY2022 Tentative Budget Discussion
- August 20, 2021, 9:00 am, IF NEEDED, Special Meeting, FY 2022 Tentative Budget Discussion

CA.4. APPROVAL OF MINUTES FROM PRIOR COMMISSION MEETINGS:

- June 21, 2021, Special Budget Meeting
- June 28, 2021, Regular Commission Meeting

CA.5. RELEASES OF LIEN FOR UNIT CONNECTION FEE MORTGAGE(S):

- St. Augustine Commerce Center, LLC - 100 Center Creek Road

CA.6. PROPOSED PROCLAMATIONS, CERTIFICATES OF APPRECIATION / RECOGNITION. (COMMISSION APPROVAL REQUIRED). (TO BE READ AT A SUBSEQUENT MEETING).

(None)

CA.7. NOTIFICATION OF PROCLAMATIONS / CERTIFICATES OF RECOGNITION ISSUED:

- Proclamation 2021-14: Proclaims September 2021 to May 2022 as the Quincentennial Anniversary of the City of San Juan, Puerto Rico. (*T. Upchurch, Mayor*)

Proclamation removed under Administrative Item 2.A.

CA.8. Approval of License for use of City Right of Way allowing the San Marco Hotel located at 6 West Castillo Drive to install and maintain a brick paver sidewalk, etc. (*R. Franklin, Director Public Works*)

CA.9. Approval of an Interlocal Agreement between the St. Johns County Sheriff's Office and the City of St. Augustine to manage and operate, along with City personnel, police emergency radio and dispatch communication services inside the corporate limits of the City through December 31, 2021. (D. Hayes, Director Human Resources)

CA.10. Approval of the installation of wireless internet service in the VIC. (J. Piggott, Director, General Services)

End of Consent Agenda

5.A. Additions, deletions or modifications to Consent Agenda

Mayor Upchurch reminded the Commission of their meeting on August 23, 2021 at 5:00 P.M., which was not included in the amended Agenda copy.

5.B. Approval of Consent Agenda

MOTION

Commissioner Horvath MOVED to approve the Consent Agenda as amended. The motion was **SECONDED** by Commissioner Sikes-Kline.

VOTE ON MOTION

AYES: Horvath, Sikes-Kline, Valdes, Blonder, Upchurch

NAYES: None

MOTION APPROVED UNANIMOUSLY

6. APPEALS

(None)

7. GENERAL PUBLIC PRESENTATIONS, ITEMS OF GREAT PUBLIC IMPORTANCE, AND OTHER ITEMS REQUIRING PUBLIC HEARINGS

7.A. General Public Presentations

Item 7.A.1. administratively added.

7.A.1. Open a drive-through COVID testing site at the Visitor Information Center (VIC).

Mr. Regan discussed the following with the Commission:

- St. Johns County lacked COVID testing capacity to meet demand; therefore, City formed partnership with Flagler Hospital to create a drive-through testing location
- City's role was to provide the location and logistical support
- A resolution was administratively necessary to designate testing location and authorize use of the area
- A draft Memorandum of Understanding was being finalized with Flagler Hospital and provided flexibility to the City
- A soft opening would occur on Friday, August 13, 2021, with a full launch on Monday, August 16, 2021
- Hours of testing site would be 8:30 a.m. to 1:30 p.m., Monday through Friday
- Program had a phone app with a scheduling system that Flagler Hospital would regulate
- Bus loading zones would be maintained for effective traffic flow
- Historic Tours of America would cease operation at the VIC location
- Flagler Hospital would contract with Ivy Medical to perform PCR tests and rapid tests based on patient symptoms
- Solar Stiks, Inc. would provide solar power for the site, and Brian Bosley, Owner, was present for questions
- Dentist building would be used for a separate break room and bathroom venue for the healthcare staff
- County was setting up second testing site at the agricultural center with a separate contractor
- Gina Mangus, VP of Strategy and Business Development, Flagler Hospital was present for questions

- Allocation of City staff time was minimal, Flagler Hospital would be in charge of project and contractor held most of burden
- The week delay was Flagler working through software program connection, logistics, and moving materials and people into place
- Testing facility was not restricted to St. Johns County residents
- Should obtain data from the testing site, since State shut down reporting of COVID cases
- St. Johns County Schoolboard and Flagler College relied on the medical field for testing, and local businesses needed rapid tests so employees could return to work; therefore, the need for the testing site was critical

Isabelle Lopez, City Attorney, read the Resolution as follows:¹

RESOLUTION 2021-32

A RESOLUTION OF THE CITY COMMISSION OF ST. AUGUSTINE, FLORIDA AMENDING RESOLUTION 2009-38 THAT PROVIDES FOR THE PROPRIETARY CITY USE OF THE HISTORIC DOWNTOWN PARKING FACILITY, VISITOR INFORMATION CENTER, PROMENADE AND ADJACENT GROUNDS TO ADD PUBLIC HEALTH, SAFETY AND WELFARE ACTIVITIES AS DESIGNATED BY THE CITY MANAGER.

She noted the City Manager was provided the ability to enter into required contracts, memorandums or agreements to effectuate the public health, safety, and welfare functions as needed, as this was not allowed under an emergency declaration.

Mayor Upchurch reiterated the City was assisting the healthcare field and the community with a non-City task that was the responsibility of the County and the State. He clarified that Mr. Regan had

authorization to enter into the Memorandum of Understanding. He thanked Mr. Regan, Flagler Hospital and Mr. Bosley for their efforts, and noted the Commission was happy to support them.

MOTION

Commissioner Horvath MOVED to accept Resolution 2021-32 read by title only and passed. The motion was SECONDED by Commissioner Sikes-Kline.

VOTE ON MOTION

AYES: Horvath, Sikes-Kline, Blonder, Valdes, Upchurch

NAYES: None

MOTION APPROVED UNANIMOUSLY

7.A.2. Presentation by Gregory von Hausch, President and CEO of the Saint Augustine Film Festival requesting sponsorship and "in-kind" support from the City.

Previously Item 7.A.1.

Mr. von Hausch reviewed the history of the Saint Augustine Film Festival, the curriculum and their request to use certain City facilities and the City seal.

In response to Commission concerns regarding commuters entering the neighborhoods for the events, Mr. von Hausch noted the event would be marketed as local and for the community families to enjoy. He stated one event at Oglethorpe Park and Coquina Park was proposed.

Commissioner Horvath suggested that neighborhood groups be advised of the proposed event, which should be held at a more City oriented setting versus neighborhood parks and that the bike-share program could be used.

Commissioner Valdes indicated that neighborhoods already felt they were under siege, the number of people attending the

¹ Provided to Commission at meeting

event was unknown, and neighborhood associations should provide insight.

Mr. von Hausch was amiable to Commissioner Sikes-Kline's suggestions for other locations; however, he stated the marina location would only work without ambient light, and the Galimore Center was challenging due to the distance. He suggested that his group work with other areas to hold the events.

MOTION

Mayor Upchurch MOVED to 1) Approve the use of the Commission Room during the four-day weekend for the St. Augustine Film Festival 2) Authorize the use of Francis Field to present one drive in movie 3) Authorize the use of the City Seal and the marketing material. The motion was SECONDED by Commissioner Sikes-Kline.

VOTE ON MOTION

AYES: Upchurch, Sikes-Kline, Valdes, Horvath, Blonder

NAYES: None

MOTION APPROVED UNANIMOUSLY

7.B. Items of Great Public Importance

(None)

7.C. Other Items Requiring Public Hearing

(None)

At the request of Mayor Upchurch, there was Commission consensus to hear Item 10.A. to accommodate the two State employees present for the topic.

Mayor Upchurch requested that Ms. Lopez review Items 11.A., 11.B. and 11.C. during a brief technical issue experienced with the overhead projector.

Item 11.A. reviewed here.

Item 11.B. reviewed here.

Item 11.C. reviewed here.

Item 10.A. reviewed here.

8. ORDINANCES AND RESOLUTIONS – PUBLIC HEARING REQUIRED

8.A. Ordinances – Second Reading

8.A.1. Ordinance 2021-14: Disallows the intentional release of balloons within the City limits.

Ms. Lopez stated that additional supporting documents were added for the Commission and the public, and there was a slight amendment to the Ordinance to allow for scientific balloons.

Public hearing was opened; however, there was no response.

Public hearing was closed.

MOTION

Commissioner Sikes-Kline MOVED to pass Ordinance 2021-14 on second reading, read by title only. The motion was SECONDED by Commissioner Blonder.

Ms. Lopez read the title as follows:

ORDINANCE NO. 2021-14

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA, AMENDING ARTICLE I, CHAPTER 22, SECTION 22-2 OF THE CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING FOR DISALLOWANCE OF THE INTENTIONAL RELEASE OF HELIUM FILLED BALLOONS WITHIN THE CITY LIMITS; PROVIDING FOR PENALTIES; PROVIDING FOR INCLUSION IN THE CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF

INVALID PROVISIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

VOTE ON MOTION

AYES: Sikes-Kline, Blonder, Valdes, Horvath, Upchurch

NAYES: None

MOTION APPROVED UNANIMOUSLY

8.B. Ordinances – First Reading (only if required by law)

(None)

8.C. Resolutions – Public Hearing (only if required by law)

(None)

9. ORDINANCES AND RESOLUTIONS - NO PUBLIC HEARING REQUIRED

9.A. Ordinances – First Reading

9.A.1. Ordinance 2021-13: Amends Chapter 11, Section 11-29, Standards of Review for Conservation Overlay Zone 2.

Ms. Lopez advised this was the second time this Ordinance was on first reading. She stated the Commission requested changes at the July 12th meeting to be in concordance with existing Code language regarding Conservation Overlay Zones 1, 2 and 3, as well as formal request criteria for structures in Zone 2 as they related to adjacent neighboring structures and in relation to their view and environmental impact.

Commissioner Blonder requested assurance that applications submitted in the interim should be clear on the language, and she expressed concerns with the following:

- 25' buffer from the mean high-water line between Conservation Overlay Zone 1 and 3, and was this linear

- 10% of the buffer written in Section 1 (4) posed a problem if it was linear
- Was 'reasonable compatible scale' a subjective measure or quantifiable with similar area structures, and who made the determination

Ms. Lopez advised that Planning and Zoning sought an ecologist or biologist through an RFP to fully review the buffers. She noted the intention was a stopgap amendment, and she would work with David Birchim, Director, Planning and Building, on the language in question. She suggested moving this forward to avoid a delay.

Commissioner Valdes stated surrounding property owners would make their voices heard, and if the Ordinance became too specific, this would present an issue with rising ocean levels and mechanisms in place, and Planning and Zoning was excellent at these tasks.

Commissioner Blonder asserted that seawalls were the norm and more living shorelines were needed, as shown in the City's Comprehensive Plan.

MOTION

Commissioner Blonder MOVED to pass Ordinance 2021-13 on first reading, place on second reading read by title only with understanding there were still questions the City Attorney needed to address. The motion was SECONDED by Commissioner Sikes-Kline.

Ms. Lopez read the title as follows:

ORDINANCE NO. 2021-13

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA AMENDING CHAPTER 11, ARTICLE II, SECTION 11-29 PROVIDING CLARIFICATION AND CONSISTENCY OF PERMITTED STRUCTURES; PROVIDING FOR INCLUSION IN THE CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING FOR

SEVERANCE OF INVALID PROVISIONS;
AND PROVIDING FOR AN EFFECTIVE
DATE.

VOTE ON MOTION

AYES: Blonder, Sikes-Kline, Valdes,
Horvath, Upchurch

NAYES: None

MOTION APPROVED UNANIMOUSLY

**9.A.2. Ordinance 2021-15: Amends
Section 20-219 of the City Code to
correct a scrivener's error.**

Mayor Upchurch reviewed the Ordinance.

MOTION

**Mayor Upchurch MOVED to pass
Ordinance 2021-15 on first reading, place
on second reading read by title only. The
motion was SECONDED by
Commissioner Horvath.**

Ms. Lopez read the title as follows:

ORDINANCE NO. 2021-15

AN ORDINANCE OF THE CITY OF ST.
AUGUSTINE, FLORIDA, AMENDING
SECTION 20-219 OF THE CODE OF THE
CITY OF ST. AUGUSTINE TO CORRECT
A SCRIVENER'S ERROR IN ORDINANCE
NO. 2020-33 RELATING TO THE
FIREFIGHTERS' PENSION TRUST FUND;
PROVIDING FOR SEVERABILITY;
PROVIDING FOR INCLUSION IN THE
CODE OF THE CITY OF ST. AUGUSTINE;
AND PROVIDING AN EFFECTIVE DATE.

VOTE ON MOTION²

AYES: Upchurch, Horvath, Blonder,
Sikes-Kline

NAYES: None

MOTION APPROVED UNANIMOUSLY

² Commissioner Valdes stepped away and was absent for
the vote

**9.A.3. Ordinance 2021-16: Defines craft
alcohol industry.**

Ms. Lopez, City Attorney, reviewed the
Ordinance which created a definition for
craft alcohol industry which was
manufacturing of cider, wine, beer, or
spirits. She noted it had not been defined
specifically and was zoned over time in a
case-by-case manner.

MOTION

**Commissioner Sikes-Kline MOVED to
pass Ordinance 2021-16 on first reading,
place on second reading read by title
only. The motion was SECONDED by
Mayor Upchurch.**

Ms. Lopez read the title as follows:

ORDINANCE NO. 2021-16

AN ORDINANCE OF THE CITY
COMMISSION OF ST. AUGUSTINE,
FLORIDA, AMENDING CHAPTER 28,
SECTION 28-2 TO INCLUDE THE
DEFINITION OF CRAFT ALCOHOL
INDUSTRY; PROVIDING FOR INCLUSION
IN THE CODE OF THE CITY OF ST.
AUGUSTINE; AND PROVIDING FOR AN
EFFECTIVE DATE.

VOTE ON MOTION

AYES: Sikes-Kline, Upchurch, Valdes,
Horvath, Blonder

NAYES: None

MOTION APPROVED UNANIMOUSLY

**9.A.4. Ordinance 2021-17: Amends
Chapter 28 to allow for craft alcohol
industries as a permitted use.**

Item administratively removed due to this
modification requiring a public hearing on
first reading.

**9.A.5. Ordinance 2021-18: Update on the
City's "Quality of Nightlife" policy and
first reading of an Ordinance which**

defines hours of sale allowing the consumption on premises of alcoholic beverages and requires a permit be obtained by businesses for extended hours of operation.

Mr. Regan reviewed the Ordinance and the policy update elements which included:

- Increased police presence
- Cleanliness (Litter and Surfaces)
- Urban design improvements
- Ride-share hub and drop-off locations
- Proposed Responsible Hospitality Institute Study
- Updated alcohol ordinance

Mr. Regan advised that during the negotiation of the King Street takeover, the Florida Department of Transportation (FDOT) offered the City \$700,000 in financial assistance to provide local transit, the City worked on a plan to bring the circulator system back with improvements, and FDOT made multi-year commitments at one million.

Mr. Regan noted the following regarding the updated Alcohol Ordinance:

- Significant public outreach done prior to COVID
- Alcohol sales between 7:00 and 11:00 p.m. were State regulated and selling past 11:00 required an extended hours operation permit; the Ordinance's key matter
- Operations permit required industry accountability to apply for a City permit that provided the privilege to sell alcohol between 11:00 p.m. and 2:00 a.m. with the following requirements:
 - Staff training and responsibility
 - No 'on the job' drinking
 - One security personnel for every 150 occupants
 - Last call procedures
 - Definitions of illegal activities

- Progressive discipline for violations, which led to a special magistrate
- Standards for sound containment during week after 10:00 p.m., and on weekends past 11:00 p.m.
- Language addressing 'to-go' cocktails

The Commission and Mr. Regan discussed:

- State law cutoff time for alcohol sales was 12:00 a.m.; however, local municipalities could address their own standard, and City's was 11:00 p.m.
- Definitions Section 1 (9) did not address interior or exterior and there were restaurants who served alcohol outside
- Noise levels becoming more prevalent for certain businesses downtown which affected peaceful cohabitation
- Specificity needed regarding security officers and training; whether off duty police officers or private security
- Proof of staff trained to serve alcohol
- Increase program from 12:00 a.m. to 2:00 a.m.
- 'Undesirable' alcohol sales occurred after dining stopped which would turn restaurants into bars
- Jacksonville Beach, Tampa, Melbourne, and West Palm Beach ordinances were reviewed with many provisions edited; however, context substance existed throughout Florida
- Companion resolution would be adopted (with a fee) to recover some of the costs, but not intended to recover all expenses
- Community was aware of these provisions, with numerous opportunities for discussion among groups
- Program was not self-supporting and most cities with these style permits were low level permits
- City was shifting to more code enforcement at night with staff in place to handle
- Provide minimum of 45-day window to conduct public outreach meetings

- Objective was to give the industry a concrete document to read

Mayor Upchurch noted his appreciation for Commissioner Sikes-Kline's leadership on the topic.

MOTION

Mayor Upchurch MOVED to amend the starting time to midnight as opposed to 11:00 in Ordinance 2021-18. The motion was SECONDED by Commissioner Horvath.

Commissioner Sikes-Kline asked Mayor Upchurch to reconsider his motion and allow reaction from the community for the 11:00 cutoff time.

Commissioner Valdes stated the Ordinance could be passed to second reading and amended after hearing public comment.

VOTE ON MOTION

AYES: Upchurch, Horvath, Valdes, Blonder

NAYES: Sikes-Kline

MOTION APPROVED 4/1

Ms. Lopez advised a motion was required for the Ordinance to proceed to second reading, and she asked the Commission to set a date so the City Clerk could advertise the Ordinance.

Mayor Upchurch advised the second reading would occur at the October 11th Commission meeting.

MOTION

Commissioner Sikes-Kline MOVED to pass Ordinance 2021-18 on first reading as amended, place on second reading read by title only. The motion was SECONDED by Mayor Upchurch.

Commissioner Blonder requested more than 45 days to provide the community

information, based on the current Delta variant situation.

Mayor Upchurch asked Commissioner Sikes-Kline to discuss the Responsible Hospitality Institute (RHI) assessment program.³

Commissioner Sikes-Kline reviewed her endeavors with the RHI program:

- Attended multiple community gatherings
- Gathered information from other cities with different nighttime economies
- RHI process was about having a safe and well managed nighttime economy which should be understood before understanding what RHI did in their assessment
- The product was the process, the engagement of stakeholders, and the key element of a social city assessment
- Started with establishment of a public website with focus on constructive collaboration and focus team
- Required a designated City staff coordinator
- Concern with world issues with guns, alcohol, and tourism

Mr. Regan indicated his support for the RHI program as he had witnessed the result of other communities coming together to determine their downtown nightlife. He stated the City's downtown economy was food and beverage (FNB) and there was no sense of organization, vision, or working together. He noted the recent two shootings and the change in downtown after midnight, and the RHI program advanced the 2014 vision principles. He provided an example of Clematis Street in West Palm Beach, which had positive impacts from collaborative things brought in which welcomed more families with fountains, music, and the establishment of a downtown improvement district. He noted it would require budgeting at \$80,000, there was much work to be

³ Provided to Commission at meeting

done, and Barry Fox, Code Enforcement Manager, was ready for the challenge.

Ms. Lopez read the title as follows:

ORDINANCE NO. 2021-18

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA, AMENDING CHAPTER 4 OF THE CODE OF THE CITY OF ST. AUGUSTINE; AMENDING SECTION 4-1 PROVIDING DEFINITIONS; AMENDING SECTION 4-3 PROVIDING FOR RESTRICTED HOURS OF SALE AND OPERATION; PROVIDING FOR EXTENDED HOURS OF OPERATION PERMITS; ESTABLISHING PERMIT REQUIREMENTS; ESTABLISHING VIOLATIONS; PROVIDING FOR HEARINGS; AMENDING SECTION 4-5 PROVIDING FOR CONSISTENT TERMINOLOGY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

VOTE ON MOTION

AYES: Sikes-Kline, Upchurch, Blonder, Valdes, Horvath

NAYES: None

MOTION APPROVED UNANIMOUSLY

The Commission discussed the return of the Ordinance for second reading, the establishment of the assessment, community education and input, and issues with alcohol use-by-exception permit requests.

Mayor Upchurch expressed concerns the Ordinance would grow out of the assessment.

There was Commission consensus to hear the Ordinance's second reading at the October 11th meeting.

MOTION

Commissioner Sikes-Kline MOVED to approve the RHI assessment process. The motion was SECONDED by Mayor Upchurch.

VOTE ON MOTION

AYES: Sikes-Kline, Upchurch, Valdes, Horvath, Blonder

NAYES: None

MOTION APPROVED UNANIMOUSLY

Mayor Upchurch requested to leave the assessment open ended since this was a six-month process and would not be scheduled without direction from the Commission.

9.B. Resolutions

9.B.1. Resolution 2021-30: Authorizes the execution of a State Highway Lighting Maintenance and Compensation Agreement between the Florida Department of Transportation and the City for Fiscal Year 2021-2022.

