



**CITY OF ST. AUGUSTINE CITY COMMISSION
REGULAR MEETING AGENDA
MONDAY, APRIL 25, 2022 - 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.A. Presentation of the 2022 City Commission Citizenship Awards to:

- | | |
|------------------------|--|
| • Leah Crenshaw | Creekside High School |
| • Jose Giron-Reyes | Florida School for the Deaf and the Blind (Blind Department) |
| • Khush Gandhi | Nease High School |
| • Jaycob Jackson | St. Augustine High School |
| • Logan Smith | St. Johns Technical High School |
| • Lauren Jackson | St. Joseph Academy |
| • Margaret Dykstra | Ponte Vedra High School |
| • Emily Martin-Willott | Pedro Menendez High School |

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.A.1. Presentation by the St. Johns Community Remembrance Board (SJCRB) and request for placement of the Isaac Barrett lynching marker at the Visitor Information Center (VIC). (*T. Upchurch, Mayor*)

7.B. Items of Great Public Importance

7.C. Other Items Requiring Public Hearing

8. ORDINANCES AND RESOLUTIONS - PUBLIC HEARING REQUIRED

8.A. Ordinances - Second Reading

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.B. Resolutions

9.B.1. Resolution 2022-09: Adopts the land and property management guidelines for the City's land and rental properties. (*I. Lopez, City Attorney*)

9.B.2. Resolution 2022-12: Provides for the execution of a Construction and Maintenance Agreement between the Florida Department of Transportation (FDOT) and the City for maintenance and repair of a pedestrian crossway on State Road A1A and Anastasia Boulevard. (*R. Franklin, Director Public Works*)

10. STAFF REPORTS AND PRESENTATIONS

- 10.A.** Presentation of the City's Annual Comprehensive Financial Report for Fiscal Year 2021 and report from the Audit Committee. (M. Simpson (*M. Simpson, Director Finance*))
- 10.B.** Quarterly update for the Public Works and Utilities departments. (*R. Franklin Director Public Works and T. Grant Director Utilities*)

11. ITEMS BY CITY ATTORNEY

12. ITEMS BY CITY CLERK

- 12.A.** Request for one appointment to the Code Enforcement Adjustment and Appeals Board (CEAAB). (*D. Galambos, City Clerk*)
- 12.B.** Request for appointments to fill three term expirations on the Lincolnville Redevelopment Area Steering Committee. (*D. Galambos, City Clerk*)

13. ITEMS BY 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 - APRIL 25, 2022

- CA.1.** Preview of upcoming Commission meetings.
- CA.2.** **THE FOLLOWING ORDINANCES ARE TENTATIVELY SCHEDULED FOR SECOND READING ON MAY 9, 2022:**
- CA.3.** **Reminder of Upcoming Meetings:**
- May 9, 2022, 5pm, Regular City Commission Meeting
 - May 23, 2022, 3pm, City Commission Special Meeting to review Strategic Plan, Mid-Year Budget Analysis and CIP
 - May 23, 2022, 5pm, Regular City Commission Meeting
 - June 13, 2022, 5pm, Regular City Commission Meeting
- CA.4.** **APPROVAL OF MINUTES FROM PRIOR COMMISSION MEETINGS:**
- March 28, 2022 Special City Commission Meeting
 - March 28, 2022 Regular City Commission Meeting
- CA.5.** **RELEASES OF LIEN FOR UNIT CONNECTION FEE MORTGAGE(S):**
- 114 Grafft Lane - Balakrishna Kalappa
- 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.** Second quarter report by the legal department. *(I. Lopez, City Attorney)*

End Consent Agenda

CITY OF ST. AUGUSTINE, FLORIDA

MEMORANDUM

TO: Lucy Fountain
DATE: April 6, 2022
RE: 2022 City Commission Citizenship Awards

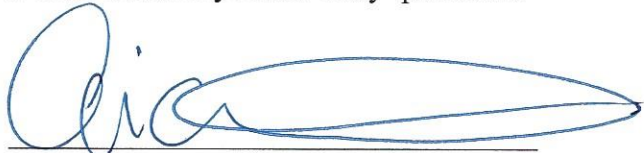
The students that are listed below will be awarded the 2022 City Commission Citizenship Awards. Each student will receive a plaque, lapel pin and small stipend check for \$200.00.