Reuben Franklin, Director, Public Works, reviewed the Resolution and stated it was an annual agreement which allowed the City to maintain traffic and street lights with compensation from FDOT.

MOTION

Mayor Upchurch MOVED to approve Resolution 2021-30. The motion was SECONDED by Commissioner Sikes-Kline.

VOTE ON MOTION

AYES: Upchurch, Sikes-Kline, Valdes, Horvath, Blonder

NAYES: None

MOTION APPROVED UNANIMOUSLY

9.B.2. Resolution 2021-31: Authorizes utility work between the Florida

Department of Transportation and the City.

Mr. Franklin reviewed the Resolution which addressed State Road 312.

MOTION

Mayor Upchurch MOVED to approve Resolution 2021-31. The motion was SECONDED by Commissioner Horvath.

VOTE ON MOTION

AYES: Upchurch, Horvath, Valdes, Blonder, Sikes-Kline

NAYES: None

MOTION APPROVED UNANIMOUSLY

10. STAFF REPORTS AND PRESENTATIONS

10.A. Presentation regarding the establishment of additional "No Wake Zones" in local waterways to further protect Manatees.

Item presented after Item 7.C.

Jim Piggot, Director, General Services, reviewed the presentation which included:⁴

- Community outreach and steps taken to obtain the signs
- City's authority to create protected zones through Florida Statute and criteria to approve an ordinance
- No-wake zone established in front of the marina south was based on a clause that protected the City fueling system
- Informational outreach to the County and Tallahassee Florida Wildlife Commission (FWC) departments, and St. John's County Sheriff's department
- Manatee mortality data for St. Johns County: One manatee death within past five years from a boat strike
- State manatee protection zones: St. Johns County not in a protection zone

⁴ Included with original Commission packet

- primarily because waterways did not have grass areas the manatees fed from
- Total of 16 more signs, or eight posts could be installed, according to Eric Mauldin, Harbormaster, but Commission approval was required
- FWC would not approve a 'No Wake' or 'Manatee' zone; therefore, requested more marine law enforcement support to monitor irresponsible boaters
- Continue sign program and add more to San Sebastian in permitted areas
- Sergeant Jerry Whitehead, City of St. Augustine Marine Police Officer, reported the areas in question; Dolphin Drive basin, Hospital Creek Basin and Bird Island had no reported incidents or accidents, other than verbal warnings

Mr. Piggot introduced Sergeant Josh Underwood, Air Marine Operations, St. John's County Sheriff's Office, and Lieutenant Steve Zukowski, Florida Wildlife Commission.

Sergeant Underwood stated the Sheriff's Office Marine Unit had not seen boating accidents, issued citations, or an increase in reckless boating activity in the questionable areas, and safety education had been provided.

Lieutenant Zukowski provided his professional insight on the topic:

- Worked with FWC since 1992; therefore, very familiar with the area
- FWC was State law enforcement for the woods and the water and would monitor areas and issue warnings and citations when necessary
- Distinguished the two types of regulatory zones under the bridges, Salt Run and San Sebastian River: slow speed and idle speed
- Idle speed zones allowed vessel to make just enough headway to move forward; Slow speed zones allowed vessel to go a bit faster with minimum wake created

- Most of the County and City zones were slow speed zones due to the six to eight feet of tidal influence between high and low tides, and an idle speed zone would hinder vessels from making headway during those times
- Dolphin Drive and Hospital Creek had not seen any boaters or kayakers during recent patrol; therefore, regular patrol suggested in questionable areas with City marine unit and the FWC
- Basin was silted in and not manatee habitat due to absence of grass, and did not know of any dredging plans
- FWC showed no boating accident data for Hospital Creek, only safety violations; therefore, there was not enough criteria to quantify a slow speed zone
- FWC regularly patrolled San Sebastian River which would benefit from more signage to assist with awareness

Commissioner Blonder advised that manatees were eating the mangroves as a food source; therefore, they were lingering in those areas. She expressed concerns with skiffs and increased kayakers during her time spent at Hospital Creek. She noted the Ports and Waterways Authority in the County had a request to establish a kayak launch within Hospital Creek. She summarized the recent Senate Bill 1086 approved by Governor DeSantis on boater safety which prohibited human powered vessels in the Intracoastal waterway, which eliminated kayaks; therefore, human power versus motor power would be pushed into these other areas. She inquired about a proactive way, with or without data, to reduce speed limits of powered boats to avoid accidents.

Lieutenant Zukowski indicated enforcement of excessive speed was not a function of signage, as signs could exist but there was no patrol. He cited Navigation Rule 6 regarding safe speed which could be addressed with citations or warnings, and

he could not guarantee anything other than a patrol presence.

Sergeant Underwood advised that FWC rejected an ordinance passed by the County to expand the no-wake zone at Matanzas over 1-1/2 years ago due to insufficient data specific to the existing zone. He said FWC required the County to fund a year-long vessel traffic study where someone would count boats for twelve to fourteen hours per day, and this was set aside. He provided an example of a no wake zone request in Palm Valley which went before their Commission and County attorney's office, then to the FWC, Coast Guard, and Army Corps of Engineers, and the Army Corps and Coast Guard rejected it with a requirement of a year-long traffic study data. He asked the Commission to take this into consideration.

Commissioner Valdes thanked Mr. Piggot for his efforts, and the two officers for their insight and line of work. He acknowledged the Commission's actions were based on data that must be accrued and the County was significantly growing. He had witnessed the many manatee scars, supported more signage on the San Sebastian River, and was disappointed they could not get ahead of the power curve due to a lack of required data, and much more damage could be done by the time the data was obtained.

Commissioner Blonder expressed her support for more signage and marine law enforcement.

Commissioner Sikes-Kline expressed support for more marine law enforcement, and noted she observed from her Dolphin Drive residence that things were becoming disorderly and non-calm, and she suggested writing tickets.

There was Commission consensus to support more signage on the San Sebastian River.

Mr. Piggot stated the FWC and Sheriffs' Department heard the Commissioners'

concerns, and he would relay the information to the City's police maritime unit. He thanked Sergeant Underwood and Lieutenant Zukowski for their support of the City and their efforts to keep it safe.

Mayor Upchurch thanked Sergeant Underwood and Lieutenant Zukowski for their time and noted his appreciation of their work.

Mr. Regan advised that Chief Michaux was working on a plan to create more policing hours for the St. Augustine Police Department's Marine Unit.

11. ITEMS BY CITY ATTORNEY

11.A. Information related to the release of paper lanterns and their effect on the environment.

Item reviewed after Item 7.C.

Ms. Lopez stated she looked into the legality of the paper lanterns and under State and local ordinance they were deemed fireworks, and the City did not permit individual fireworks without an organizational permit

11.B. 2021 Post Legislative Session Update. No Presentation.

Item reviewed after Item 7.C.

Ms. Lopez advised this was the final update and conclusion of legislation signed by Governor DeSantis, and City staff was looking at and coordinating any necessary response.

11.C. Class action lawsuit update – opioid manufacturer Mallinckrodt Pharmaceuticals.

Item administratively added and reviewed after Item 7.C.

Ms. Lopez reviewed the topic regarding Mallinckrodt filing for bankruptcy protection.

She stated outside counsel requested pre-emptive Commission approval if the City's litigation team supported the final bankruptcy plan. She noted the court set a September 1st deadline for plan approval or rejection by the various litigators, and they were close in terms of a plan the City could support with just small parts to negotiate.

MOTION

Mayor Upchurch MOVED to provide tentative approval pending final review and approval by the litigation team. The motion was SECONDED by Commissioner Sikes-Kline and APPROVED BY UNANIMOUS VOICE VOTE.

12. ITEMS BY CITY CLERK

12.A. Notification of two term expirations on the Planning and Zoning Board.

Darlene Galambos, City Clerk, notified the Commission that applications were being accepted for the Planning and Zoning Board and the two members in term expirations were eligible for re-appointment. She noted the topic would be brought back in September for the Commission's consideration.

13. ITEMS BY CITY MANAGER

(None)

14. ITEMS BY MAYOR AND COMMISSIONERS

Commissioner Sikes-Kline notified the Commission of her nomination of Bobbie Maria Alvarez for the de Aviles Award who was significantly instrumental in initiating the 200th anniversary celebration.

Commissioner Sikes-Kline raised the topic of 'Gotcha' bikes, thanked Flagler Hospital for their partnership in the initiative, which took much time to implement, and she looked forward to a staff report on progress

and usage. She requested the topic be placed onto a future meeting agenda so the Commission could be updated, and she commended the mobility department for their efforts with the project.

15. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:32 P.M.⁵

Tracy Upchurch, MAYOR

Darlene Galambos, CITY CLERK

⁵ Transcribed by Laura Morse

CITY OF ST. AUGUSTINE

Regular City Commission Meeting
Monday, July 12, 2021

The City Commission met in formal session Monday, July 12, 2021, at 5:00 P.M. in the Alcazar Room at City Hall. The meeting was called to order by Mayor Tracy Upchurch, and the following were present:

1. Roll Call: Nancy Sikes-Kline, Vice Mayor/City Commissioner
Roxanne Horvath, City Commissioner
John Valdes, City Commissioner
Barbara Blonder, City Commissioner

Absent: Tracy Upchurch, Mayor/City Commissioner

John Regan, City Manager
Isabelle Lopez, City Attorney
Darlene Galambos, City Clerk
Meredith Breidenstein, Assistant City Manager
Jim Piggot, Director, General Services
Corey Sakyr, Deputy Director, General Services
Mark Simpson, Director, Financial Services
Reuben Franklin, Director, Public Works
David Birchim, Director, Planning and Building
Todd Grant, Director, Utilities
Jennifer Michaux, Police Chief
Laura Morse, Recording Secretary

INVOCATION AND PLEDGE OF ALLEGIANCE

Reverend Tim Fleming, Christ Church, delivered the invocation, and Vice Mayor Sikes-Kline led the Pledge of Allegiance.

2. ADMINISTRATIVE ITEMS

2.A. Modification and Approval of Regular Agenda

Darlene Galambos, City Clerk, requested to remove Item 12.A. *'Discussion Concerning Scheduling Workshops'* from the Agenda so that all five Commissioners would have the ability to discuss the topic.

MOTION

Commissioner Horvath MOVED to approve the Regular Agenda as

amended. The motion was SECONDED by Commissioner Valdes and APPROVED BY UNANIMOUS VOICE VOTE.

3. SPECIAL PRESENTATIONS, RECOGNITIONS AND PROCLAMATIONS

(None)

4. PUBLIC COMMENTS FOR GENERAL PUBLIC COMMENTS OR FOR AGENDA ITEMS NOT REQUIRING A SEPARATE PUBLIC HEARING

The Commission heard from the following members of the public:

- Chris Fulmer
- Shawn Morrison
- Lauren Giber

- B.J. Kalaidi

Public comment was closed.

5. CONSENT AGENDA

John Regan, City Manager, read the Consent Agenda.

CONSENT AGENDA – JULY 12, 2021

CA.1. Preview of upcoming Commission meetings.

CA.2. THE FOLLOWING ORDINANCES ARE TENTATIVELY SCHEDULED FOR SECOND READING ON AUGUST 9, 2021:

- Ordinance 2021-13
- Ordinance 2021-14

CA.3. Reminder of Upcoming Meetings:

- July 26, 2021, City Commission Meeting – CANCELLED
- August 9, 2021, 3pm, Special Budget Meeting
- August 9, 2021, 5pm, City Commission Meeting
- August 19, 2021, 9am, Special Budget Meeting

CA.4. APPROVAL OF MINUTES FROM PRIOR COMMISSION MEETINGS:

- May 11, 2021 - Strategic Planning and Midyear Budget Analysis
- May 24, 2021 - Regular City Commission Meeting
- June 14, 2021 - Regular City Commission Meeting

CA.5. RELEASES OF LIEN FOR UNIT CONNECTION FEE MORTGAGE(S):

- 104 North Whitney Street; William Waterman and Arturo Contreras

CA.6. PROPOSED PROCLAMATIONS, CERTIFICATES OF APPRECIATION /

RECOGNITION. (COMMISSION APPROVAL REQUIRED). (TO BE READ AT A SUBSEQUENT MEETING).

(None)

CA.7. NOTIFICATION OF PROCLAMATIONS / CERTIFICATES OF RECOGNITION ISSUED:

(None)

CA.8. Approval of request by Vice Mayor for letter of support for her application to the Active People, Healthy Nation Champions Institute. (*J. Regan, City Manager*)

CA.9. Acceptance of legal department quarterly report. (*I. Lopez, City Attorney*)

CA.10. Approval for direct deposit of the premium tax contribution for the St. Augustine Police officer's retirement system to be deposited directly into their fund. (*D. Galambos, City Clerk*)

CA.11. Approval of invoice for payment in the MASCI v. City of St. Augustine matter in the amount of \$5,071.78. (*I. Lopez, City Attorney*)

End of Consent Agenda

5.A. Additions, deletions or modifications to Consent Agenda

(None)

5.B. Approval of Consent Agenda

MOTION

Commissioner Horvath MOVED to approve the Consent Agenda. The motion was SECONDED by Commissioner Blonder and APPROVED BY UNANIMOUS VOICE VOTE.

6. APPEALS

(None)

7. GENERAL PUBLIC PRESENTATIONS, ITEMS OF GREAT PUBLIC IMPORTANCE, AND OTHER ITEMS REQUIRING PUBLIC HEARINGS

7.A. General Public Presentations

(None)

7.B. Items of Great Public Importance

7.B.1. Update regarding Project Swing.

Jim Piggot, Director, General Services, provided a Project update which followed up discussion from the May 24th Commission meeting. He stated the community survey provided overwhelming support to rehabilitate the park as it currently existed.

Melissa Wissel, Communications Director, noted the importance of public input from the community survey. She stated the cost would be significant; however, the community wanted to ensure the current design and configuration of the playground was maintained. She reviewed the statistics of the survey's questions and responses:

- Total of six questions
- 1,509 responses received
- 1,426 (or 93%) were City or St. John's County residents
- 24% of the respondents or a family member participated in the original 1997 build
- 35% offered help to rebuild playground
- 55% supported rebuilding in general
- 23% would contribute financially
- Top 5 of 12 requested playground features were: towers, slide, swings, obstacle course, suspension bridge
- Additional comments from 242 respondents were as follows:
 - General safety concerns
 - Eliminate hiding spaces or dark corners
 - Additional lighting
 - Many comments to 'keep as is' and not tear down

- Keep the wood, wooden slats and avoid plastic
- Save the mosaic

Ms. Wissel concluded there was significant community sentimental value for the playground, and the City could not place a price tag on that.

Mike Davis, A.D. Davis Construction, discussed the work completed with Les Thomas and 20 volunteers, 18 months of planning, fundraising \$170,000, and the 5,000 neighbors and fellow residents who assisted with building the original playground in seven days. He suggested reconstructing the new playground without volunteer labor and noted the project would be completed by the playground's 25th anniversary, or November 22, 2021, with an entire new generation of children who would enjoy the park.

Commissioner Valdes expressed enthusiasm with participating in the playground reconstruction and working with those involved in it's original construction. He was optimistic the original structure was in decent shape, which would be determined once the exploratory demolition of the decking was complete, and he stated synthetic composite decking materials would replace that demolition. He supported community involvement and professional reconstruction of the playground to lessen the potential for injury.

Vice Mayor Sikes-Kline thanked Mr. Davis, Mr. Levins, Mr. Les Thomas and Ms. Wissel, and indicated she was pleased the project was in Mr. Davis' and Commissioner Valdes' capable hands, and memories would be made for the next generation.

Mr. Piggot requested Commission consensus on the recommendations suggested by City staff.

MOTION

Commissioner Horvath MOVED to approve the staff recommendations. The motion was SECONDED by Commissioner Blonder and APPROVED BY UNANIMOUS VOICE VOTE.

7.C. Other Items Requiring Public Hearing

(None)

8. ORDINANCES AND RESOLUTIONS – PUBLIC HEARING REQUIRED

8.A. Ordinances – Second Reading

8.A.1. Ordinance 2021-12: Amendments to Chapter 28, Division 2, Vacation Rentals.

Isabelle Lopez, City Attorney, reviewed the regulations within the Ordinance and noted it was substantively the same.

Public hearing was opened; however, there was no response.

Public hearing was closed.

MOTION

Commissioner Valdes MOVED to pass Ordinance 2021-12 on second reading read by title only. The motion was SECONDED by Commissioner Horvath.

Ms. Lopez read the title as follows:

ORDINANCE NO. 2021-12

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA AMENDING CHAPTER 28, ARTICLE III, DIVISION 2, SECTION 28-146 PROVIDING REQUIREMENTS FOR REGISTRATION; AMENDING SECTION 28-147 CLARIFYING ANNUAL INSPECTIONS; AMENDING SECTION 28-150 CLARIFYING REQUIRED NFPA LIFE-SAFETY CODE REQUIREMENTS; PROVIDING FOR INCLUSION IN THE

CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

VOTE ON MOTION

AYES: Valdes, Horvath, Blonder, Sikes-Kline

NAYES: None

MOTION APPROVED UNANIMOUSLY

8.B. Ordinances – First Reading (only if required by law)

(None)

8.C. Resolutions – Public Hearing (only if required by law)

(None)

9. ORDINANCES AND RESOLUTIONS - NO PUBLIC HEARING REQUIRED

9.A. Ordinances – First Reading

9.A.1. Ordinance 2021-13: Amends Chapter 11, Section 11-29, Standards of Review for Conservation Overlay Zone 2.

Ms. Lopez indicated this was a cleanup Ordinance to clarify language and cross references, and she reviewed the changes and additional language for permitted structures.

Commissioner Blonder expressed concerns with the following:

- Language: 'Addition of the language to ensure consistency with the definition of Conservation Overlay Zone 2 to protect Zone 3 from extreme high-water conditions as a priority'
- City Code outlined the parameters of each Zone, and Zone 2 was transitional and intended "for this purpose to primarily protect the functional integrity of Zone 1 and Zone 3 from extreme highwater conditions"; therefore, she

questioned whether Zone 1's language was deliberately omitted or a cross referencing issue

- If language was not deliberately omitted, it should be re-inserted, as Zone 1 was the most sensitive and important to protect, to maintain consistency with the City's Comprehensive Plan and other similar documents
- Zone 2 was a buffer, and if language was omitted regarding Zone 1 and the essential role of the transition buffer in Zone 2, the intentional focus was lost for the Conservation Overlay Zones
- Adding language to clarify bulkheads, seawalls, and retaining walls as permitted structures would potentially open a pandoras box without the environmental consultant's assurance that the Comprehensive Plan's intent regarding Conservation Overlay Zones was maintained
- Would not support the inclusion of additional language under Section 11-29, (4): 'including bulkheads, seawalls and retaining walls', and stated it should be removed until the environmental consultant provided input

Ms. Lopez stated she was unaware of the language being deliberately omitted and would verify this prior to second reading.

Commissioner Horvath understood Commissioner Blonder's point regarding the consultant and their requirement to review the topic; however, bulkheads and seawalls were needed to solve problems, and she questioned whether the consultant could concurrently provide insight with some of the proposed projects.

Commissioner Blonder stated the Comprehensive Plan had extensive references to living shorelines which were not included as potential erosion and stabilization measures; therefore, this should be re-thought, perhaps without waiting on the environmental consultant. She noted many residents felt pressured

and believed that construction of a bulkhead on adjacent waterfront lots without a bulkhead would impact their property by causing erosion; therefore, she wanted to ensure this was reviewed in a holistic manner and was unsure if this was reflected in the suggested language.

Commissioner Horvath suggested expanding the language to add living shorelines and other mitigations along with bulkheads, and to keep the consultant on board to avoid the loss of momentum.

Commissioner Valdes concurred with his fellow Commissioners that shoreline preservation was extremely important and encouraged riprap use versus bulkheads. He stated too many bulkheads were being installed and created a shoreline hard point that encouraged erosion and degradation, and they should look at designing shorelines with better use of natural materials, while retaining bulkhead use when they could be contiguous.

Vice Mayor Sikes-Kline stated the Commission desired to proceed; however, the Ordinance language was not quite what they wanted and should be expanded. She asked Ms. Lopez if the Commission should table the topic, or return with modified language, as she was unsure about public hearing at the next step.

Ms. Lopez advised that at the Commission's will, she would meet with David Birchim, Director, Planning and Building, to discuss the topic further and get examples to bring to the Commission, and a second reading and public hearing would not be scheduled.

Vice Mayor Sikes-Kline requested that Ms. Lopez find out why buffering was not included, and whether it should be included.

Commissioner Blonder encouraged Ms. Lopez to connect examples with the Comprehensive Plan, and she noted Federal level funding for traditional seawalls and living shorelines was being accelerated

and promoted. She stated the language in Section 1, (4) 'reasonably sized bridges, paths...' was too nonspecific and required a better definition.