Creekside High School
Florida School for the Deaf & Blind-
Blind Department
Nease High School
St. Augustine High School
St. Johns Technical High School
St. Joseph Academy
Ponte Vedra High School
Pedro Menendez High School

Leah Crenshaw
Jose Giron-Reyes
Khush Gandhi
Jaycob Jackson
Logan Smith
Lauren Jackson
Margaret Dykstra
Emily Martin-Willott

All but two county high schools have submitted a candidate this year. I would like this award ceremony placed on the April 25th City Commission meeting agenda.

Let me know if you have any questions.



Cori Niles
Event & Venue Coordinator, Public Affairs
City of St. Augustine

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: Mayor and Commissioners

DATE: April 18, 2022

RE: Proposal to Place the Isaac Barrett Marker at the Visitor Information Center (VIC)

PURPOSE

The purpose of this agenda item is to consider a proposal by the St. Johns Community Remembrance Board (SJCRB) representing the Equal Justice Initiative (EJI) to place the Isaac Barrett lynching marking and contextualization plaque at the Visitor Information Center. This is a new placement request that is derived from much discussion with Mayor Upchurch and myself over the past two years with members of the SJCRB. The request for placement at the VIC is congruent to the policies outlined in resolution 2009-38 which defines the criteria for orientation and education at the VIC. Resolution 2009-38 is provided as attachment A.

The specific request, sponsored by Mayor Upchurch is to place the original Isaac Barrett marker along with a contextualization plaque that conforms to the City's standard for interpretive signs plaques used throughout the City. A photoshop mockup showing the proposed site location and placement is shown as attachment B, the Barrett marker is shown as attachment C, and the text for the interpretive sign is shown as attachment D.

RESOLUTION 2009-38 EXECUTIVE SUMMARY

This resolution designates the St. Augustine / St. Johns County Visitor Information Center as a proprietary city facility for the purpose of providing defined public services and benefits. The resolution defines public services and benefits to include providing informational, historical, and educational services and opportunities related to the history and culture of St. Augustine and St. Johns County.

The lynching did not occur in the City of St Augustine proper but in Orangedale near the St Johns River (in St Johns County proper). Since the mission of the VIC encompasses the history and education of all of St. Johns County it is my recommendation that the request meets the standards outlined in resolution 2009-38.

In previous discussions, I could not recommend placement in the plaza because the policy governing placement in the plaza are for specific activities that occurred within the City. I give a more detailed background on the policies regarding the plaza, in attachment E, which includes a more detailed narrative on how the initial request for placement in the plaza transformed into the current request.



John P. Regan, P.E.
City Manager

A

RESOLUTION NO. 2009-38

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF ST. AUGUSTINE, FLORIDA DESIGNATING THE PROMENADE AND GROUNDS SURROUNDING THE ST. AUGUSTINE / ST. JOHNS COUNTY VISITOR INFORMATION CENTER AND THE HISTORIC DOWNTOWN PARKING FACILITY (HDPF) AS PROPRIETARY CITY FACILITIES AND REQUIRING THAT THE CITY ORGANIZE, MANAGE AND CONDUCT ALL ACTIVITIES HELD IN SAID FACILITIES.

WHEREAS, the City Commission of the City of St. Augustine finds that scheduling, controlling, organizing and managing all activities on certain municipal properties open for use by the public enhances the general health, safety and welfare of the public; and

WHEREAS, the City Commission further finds that the St. Augustine / St. Johns County Visitor Information Center promenade and grounds surrounding the Visitor Information Center and the Historic Downtown Parking Facility (HDPF) are proprietary City facilities owned by the City of St. Augustine and created for the purpose of providing defined public services and benefits; and

WHEREAS, these defined public services and benefits include the provision of information regarding services and accommodations available to visitors, the provision of parking facilities to visitors and residents to the St. Augustine historic areas and the orientation and education of visitors and residents regarding the significant historical resources of St. Augustine and St. Johns County; and

WHEREAS, the City Commission further finds that the control and management of the facilities will ensure efficient and effective access to the facilities by the

public, especially by pedestrians and disabled persons, will ensure the effective delivery of informational, historical and educational services to the public and will ensure the effective use of the facilities as a transportation center for parking and for the delivery of persons to the facilities as a commencement point for touring the St. Augustine historic areas; and

WHEREAS, the City Commission finds that the City of St. Augustine has not designated the facilities as a public forum for use by the public for protected free expression activities and further finds that the traditional, historical use of the facilities has not included use as a public forum for protected first amendment free expression activities; and

WHEREAS, the City Commission finds that the City of St. Augustine has a number of venues for the exercise of protected free expression activities.

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

Section 1. Designation as Proprietary City Facilities. The City Commission hereby designates the St. Augustine / St. Johns County Visitor Information Center, Historic Downtown Parking Facility (HDPF), the promenade area between the Visitor Information Center and the Parking Facility and the grounds surrounding the Visitor Information Center, the promenade and the Parking Facility as Proprietary City Facilities subject to the exclusive control and management of the City of St. Augustine.

Section 2. Management and Control Responsibilities. The City Manager or his or her designee shall exercise full authority to schedule, control, organize and manage

all operations, activities and events occurring on or in the facilities. The facilities shall not be used as a public forum but shall be used only for the purposes for which they were created. These purposes include providing informational, historical and educational services and opportunities related to the history and culture of St. Augustine and St. Johns County and related to the services, accommodations and recreational opportunities available in St. Augustine and St. Johns County, providing vehicular access and parking for persons using the facilities and providing for orientation for the St. Augustine and St. Johns County visitor experience.

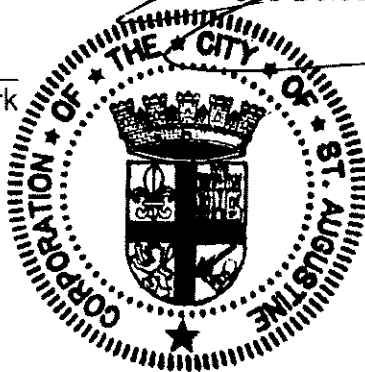
Section 3. Designation of Events. All events organized and scheduled at the facilities shall be designed, developed, controlled and managed by the City of St. Augustine and no other person or entity. The City Manager may contract with vendors as necessary to support the event but all such contracts shall conform to the City's policies regarding purchasing and vending contracts.

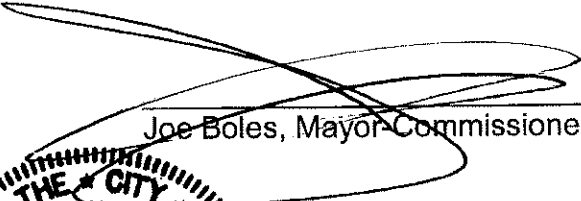
ADOPTED in Regular Session of the City Commission for the City of St. Augustine, Florida, this 14th day of DECEMBER, 2009.