Ms. Lopez advised the Commission could approve the Ordinance at first reading and she would work with Mr. Birchim to develop a better presentation between first and second reading, or they could continue reading without voting and bring it to a future meeting on first reading.

MOTION

Commissioner Horvath MOVED to CONTINUE the Ordinance so Ms. Lopez could insert the added items discussed, and then proceed from there. The motion was SECONDED by Commissioner Blonder.

VOTE ON MOTION

AYES: Horvath, Blonder, Valdes, Sikes-Kline

NAYES: None

MOTION APPROVED UNANIMOUSLY

9.A.2. Ordinance 2021-14: Disallowing the intentional release of balloons within the City limits.

Ms. Lopez reviewed the Ordinance.

Commissioner Blonder commended Ms. Lopez for the development of the Ordinance and she fully supported it.

MOTION

Commissioner Blonder MOVED to support Ordinance 2021-14 on first reading and move to second reading. The motion was SECONDED by Commissioner Valdes.

Vice Mayor Sikes-Kline questioned whether the Ordinance should address sky lanterns, since she believed they were damaging.

The Commission discussed materials used for sky lanterns which included some plastics, and their potential fire hazard which prompted inclusion in the Ordinance due to many wood shake roofs in the City.

Vice Mayor Sikes-Kline asked Ms. Lopez to further review the topic and if necessary, return with a modification prior to second reading.

Ms. Lopez indicated the way the short title was written, if it was amended then she would require bringing it back for another first reading; therefore, the Commission could entertain the Ordinance for first reading and vote to finish the Ordinance process, then the Commission could instruct her to review sky lanterns which would be a separate ordinance.

Ms. Lopez read the title as follows:

ORDINANCE NO. 2021-14

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA, AMENDING ARTICLE I, CHAPTER 22, SECTION 22-2 OF THE CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING FOR DISALLOWANCE OF THE INTENTIONAL RELEASE OF HELIUM FILLED BALLOONS WITHIN THE CITY LIMITS; PROVIDING FOR PENALTIES; PROVIDING FOR INCLUSION IN THE CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

VOTE ON MOTION

AYES: Blonder, Valdes, Horvath, Sikes-Kline

NAYES: None

MOTION APPROVED UNANIMOUSLY

9.B. Resolutions

9.B.1. Resolution 2021-26: Approval of the tentative proposed millage rate for fiscal year 2021/2022.

Mark Simpson, Director, Financial Services, stated the Resolution was an annual requirement as part of Truth in Millage (TRIM) compliance prescribed by the Florida Department of Revenue for the City to set the proposed millage rate, which was tentative and could be changed or reduced, but was required prior to adopting and levying taxes. He concluded the proposed millage rate was 7.5 mills, and the rollback rate was to be 7.2020, which represented a 4.14% increase over last year's revenues.

MOTION

Commissioner Valdes MOVED to approve Resolution 2021-26. The motion was SECONDED by Vice Mayor Sikes-Kline.

VOTE ON MOTION

AYES: Valdes, Sikes-Kline, Horvath, Blonder

NAYES: None

MOTION APPROVED UNANIMOUSLY

10. STAFF REPORTS AND PRESENTATIONS

(None)

11. ITEMS BY CITY ATTORNEY

(None)

12. ITEMS BY CITY CLERK

12.A. Discussion concerning scheduling workshops.

Item administratively removed.

13. ITEMS BY CITY MANAGER

13.A. Discussion of items to be included in the 2022 St. Johns County Legislative Action Plan.

Mr. Regan advised the Commission would select items that comprised legislative requests and appropriations, then City staff would produce a page for each item with a general description and budget estimate which would be sent to Hunter Conrad, St. John's County Administrator, for County discussion during legislative day. He stated the City's ability to add or remove items as they approached legislative session was not limited, but this was a good time to focus on important topics for the upcoming year, and he discussed the following:

- Fire Department land swap
- 7.43 million dollars for fire station
- Commuter Rail Project
- Red Cox Road
- Build out West Augustine Sewer project
- State Road 313
- Affordable Housing
- Reclaimed water

The Commission and Mr. Regan discussed:

- Redistricting was supported by both Congressmen Waltz and Rutherford who suggested to re-apportion City and City of St. Augustine Beach into same district which would open ability for more 'political clout'
- Expand re-apportionment further into the St. Augustine urbanized area which had between 85,000 and 90,000 people
- Tree Trimming bill passed in prior years was an optional item that affected the County and existed at the State level tying local governments hands, and there was a House and Senate bill to repeal it entirely
- Seek a future historic preservation grant for waterproofing City Hall; however, currently technical issues existed
- County would not be amiable to Red Cox Road item or 7.43 million for fire

station, although it would benefit them; however, there were future solutions in the amphitheater access

- City fought for home rule rights, preemption was coming to a head
- Address short-term rentals and position taken to not erode home rule
- Needed cooperation with County or another municipality to address transportation, resiliency and sustainability issues and continue to press issues regardless of support

There was Commission consensus for a total repeal of the Florida tree trimming statute.

Vice Mayor Sikes-Kline concluded that short-term rentals, home rule and tree trimming would be added to the list sent to the County.

Mr. Regan recognized City staff and departments who worked hard to prepare and commence Florida's 200th Anniversary Celebration on July 10th:

- Melissa Wissel
- Kim Mayo
- Cindy Walker
- General Services
- Police Department
- Fire Department

14. ITEMS BY MAYOR AND COMMISSIONERS

Vice Mayor Sikes-Kline noted the Rear Admiral of the Spanish Armada presented her with their city coin at the 200th Anniversary event, which would be given to the public information office for appropriate display. She credited Mr. Regan for his hard work, vision, open mind and spirit that embraced these City events.

Commissioner Blonder echoed the comments of Vice Mayor Sikes-Kline and Mr. Regan and stated he went above and beyond for the event.

Commissioner Blonder mentioned the numerous emails she received concerning the Gate Carwash proposal and the impacts. She questioned Ms. Lopez on the ability to create a noise sensitive designation over Fish Island Preserve to help protect the inhabitants and aesthetics.

Ms. Lopez advised the existing Code for noise ordinance provided the Commission the ability to adopt a noise sensitive zone by resolution; however, it required data and analysis which would take time to obtain, and if the Commission desired to move forward, the results may not support a required noise sensitive zone.

Commissioner Blonder felt it was worth the attempt and was owed to the Commissioners, City staff and community who put in the hard work to establish Fish Island Preserve.

There was Commission consensus to obtain data and analysis regarding a potential quiet zone designation at Fish Island Preserve.

Commissioner Valdes inquired about the progress of protecting sea turtles and manatees, the increase in the boating community and unsafe operation of vessels, and the enforcement of these issues.

Mr. Regan noted there was an initial public relations campaign 'hard push' for free manatee zone signs, and he would return with an update at the August 9th Commission meeting.

At the request of Vice Mayor Sikes-Kline, Mr. Regan advised the extended hours permit ordinance was being reviewed and coordinated with City staff and would be discussed during an August Commission meeting.

Commissioner Horvath inquired about the public comment made regarding the conflict with the Corazon project and what was proposed.

Ms. Lopez stated the application was continued, the applicants were narrowing their application on parking issues and uses, and she suggested they avoid any preemptive comments until the item was before the City Commission.

Commissioner Horvath requested the review of long-term property leases for parking and the potential build-out of the property once those leases expired, which was an issue that could domino in the future.

Mr. Regan suggested a workshop regarding the Code and changes that fit with the City's Strategic Plan and Vision, in alignment with the suggestions of Commissioner Horvath; however, he requested the Commission's cognizance that Ms. Lopez required some time with training the replacement of Denise May, Assistant City Attorney, who was leaving the City.

15. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:22 P.M.¹

Nancy Sikes-Kline, VICE MAYOR

Darlene Galambos, CITY CLERK

¹ Transcribed by Laura Morse

CITY OF ST. AUGUSTINE

City Commission Shade Meeting
Monday, July 12, 2021

The City Commission met in formal session Monday, July 12, 2021 at 4:00 P.M. in the Alcazar Room at City Hall. The meeting was called to order by Vice Mayor Nancy Sikes-Kline, and the following were present:

1. Roll Call: Nancy Sikes-Kline, Vice Mayor/City Commissioner
Roxanne Horvath, City Commissioner
John Valdes, City Commissioner
Barbara Blonder, City Commissioner

Absent: Tracy Upchurch, Mayor/City Commissioner

John Regan, City Manager
Isabelle Lopez, City Attorney
Darlene Galambos, City Clerk
Meredith Breidenstein, Assistant City Manager
Terry Zinn, Esq., Terry L. Zinn, P.A.
Jennifer Michaux, Chief of Police
Laura Pierle, Certified Court Reporter
Laura Morse, Recording Secretary

2. Public Comment

(None)

3. City Attorney requests the advice of the City Commission regarding the pending litigation in:

- Case No.: CA14-1091, City of St. Augustine, Florida v. Railroad Spike Properties, LLC.
- Participants shall be limited to: City Commission - Vice-Mayor Nancy Sikes-Kline, Commissioner Roxanne Horvath, Commissioner John Valdes, and Commissioner Barbara Blonder; City Manager John Regan, City Attorney Isabelle Lopez, Terry Zinn, Outside Counsel, and Certified Court Reporter, Laura Pierle.

4. Recess to the Alcazar Conference Room for Shade Meeting.

The Board recessed at 4:03 P.M.

5. Re-open Special Meeting.

The Board reconvened at 4:49 P.M.

6. Any matters to be decided in the public meeting, followed by adjournment.

There being no further business, the meeting was adjourned at 4:51 P.M.¹

Tracy Upchurch, MAYOR

Darlene Galambos, CITY CLERK

¹ Transcribed by Laura Morse

CITY OF ST. AUGUSTINE

Regular City Commission Meeting
Monday, August 9, 2021

The City Commission met in formal session Monday, August 9, 2021 at 5:00 P.M. in the Alcazar Room at City Hall. The meeting was called to order by Mayor Tracy Upchurch, and the following were present:

1. Roll Call: Tracy Upchurch, Mayor/City Commissioner
Nancy Sikes-Kline, Vice Mayor/City Commissioner
Roxanne Horvath, City Commissioner
John Valdes, City Commissioner
Barbara Blonder, City Commissioner

John Regan, City Manager
Isabelle Lopez, City Attorney
Darlene Galambos, City Clerk
Meredith Breidenstein, Assistant City Manager
Mark Simpson, Director, Finance
David Birchim, Director, Planning and Building
Reuben Franklin, Director, Public Works
Todd Grant, Director, Utilities
Melissa Wissel, Communications Manager
Jennifer Michaux, Police Chief
Laura Morse, Recording Secretary

INVOCATION AND PLEDGE OF ALLEGIANCE

Reverend Matt Marino, Trinity Parish, delivered the invocation, and Commissioner Sikes-Kline led the Pledge of Allegiance.

2. ADMINISTRATIVE ITEMS

2.A. Modification and Approval of Regular Agenda

Mayor Upchurch requested to remove the Proclamation from the Consent Agenda and bring it back at a later date.

John Regan, City Manager, requested the following changes to the Agenda:

- Addition of Item 7.A.1. 'Open a drive-through COVID testing site at the Visitor Information Center (VIC)' in partnership with Flagler Hospital, which required a

Resolution adoption. He noted existing Item 7.A.1. would become Item 7.A.2.

- Mr. Regan requested removal of Item 9.A.4. Resolution 2021-17
- Addition of Item 11.C. to provide a brief update on the opioid lawsuit

MOTION

Commissioner Sikes-Kline **MOVED** to approve the Agenda as modified. The motion was **SECONDED** by Commissioner Horvath.

VOTE ON MOTION

AYES: Sikes-Kline, Horvath, Blonder, Valdes, Upchurch

NAYES: None

MOTION APPROVED UNANIMOUSLY

3. SPECIAL PRESENTATIONS, RECOGNITIONS AND PROCLAMATIONS

(None)

4. PUBLIC COMMENTS FOR GENERAL PUBLIC COMMENTS OR FOR AGENDA ITEMS NOT REQUIRING A SEPARATE PUBLIC HEARING

The Commission heard from the following members of the public:

- Maureen Long
- Tyrone Bennett
- Ronda Brenna
- Lauren Giber
- B.J. Kalaidi

Commissioner Sikes-Kline applauded Mr. Bennett and his community outreach work with the West King neighborhood. She requested mayoral support for the City to work with Mr. Bennett on his request to hold a fall street festival in November during Nights of Lights, and assist with public communications, outreach, and parking.

Mayor Upchurch requested that Mr. Regan and City staff work with Mr. Bennett on the festival plans.

Public comment was closed.

5. CONSENT AGENDA

Mr. Regan read the Consent Agenda.

CONSENT AGENDA – AUGUST 9, 2021

CA.1. Preview of upcoming Commission meetings.

CA.2. THE FOLLOWING ORDINANCES ARE TENTATIVELY SCHEDULED FOR SECOND READING ON AUGUST 23, 2021:

- Ordinance 2021-13
- Ordinance 2021-15
- Ordinance 2021-16
- Ordinance 2021-17
- Ordinance 2021-18

CA.3. Reminder of Upcoming Meetings:

- August 19, 2021, 8:30 am, Special CRA Meeting, Discussion FY 2022 LCRA and HACRA Tentative Budgets
- August 19, 2021, (Immediately following Special CRA Meeting), Special Meeting, FY2022 Tentative Budget Discussion
- August 20, 2021, 9:00 am, IF NEEDED, Special Meeting, FY 2022 Tentative Budget Discussion

CA.4. APPROVAL OF MINUTES FROM PRIOR COMMISSION MEETINGS:

- June 21, 2021, Special Budget Meeting
- June 28, 2021, Regular Commission Meeting

CA.5. RELEASES OF LIEN FOR UNIT CONNECTION FEE MORTGAGE(S):

- St. Augustine Commerce Center, LLC - 100 Center Creek Road

CA.6. PROPOSED PROCLAMATIONS, CERTIFICATES OF APPRECIATION / RECOGNITION. (COMMISSION APPROVAL REQUIRED). (TO BE READ AT A SUBSEQUENT MEETING).

(None)

CA.7. NOTIFICATION OF PROCLAMATIONS / CERTIFICATES OF RECOGNITION ISSUED:

- Proclamation 2021-14: Proclaims September 2021 to May 2022 as the Quincentennial Anniversary of the City of San Juan, Puerto Rico. (*T. Upchurch, Mayor*)

Proclamation removed under Administrative Item 2.A.

CA.8. Approval of License for use of City Right of Way allowing the San Marco Hotel located at 6 West Castillo Drive to install and maintain a brick paver sidewalk, etc. (*R. Franklin, Director Public Works*)

CA.9. Approval of an Interlocal Agreement between the St. Johns County Sheriff's Office and the City of St. Augustine to manage and operate, along with City personnel, police emergency radio and dispatch communication services inside the corporate limits of the City through December 31, 2021. (D. Hayes, Director Human Resources)

CA.10. Approval of the installation of wireless internet service in the VIC. (J. Piggott, Director, General Services)

End of Consent Agenda

5.A. Additions, deletions or modifications to Consent Agenda

Mayor Upchurch reminded the Commission of their meeting on August 23, 2021 at 5:00 P.M., which was not included in the amended Agenda copy.

5.B. Approval of Consent Agenda

MOTION

Commissioner Horvath MOVED to approve the Consent Agenda as amended. The motion was **SECONDED** by Commissioner Sikes-Kline.

VOTE ON MOTION

AYES: Horvath, Sikes-Kline, Valdes, Blonder, Upchurch

NAYES: None

MOTION APPROVED UNANIMOUSLY

6. APPEALS

(None)

7. GENERAL PUBLIC PRESENTATIONS, ITEMS OF GREAT PUBLIC IMPORTANCE, AND OTHER ITEMS REQUIRING PUBLIC HEARINGS

7.A. General Public Presentations

Item 7.A.1. administratively added.

7.A.1. Open a drive-through COVID testing site at the Visitor Information Center (VIC).

Mr. Regan discussed the following with the Commission:

- St. Johns County lacked COVID testing capacity to meet demand; therefore, City formed partnership with Flagler Hospital to create a drive-through testing location
- City's role was to provide the location and logistical support
- A resolution was administratively necessary to designate testing location and authorize use of the area
- A draft Memorandum of Understanding was being finalized with Flagler Hospital and provided flexibility to the City
- A soft opening would occur on Friday, August 13, 2021, with a full launch on Monday, August 16, 2021
- Hours of testing site would be 8:30 a.m. to 1:30 p.m., Monday through Friday
- Program had a phone app with a scheduling system that Flagler Hospital would regulate
- Bus loading zones would be maintained for effective traffic flow
- Historic Tours of America would cease operation at the VIC location
- Flagler Hospital would contract with Ivy Medical to perform PCR tests and rapid tests based on patient symptoms
- Solar Stiks, Inc. would provide solar power for the site, and Brian Bosley, Owner, was present for questions
- Dentist building would be used for a separate break room and bathroom venue for the healthcare staff
- County was setting up second testing site at the agricultural center with a separate contractor
- Gina Mangus, VP of Strategy and Business Development, Flagler Hospital was present for questions

- Allocation of City staff time was minimal, Flagler Hospital would be in charge of project and contractor held most of burden
- The week delay was Flagler working through software program connection, logistics, and moving materials and people into place
- Testing facility was not restricted to St. Johns County residents
- Should obtain data from the testing site, since State shut down reporting of COVID cases
- St. Johns County Schoolboard and Flagler College relied on the medical field for testing, and local businesses needed rapid tests so employees could return to work; therefore, the need for the testing site was critical

Isabelle Lopez, City Attorney, read the Resolution as follows:¹

RESOLUTION 2021-32

A RESOLUTION OF THE CITY COMMISSION OF ST. AUGUSTINE, FLORIDA AMENDING RESOLUTION 2009-38 THAT PROVIDES FOR THE PROPRIETARY CITY USE OF THE HISTORIC DOWNTOWN PARKING FACILITY, VISITOR INFORMATION CENTER, PROMENADE AND ADJACENT GROUNDS TO ADD PUBLIC HEALTH, SAFETY AND WELFARE ACTIVITIES AS DESIGNATED BY THE CITY MANAGER.

She noted the City Manager was provided the ability to enter into required contracts, memorandums or agreements to effectuate the public health, safety, and welfare functions as needed, as this was not allowed under an emergency declaration.

Mayor Upchurch reiterated the City was assisting the healthcare field and the community with a non-City task that was the responsibility of the County and the State. He clarified that Mr. Regan had

authorization to enter into the Memorandum of Understanding. He thanked Mr. Regan, Flagler Hospital and Mr. Bosley for their efforts, and noted the Commission was happy to support them.

MOTION

Commissioner Horvath MOVED to accept Resolution 2021-32 read by title only and passed. The motion was SECONDED by Commissioner Sikes-Kline.

VOTE ON MOTION

AYES: Horvath, Sikes-Kline, Blonder, Valdes, Upchurch

NAYES: None

MOTION APPROVED UNANIMOUSLY

7.A.2. Presentation by Gregory von Hausch, President and CEO of the Saint Augustine Film Festival requesting sponsorship and "in-kind" support from the City.

Previously Item 7.A.1.

Mr. von Hausch reviewed the history of the Saint Augustine Film Festival, the curriculum and their request to use certain City facilities and the City seal.

In response to Commission concerns regarding commuters entering the neighborhoods for the events, Mr. von Hausch noted the event would be marketed as local and for the community families to enjoy. He stated one event at Oglethorpe Park and Coquina Park was proposed.

Commissioner Horvath suggested that neighborhood groups be advised of the proposed event, which should be held at a more City oriented setting versus neighborhood parks and that the bike-share program could be used.

Commissioner Valdes indicated that neighborhoods already felt they were under siege, the number of people attending the

¹ Provided to Commission at meeting

event was unknown, and neighborhood associations should provide insight.

Mr. von Hausch was amiable to Commissioner Sikes-Kline's suggestions for other locations; however, he stated the marina location would only work without ambient light, and the Galimore Center was challenging due to the distance. He suggested that his group work with other areas to hold the events.

MOTION

Mayor Upchurch MOVED to 1) Approve the use of the Commission Room during the four-day weekend for the St. Augustine Film Festival 2) Authorize the use of Francis Field to present one drive in movie 3) Authorize the use of the City Seal and the marketing material. The motion was SECONDED by Commissioner Sikes-Kline.

VOTE ON MOTION

AYES: Upchurch, Sikes-Kline, Valdes, Horvath, Blonder

NAYES: None

MOTION APPROVED UNANIMOUSLY

7.B. Items of Great Public Importance

(None)

7.C. Other Items Requiring Public Hearing

(None)

At the request of Mayor Upchurch, there was Commission consensus to hear Item 10.A. to accommodate the two State employees present for the topic.

Mayor Upchurch requested that Ms. Lopez review Items 11.A., 11.B. and 11.C. during a brief technical issue experienced with the overhead projector.

Item 11.A. reviewed here.

Item 11.B. reviewed here.

Item 11.C. reviewed here.

Item 10.A. reviewed here.

8. ORDINANCES AND RESOLUTIONS – PUBLIC HEARING REQUIRED

8.A. Ordinances – Second Reading

8.A.1. Ordinance 2021-14: Disallows the intentional release of balloons within the City limits.

Ms. Lopez stated that additional supporting documents were added for the Commission and the public, and there was a slight amendment to the Ordinance to allow for scientific balloons.

Public hearing was opened; however, there was no response.

Public hearing was closed.

MOTION

Commissioner Sikes-Kline MOVED to pass Ordinance 2021-14 on second reading, read by title only. The motion was SECONDED by Commissioner Blonder.

Ms. Lopez read the title as follows:

ORDINANCE NO. 2021-14

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA, AMENDING ARTICLE I, CHAPTER 22, SECTION 22-2 OF THE CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING FOR DISALLOWANCE OF THE INTENTIONAL RELEASE OF HELIUM FILLED BALLOONS WITHIN THE CITY LIMITS; PROVIDING FOR PENALTIES; PROVIDING FOR INCLUSION IN THE CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF

INVALID PROVISIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

VOTE ON MOTION

AYES: Sikes-Kline, Blonder, Valdes, Horvath, Upchurch

NAYES: None

MOTION APPROVED UNANIMOUSLY

8.B. Ordinances – First Reading (only if required by law)

(None)

8.C. Resolutions – Public Hearing (only if required by law)

(None)

9. ORDINANCES AND RESOLUTIONS - NO PUBLIC HEARING REQUIRED

9.A. Ordinances – First Reading

9.A.1. Ordinance 2021-13: Amends Chapter 11, Section 11-29, Standards of Review for Conservation Overlay Zone 2.

Ms. Lopez advised this was the second time this Ordinance was on first reading. She stated the Commission requested changes at the July 12th meeting to be in concordance with existing Code language regarding Conservation Overlay Zones 1, 2 and 3, as well as formal request criteria for structures in Zone 2 as they related to adjacent neighboring structures and in relation to their view and environmental impact.

Commissioner Blonder requested assurance that applications submitted in the interim should be clear on the language, and she expressed concerns with the following:

- 25' buffer from the mean high-water line between Conservation Overlay Zone 1 and 3, and was this linear

- 10% of the buffer written in Section 1 (4) posed a problem if it was linear
- Was 'reasonable compatible scale' a subjective measure or quantifiable with similar area structures, and who made the determination

Ms. Lopez advised that Planning and Zoning sought an ecologist or biologist through an RFP to fully review the buffers. She noted the intention was a stopgap amendment, and she would work with David Birchim, Director, Planning and Building, on the language in question. She suggested moving this forward to avoid a delay.

Commissioner Valdes stated surrounding property owners would make their voices heard, and if the Ordinance became too specific, this would present an issue with rising ocean levels and mechanisms in place, and Planning and Zoning was excellent at these tasks.

Commissioner Blonder asserted that seawalls were the norm and more living shorelines were needed, as shown in the City's Comprehensive Plan.

MOTION

Commissioner Blonder MOVED to pass Ordinance 2021-13 on first reading, place on second reading read by title only with understanding there were still questions the City Attorney needed to address. The motion was SECONDED by Commissioner Sikes-Kline.

Ms. Lopez read the title as follows:

ORDINANCE NO. 2021-13

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA AMENDING CHAPTER 11, ARTICLE II, SECTION 11-29 PROVIDING CLARIFICATION AND CONSISTENCY OF PERMITTED STRUCTURES; PROVIDING FOR INCLUSION IN THE CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING FOR

SEVERANCE OF INVALID PROVISIONS;
AND PROVIDING FOR AN EFFECTIVE
DATE.

VOTE ON MOTION

AYES: Blonder, Sikes-Kline, Valdes,
Horvath, Upchurch

NAYES: None

MOTION APPROVED UNANIMOUSLY

**9.A.2. Ordinance 2021-15: Amends
Section 20-219 of the City Code to
correct a scrivener's error.**

Mayor Upchurch reviewed the Ordinance.

MOTION

**Mayor Upchurch MOVED to pass
Ordinance 2021-15 on first reading, place
on second reading read by title only. The
motion was SECONDED by
Commissioner Horvath.**

Ms. Lopez read the title as follows:

ORDINANCE NO. 2021-15

AN ORDINANCE OF THE CITY OF ST.
AUGUSTINE, FLORIDA, AMENDING
SECTION 20-219 OF THE CODE OF THE
CITY OF ST. AUGUSTINE TO CORRECT
A SCRIVENER'S ERROR IN ORDINANCE
NO. 2020-33 RELATING TO THE
FIREFIGHTERS' PENSION TRUST FUND;
PROVIDING FOR SEVERABILITY;
PROVIDING FOR INCLUSION IN THE
CODE OF THE CITY OF ST. AUGUSTINE;
AND PROVIDING AN EFFECTIVE DATE.

VOTE ON MOTION²

AYES: Upchurch, Horvath, Blonder,
Sikes-Kline

NAYES: None

MOTION APPROVED UNANIMOUSLY

² Commissioner Valdes stepped away and was absent for
the vote

**9.A.3. Ordinance 2021-16: Defines craft
alcohol industry.**

Ms. Lopez, City Attorney, reviewed the
Ordinance which created a definition for
craft alcohol industry which was
manufacturing of cider, wine, beer, or
spirits. She noted it had not been defined
specifically and was zoned over time in a
case-by-case manner.

MOTION

**Commissioner Sikes-Kline MOVED to
pass Ordinance 2021-16 on first reading,
place on second reading read by title
only. The motion was SECONDED by
Mayor Upchurch.**

Ms. Lopez read the title as follows:

ORDINANCE NO. 2021-16

AN ORDINANCE OF THE CITY
COMMISSION OF ST. AUGUSTINE,
FLORIDA, AMENDING CHAPTER 28,
SECTION 28-2 TO INCLUDE THE
DEFINITION OF CRAFT ALCOHOL
INDUSTRY; PROVIDING FOR INCLUSION
IN THE CODE OF THE CITY OF ST.
AUGUSTINE; AND PROVIDING FOR AN
EFFECTIVE DATE.

VOTE ON MOTION

AYES: Sikes-Kline, Upchurch, Valdes,
Horvath, Blonder

NAYES: None

MOTION APPROVED UNANIMOUSLY

**9.A.4. Ordinance 2021-17: Amends
Chapter 28 to allow for craft alcohol
industries as a permitted use.**

Item administratively removed due to this
modification requiring a public hearing on
first reading.

**9.A.5. Ordinance 2021-18: Update on the
City's "Quality of Nightlife" policy and
first reading of an Ordinance which**

defines hours of sale allowing the consumption on premises of alcoholic beverages and requires a permit be obtained by businesses for extended hours of operation.

Mr. Regan reviewed the Ordinance and the policy update elements which included:

- Increased police presence
- Cleanliness (Litter and Surfaces)
- Urban design improvements
- Ride-share hub and drop-off locations
- Proposed Responsible Hospitality Institute Study
- Updated alcohol ordinance

Mr. Regan advised that during the negotiation of the King Street takeover, the Florida Department of Transportation (FDOT) offered the City \$700,000 in financial assistance to provide local transit, the City worked on a plan to bring the circulator system back with improvements, and FDOT made multi-year commitments at one million.

Mr. Regan noted the following regarding the updated Alcohol Ordinance:

- Significant public outreach done prior to COVID
- Alcohol sales between 7:00 and 11:00 p.m. were State regulated and selling past 11:00 required an extended hours operation permit; the Ordinance's key matter
- Operations permit required industry accountability to apply for a City permit that provided the privilege to sell alcohol between 11:00 p.m. and 2:00 a.m. with the following requirements:
 - Staff training and responsibility
 - No 'on the job' drinking
 - One security personnel for every 150 occupants
 - Last call procedures
 - Definitions of illegal activities

- Progressive discipline for violations, which led to a special magistrate
- Standards for sound containment during week after 10:00 p.m., and on weekends past 11:00 p.m.
- Language addressing 'to-go' cocktails

The Commission and Mr. Regan discussed:

- State law cutoff time for alcohol sales was 12:00 a.m.; however, local municipalities could address their own standard, and City's was 11:00 p.m.
- Definitions Section 1 (9) did not address interior or exterior and there were restaurants who served alcohol outside
- Noise levels becoming more prevalent for certain businesses downtown which affected peaceful cohabitation
- Specificity needed regarding security officers and training; whether off duty police officers or private security
- Proof of staff trained to serve alcohol
- Increase program from 12:00 a.m. to 2:00 a.m.
- 'Undesirable' alcohol sales occurred after dining stopped which would turn restaurants into bars
- Jacksonville Beach, Tampa, Melbourne, and West Palm Beach ordinances were reviewed with many provisions edited; however, context substance existed throughout Florida
- Companion resolution would be adopted (with a fee) to recover some of the costs, but not intended to recover all expenses
- Community was aware of these provisions, with numerous opportunities for discussion among groups
- Program was not self-supporting and most cities with these style permits were low level permits
- City was shifting to more code enforcement at night with staff in place to handle
- Provide minimum of 45-day window to conduct public outreach meetings

- Objective was to give the industry a concrete document to read

Mayor Upchurch noted his appreciation for Commissioner Sikes-Kline's leadership on the topic.

MOTION

Mayor Upchurch MOVED to amend the starting time to midnight as opposed to 11:00 in Ordinance 2021-18. The motion was SECONDED by Commissioner Horvath.

Commissioner Sikes-Kline asked Mayor Upchurch to reconsider his motion and allow reaction from the community for the 11:00 cutoff time.

Commissioner Valdes stated the Ordinance could be passed to second reading and amended after hearing public comment.

VOTE ON MOTION

AYES: Upchurch, Horvath, Valdes, Blonder

NAYES: Sikes-Kline

MOTION APPROVED 4/1

Ms. Lopez advised a motion was required for the Ordinance to proceed to second reading, and she asked the Commission to set a date so the City Clerk could advertise the Ordinance.

Mayor Upchurch advised the second reading would occur at the October 11th Commission meeting.

MOTION

Commissioner Sikes-Kline MOVED to pass Ordinance 2021-18 on first reading as amended, place on second reading read by title only. The motion was SECONDED by Mayor Upchurch.

Commissioner Blonder requested more than 45 days to provide the community

information, based on the current Delta variant situation.

Mayor Upchurch asked Commissioner Sikes-Kline to discuss the Responsible Hospitality Institute (RHI) assessment program.³

Commissioner Sikes-Kline reviewed her endeavors with the RHI program:

- Attended multiple community gatherings
- Gathered information from other cities with different nighttime economies
- RHI process was about having a safe and well managed nighttime economy which should be understood before understanding what RHI did in their assessment
- The product was the process, the engagement of stakeholders, and the key element of a social city assessment
- Started with establishment of a public website with focus on constructive collaboration and focus team
- Required a designated City staff coordinator
- Concern with world issues with guns, alcohol, and tourism

Mr. Regan indicated his support for the RHI program as he had witnessed the result of other communities coming together to determine their downtown nightlife. He stated the City's downtown economy was food and beverage (FNB) and there was no sense of organization, vision, or working together. He noted the recent two shootings and the change in downtown after midnight, and the RHI program advanced the 2014 vision principles. He provided an example of Clematis Street in West Palm Beach, which had positive impacts from collaborative things brought in which welcomed more families with fountains, music, and the establishment of a downtown improvement district. He noted it would require budgeting at \$80,000, there was much work to be

³ Provided to Commission at meeting

done, and Barry Fox, Code Enforcement Manager, was ready for the challenge.

Ms. Lopez read the title as follows:

ORDINANCE NO. 2021-18

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA, AMENDING CHAPTER 4 OF THE CODE OF THE CITY OF ST. AUGUSTINE; AMENDING SECTION 4-1 PROVIDING DEFINITIONS; AMENDING SECTION 4-3 PROVIDING FOR RESTRICTED HOURS OF SALE AND OPERATION; PROVIDING FOR EXTENDED HOURS OF OPERATION PERMITS; ESTABLISHING PERMIT REQUIREMENTS; ESTABLISHING VIOLATIONS; PROVIDING FOR HEARINGS; AMENDING SECTION 4-5 PROVIDING FOR CONSISTENT TERMINOLOGY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

VOTE ON MOTION

AYES: Sikes-Kline, Upchurch, Blonder, Valdes, Horvath

NAYES: None

MOTION APPROVED UNANIMOUSLY

The Commission discussed the return of the Ordinance for second reading, the establishment of the assessment, community education and input, and issues with alcohol use-by-exception permit requests.

Mayor Upchurch expressed concerns the Ordinance would grow out of the assessment.

There was Commission consensus to hear the Ordinance's second reading at the October 11th meeting.

MOTION

Commissioner Sikes-Kline MOVED to approve the RHI assessment process. The motion was SECONDED by Mayor Upchurch.

VOTE ON MOTION

AYES: Sikes-Kline, Upchurch, Valdes, Horvath, Blonder

NAYES: None

MOTION APPROVED UNANIMOUSLY

Mayor Upchurch requested to leave the assessment open ended since this was a six-month process and would not be scheduled without direction from the Commission.

9.B. Resolutions

9.B.1. Resolution 2021-30: Authorizes the execution of a State Highway Lighting Maintenance and Compensation Agreement between the Florida Department of Transportation and the City for Fiscal Year 2021-2022.

Reuben Franklin, Director, Public Works, reviewed the Resolution and stated it was an annual agreement which allowed the City to maintain traffic and street lights with compensation from FDOT.

MOTION

Mayor Upchurch MOVED to approve Resolution 2021-30. The motion was SECONDED by Commissioner Sikes-Kline.

VOTE ON MOTION

AYES: Upchurch, Sikes-Kline, Valdes, Horvath, Blonder

NAYES: None

MOTION APPROVED UNANIMOUSLY

9.B.2. Resolution 2021-31: Authorizes utility work between the Florida

Department of Transportation and the City.

Mr. Franklin reviewed the Resolution which addressed State Road 312.

MOTION

Mayor Upchurch MOVED to approve Resolution 2021-31. The motion was SECONDED by Commissioner Horvath.

VOTE ON MOTION

AYES: Upchurch, Horvath, Valdes, Blonder, Sikes-Kline

NAYES: None

MOTION APPROVED UNANIMOUSLY

10. STAFF REPORTS AND PRESENTATIONS

10.A. Presentation regarding the establishment of additional "No Wake Zones" in local waterways to further protect Manatees.

Item presented after Item 7.C.

Jim Piggot, Director, General Services, reviewed the presentation which included:⁴

- Community outreach and steps taken to obtain the signs
- City's authority to create protected zones through Florida Statute and criteria to approve an ordinance
- No-wake zone established in front of the marina south was based on a clause that protected the City fueling system
- Informational outreach to the County and Tallahassee Florida Wildlife Commission (FWC) departments, and St. John's County Sheriff's department
- Manatee mortality data for St. Johns County: One manatee death within past five years from a boat strike
- State manatee protection zones: St. Johns County not in a protection zone

⁴ Included with original Commission packet

- primarily because waterways did not have grass areas the manatees fed from
- Total of 16 more signs, or eight posts could be installed, according to Eric Mauldin, Harbormaster, but Commission approval was required
- FWC would not approve a 'No Wake' or 'Manatee' zone; therefore, requested more marine law enforcement support to monitor irresponsible boaters
- Continue sign program and add more to San Sebastian in permitted areas
- Sergeant Jerry Whitehead, City of St. Augustine Marine Police Officer, reported the areas in question; Dolphin Drive basin, Hospital Creek Basin and Bird Island had no reported incidents or accidents, other than verbal warnings

Mr. Piggot introduced Sergeant Josh Underwood, Air Marine Operations, St. John's County Sheriff's Office, and Lieutenant Steve Zukowski, Florida Wildlife Commission.

Sergeant Underwood stated the Sheriff's Office Marine Unit had not seen boating accidents, issued citations, or an increase in reckless boating activity in the questionable areas, and safety education had been provided.

Lieutenant Zukowski provided his professional insight on the topic:

- Worked with FWC since 1992; therefore, very familiar with the area
- FWC was State law enforcement for the woods and the water and would monitor areas and issue warnings and citations when necessary
- Distinguished the two types of regulatory zones under the bridges, Salt Run and San Sebastian River: slow speed and idle speed
- Idle speed zones allowed vessel to make just enough headway to move forward; Slow speed zones allowed vessel to go a bit faster with minimum wake created

- Most of the County and City zones were slow speed zones due to the six to eight feet of tidal influence between high and low tides, and an idle speed zone would hinder vessels from making headway during those times
- Dolphin Drive and Hospital Creek had not seen any boaters or kayakers during recent patrol; therefore, regular patrol suggested in questionable areas with City marine unit and the FWC
- Basin was silted in and not manatee habitat due to absence of grass, and did not know of any dredging plans
- FWC showed no boating accident data for Hospital Creek, only safety violations; therefore, there was not enough criteria to quantify a slow speed zone
- FWC regularly patrolled San Sebastian River which would benefit from more signage to assist with awareness

Commissioner Blonder advised that manatees were eating the mangroves as a food source; therefore, they were lingering in those areas. She expressed concerns with skiffs and increased kayakers during her time spent at Hospital Creek. She noted the Ports and Waterways Authority in the County had a request to establish a kayak launch within Hospital Creek. She summarized the recent Senate Bill 1086 approved by Governor DeSantis on boater safety which prohibited human powered vessels in the Intracoastal waterway, which eliminated kayaks; therefore, human power versus motor power would be pushed into these other areas. She inquired about a proactive way, with or without data, to reduce speed limits of powered boats to avoid accidents.

Lieutenant Zukowski indicated enforcement of excessive speed was not a function of signage, as signs could exist but there was no patrol. He cited Navigation Rule 6 regarding safe speed which could be addressed with citations or warnings, and

he could not guarantee anything other than a patrol presence.

Sergeant Underwood advised that FWC rejected an ordinance passed by the County to expand the no-wake zone at Matanzas over 1-1/2 years ago due to insufficient data specific to the existing zone. He said FWC required the County to fund a year-long vessel traffic study where someone would count boats for twelve to fourteen hours per day, and this was set aside. He provided an example of a no wake zone request in Palm Valley which went before their Commission and County attorney's office, then to the FWC, Coast Guard, and Army Corps of Engineers, and the Army Corps and Coast Guard rejected it with a requirement of a year-long traffic study data. He asked the Commission to take this into consideration.

Commissioner Valdes thanked Mr. Piggot for his efforts, and the two officers for their insight and line of work. He acknowledged the Commission's actions were based on data that must be accrued and the County was significantly growing. He had witnessed the many manatee scars, supported more signage on the San Sebastian River, and was disappointed they could not get ahead of the power curve due to a lack of required data, and much more damage could be done by the time the data was obtained.

Commissioner Blonder expressed her support for more signage and marine law enforcement.

Commissioner Sikes-Kline expressed support for more marine law enforcement, and noted she observed from her Dolphin Drive residence that things were becoming disorderly and non-calm, and she suggested writing tickets.

There was Commission consensus to support more signage on the San Sebastian River.

Mr. Piggot stated the FWC and Sheriffs' Department heard the Commissioners'

concerns, and he would relay the information to the City's police maritime unit. He thanked Sergeant Underwood and Lieutenant Zukowski for their support of the City and their efforts to keep it safe.

Mayor Upchurch thanked Sergeant Underwood and Lieutenant Zukowski for their time and noted his appreciation of their work.

Mr. Regan advised that Chief Michaux was working on a plan to create more policing hours for the St. Augustine Police Department's Marine Unit.

11. ITEMS BY CITY ATTORNEY

11.A. Information related to the release of paper lanterns and their effect on the environment.

Item reviewed after Item 7.C.

Ms. Lopez stated she looked into the legality of the paper lanterns and under State and local ordinance they were deemed fireworks, and the City did not permit individual fireworks without an organizational permit

11.B. 2021 Post Legislative Session Update. No Presentation.

Item reviewed after Item 7.C.

Ms. Lopez advised this was the final update and conclusion of legislation signed by Governor DeSantis, and City staff was looking at and coordinating any necessary response.

11.C. Class action lawsuit update – opioid manufacturer Mallinckrodt Pharmaceuticals.

Item administratively added and reviewed after Item 7.C.

Ms. Lopez reviewed the topic regarding Mallinckrodt filing for bankruptcy protection.

She stated outside counsel requested pre-emptive Commission approval if the City's litigation team supported the final bankruptcy plan. She noted the court set a September 1st deadline for plan approval or rejection by the various litigators, and they were close in terms of a plan the City could support with just small parts to negotiate.

MOTION

Mayor Upchurch MOVED to provide tentative approval pending final review and approval by the litigation team. The motion was SECONDED by Commissioner Sikes-Kline and APPROVED BY UNANIMOUS VOICE VOTE.

12. ITEMS BY CITY CLERK

12.A. Notification of two term expirations on the Planning and Zoning Board.