ATTEST:


Karen Rogers, CMC, City Clerk

(SEAL)




Joe Boles, Mayor-Commissioner

B



C

THE LYNCHING OF ISAAC BARRETT

Isaac Barrett, an African American tenant farmer, was lynched in St. Johns County, Florida, on June 5, 1897, after he was accused of assaulting the family of his white employer. According to press accounts, Mr. Barrett had a disagreement with the family about money owed to him, and the employer's wife called him a racial slur. Shortly after, Mr. Barrett was accused of attacking them and their children. While officers were transporting Mr. Barrett to the local magistrate, a mob of twelve armed, masked white men abducted him in the Orangedale area, and hanged him from an oak tree along the riverbank in a nearby wooded area. The press reported statements by Mr. Barrett's as a "confession," and as evidence that he deserved his fate. During this era of racial terror, black people who questioned or challenged their employers about unfair treatment were often subject to violent responses. Moreover, accusations against black people were rarely subject to scrutiny; therefore, in many cases the mere suggestion of black-on-white misconduct provoked mob violence and lynchings before the judicial system could or would act. Police officers, who were charged with protecting those in their custody, rarely used force to resist white lynch mobs intent on killing black people. Like nearly all documented lynching victims, Isaac Barrett never had the chance to defend himself in a court of law, and was killed without a trial.

EQUAL JUSTICE INITIATIVE

2018

RACIAL VIOLENCE IN AMERICA

Thousands of black people were the victims of racial terror lynching in the United States between 1877 and 1950. The lynching of African Americans during this era was a form of racial terrorism intended to intimidate black people and enforce racial hierarchy and segregation. After the Civil War, violent resistance to equal rights for African Americans and an ideology of white supremacy led to fatal violence against black women, men, and children accused of violating social customs, engaging in interracial relationships, or committing crimes. Community leaders who spoke against this violence were themselves often targeted by mobs. Racial terror lynching became the most public and notorious form of subordination directed at black people and was frequently tolerated or even supported by law enforcement and elected officials. White mobs were usually permitted to engage in brutal violence with impunity. Many black people were pulled out of jails or given over to mobs by law enforcement officials who were legally required to protect them. Terror lynchings often included burnings and mutilation, sometimes in front of crowds numbering in the thousands. Many names of those whose lives were claimed by these acts of violence were not recorded and will never be known, but over 300 racial terror lynchings have been documented in Florida alone, at least 20 having taken place in the northeastern corner of the state and one in St. John's County.

EQUAL JUSTICE INITIATIVE

2018



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EQUAL JUSTICE INITIATIVE

2018



RACIAL VIOLENCE IN AMERICA

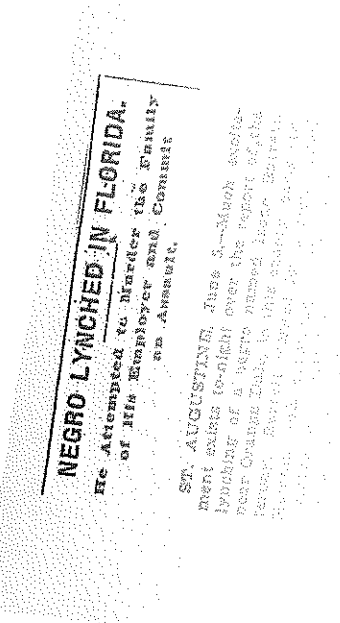
Thousands of black people were the victims of racial terror lynching in the United States between 1877 and 1950. The lynching of African Americans during this era was a form of racial terrorism intended to intimidate black people and enforce racial hierarchy and segregation. After the Civil War, violent resistance to equal rights for African Americans and an ideology of white supremacy led to fatal violence against black women, men, and children accused of violating social customs, engaging in interracial relationships, or committing crimes. Community leaders who spoke against this violence were themselves often targeted by mobs. Racial terror lynching became the most public and notorious form of subordination directed at black people and was frequently tolerated or even supported by law enforcement and elected officials. White mobs were usually permitted to engage in brutal violence with impunity. Many black people were pulled out of jails or given over to mobs by law enforcement officials who were legally required to protect them. Terror lynchings often included burnings and mutilation, sometimes in front of crowds numbering in the thousands. Many names of those whose lives were claimed by these acts of violence were not recorded and will never be known, but over 300 racial terror lynchings have been documented in Florida alone, at least 20 having taken place in the northeastern corner of the state and one in St. John's County.