Darlene Galambos, City Clerk, notified the Commission that applications were being accepted for the Planning and Zoning Board and the two members in term expirations were eligible for re-appointment. She noted the topic would be brought back in September for the Commission's consideration.

13. ITEMS BY CITY MANAGER

(None)

14. ITEMS BY MAYOR AND COMMISSIONERS

Commissioner Sikes-Kline notified the Commission of her nomination of Bobbie Maria Alvarez for the de Aviles Award who was significantly instrumental in initiating the 200th anniversary celebration.

Commissioner Sikes-Kline raised the topic of 'Gotcha' bikes, thanked Flagler Hospital for their partnership in the initiative, which took much time to implement, and she looked forward to a staff report on progress

and usage. She requested the topic be placed onto a future meeting agenda so the Commission could be updated, and she commended the mobility department for their efforts with the project.

15. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:32 P.M.⁵

Tracy Upchurch, MAYOR

Darlene Galambos, CITY CLERK

⁵ Transcribed by Laura Morse

CITY OF ST. AUGUSTINE

City Commission Special Meeting
Monday, August 9, 2021

The City Commission met in formal session Monday, August 9, 2021 at 3:00 P.M. in the Alcazar Room at City Hall. The meeting was called to order by Mayor Tracy Upchurch, and the following were present:

1. Roll Call: Tracy Upchurch, Mayor/City Commissioner
Nancy Sikes-Kline, Vice Mayor/City Commissioner
Roxanne Horvath, City Commissioner
John Valdes, City Commissioner
Barbara Blonder, City Commissioner

John Regan, City Manager
Isabelle Lopez, City Attorney
Darlene Galambos, City Clerk
Meredith Breidenstein, Assistant City Manager
Mark Simpson, Director, Financial Services
David Birchim, Director, Planning and Building
Reuben Franklin, Director, Public Works
Todd Grant, Director, Utilities
Melissa Wissel, Communications Manager
Jennifer Michaux, Police Chief
Carlos Aviles, Fire Chief
Laura Morse, Recording Secretary

2. General Public Comments

Mayor Upchurch advised if time permitted, there would be an opportunity for the public to speak when the meeting ended.

Public comment was opened, and the Commission heard from the following members of the public:

- Martha Mickler
- Ron Mickler
- Nancy Pellicer

Public comment was closed.

3. Discussion of the Utility and Public Works Capital Improvement Plan (CIP) Projects.

Todd Grant, Director, Utilities, noted the following regarding Public Works and Utilities CIP projects:

- Reuben Franklin, Director, Public Works, was vital in the Utilities CIP, and ensured the engineering component, design, and review went well
- Public Works' staff collaborated to address the CIP Plan which changed in its public presentation and internal handling, was addressed numerous times throughout the year, and addressed two main issues:
 - Emergencies requiring a Plan task replacement
 - County and FDOT utilities were within another's right-of-way, which were incorporated into CIP readjustments

- When an agency had two or three unexpected projects, it affected how the CIP was addressed and modified, and staff consistently confronted the topic to ensure the best was accomplished

Mr. Grant previewed the Key Updates to the CIP, which included the Lift Stations, Resilience Program, West Augustine Sewer and Upcoming Plans and Projects.¹ He introduced Stephen Slaughter, Engineering Manager.

Mr. Slaughter reviewed the 13 FEMA Lift Stations damaged during Hurricane Matthew and flooded during Hurricane Irma. He added the following:

- Lift Station 6 would be started that week
- Lift Station 4 would be started in the next few weeks
- Maintenance of Traffic (MOT) plan at Lift Station 24 required adjustment but had been resolved
- Construction for all 13 Lift Stations and the Arricola Avenue Force Main should be finalized the end of February 2023
- Lift Station 24 construction would continue through end of November 2023

At the suggestion of Mayor Upchurch, Mr. Slaughter acknowledged that signage at the lift stations would be reviewed for better public notification as to whether the project was for resiliency or FEMA. He introduced Jessica Beach, Chief Resilience Officer.

Ms. Beach reviewed the Resilience Program updates which included vision and structure based on Policy, Planning, Project Implementation, Funding, and Education and Outreach. She elaborated on the following during her presentation:

- Building Code Task Force goal to review lot grading plan for better comprehension of drainage impacts of single family lots under construction

¹ Included with original Commission packet

- University of Florida (UF) Septic Tank Sea Level Rise Study was 100% grant funded through the State
- South Davis Shores flooding issue analyzed with community input and project funding opportunity
- Project implementation was complex and time consuming from permitting to construction phase and for obtaining project funding
- Lift Stations funded through FEMA program
- Hazard Mitigation Grant Program (HMGP) funded through FEMA, different ways to get projects funded
- Lake Maria Sanchez project:
 - Pump station design at 90%
 - Flood wall component challenging since working with private property owners with 60% design plan
 - Addressed storm drainage improvements around City Hall at 60% design
 - Complications with touching infrastructure that prompted touching more infrastructure
 - Estimated six to eight months out with securing design and going to permitting
- 43 tide check valves installed City-wide to address tidal flooding which created leaking in certain storm pipes and required money to fix which was located in the 'Stormwater operating' CIP for Fiscal Year 2022 totaling \$529,202
- HMGP funding for Avenida Menendez flood barrier would close gaps in seawall structure
- Largest FEMA funding source was the Hazard Mitigation Assistance (HMA) Program
- Worked with consultant to navigate the FEMA Public Assistance Program forms to maximize funding after disasters and assist residents with Flood Mitigation Assistance (FMA)
- Planned to bring funding opportunity from Department of Economic Opportunity (DEO) Grant Improvement Plan to the Commission on August 23rd

- City contracted with Quality Engineering who acted as liaison between FEMA and residents to ensure applications to elevate homes were processed correctly
- Cost Share study through Army Corps of Engineers was a structured federal program:
 - \$3 million / three-year program which City would be responsible for \$1.5 million
 - Had advantages, but challenges were timing, funding authorizations, in-depth matrixes, benefit to cost ratios non-historic aspect
 - City would have input and community involvement
 - Would not know until end of 2021 if funding allotted

Commissioner Blonder applauded City staff for their behind-the-scenes efforts to implement these programs. She stated the opportunity for citizens to utilize the resources brought forward by the City would be very productive.

Commissioner Blonder commented that the Intergovernmental Panel on Climate Change (IPCC), who emphasized causes of climate change and community adaptation, released their sixth assessment which was the first since 2013. She stated the City should fine tune planning documents for projects related to the topic. She concluded the City had a responsibility to reduce greenhouse gases, it continued to contribute to the problem, and there were limited amounts of time to lessen production of carbon dioxide.

In response to Mayor Upchurch's concern on the duration of the projects, Ms. Beach stated that time was the challenge. She noted the Army Corps study was three years with high level concepts, the large projects took years for funding and design, and FEMA needed to change from the top down; therefore, the only other option was for the City to solely fund projects since they were so expensive.

John Regan, City Manager, reminded the Commission about the nor-easter in September 2020 which caused events not seen in his forty years of dealing with stormwater; therefore, the shift to get homeowners to connect with FEMA became an important prioritization to stop flooding. He added the projects took time and only protected against small hurricanes and storms.

Commissioner Valdes indicated that climate change and ocean rise fell back on the individual to lift their houses, and since long-term projects took so much time, ways to fund individual efforts were necessary.

Commissioner Horvath stated long range adaptive measures should require an additional foot or two on seawalls.

Commissioner Sikes-Kline said the topic of teaching people to elevate their homes was discussed five years ago, she was pleased to see the education effort, and would support revisiting the adaptation plan to improve or revise it.

Mayor Upchurch thanked Ms. Beach for her leadership and expertise.

Mr. Slaughter reviewed the West Augustine septic to sewer program and the following was discussed with the Commission:

- 57 had been converted and eight were identified for conversion
- West 5th Street was the latest completed which abandoned 25 existing septic tanks
- City was identifying systems that could tie into existing sewer; however, there was a limit to their measures
- West Augustine Sewer improvements had a combination of \$250,000 annually from three separate funding sources deposited by the City since 2013, plus State appropriations, plus grants
- Process for obtaining funding from Tallahassee was tedious since only

small amounts of money could be obtained for the projects

- Gravity fed sewers were distance compromised before pipes would breach ground, then a lift station was required with a master plan to break up the area into sub-basins
- Funding was always \$250,000 annually, and when amount went to \$5 million that was with knowledge that a Master Plan was in place
- Based on results of Master Plan, would do larger sections based on location of the lift stations without being street specific since all of West Augustine needed to be captured
- Master Plan required updating, and a legislative priority for the Commission was an appropriation for \$35 million to get the entire West Augustine in one allocation, which would take many years to build
- Capacity existed for build out of West Augustine to the City Wastewater Treatment Plant
- One project was inflow and infiltration (INI) elimination which would eliminate water volume
- Pipes were being slip lined at a cost of \$500,000 annually
- Clarity of the CIP report would be enhanced to show more detail

Mr. Slaughter reviewed the Capital Improvement Projects (CIP) Overall Status Summary which included paving projects.

Mr. Franklin stated the chart showed all the different projects and stages of development. He requested Commission input for anything that may have been missed. He stated extensive resident outreach was done and the meeting presentation represented the community's needs.

Mr. Slaughter advised Mayor Upchurch, as per his request, that the Sevilla project anticipated final design and construction to begin next fiscal year FY 2022.

In response to Mayor Upchurch's request regarding the Tolomato lot, Mr. Franklin stated it was part of the Downtown Improvement District Project, Spanish Street would be constructed first since there were limited affects to businesses, permits and the design plan were in hand, it was ready to go out for bid, and they just needed the funding.

Mr. Regan advised that the project was in the budget.

4. Financial Analysis / Review of City-Wide Capital Improvement Projections.

Mark Simpson, Director, Financial Services, reviewed the Capital Improvement Plan by Project and by Funding Source.² He noted the list alphabetically displayed those projects slated for borrowing, big ticket items requiring the issuance of debt, and items that could require future borrowing in addition to the West Augustine septic to sewer. He stated the intent was to move the process forward to May 2022 and discuss the CIP alongside revenues, so the budget office would be aware of the capital improvement needs, which allowed the financial team more flexibility when crafting the operating budget. He indicated the intent to continue forward with a complete budget book which represented each project on a single page with total dollar amounts and all funding sources, since many of the projects had multiple funding sources across the funds.

Mayor Upchurch advised Mr. Simpson the Commission was in full support of the budget book and supported measures to make his job more efficient.

Commissioner Sikes-Kline stated the CIP was on the website. She requested to be kept apprised of projects to know what was new, improved, changed, added or dropped which assisted her job with the big picture. She indicated Mr. Simpson's presentation

² Included with original Commission packet

was wonderful, City staff in both Public Works and Utilities was energetic and encouraging, and she was inspired to work with the community with the ability to provide answers on how they could personally be more resilient in their homes.

5. Discussion of Projects Involving Potential Future Borrowing.

Mr. Simpson reviewed the topic with Item 4.

Mayor Upchurch opened public comment and the Commission heard from the following member of the public:

- Mattie Harms

Public comment was closed.

Commissioner Valdes stated grass roots methods should be used to encourage people in the City to reduce the carbon footprint, such as solar panel use.

Commissioner Sikes-Kline stated bicycles and walking should be encouraged, and continued public education was a critical component to the future.

Mr. Regan suggested that FPL provide a presentation to the Commission regarding the aggregate generation and solar. He was amiable to Commissioner Horvath's earlier comments and assured her the short-and-long-term picture was being analyzed to address all fronts.

Mayor Upchurch expressed his appreciation for City staff and noted these were important steps.

6. Adjourn.

There being no further business, the meeting was adjourned at 4:31 P.M.³

Tracy Upchurch, MAYOR

Darlene Galambos, CITY CLERK

³ Transcribed by Laura Morse

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John P. Regan, City Manager

DATE: August 20, 2021

RE: **SATISFACTION AND RELEASE OF UTILITY MORTGAGE – 237 PALMETTO DRIVE**

Enclosed is a Satisfaction and Release of Mortgage for 237 Palmetto Drive, regarding the Unit Connection Fee Mortgage and Promissory Note executed between the City of St. Augustine and George Brown. The mortgage was recorded in the Public Records of St. Johns County on August 22, 2019. Copies of the Unit Connection Fee Mortgage and Promissory Note are enclosed as well for reference.

Please place this Release and Satisfaction of Mortgage on the consent agenda for consideration and execution at the September 13, 2021 City Commission meeting.

Please contact me if you have any questions or comments. Thank you.

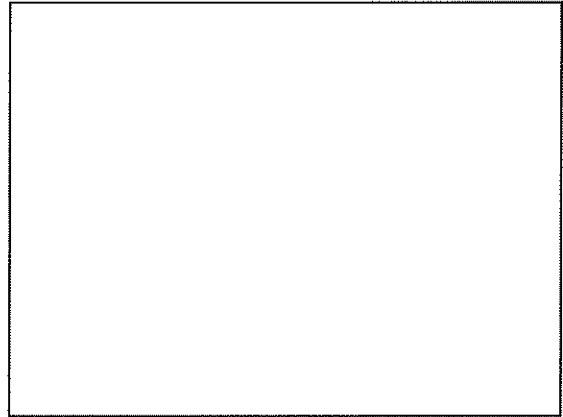


Isabelle C. Lopez
City Attorney

/sl
Attachment

xc: Darlene Galambos, City Clerk (with original)

This instrument was prepared under the supervision and direction of Isabelle C. Lopez, City Attorney, P.O. Box 210, St. Augustine, Florida 32085



**SATISFACTION AND
RELEASE OF MORTGAGE**

KNOW ALL MEN BY THESE PRESENTS:

THE CITY OF ST. AUGUSTINE, a municipal corporation organized and existing under the laws of the State of Florida, whose mailing address is P.O. Box 210, St. Augustine, Florida, 32085-0210 (hereinafter referred to as "Mortgagee"), in consideration of the covenants and agreements set forth hereinafter, hereby releases **GEORGE BROWN**, whose address is 237 Palmetto Drive, St. Augustine, Florida 32095, his heirs, assigns or successors in title (hereinafter referred to as "Mortgagor"), from the Mortgage entitled, "Unit Connection Fee Mortgage," executed between the parties and dated August 13, 2019, recorded at Official Records Book 4783, Page 180, of the Public Records of St. Johns County, Florida, and relating to that certain lot, parcel or piece of land situated in the City of St. Augustine, St. Johns County, Florida, described in **Exhibit "A"** attached hereto and incorporated herein.

Mortgagee hereby releases said Mortgagor from any obligations created by or existing by virtue of said Mortgage and the Promissory Note relating thereto recorded at Official Record Book 4783, Page 180, of the Public Records of St. Johns County, Florida, and such obligations related to said documents have been fully performed and are therefore satisfied.

IN WITNESS WHEREOF, this Satisfaction and Release of Mortgage has been duly signed and executed by the Mortgagee, this _____ day of _____, 2021.

ATTEST:

CITY OF ST. AUGUSTINE, FLORIDA,
a municipal corporation

Darlene Galambos, City Clerk
(S E A L)

By: _____
Tracy Upchurch, Mayor-Commissioner

I **HEREBY CERTIFY** that on this day, personally appeared before me, an officer duly authorized to administer oaths and take acknowledgments, by means of ☐ physical presence or ☐ online notarization, **Tracy Upchurch**, who is personally known to me, who is the person who executed the foregoing instrument and who acknowledged before me that he executed the same for the uses and purposes therein expressed.

WITNESS my hand and official seal, this _____ day of _____, 2021.

Notary Public, State of Florida

(S E A L)

EXHIBIT "A"

LEGAL DESCRIPTION: LOTS 32 AND 33, BLOCK 11, ST. AUGUSTINE PARK – UNIT ONE AMENDED, ACCORDING TO THE PLAT THERE OF, AS RECORDED IN MAP BOOK 10 PAGES 6 AND 7, AS AMENDED IN MAP BOOK 10, PAGES 58 AND 59, OF THE PUBLIC RECORDS OF ST. JOHNS COUNTY, FLORIDA.

COMMONLY KNOWN AS: 237 PALMETTO DRIVE, SAINT AUGUSTINE, FLORIDA 32095

SUBJECT TO EASEMENTS, RESTRICTIONS, COVENANTS, CONDITIONS, AGREEMENTS AND RESERVATIONS OF RECORD, IF ANY, AND TO TAXES FOR THE YEAR 2015 AND THEREAFTER.

PARCEL ID NUMBER: 076350-0000

LOCATION ADDRESS: 237 PALMETTO DRIVE, ST. AUGUSTINE, FLORIDA 32095

**UNIT CONNECTION FEE
MORTGAGE**

THIS MORTGAGE, by and between **George Brown** whose address is 237 Palmetto Drive, St. Augustine, FL 32095 (hereinafter called "Mortgagor") and **CITY OF ST. AUGUSTINE, FLORIDA**, a municipal corporation organized under the laws of the State of Florida, whose address is P.O. Box 210, Attention Financial Services Dept., St. Augustine, Florida, 32085 (hereinafter called "Mortgagee").

WITNESSETH that for good and valuable consideration, and also in consideration of the Mortgagee's deferment of certain water and/or sewer unit connection fees owed by the Mortgagor to the Mortgagee as evidenced by the Unit Connection Fee Promissory Note hereinafter described, the said Mortgagor does hereby grant, bargain, sell, alien, remise, release, convey and confirm unto the said Mortgagee all that certain piece, parcel or tract of land of which the said Mortgagor is now seized and possessed and in actual possession, situate in the county of St. Johns and state of Florida, described as follows:

SEE EXHIBIT "A" ATTACHED HERETO

Together with all structures and improvements now and hereafter on said land, and the fixtures attached thereto.

To have and to hold the same, together with all and singular the tenements, hereditaments and appurtenances thereunto belonging or in anywise appertaining, and also all the estate, right, title, interest, homestead, separate estate, possession, claim and demand whatsoever, as well in law as in equity, of the said Mortgagor in and to the same, and every part thereof, unto the said Mortgagee, in fee simple.

And the Mortgagor hereby covenants with the Mortgagee that it is indefeasibly seized of said land in fee simple; that it has full power and lawful right to convey the same in fee simple as aforesaid; and that said Mortgagor will make such further assurances to prove the fee simple title to said land to said Mortgagee as may be reasonably required.

Provided always, and these presents are executed and delivered upon the following conditions, to-wit:

The Mortgagor agrees to timely pay the Mortgagee, or order, the payments described in the copy of the Unit Connection Fee Promissory Note attached hereto as Exhibit "B" in the manner and at the times described therein.

And shall duly, promptly and fully perform, discharge, execute, effect, complete and comply with and abide by each and every of the stipulations, agreements, conditions, and covenants of said Promissory Note and of this mortgage, then this mortgage and the estate hereby created shall cease and be null and void.

And the Mortgagor further covenants as follows:

1. That it will pay all and singular the costs, charges and expenses, including reasonable attorney's fees, and costs of abstracts of title, incurred or paid at any time by the Mortgagee because of the failure on the part of the Mortgagor promptly and fully to perform the agreements and covenants of said Promissory Note and this mortgage, and said costs, charges and expenses shall be immediately due and payable and shall be secured by the lien of this mortgage.

2. That (a) in the event of any breach of this mortgage or any mortgage superior or junior hereto or default on the part of the Mortgagor under this or any other mortgage encumbering the property mortgaged hereby, or (b) in the event that any of said sums of money herein referred to be not promptly and fully paid without demand or notice, or (c) in the event that each and every of the stipulations, agreements, conditions and covenants of said note and this mortgage are not promptly and fully performed, then in either or any such event, the said aggregate sum mentioned in said note then remaining unpaid, with interest accrued to that time, and all moneys secured hereby, shall become due and payable forthwith, or thereafter, at the option of said Mortgagee, as fully and completely as if all of the said sums of money were originally stipulated to be paid on such day, anything in said note or in this mortgage to the contrary notwithstanding; and thereupon or thereafter, at the option of said Mortgagee, without notice or demand, suit at law or in equity May be prosecuted as if all moneys secured hereby had matured prior to its institution. The Mortgagee May foreclose this mortgage, as to the amount so declared due and payable, and the said premises shall be sold to satisfy and pay the same, together with costs, expenses and allowances.

3. That the Mortgagee will make monthly payments in the amount of \$48.36 for 120 months, with the first payment due September 15, 2019.