EQUAL JUSTICE INITIATIVE

2018

Saint Augustine has more than 450 years of African presence

The era between the end of the Civil War and the Civil Rights Movement is marked with stories and attitudes that attempted to erase the freedoms of the Emancipation Proclamation of 1863, which liberated enslaved people of African descent from a system of chattel slavery.



The 13th, 14th, and 15th Amendments to the United States Constitution would follow, providing black men equal rights as United States Citizens. The response to this was laws and racial terror intended to undermine these new freedoms. Additionally, local customs of segregation or "Jim Crow" would dictate that citizens be subjected to a strict racial caste system that further stripped African Americans of their rights and denied all Americans the freedom to interact with and learn from one another based on skin color. The right for an African American person to vote, own property, and have a trial by a jury of their peers were all restricted by Jim Crow laws and customs.

"NEGRO LYNCHED IN FLORIDA"

DATELINE:

St. Augustine, June 5, 1897

"Issac Barrett...was hung from an oak tree..."

The New York Times, June 6, 1897

It was in this environment that Isaac Barrett lived. When the family that he worked for was brutally attacked in the middle of the night, Barrett was the first to be accused of the crime and presumed guilty as a black man. Like many other African American victims of racial terror lynching throughout the country during this era, Barrett was arrested but never made it to trial. He was hanged as this marker states. While he was not lynched in this City, he was murdered in Saint Johns County, in Orangedale. The marker has been placed in this prominent public space to educate residents and visitors. It is meant to generate conversations that will help to open new avenues of understanding that will strengthen community bonds and inclusiveness.

D

E

BACKGROUND ON INITIAL REQUEST FOR PLACENT IN THE PLAZA

The City of St. Augustine's municipal code provides for specific criteria regarding the siting of plaques, memorials, or monuments on city property. The City Commission must approve their placement. Specifically, the City Manager must review whether the proposed memorial commemorates a significant historical, cultural, or civic contribution relating to the City of St. Augustine. Placement of memorials within the Plaza have additional criteria including that the memorial commemorates a significant activity or event which occurred prior to February 22, 1821 or commemorates the service to the city of citizens leading and participating in the civil rights movement in St. Augustine. The City Manager's recommendation must be congruent to the City's adopted Vision Plan, and its stated principle of Authenticity. The City Commission promulgated the goal of authenticity by describing it as promoting those local features that are found only in St. Augustine and encouraging experiences that are historically accurate or consistent with respect to St. Augustine.

In August 2019 the St. Johns Community Remembrance Board requested consideration in relocating a monument from its previous placement in the unincorporated St. Johns County to the Plaza in St. Augustine.

At the August 26, 2019, City Commission meeting, the City Commission approved in concept the placement of the marker subject to final approval of the context language and location.

On May 25, 2020, George Floyd was tragically killed while pinned beneath three Minneapolis police officers. The death of George Floyd created a renewed outcry to relocate the confederate memorial. On June 22, 2020, the City Commission voted to relocate the memorial which set a chain of events, including each of the commissioner's position on the appropriateness and timing of the final decision regarding the Barrett lynching marker.

The cast-aluminum historical marker, approximately 4 feet-by 6 feet wide and attached to a concrete base, was installed at near the Shands Bridge in St. Johns County in October 2018 and was promptly stolen. The marker had been donated by the Equal Justice Initiative, based in Montgomery, Alabama, as part of its nationwide lynching memorial project. The location of the marker was to coincide with the location of the lynching by a white mob of African American farmer Isaac Barrett in 1897.

There is no doubt that the ignoble history of lynching African American men is worthy of memorializing and remembrance. We readily acknowledge the greater societal culpability of violence perpetuated against African Americans throughout our history to this present day. The challenge I was presented with is that this plaque described a particular horrific event, the murderous lynching of Mr. Barrett, which occurred well outside the City of St. Augustine. In addition, this heinous act was committed over seventy-five years after the period of relevance identified for monuments to be placed in the Plaza, per city code (see below).