13th August 2019
IN WITNESS WHEREOF, the Mortgagor has hereunto set its hand and seal, this

Signed, sealed and delivered in the presence of:

Amanda Anderson
Witness

Printed Name: Amanda Anderson

Candice J. Seymour
Witness
Printed Name: Candice J. Seymour

BY:

George Brown

(Printed Name) George Brown

(Address) 237 Palmetto Drive

(Telephone) 904-687-6448

*** NOTARY CERTIFICATION APPEARS ON THE FOLLOWING PAGE ***

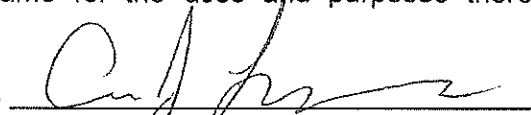
FOR AN INDIVIDUAL ACTING IN HIS OR HER OWN RIGHT:

STATE OF Florida

COUNTY OF St. Johns

I HEREBY CERTIFY that on this day, personally appeared before me, an officer duly authorized to administer oaths and take acknowledgments, **George Brown**, who is personally known to me or who has produced DL B650-310-63-910-1 as identification and is the person described in and who executed the foregoing instrument, and acknowledged before me that he executed the same for the uses and purposes therein expressed.

Witness my hand and official seal, this



August 13, 2019

Notary Public, State of Florida

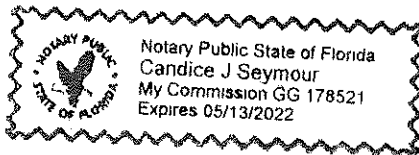


Exhibit "A"

LEGAL DESCRIPTION

Lots 32 and 33, Block 11, ST. AUGUSTINE PARK - UNIT ONE AMENDED, according to the plat thereof, as recorded in Map Book 10 Pages 6 and 7, as amended in Map Book 10, Pages 58 and 59, of the Public Records of St. Johns County, Florida.

Commonly known as: 237 PALMETTO DRIVE, Saint Augustine, Florida 32095

Subject to easements, restrictions, covenants, conditions, agreements and reservations of record, if any, and to taxes for the year 2015 and thereafter.

Parcel: 0763500000

**UNIT CONNECTION FEE
PROMISSORY NOTE**

APPLICANT(S) NAME: George Brown
ADDRESS: 237 Palmetto Drive
St. Augustine, FL 32095

\$4,451.60

St. Augustine, Florida

FOR VALUE RECEIVED, and as payment for certain unit connection fees on premises located at **237 Palmetto Drive, St. Augustine, FL 32095**, the undersigned, jointly and severally, promises to pay to the order of **CITY OF ST. AUGUSTINE, P.O. Box 210, St. Augustine, Florida, 32085**, or elsewhere as the holder hereof may from time to time require, the principal sum of **\$4,451.60 Dollars**, together with interest on so much of said principal sum as remains from time to time outstanding and unpaid, at the rate of **5.52 percent** per annum from the date hereof until paid. Said principal and interest shall be paid in equal consecutive monthly installments of **\$48.36 Dollars**, commencing on **September 15, 2019** and continuing on the same date each and every month thereafter until paid in full, said installments to be applied first to interest and the balance to principal.

The maker(s) hereof waives presentment for payment and demand. Time is of the essence hereof. It is expressly agreed that if this Note or any part or installment thereof be not paid within ten (10) days after the same becomes due and payable, anything herein to the contrary notwithstanding, the maker(s) hereof understands that all unpaid sums shall immediately be due and payable at once, without notice or demand, together with all costs of collection, including reasonable attorney's fees, whether suit be filed or not.

The maker(s) hereof may prepay any part of the principal sum hereof in any amount at any time, but any such prepayment shall not relieve the maker(s) hereof from making payment of the installment then due nor any subsequent installment provided hereby, unless at the time of such prepayment the maker(s) hereof pays all sums hereon.

Any waiver of the right to exercise any option by the holder hereof shall not constitute a waiver of the right to exercise said option at any future time.

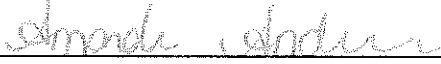
All notices, demand, presentment, dishonor and requirements under any law of Florida are hereby expressly waived.

Note: Fl. Stat. 159.17 – Lien of services charges – any municipality issuing revenue bonds hereunder shall have a lien on all lands or premises served by any water system, sewer system or gas system for all service charges for such facilities until paid, which liens shall be prior to all other liens on such lands or premises except the lien of state, county and municipal taxes and shall be on a parity with the lien of such state, county and municipal taxes. Such liens, when delinquent for more than 30 days, may be foreclosed by such municipality in the manner provided by the laws of Florida for the foreclosure of mortgages on real property.

Exhibit "B"

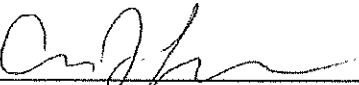
This Note is secured by and subject to the terms of a mortgage (or a letter of credit) of even date herewith.

Signed, sealed and delivered **dated as of** August 13, 2019, in the presence of:



Witness

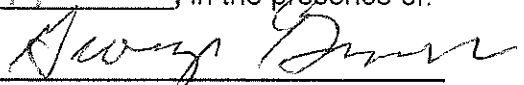
Printed Name: Amanda Anderson



Witness

Printed Name: Candice J. Seymour

BY:



(Printed Name) George Brown

(Address) 237 Palmetto Drive

(Telephone) 904-687-6448

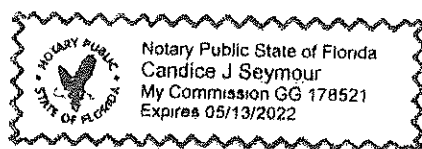
FOR AN INDIVIDUAL ACTING IN HIS OR HER OWN RIGHT:

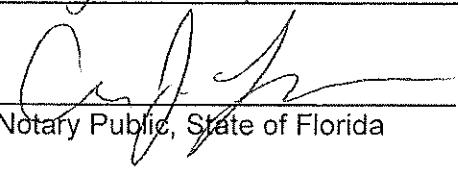
STATE OF Florida

COUNTY OF St. Johns

I HEREBY CERTIFY that on this day, personally appeared before me, an officer duly authorized to administer oaths and take acknowledgments, **George Brown**, who is personally known to me or who has produced DL 650-310-63-410-1 as identification and is the person described in and who executed the foregoing instrument, and acknowledged before me that he executed the same for the uses and purposes therein expressed.

Witness my hand and official seal, this August 13, 2019.





Notary Public, State of Florida



Est. 1565

City of St. Augustine

La Lealísima y Valerosa Ciudad de San Agustín de la Florida

❧ CERTIFICATE OF RECOGNITION *❧*

Whereas, Opal Lee is called the Grandmother of the Juneteenth Movement. For decades, the 94-year-old Texan has advocated to have Juneteenth recognized at the national level and in 2016, the Civil Rights activist walked 1,400 miles from Fort Worth to Washington to make Juneteenth a national holiday; and

Whereas, Now, five years after she launched her campaign, Juneteenth has become the first federal holiday signed into law since Martin Luther King, Jr. Day in 1983; and

Whereas, Opal Lee was present at the White House on June 17, 2021, during the bill signing, where she was given an ovation and stood by President Joe Biden and members of Congress as the bill became law; and

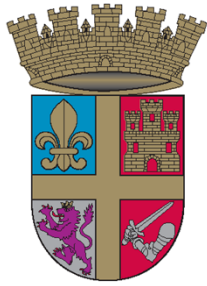
Whereas, Juneteenth celebrates the June 19, 1865, announcement of General Order No. 3, which proclaimed the freedom of slaves in Texas, almost 2 1/2 years after President Abraham Lincoln signed the Emancipation Proclamation; and

Whereas, The Juneteenth celebration, which originated in Galveston as early as 1866, has brought families and communities together for decades to celebrate freedom and educate people about the struggles and triumphs of Black Americans; and

Whereas, St. Augustine has a recorded history of Emancipation parades and celebrations dating back to 1863 now recognizes that the liberation and freedom of formerly enslaved people is recognized as a national holiday thanks to the efforts of Mrs. Opal Lee.

***NOW THEREFORE,** the City Commission of the City of St. Augustine does hereby recognize **Opal Lee, the Grandmother of the Juneteenth Movement** and welcomes her to the City of St. Augustine, that was among the first places in the nation where the Emancipation Proclamation was read and celebrated.*

***IN WITNESS WHEREOF** I hereunto set my hand and do cause the Seal of the City of St. Augustine, Florida, to be affixed this 28th day of September in the year of our Lord two thousand and twenty-one, in the four hundred and fifty-sixth year of the founding of St. Augustine, the Nation's Oldest City.*



Est. 1565

City of St. Augustine

La Lealísima y Valerosa Ciudad de San Agustín de la Florida

PROCLAMATION

WHEREAS, Our Founding Fathers did decree and establish a Constitution for the United States of America, to acquire the good fortunes associated with personal freedom for theirs and future generations; and

WHEREAS, it is vitally important that the terms, conditions and meaning of the Constitution be fully understood by all citizens, that we may uphold, protect and defend it against possible infringement; and

WHEREAS, September 17th is the 234th Anniversary of the signing of our Constitution, which provides a momentous opportunity for all Americans to discover and recognize the accomplishments of our Forefathers, and to ponder the rights and privileges of citizenship as well as the responsibilities thereof; and

WHEREAS, the Regents Council of Northeast Florida, Daughters of the American Revolution, join the national celebration and this annual observance serves as a time for all citizens to hold dear and celebrate the rights, privileges, and responsibilities this document affords to us as Americans; and

WHEREAS, all American citizens should respect their independence as guaranteed by our Constitution with fitting ceremonies and commemorative activities during Constitution Week as ordered and proclaimed in 1956 by President Dwight D. Eisenhower and Congress of the United States of America.

*NOW THEREFORE, the City Commission of the City of St. Augustine, Florida, hereby proclaims September 17th through September 23rd as **CONSTITUTION WEEK** in the City of St. Augustine and urges all our citizens to pay special attention during this week to our Constitutional government and the advantage of American citizenship; and further invite every citizen and institution to join in this national commemoration.*

***IN WITNESS WHEREOF,** I hereunto set my hand and do cause the Seal of the City of St. Augustine to be affixed this 17th day of September in the year of our Lord two thousand twenty-one and the four hundred and fifty-sixth year of the founding of St. Augustine, the Nation's Oldest City.*

2021-18

Tracy Upchurch, Mayor

"Most Loyal and Valorous"

Title conferred upon the Presidio of St. Augustine by King Philip V of Spain, November 26, 1715

CITY OF ST. AUGUSTINE, FLORIDA

M E M O R A N D U M

TO: John P. Regan
City Manager

DATE: August 18, 2021

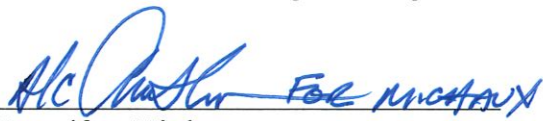
RE: Donation of Equipment

The St. Augustine Police Department has X2 Tasers and associated equipment that we would like to donate to the Palatka Police Department. The department has switched to Taser 7 therefore, it is no longer useful to us. We tried several times to sell it on Gov Deals but were unsuccessful. It has come to our attention that the Palatka Police Department could utilize the equipment. The equipment we would like to donate is as follows:

4	X2 Tasers
150	X2 Taser Cartridges
40	X2 Taser Holsters

If you concur, please place this matter on the next available consent agenda for the consideration and approval of the City Commission.

Thank you for your consideration in this matter.


Jennifer Michaux
Chief of Police

dt
cc: D. Galambos, City Clerk

CITY OF ST. AUGUSTINE

M E M O R A N D U M

TO: John P. Regan
City Manager

DATE: August 30th, 2021

RE: Tourist Development Council (TDC) Agreement

Attached for your approval is a 3-year agreement between the City of St Augustine and St Johns County that expires on September 30th, 2024. This agreement provides additional funds to operate the Visitors Information Center (VIC) totaling \$200,000 which is \$65,000 more than last year (COVID) and \$20,000 more than a "normal" year. This funding was already approved by both the TDC and the St Johns County Board of Commissioners. Also, this amount was applied to the FY2021-22 VIC's budget during the City's budget process.

Therefore, if you concur with this matter, please place this item on the September 13th commission meeting consent agenda for approval and signature.

As always, please do not hesitate to contact me if you have any questions. Thank you for your assistance.



James C. Piggott
Director, General Services

JCP

Enclosure

**TOURIST DEVELOPMENT AGREEMENT
BETWEEN
ST. JOHNS COUNTY, FLORIDA
AND
THE CITY OF ST. AUGUSTINE, FLORIDA**

Res 2021-359

THIS TOURIST DEVELOPMENT AGREEMENT ("Agreement") is entered into by and between St. Johns County, Florida ("County"), a political subdivision of the State of Florida, by and through its Board of County Commissioners ("Board"), whose address is 500 San Sebastian View, St. Augustine, Florida 32084, and the City of St. Augustine, Florida ("City"), a municipal corporation organized and existing under the laws of the State of Florida, whose address is P.O. Box 210, St. Augustine, Florida 32085-210.

RECITALS:

WHEREAS, a vigorous, diversified, and competitive economy is essential to the long-term fiscal health of the County, the prosperity of the County's residents and local businesses; and

WHEREAS, tourism and tourist related activities are vital components of the local economy, and should be enhanced and expanded to provide information to visitors regarding local attractions, businesses, and amenities; and

WHEREAS, the County and the City have a strong history of working together to attract tourist to the local area and to promoting tourist related industries and activities; and

WHEREAS, subject to the terms and conditions contained herein, the County and City seek to enter into an agreement to provide for certain tourist related services and operation of the St. Augustine/St. Johns County Visitors Information Center ("VIC"); and

WHEREAS, the Board has determined that entering to an agreement to provide the tourist related services described herein and to operate the VIC is a proper public purpose and is in the best interests of the citizens of the County.

NOW, THEREFORE, the County and the City, in consideration of the mutual covenants and conditions hereinafter expressed, do hereby agree as follows:

Section 1. Effect of Recitals.

The above Recitals are incorporated into the body of this Agreement and said Recitals are adopted as findings of fact.

Section 2. Term and Extension.

A. The term of this Agreement shall begin on October 1, 2021, ("Effective Date") and continue through and until 11:59 p.m., on September 30, 2024. ("Expiration Date").

B. No later than thirty (30) days prior to the Expiration Date, either the County or the City may request, in writing, an extension of the Term of this Agreement for a period of up to twelve (12) months ("Extended Term"). If the written request for the Extended Term is acceptable to the other party, then such party shall provide a written approval, indicating the specific duration of the Extended Term.

Section 3. Scope of Services.

The VIC. The City shall:

A.

1. Operate and maintain the VIC, daily from 8:30 a.m. until 5:30 p.m. Subject to Section 21 (entitled "Force Majeure") contained herein, the VIC will be open to visitors no less than 364 days per calendar year.
2. Provide adequate staffing, consisting of at least two (2) full-time and at least, sixteen (16) part-time, trained employees in the VIC. Staff shall be dedicated to assisting visitors and providing tourist-related information. Tourist-related information includes, but is not limited to, information regarding local attractions, amenities, accommodations, and dining.
3. Establish a concierge desk within the VIC to assist visitors and to encourage longer stays in the area.
4. Provide designated areas within the VIC for viewing County-approved, promotional videos and maintain exhibits interpreting the history of St. Augustine.
5. Endeavor to, in cooperation with the County and in accordance with all applicable local regulations, provide trained staff, preferably dressed in period costumes, to greet and provide off-site assistance to visitors within the City's Historic Preservation District. Such staff will be referred to as "On-the-Street-Hosts" and will provide visitor assistance no less than four (4) days per week weather permitting.
6. Implement programs to monitor and ensure that visitors are provided positive, accurate tourist-related information. The results of such programs will be reported to the St. Johns County Tourist Development Council no less than two times per year.
7. Develop and implement a hospitality training program to include curriculum materials, testing and certification for all VIC employees. A detailed description of the program, including training materials shall be provided to the County for review and approval within one hundred twenty (120) days after the date this Agreement is executed. The materials shall be revised annually and presented to the St. Johns County Tourist Development Council for review and comment.

8. Provide visitors with informative resources including, but not limited to, maps, materials promoting local attractions, and emergency preparedness guides.
9. Facilitate the County's efforts to gather visitor information for marketing and research.
10. Provide free parking for tour buses.
11. Coordinate with the County to incorporate the VIC into, or develop, an emergency communications plan related to tourists or tourist activities.
12. Provide to the County monthly reports, which includes the total number of visitors assisted by VIC staff, the type of assistance provided by staff, and any survey/poll/study results. Upon request by the County, provide additional information related to the VIC operations and host programs.

Section 4. Compensation.

A. The maximum amount available as compensation to the City for satisfactory performance of the Scope of Services is two hundred thousand dollars (\$200,000). It is strictly understood by the parties hereto that the City is not entitled to the above-noted amount of compensation as a matter of right. Rather, such compensation and reimbursable expenses are based upon the City's satisfactory performance in accordance with the provisions contained in this Agreement.

B. Performance by the County is conditioned on, and subject to, specific annual appropriations by the Board of Tourist Development Tax revenues sufficient to pay the compensation described above.

Section 5. Billing/Invoicing.

A. To the extent that the City is not in violation with any material aspect of this Agreement and/or has not received notice of termination of this Agreement from the County, then the City may bill/ invoice the County according to the following schedule:

\$100,000 October 1 each year
\$100,000 April 1 each year
Or at any time after July 1 and before September 30 each year, one invoice for
\$200,000.00

B. Although there is no form or format pre-approved by the County for billing/invoicing, any bill/invoice submitted by the City to the County shall include a detailed description report of the work accomplished in connection with the Scope of Services. The County

may return a bill/invoice from the City, and request additional documentation/information. Under such circumstances, the timeframe for payment will be extended by the time necessary to receive a verified bill/invoice.

- C. Unless otherwise notified, bills/invoices should be delivered to:

St. Johns County Tourist Development Council
Attn: Executive Director
500 San Sebastian View
St. Augustine, Florida 32084

D. Upon receipt and verification of the City's bill/invoice, the County shall process the bill/invoice, and forward payment to the City within forty-five (45) days of verification.

Section 6. Termination of Agreement.

A. This Agreement may be terminated without cause upon either the County or the City providing at least ninety (90) days advance written notice to the other party of such notice of termination without cause. Such written notification shall indicate that either the County or the City intends to terminate this Agreement ninety (90) days from the date of notification (unless a date greater than ninety (90) days is noted).

B. This Agreement may be terminated with cause upon either the County or the City providing at least thirty (30) days advance written notice to the other party of such notice of termination for cause. Such written notification shall include the exact cause for termination as provided herein or as otherwise noted by the County, the effective date of termination, unless, prior to the termination date, the party seeking termination for cause provides an opportunity to cure/correct the condition as specifically provided in the written notice described in this Section.

C. Consistent with other provisions of this Agreement, the City shall be compensated for any services and/or expenses that are both authorized under this Agreement and that are performed and/or accrue up to the termination of this Agreement.

Section 7. Indemnity.

A. To the extent permissible by law, the City shall indemnify, defend, and hold the County, its officials, agents, and employees harmless from and against all claims (including tort-based, contractual, injunctive and/or equitable), losses (including property (personal and/or real), and bodily injury), costs (including attorneys' fees), suits, administrative actions, arbitration, or mediation originating from, or associated with, or growing out of (directly or indirectly), the City's negligent or intentional acts or omissions in performing the services described in this Agreement.

B. Nothing contained in this Agreement shall be construed or interpreted to constitute a waiver of sovereign immunity as provided under section 768.28, Florida Statutes.

Section 8. Insurance.

A. The City shall secure and maintain for the Term (including any Extended Terms) of this Agreement all insurance coverage required by applicable law and in accordance with County policy, in no less than the minimum amounts required. The City shall not begin performance under this Agreement until all insurance required under this section has been secured and approved by the COUNTY. The City shall furnish proof of such insurance to the County prior to any performance under this Agreement. All insurance coverage shall be issued by companies authorized to do business under the laws of the State of Florida, and in the types and amount required by the County.

B. The insurance certificate(s) shall clearly indicate that the City has obtained insurance of the types, amounts, and classifications as specified by the County, and that no material change or cancellation of the insurance shall be effective without thirty (30) days prior written notice to the County.

C. Insurance certificates shall specifically include the County as an additional insured for all lines of coverage except Workers' Compensation and Professional Liability. A copy of the endorsement must accompany each certificate.

Certificate Holder Address: St. Johns County
500 San Sebastian View
St. Augustine, FL 32084

D. The City shall insure the VIC for the entire term of the agreement at the City's expense for hazard and flood losses with policy limits as determined by the City to ensure continuity of services following a loss.

E. The City shall maintain during the life of this Contract, Comprehensive General Liability Insurance in compliance with Florida Statute 768.28 with minimum limits of \$1,000,000 per occurrence, \$2,000,000 aggregate, to protect the parties from claims for damages for bodily injury, including wrongful death, negligence, errors and omissions, as well as claims of property damages which may be caused by or arise from any operations under this agreement, whether such operations be by the City or by anyone directly employed by or contracting with the City.

F. The City shall maintain during the life of this Contract, adequate Workers' Compensation Insurance in at least such amounts as are required by the law for all of its employees per Florida Statute 440.02.

G. In the event of unusual circumstances, the County Administrator or his designee may adjust the insurance requirements provided herein. Failure to secure or maintain any required insurance coverage shall constitute cause for termination of this Agreement by the County.