City Code Criteria

Sec. 22-9. - Placement of monuments, plaques and memorials on city property.

It shall be unlawful for any person to place a plaque, memorial or monument on any city right-of-way or city owned property, except in conformity with the following requirements:

(a) *Approval of city commission.* No plaque, memorial or monument may be placed upon any city property without the approval of the city commission first obtained.

(b) *Application.* An application for placement of a plaque, memorial or monument shall be filed with the city manager on a form as designated by him which shall require the following information to be provided:

(i) A statement of significant historical, cultural, or civic contributions to, or acts of patriotism and bravery relating to, the City of St. Augustine.

(ii) Agreement by the applicant to pay the cost of construction, placement and any repairs required for the plaque, memorial, or monument.

(c) *Review by city manager.* The city manager will review the application and provide his recommendation to the city commission as to the suitability of placement of the plaque, memorial, or monument. No plaque, monument or memorial is to be recommended to the city commission by the city manager for placement in the City Commons otherwise known as Plaza de la Constitución, unless the plaque, monument or memorial commemorates a significant activity or event which occurred prior to February 22, 1821, or unless the plaque, monument or memorial commemorates the service to the city of citizens leading and participating in the civil rights movement in St. Augustine. Absent unusual circumstances, which shall be set forth in the recommendation, any other recommendation shall be for placement of a plaque, meeting uniform standards promulgated by the city manager, on the interior loggia columns of the Alcazar Hotel Building.

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John P. Regan, City Manager

DATE: April 14, 2022

RE: **RESOLUTION 2022-09: LAND AND PROPERTY MANAGEMENT GUIDELINES**

Please find enclosed Resolution 2022-09 adopting the Land and Property Management Guidelines for the City's land and rental properties. These policy objectives and administrative guidelines outline a set of consistent factors used by the City Manager to determine the best use of these limited resources. The list of factors includes recurring guidance from various previous City Commission meetings and discussions in one comprehensive policy for ease of reference.

After the April 11, 2022 City Commission meeting, the Commission requested a modification to the resolution and to put it on the next available agenda. The amended resolution addresses when the City Manager will bring a recommendation back for the City Commission's consideration if two or more evaluation factors conflict and are irreconcilable.

Please place Resolution 2022-09 on the regular City Commission agenda for adoption on April 25, 2022.

Thank you.



Isabelle C. Lopez
City Attorney

Attachment

xc: Meredith Breidenstein, Assistant City Manager
David Birchim, Assistant City Manager
Jim Piggott, General Services Director
Darlene Galambos, City Clerk *(with original)*

Agenda Title:

Resolution 2022-09: Adopting the Land and Property Management Guidelines for the City's land and rental properties.

RESOLUTION NO. 2022-09

A RESOLUTION OF THE CITY COMMISSION OF ST. AUGUSTINE, FLORIDA ADOPTING THE LAND AND PROPERTY MANAGEMENT GUIDELINES FOR MANAGEMENT OF THE CITY'S LAND AND RENTAL PROPERTIES.

WHEREAS, the Land and Property Management Guidelines outline consistent factors used by the City Manager to determine the best use of the City's land and rental properties; and

WHEREAS, this Resolution formally adopts the Land and Property Management Guidelines, and delegates approval of updates to the guidelines to the City Manager or his or her designee.

THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF ST. AUGUSTINE, FLORIDA, THAT THE FOLLOWING BE ADOPTED, CONFIRMED, AND RATIFIED:

Section 1. The Land and Property Management Guidelines are hereby adopted and incorporated herein by reference and are attached hereto as **Exhibit "A"**. The City Manager, or his or her designee, may update these guidelines, consistent with the City Commission's policy objectives, and any successor guidelines shall be incorporated by reference, and repeal and replace all prior guidelines.