Section 10. Amendments.

Both the County and the City acknowledge that this Agreement constitutes the complete agreement and understanding of both parties. Any modification, revision and/or amendment to this Agreement shall be in writing and executed by duly authorized representatives of both the County and the City after review and approval of their governing boards. It is hereby noted that, should any proposed modification, revision and/or amendment to this Agreement trigger the application of a County administrative policy, resolution or ordinance, then such application shall be a condition precedent to the modification, revision and/or amendment to this Agreement.

Section 11. Assignment.

In light of the scope and rationale for this Agreement, neither the County nor the City may assign, transfer, and/or sell any of the rights noted in this Agreement without the express written approval of the other party. Notwithstanding any other provision contained herein, should either the County or the City assign, transfer, or sell any of the rights noted in this Agreement without such prior expressed written approval of the other party, then such action on the part of either the County or the City shall result in the automatic termination of this Agreement, without further notice or action required on the part of the other party.

Section 12. Notice.

A. All notices to the County shall be delivered either by hand (receipt of delivery required) or by certified mail to:

County Administrator
500 San Sebastian View
St. Augustine, Florida 32084

With copies to:

Director of Tourism Development
500 San Sebastian View
St. Augustine, Florida 32084

County Attorney
500 San Sebastian View
St. Augustine, Florida 32084

B. All Official Notices to the City shall be delivered either by hand (receipt of delivery required), or by certified mail to:

City of St. Augustine, Florida
Attn: Director of General
Services
City Hall, 75 King Street
St. Augustine, FL 32084

C. All other correspondence not classified as notice(s) may be delivered, disseminated, and/or submitted by any means acceptable to both parties, specifically including faxing, e-mailing, or text messaging.

Section 13. Relationship of the Parties.

A. The City is, and shall be, in the performance of services and activities described in this Agreement an independent contractor, and not an employee, agent, official, or servant of the County. As such, neither the City, nor any employees, agents, officials, servants, or subcontractors of the City are eligible for any benefits afforded employees, or officials of the County.

B. This Agreement shall not be deemed or construed to create any agency relationship, partnership (limited or otherwise), association or joint venture between the County and the City.

C. It is expressly understood by the parties hereto that the City does not have the power or authority to bind (legally or equitably), in any manner whatsoever the County in any promise, agreement, or representation, other than as specifically provided for in this Agreement.

Section 14. Public Records.

A. The cost of reproduction, access to, disclosure, non-disclosure, or exemption of records, data, documents, and/or materials, associated with this Agreement shall be subject to the applicable provisions of the Florida Public Records Law (Chapter 119, Florida Statutes), and other applicable State and Federal provisions. Access to such public records, may not be blocked, thwarted, and/or hindered by placing the public records in the possession of a third party, or an unaffiliated party.

Section 15. Review of Records.

As a condition of entering into this Agreement, and to ensure compliance, especially as it relates to any applicable law, rule, or regulation, the City hereby authorizes the County to examine, review, inspect and/or audit the City's books and records, in order to determine whether compliance has been achieved with respect to the terms, conditions, provisions, rights, and responsibilities noted in this Agreement. It is specifically noted that the City is under no duty or obligation to provide access to books and records, not related to this Agreement, and is otherwise protected from disclosure by Local, State, and/or Federal law.

Section 16. No Third Party Beneficiaries.

Both the County and the City acknowledge, and this Agreement explicitly states that no third party beneficiary status or interest is conferred to, or inferred to, any other person or entity.

Section 17. Permits and Licenses.

To the extent that the City needs to secure and maintain permits, licenses and/or approvals, in order to operate the VIC, or to perform any of the services described herein, then the City shall be responsible for securing and maintaining, at the City's sole expense, any, and all, permits, licenses and/or approvals required by Local, State and/or Federal, law, rule, regulation, or ordinance. Any such required permits, licenses and/or approval shall be maintained for the Term (including any Extended Terms) of this Agreement. Failure by the City to comply with this provision shall constitute cause for termination of this Agreement by the County.

Section 18. Governing Law and Venue.

This Agreement shall be construed according to the laws of the State of Florida. Venue for any administrative and/or legal action arising under the Agreement shall be in St. Johns County, Florida.

Section 19. Compliance with Local, State, and Federal Rules, Regulations, and Laws.

Both the County and the City, in performing under this Agreement, shall abide by, and comply with, all applicable laws, rules, regulations, orders, and policies, of the Local, State, and Federal governments.

Section 20. Use of the County Logo.

Pursuant to, and consistent with, County Ordinance 92-2, and County Administrative Policy 101.3, the City shall not manufacture, use, display, or otherwise use any facsimile or reproduction of the County Seal/Logo without express written approval by the Board.

Section 21. Severability.

If any word, phrase, sentence, part, subsection, section, or other portion of this Agreement, or any application thereof, to any person or circumstance is declared void, unconstitutional, or invalid for any reason, then such word, phrase, sentence, part, subsection, other portion, or the proscribed application thereof, shall be severable, and the remaining portions of this Agreement, and all applications thereof, not having been declared void, unconstitutional or invalid shall remain in full force and effect.

Section 22. Force Majeure.

Neither the County, nor the City, shall be held in non-compliance with the terms, conditions, provisions, and requirements of this Agreement, nor suffer any enforcement or penalty relating thereto (including termination, cancellation, or revocation of this Agreement) where such non-compliance or alleged default occurred and/or was caused by a strike, riot, war, earthquake, flood, tsunami, severe rainstorm, hurricane, or other act of nature, or other event that is reasonably beyond either party's ability to anticipate and/or control.

Section 23. Non-Waiver.

The failure of either the County or the City to insist upon strict performance of any term, condition provision, and/or requirement of this Agreement, shall not be construed as a waiver of such term, condition, provision, and/or requirement on any subsequent occasion.

Section 24. Headings.

All sections and descriptive headings of sections noted in this Agreement are inserted only for the convenience of the parties hereto and shall not affect and/or control interpretation of this Agreement.

Section 25. Survival.

It is expressly noted that the following provisions of this Agreement, to the extent necessary, shall survive any expiration, suspension, termination, cancellation, revocation, and/or non-renewal of this Agreement, and therefore, shall be both applicable and enforceable beyond any expiration, suspension, termination, cancellation, revocation, and/or non-renewal of this Agreement.

Section 26. Authority to Execute.

Each of the parties hereto covenants to the other party that it has lawful authority to enter into this Agreement and has authorized the execution of this Agreement by the party's authorized representative.

Section 27. Execution in Counterparts.

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement.



IN WITNESS WHEREOF, the parties have hereto executed this Agreement on the date and year below written:

COUNTY

CITY

By: Hunter S. Conrad

By: _____

County Administrator

Position: _____

Date: 8/20/2021

Date: _____

Legal Review as to Sufficiency:

WITNESS: _____

By: [Signature]

Print Name: _____

Deputy County Attorney

WITNESS: _____

Date: 8-18-21

Print Name: _____

ATTEST: Brandon Patty, Clerk

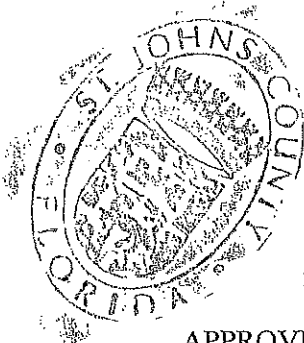
ATTEST:

By: [Signature]

Deputy Clerk

8/20/21

Darlene Galambos, City Clerk



APPROVED AS TO FORM,
LEGAL SUFFICIENCY AND
EXECUTION

Isabelle C. Lopez, City Attorney

RESOLUTION NO.: 2021-359

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, APPROVING THE TERMS, PROVISIONS, CONDITIONS, AND REQUIREMENTS OF TOURIST DEVELOPMENT AGREEMENT BETWEEN ST. JOHNS COUNTY, FLORIDA, AND THE CITY OF ST. AUGUSTINE, FLORIDA TO PROVIDE FOR CERTAIN TOURIST RELATED SERVICES AND OPERATION OF THE ST. AUGUSTINE/ST. JOHNS COUNTY VISITORS INFORMATION CENTER ("VIC"), AND AUTHORIZING THE COUNTY ADMINISTRATOR, OR DESIGNEE, TO EXECUTE THE AGREEMENT ON BEHALF OF ST. JOHNS COUNTY.

WHEREAS, tourism and tourist related activities are vital components of the local economy, and should be enhanced and expanded to provide information to visitors regarding local attractions, businesses and amenities; and

WHEREAS, the County and the City have a strong history of working together to attract tourist to the local area and to promoting tourist related industries and activities; and

WHEREAS, subject to the terms and conditions contained herein, the parties hereby seek to enter into an agreement to provide for certain tourist related services and operation of the Downtown St. Augustine Visitors Information Center ("VIC"); and

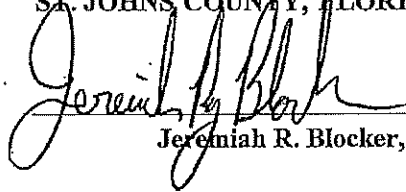
WHEREAS, the Board has determined that entering to an agreement to provide the tourist related services described herein and to operate the VIC is a proper public purpose and is in the best interests of local citizens.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of St. Johns County, Florida, that:

1. The above recitals are incorporated by reference into the body of this Resolution, and such Recitals are adopted to Finding of Fact.
2. The Board hereby approves the terms and conditions contained in the proposed agreement, attached hereto and incorporated herein.
3. The Board Authorizes the County Administrator, or designee, to execute an agreement in substantially the same form and format as attached hereto.
4. To the extent that there are typographical and/or administrative errors that do not change the tone, tenor, or concept of this Resolution, then this Resolution may be revised without subsequent approval of the Board of County Commissioners.

PASSED AND ADOPTED by the Board of County Commissioners of St. Johns County, Florida,
this 17th day of August, 2021.

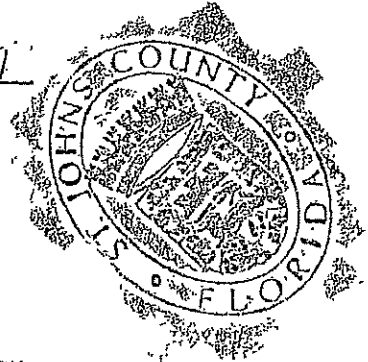
**BOARD OF COUNTY COMMISSIONERS OF
ST. JOHNS COUNTY, FLORIDA**

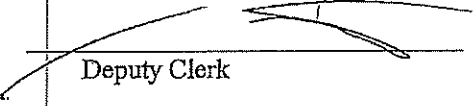


Jeremiah R. Blocker, Chair

ATTEST: Brandon J. Patty, Clerk of the
Circuit Court & Comptroller

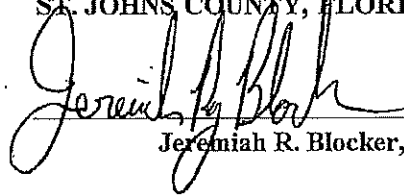
RENDITION DATE 8/17/21




Deputy Clerk

PASSED AND ADOPTED by the Board of County Commissioners of St. Johns County, Florida,
this 17th day of August, 2021.

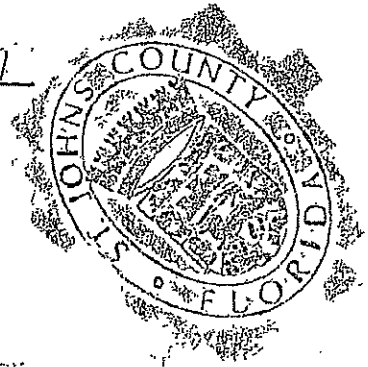
**BOARD OF COUNTY COMMISSIONERS OF
ST. JOHNS COUNTY, FLORIDA**



Jeremiah R. Blocker, Chair

ATTEST: Brandon J. Patty, Clerk of the
Circuit Court & Comptroller

RENDITION DATE 8/17/21


Deputy Clerk

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John Regan, P.E.
City Manager

DATE: August 30, 2021

RE: Agenda Item for September 13, 2021 City Commission Meeting
Consent Agenda – Shaun Burton License Agreement

Mr. Shaun Burton has agreed to enter into a license agreement with the city to allow him to install and maintain a fence. The fence covers a portion of the access road to the city's water supply wells. Access to the well sites is still viable by simply driving around the fence. Mr. Burton understands that the fence will either have to be removed or gates will have to be installed if there are any access issues in the future.

Please contact me if you have additional questions or need more supporting information.

Sincerely,

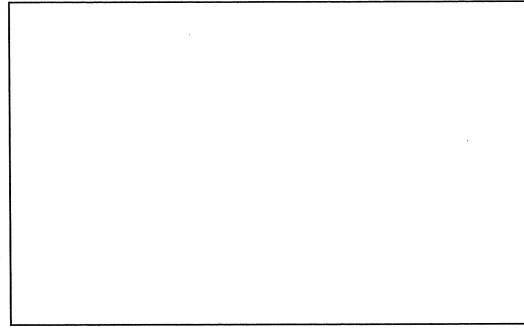


Todd Grant, P.G.
Utilities Director

Attachment: License Agreement

cc: Meredith Breidenstein, Assistant City Manager
Isabelle Lopez, City Attorney
Darlene Galambos, City Clerk
Reuben Franklin, P.E., Public Works Director

This instrument was prepared under the direction and supervision of Isabelle C. Lopez, City Attorney, P.O. Box 210, St. Augustine, Florida 32085



LICENSE AGREEMENT

COMES NOW the **CITY OF ST. AUGUSTINE, FLORIDA**, a Florida municipal corporation ("Grantor"), whose address is P.O. Box 210, St. Augustine, Florida 32085-0210, and grants to **SHAUN BURTON** ("Grantee"), whose address is 1650 Saint Marks Pond Boulevard, St. Augustine, Florida 32095, a non-exclusive, revocable License for the permissive use of a portion of the Grantor's property for installation and maintenance of a fence located across Grantor's easement ("Easement"), described in **Exhibit "A"**, attached hereto and incorporated herein by reference.

This License is subject to the following terms and conditions:

1. The Grantor may revoke this License with thirty (30) days written notice to Grantee, unless immediate access is needed for necessary public health, safety, and welfare reasons, in which case Grantor can immediately remove any obstructions. In addition to any other reservations made herein, Grantor, in its sole discretion, may at any time require double lock gates be installed at Grantee's expense.

2. All notices required by this License shall be effected by delivery of said notice in writing to the recipient party by U.S. Mail, certified, return receipt requested. All notices shall be sent to the address of the recipient Grantor or Grantee and as described herein.

3. Grantee shall not occupy or use said Easement, nor shall Grantee permit the occupation or use of said Property, for any purpose other than those purposes expressly permitted by this License, or other written agreement by the parties.

4. During the term of this License, Grantor shall bear no responsibility for the costs of the construction, installation, and maintenance of the fence.

5. Grantee shall not directly or indirectly assign, sublease, hypothecate, sell, mortgage, encumber or otherwise transfer this License or any interest therein without the written permission of Grantor.

6. Grantee shall indemnify Grantor and hold Grantor harmless for any and all claims for damages, costs and expense to any person or property, whether real or personal, due to any act or omission of Grantee, or any representative, agent, customer or employee of Grantee, arising out of the use of the Grantor's Easement subject to this License. This provision shall be full and total indemnity against any kind or character of claim whatsoever which may be asserted against the City of St. Augustine by reason of, or as a consequence of, having granted permission to Grantee to construct and maintain the fence within the Grantor's Easement. Grantee, by acceptance of this License, hereby agrees to defend on behalf of the City any and all suits, claims or causes of action brought against the City of St.

Augustine and to pay any judgment or judgments which may be rendered against the City of St. Augustine in connection therewith. The parties intend for this indemnification to survive termination of the License.

7. Upon the notice of termination or cancellation of this License by Grantor or Grantee, this License shall become null and void, at which time Grantee shall remove the fence located within the Easement within thirty (30) days of receipt of such notice of termination or cancellation. If the fence is not removed within thirty (30) days of initial notice, Grantor may remove the fence, and Grantee shall pay Grantor's costs of such removal within thirty (30) days of receipt of notice of such costs. If Grantee fails to pay such costs within thirty (30) days of notice, Grantee shall be liable for all costs of collection, including court costs and attorney's fees incurred by Grantor to collect such costs.

8. Grantor, at Grantee's expense, shall record this License in the Public Records of St. Johns County, Florida.

9. For any litigation arising out of the interpretation or enforcement of the terms and conditions of this License, venue shall lie exclusively in a court of competent jurisdiction located in St. Johns County, Florida.

10. Each party to this License shall be entitled to seek enforcement of this License against the other party and shall have all remedies available at law or in equity, including the remedy of specific performance and all forms of injunctive relief. Grantor, however, specifically and expressly, reserves all rights to sovereign immunity granted to municipalities by law, including, but not limited to, Section 768.28, Florida Statutes.

11. Grantee, by acceptance of this License, acknowledges that the Grantee, and the Grantee's heirs, assigns and successors shall be unequivocally bound by the terms and covenants contained in this License.

* * * **SIGNATURES APPEAR ON THE FOLLOWING PAGE** * * *

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, this _____ day of _____, 2021.

GRANTOR:

CITY OF ST. AUGUSTINE, FLORIDA,
a municipal corporation

ATTEST:

Darlene Galambos, City Clerk
(SEAL)

By: _____
Tracy Upchurch, Mayor-Commissioner

STATE OF FLORIDA
COUNTY OF ST. JOHNS

I HEREBY CERTIFY that on this day, personally appeared before me, by means of ☐ physical presence or ☐ online notarization, **TRACY UPCHURCH, MAYOR OF ST. AUGUSTINE, FLORIDA**, who is personally known to me, who is the person described in and who executed the foregoing instrument and who acknowledged before me that he executed the same for the uses and purposes therein expressed.

Witness my hand and official seal, this _____ day of _____, 2021.

Notary Public, State of Florida

* * * **SIGNATURES CONTINUE ON THE FOLLOWING PAGE** * * *

WITNESS:

Todd Grant

Print: TODD GRANT

GRANTEE:

By: Shaun Burton

Shaun Burton

WITNESS:

Carlynn Sargent

Print: Carlynn Sargent

STATE OF FLORIDA
COUNTY OF ST. JOHNS

I HEREBY CERTIFY that on this day, personally appeared before me, by means of ☒ physical presence or ☐ online notarization, **SHAUN BURTON**, who is personally known to me or who has produced FL Drivers License, as identification, who is the person described in and who executed the foregoing instrument and who acknowledged before me that he executed the same for the uses and purposes therein expressed.

Witness my hand and official seal, this 13th day of August, 2021.

Shanna Lee

Notary Public, State of Florida



SHANNA LEE
Commission # GG 329333
Expires June 8, 2023
Bonded Thru Budget Notary Services

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

Isabelle Lopez, CITY ATTORNEY

EXHIBIT "A"

LEGAL DESCRIPTION: O.R. BOOK 3396, PAGE 532

BEGINNING AT THE NORTHWEST CORNER OF THE E.B. GRANT SECTION 74, TOWNSHIP 6 SOUTH, RANGE 29 EAST, THENCE NORTHEASTLY ALONG THE NORTH BOUNDARY OF SAID GRANT 287.45 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE CONTINUE NORTHEASTLY ALONG THE NORTH BOUNDARY OF SAID GRANT A DISTANCE OF 210 FEET TO A POINT; THENCE RUN SOUTHERLY AND PARALLEL TO THE WEST LINE OF SAID GRANT A DISTANCE OF 210 FEET; THENCE RUN SOUTHWESTERLY AND PARALLEL TO THE NORTH LINE OF SAID GRANT A DISTANCE OF 210 FEET; THENCE RUN NORTHERLY AND PARALLEL TO THE WEST LINE OF SAID GRANT A DISTANCE OF 210 FEET TO THE POINT OF BEGINNING.

PROPOSED EASEMENT FOR DRAINAGE, SEPTIC SYSTEM AND DRAIN FIELD - WRITTEN TO MATCH SURVEY AN EASEMENT FOR DRAINAGE, SEPTIC SYSTEM AND DRAIN FIELD LYING IN THE E.B. GOULD GRANT, SECTION 74, TOWNSHIP 6 SOUTH, RANGE 29 EAST, ST. JOHNS COUNTY, FLORIDA, SAID EASEMENT BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT AN IRON ROD AT THE SOUTHEASTERN CORNER OF LANDS AS DESCRIBED IN OFFICIAL RECORDS BOOK 3396, PAGE 532 OF THE PUBLIC RECORDS OF SAID COUNTY AND RUN THENCE NORTHWESTERLY, ALONG THE EASTERLY BOUNDARY THEREOF 29.60 FEET TO A POINT AND RUN THENCE (1) NORTH 51°58'24" EAST, 208.18 FEET TO A POINT; RUN THENCE (2) NORTH 47°33'30" EAST, 60.00 FEET TO A POINT; RUN THENCE (3) NORTH 42°26'10" WEST, 40.00 FEET TO A POINT; RUN THENCE (4) SOUTH 47°33'30" WEST, PARALLEL WITH CALL (2) ABOVE 60.00 FEET TO A POINT; RUN THENCE (5) SOUTH 42°26'10" EAST, PARALLEL WITH CALL (3) ABOVE 29.97 FEET TO A POINT; RUN THENCE (6) SOUTH 51°58'24" WEST, PARALLEL WITH CALL (1) ABOVE 204.99 FEET TO A POINT ON THE EASTERLY BOUNDARY OF SAID PARCEL DESCRIBED AS OFFICIAL RECORDS BOOK 3396, PAGE 532; RUN THENCE (7) SOUTHEASTERLY, ALONG THE EASTERLY BOUNDARY THEREOF 10.29 FEET TO THE POINT OF BEGINNING AND TO CLOSE.

LEGAL DESCRIPTION:

PROPOSED EASEMENT FOR WELL - WRITTEN TO MATCH SURVEY AN EASEMENT FOR THE USE OF A WELL LYING IN THE E.B. GOULD GRANT, SECTION 74, TOWNSHIP 6 SOUTH, RANGE 29 EAST, ST. JOHNS COUNTY, FLORIDA, SAID EASEMENT BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT AN IRON ROD AT THE SOUTHEASTERN CORNER OF LANDS AS DESCRIBED IN OFFICIAL RECORDS BOOK 3396, PAGE 532 OF THE PUBLIC RECORDS OF SAID COUNTY FOR THE POINT OF BEGINNING AND RUN THENCE NORTH 85°30'10" EAST, 115.66 FEET TO A POINT; THENCE NORTH 04°29'30" WEST, 10.00 FEET TO A POINT; THENCE SOUTH 85°30'10" WEST, 119.28 FEET TO THE EASTERLY BOUNDARY OF SAID PARCEL, DESCRIBED IN OFFICIAL RECORDS BOOK 3396, PAGE 532; THENCE SOUTHEASTERLY, ALONG SAID EASTERLY BOUNDARY, 10.64 FEET TO THE POINT OF BEGINNING AND TO CLOSE.

- NOTES:
- 1.) Not valid without the signature and the original raised seal of a Florida licensed surveyor and mapper.
 - 2.) Bearings shown hereon are relative to an assumed datum and are based on the Northerly Boundary of the E.B. Gould Grant = N 69°16'09" E.
 - 3.) Lands shown hereon lie partly within the unshaded Flood Zone "X" (area determined to be outside the 0.2% chance flood plain) and partly within Flood Zone "A" (area subject to inundation by the 1% annual chance flood with no base flood elevation determined) as per community panel # 1210940285H of the Flood Insurance Rate Maps, Effective Date September 2, 2004.
 - 4.) No underground installations or improvements have been located except as noted.
 - 5.) No instruments of record reflecting easements, rights-of-way, and/or ownership were furnished this surveyor except as shown.
 - 6.) Dead dimensions, if different from field measured, are shown in parentheses ().

CERTIFIED TO: CLAYTON HONES, INC.
SHAUN BURTON & AUDREY ELIZABETH NORTH

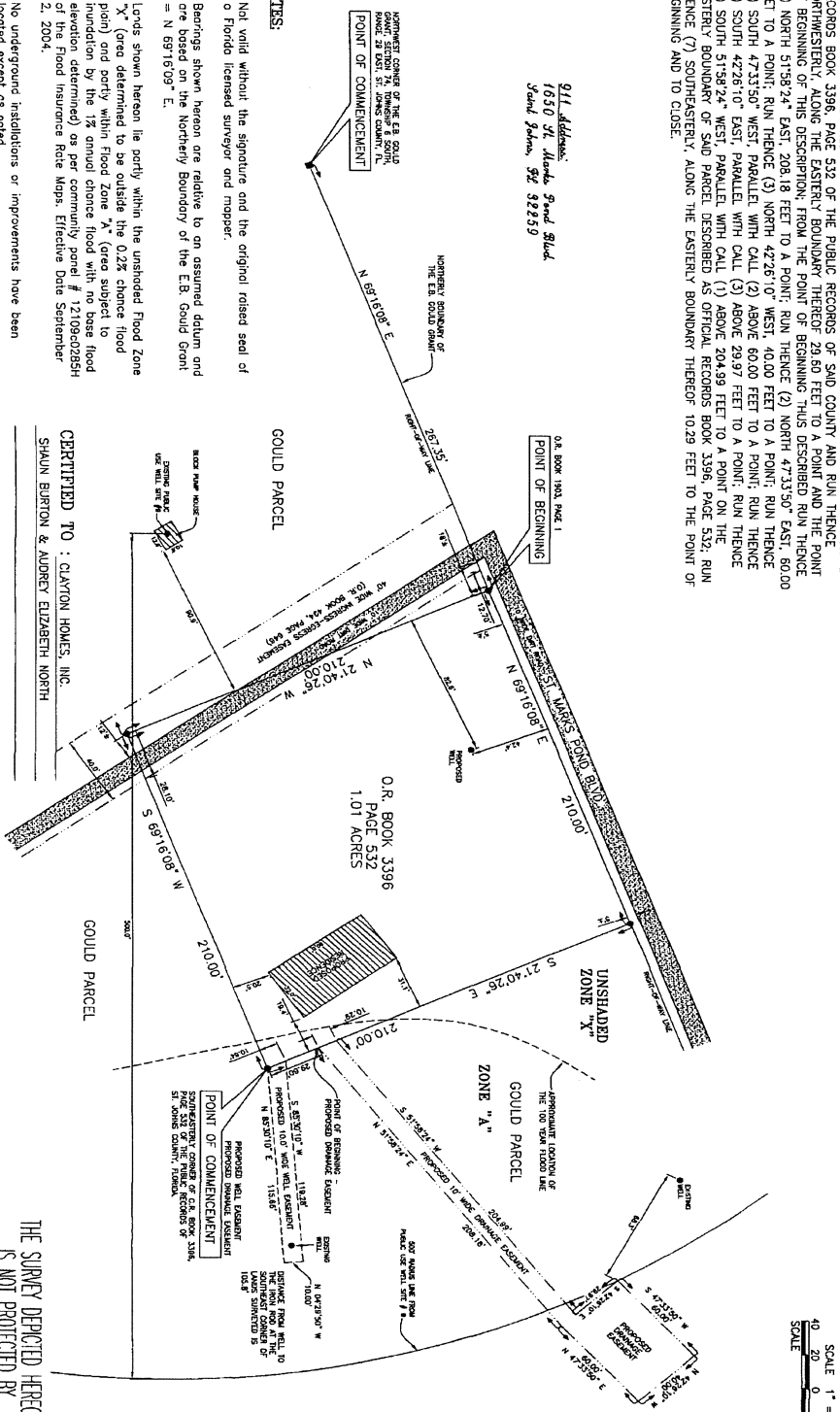
BY: ELLERY P. MORRIS
FLORIDA CERTIFICATE # 4004
MORRIS SURVEYING & MAPPING, INC. LBJ 7880
Date of last field work: MAY 31, 2011

LEGEND:

- POWER LINE
- X- FENCE
- FOUND 4"x4" CONCRETE MONUMENT (NO ID)
- FOUND 1/2" REBAR AND CAP (LB 7062)

BOUNDARY SURVEY	JOB NO.	FIELD BOOK
MORRIS SURVEYING & MAPPING, INC.	11-139	582
P.O. BOX 1230	6845 S.E. 221st STREET	
HAWTHORNE, FLORIDA 32640	(352) 481-4895	

THE SURVEY DEPICTED HEREON
IS NOT PROTECTED BY
PROFESSIONAL LIABILITY INSURANCE



CITY OF ST. AUGUSTINE

M E M O R A N D U M

TO: John P. Regan
City Manager

DATE: August 25, 2021

RE: Old Town Trolleys Nights of Lights Agreement.

Attached is an agreement between the City of St Augustine (COSA) and Old Town Trolleys (OTT) allowing OTT to operate from the promenade, by the VIC, during the Nights of Lights. COSA has agreed to let OTT use this space during the Nights of Lights for several years now. Compared to last year's agreement, which was slightly reduced in scope due to the pandemic, this year's agreement is closer to what was approved in 2019 and earlier. Added to this year's agreement is music in the patios, sponsored by Investing in Kids (INK), and handing out individually wrapped cookies along with hot apple cider after the ride. Additionally, we left in the agreement that OTT will be responsible for not only cleaning the restrooms at the VIC, but also responsible for *sanitizing* and *disinfecting* them as well.

In addition, Dave Chatterton from OTT is will also present to you OTT's operational plan which is designed to keep all guests safe and socially distanced from one another.

If you concur, please place this agreement under General Public Presentation on the September 13th, 2021, commission meeting for their approval.

As always, please do not hesitate to contact me if you have any questions. Thank you for your assistance.



James C. Piggott
Director, General Services

JCP

Enclosure

EXPANDED USAGE OF VISITORS INFORMATION CENTER AGREEMENT

This Expanded Usage Agreement is made this _____ day of _____ 2021, by and between **St. Augustine Historical Tours, Inc. d/b/a Old Town Trolley Tours (OTT)**, a Florida Corporation, whose address is 167 San Marco Ave., St. Augustine, FL 32084, and the **CITY OF ST. AUGUSTINE (CITY)**, Florida, a municipal corporation created and existing under the laws of the State of Florida, whose mailing address is P.O. Box 210, St. Augustine, Florida 32085-0210.

- 1) **EXPANDED USAGE GRANTED:** The CITY does hereby grant to OTT rights of expanded usage at the Visitor's Information Center (VIC) during the period of the CITY'S Nights of Lights display. OTT operates the Famous Nights of Lights Trolley during this time period. This tour departs from the bus loading slot between the VIC and the Parking Garage. This expanded usage will include:
 - a. Adding stanchions and signage, which OTT will provide, to help in handling waiting lines.
 - b. In an effort to enhance the guest experience, OTT will provide entertainment on the VIC porches. OTT will attempt to provide entertainment through the use of school music programs and other not-for-profit groups. OTT will provide a listing of entertainers and dates to CITY. The CITY reserves the right to refuse use of the VIC porches for any entertainment group it feels is not appropriate for the Nights of Lights event.
 - c. OTT will utilize Investing in Kids (INK!), the direct support organization for the St. Johns County School District, as one means of marketing the Famous Nights of Lights Trolley Tour as a fund raiser for the organization.
 - d. OTT will provide a customer service representative and a portable desk/counter on the West porch to answer questions and provide information to guests.
 - e. OTT will provide security at the Promenade and VIC bathrooms during peak weeks and as required.
 - f. OTT will provide a mobile cart at the VIC and will provide complimentary, individually wrapped cookies and hot apple cider as a tour enhancement. As part of OTT's enhanced safety measures all staff handling food and drinks will wear proper gloves and masks and will remain socially distanced from guests while serving. Additional food sales would be restricted to coffee, bottled water, soda and pre-packaged snacks. A percentage of the proceeds from these sales would be donated to a local charity of OTT choosing. OTT would be responsible for all clean up.
 - g. OTT agrees to provide staffing from 6:00 pm to 12:00 a.m. and sufficiently maintain, clean, sanitize, disinfect, and restock the CITY'S restrooms during the hours of operation of the Famous Nights of Lights trolley including Christmas night. OTT agrees to reimburse the CITY for all direct costs associated with use of the restrooms and VIC grounds.
 - h. Any additional lighting that OTT deems necessary for ambience would be provided at OTT's expense.

- i. OTT agrees to provide personnel to staff the School Board Lot if required.
- j. OTT will pressure wash the promenade at the end of the season, and after the peak weeks, if necessary.
- k. OTT will schedule either a police officer or security guard to work the intersection of Cordova Street and West Castillo Drive on Fridays and Saturdays, and every night during the peak period through four hours.
- l. OTT will schedule a security guard to work the entrance/exit of the City's parking garage on Fridays and Saturdays, and every night during the peak period through four hours.

2) TERM: This agreement shall be in force during the period when OTT runs its Famous Nights of Lights Trolley. Specifically, the times covered are:

- a. Nightly, starting at 5:30 p.m., until all guests have been able to ride, from Saturday, November 20, 2021 – January 31st, 2022.

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement on the day and year first above written.

St. Augustine Historic Tours, Inc.
d/b/a Old Town Trolley Tours

City of St. Augustine

By: _____
Dave Chatterton
General Manager

By: _____
John P. Regan
City Manager

Date: _____

Date: _____

APPROVED AS TO FORM,
LEGAL SUFFICIENCY AND EXECUTION:

Isabelle C. Lopez, City Attorney

PERFORMANCE CONTRACT

COMES NOW, the City of St. Augustine, Florida ("CITY"), whose address is P.O. Box 210, St. Augustine, Florida, 32085, and the PRODUCER identified below, who in consideration of the Performance Fee and for other good and valuable consideration, the adequacy and receipt of which are hereby acknowledged, agree as follows:

1. PRODUCER name: St. Augustine Historical Tours, Inc.
2. Names of Members of Performance Group, if any: To be determined.
3. Producer Contact: Dave Chatterton, telephone number: (904) 829-3800
Fax number: (904) 829-6678. Email: David.Chatterton@historictours.com
4. Place of Performance: Visitors Information Center Porches
5. Dates of Performance: November 20, 2021 through January 31, 2022, excluding days when patio areas are reserved for other functions.
6. Times of Performance: 5:30 until last guest has boarded the trolley on Friday & Saturday nights, may expand days around holidays.
7. Performance Content:
 - a. The Producer and all members of the Performance Group as identified above shall perform a performance of a type generally depicted as Holiday Music at the date, time and place identified above. The performance shall run during the operation of the Famous Nights of Lights Trolley.
 - b. Specific Requirements, if any, as to songs, announcements, styles of dress shall be as described below:
 - i. Holiday genre catalog including selections appropriate to the historic heritage of the City of St. Augustine.
8. Performance Fee: The Producer shall be responsible for payment to the Performer to be set at a minimum \$500.00 per performance.
9. Promotion: The CITY, at the CITY'S discretion, may promote the Performance. The PRODUCER may provide the CITY with promotional materials. All promotional documents produced and distributed by the CITY shall be public records as defined by Section 119.011, Florida Statutes, the Florida Public Records Act, and any statutory exemptions to the Act.
10. Sound check and set-up: At least One (1) hour prior to Performance, the CITY shall provide the PERFORMER and the PERFORMER's designated representatives sufficient access to the Place of Performance for set-up and sound check. The PERFORMER shall designate to the CITY an individual to oversee sound modifications before and during the Performance.
11. Merchandise: The PRODUCER and PERFORMER are prohibited from selling any merchandise at the place of the performance.

12. Cancellation: The CITY may cancel the Performance if the CITY provides to the PRODUCER either oral or written notice of cancellation at least five (5) days prior to the date of the performance.
13. Termination: Either the CITY or the Producer may terminate this contract upon twenty (20) days prior written notice in the event of a material failure by either part to perform in accordance with terms of this Contract or material violation of any applicable Federal, State or Local Law, statute, ordinance or resolution.
14. Notices: Any notices regarding this Contract are to be addressed to the following representatives:

CITY:

Assistant City Manager
City St. Augustine
P.O. Box 210
St. Augustine, FL 32085

PRODUCER:

St. Augustine Historical Tours, Inc.
Attn: Dave Chatterton
167 San Marco Avenue
St. Augustine, FL 32084

15. Indemnification: The PRODUCER shall indemnify and hold harmless the CITY and its officers and employees from liabilities, damages, losses and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness or intentionally wrongful conduct of the PRODUCER, PERFORMER, the Performance Group and other persons employed or utilized by the PRODUCER, PERFORMER, or Performance Group in the performance of the Contract.
16. Remedies: Each party to this Contract shall be entitled to seek enforcement of this Contract against the other party and shall have all remedies available at law or in equity, including the remedy of specific performance and all forms of injunctive relief. The CITY, however, specifically and expressly, reserves all rights to sovereign immunity granted to municipalities by law, including, but not limited, Section 768.28 Florida Statutes.
17. Unenforceability of Provisions: If any provision of this Contract or any portion thereof is held to be invalid or unenforceable, then the remainder of this Contract shall nevertheless remain in full force and effect.
18. Modification: This Contract may only be modified by written agreement approved and executed in a manner consistent with this Contract by all parties to this Contract.
19. Attorneys' Fees: in the event of any litigation, mediation, action by legal counsel, bankruptcy proceeding or collection effort arising in any manner hereunder whether or not suit be brought, the prevailing party or substantially prevailing party shall be

entitled to recover all court costs, reasonable attorneys' fees and attorneys' costs, including those arising from appeal at all levels of the proceedings.

20. Choice of Law: Venue: This contract shall be governed by the laws of the State of Florida. Each party agrees that any action, controversy or cause of action arising out of the terms of this Contract shall be brought in a court of competent jurisdiction in St. Johns County, Florida, regardless of the place of execution of the Contract, and each party hereby waives any right to require that any action to enforce this Contract be brought in any other jurisdiction or venue.

St. Augustine Historic Tours, Inc.
d/b/a Old Town Trolley Tours

City of St. Augustine

By: _____
Dave Chatterton
General Manager

By: _____
John P. Regan
City Manager

Date: _____

Date: _____

APPROVED AS TO FORM,
LEGAL SUFFICIENCY AND EXECUTION:

Isabelle C. Lopez, City Attorney

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John P. Regan, PE

DATE: September 2, 2021

RE: Request for Confirmation of appointment to fill one (1) term expiration to the St. Augustine Police Officers' Retirement Board

An Advertisement was placed in the St. Augustine Record and one application was received from Stephen Fricke and is attached.

At the regularly scheduled meeting of the St. Augustine Police Officers' Retirement Board held on August 25, 2021, the board re-appointed Stephen Fricke as the 5th member of the board. This appointment is for a two-year term, which will expire on September 30, 2023. In accordance with City Charter section 9.04, City Commission ministerial approval is required.

If you concur, please place this on the Consent Agenda for the September 13, 2021 regular City Commission Meeting.



Darlene Galambos
City Clerk

Attachments: Application

xc: City Clerk Files

CITY OF ST. AUGUSTINE
APPLICATION REQUESTING APPOINTMENT TO CITY BOARD/COMMITTEE

The undersigned wishes to apply for City Commission appointment to serve in a voluntary capacity on a City of St. Augustine board or committee. In accordance with Ordinance 2003-14 citizen boards that assist in the governing of the City of St. Augustine shall be made up of persons who reside within the City Limits. Exceptions to this City Commission policy may be made for members of ad-hoc committees on a case-by-case basis by the City Commission.

1. APPLICANT STEPHEN FRICKE
2. RESIDENCE ST. AUG
(address) 2950 LEWIS SPEEDWAY PHONE 904 669 4643
3. BUSINESS OWNED (Address) _____ PHONE _____
4. PROPERTY OWNED (Address) _____
5. MAILING ADDRESS PREFERRED 2950 LEWIS SPEEDWAY
6. E-mail Address fristev@yaho.com
7. BOARD DESIRED ST AUGUSTINE POLICE OFFICERS PENSION BRD.
8. OCCUPATION (include resume if available) RETIRED
9. PROFESSIONAL QUALIFICATIONS: (If necessary, attach additional information)
BA UNC 1972
MS ROLLINS COLLEGE 1981
35 YEARS OF SERVICE ON PENSION BOARD
10. OTHER COMMENTS OR INFORMATION CURRENTLY SERVE AS THE
CHAIR

11. "Ethnicity and race information is requested under the authority of 42 U.S.C. Section 2000e-16 and in compliance with the Office of Management and Budget's 1997 Revisions to the Standards for the Classification of Federal Data on Race and Ethnicity. Providing this information is voluntary and has no impact on your employment status, but in the instance of missing information, your employing agency will attempt to identify your race and ethnicity by visual observation."

Specific Instructions: The two questions below are designed to identify your ethnicity and race. Regardless of your answer to question 1, go to question 2.	
Question 1. Are You Hispanic or Latino? (A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.) ☐ Yes ☒ No	
Question 2. Please select the racial category or categories with which you most closely identify by placing an "X" in the appropriate box. Check as many as apply.	
RACIAL CATEGORY (Check as many as apply)	
☐ American Indian or Alaska Native	
☐ Asian	
☐ Black or African American	
☐ Native Hawaiian or Other Pacific Islander	
☒ White	

12. SIGNATURE OF APPLICANT

Stephen Fricke DATE 10 AUG 21

12. AGREEMENT: In filing this application, the undersigned understands that it becomes a part of the public records of the City of St. Augustine and does hereby certify that all information contained herein is true to the best of his/her knowledge. It is also understood that, if appointed, it is required by the State of Florida to file a financial disclosure Form 1 with the Supervisor of Elections, St. Johns County, within thirty (30) days of appointment, and each year thereafter, covering the term of appointment and to file Form 1-F upon departure from the board. Submit applications to Alison Ratkovic, City Clerk, P.O. Box 210, St. Augustine, FL 32085

MF
Initial