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

ADOPTED in Regular Session of the City Commission for St. Augustine, Florida this _____ day of _____, 2022.

CITY OF ST. AUGUSTINE, FLORIDA

ATTEST:

Tracy Upchurch, Mayor-Commissioner

Darlene Galambos, City Clerk

(Seal)

EXHIBIT "A"

CITY OF ST. AUGUSTINE LAND AND PROPERTY MANAGEMENT GUIDELINES

Policy Objectives:

The City of St. Augustine either owns or has the responsibility to manage various properties inside the city limits, and within the greater St. Johns County area.

The City Charter at sections 4.11 and 4.13 provides that the City Manager has the authority to manage city properties and undertake any necessary administrative activities to manage properties under City control.

Ordinance 2021-11 provides for administrative authority to the City Manager to purchase certain real estate interests for the City without the need for City Commission approval.

The City has financed capital projects in the past, and may do so in the future, that may include certain regulatory or bond covenant prohibitions or limitations on the number of private, for-profit tenants occupying the facility in order for the City to maintain a tax-exempt status for the financing.

The City has an interest in managing the properties it makes available for tenants to provide a reasonable return, minimize impacts, limit oversaturation of similar products or services, and avoid conflicting or incompatible uses.

Some City property may be best suited for revenue generating purposes, some allowed to lay fallow as conservation or preserved lands, some as active recreation, some for direct or indirect government use, some for affordable housing, and others for public use. Each site should be individually evaluated.

Administrative Guidelines:

1. The City Manager is delegated the authority to evaluate the best use of City owned or controlled property and present a recommendation to the City Commission for its approval, if such approval is necessary. The City Manager will bring a recommendation for City Commission approval if the City Manager finds that, after review of a specific property, two or more evaluation factors are in conflict, cannot be reconciled, and are mutually exclusive.
2. The City Manager will utilize the following factors in evaluating the best use of public property for the City:
 - a. Current or future need for direct or indirect government use of the property,
 - b. Revenue generating potential for the property,
 - c. Conservation, scenic vista, drainage, water storage, land bank, or passive park potential,
 - d. Access for the public to limited resources, such as waterways,
 - e. Active recreation, archeological site, historic preservation, or public art project,
 - f. Land swap or in-kind contribution for other agency projects,
 - g. Alleviation of impacts, noise and light pollution, compatibility with adjacent uses,
 - h. Public-private partnership, co-location of services, or cultural/community space,
 - i. Potential for affordable housing,
 - j. Any relevant terms of the deed, bond, covenant, or other document,
 - k. Regulatory compliance, administrative costs, maintenance of any proposed use,
 - l. Avoidance of duplicative services or conflicts, viability, or saturation of similar use tenants,
 - m. Any other relevant factor weighed towards the public purpose of the property.

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John Regan
City Manager

DATE: April 14, 2022

RE: Agenda Item for April 25, 2022, City Commission Meeting;
Resolution 2022-12 for FDOT the Execution of a Construction and
Maintenance Agreement between FDOT and CoSA for Maintenance and
Repair of a Signalized Pedestrian Crosswalk Including Colored Epoxy
Coatings on Pedestrian Safety Features on SR A1A /Anastasia Boulevard

The FDOT and COSA Public Works Department request City Commission consideration of the proposed resolution authorizing the Execution of a Construction and Maintenance Agreement between FDOT and CoSA for Maintenance and Repair of a Signalized Pedestrian Crosswalk Including Colored Epoxy Coatings on Pedestrian Safety Features on SR A1A and Anastasia Boulevard in order to execute a crosswalk on SR A1A/Anastasia Boulevard.

Attached, please find the proposed Resolution 2022-12, the Execution of a Construction and Maintenance Agreement between FDOT and CoSA for Maintenance and Repair of a Signalized Pedestrian Crosswalk Including Colored Epoxy Coatings on Pedestrian Safety Features on SR A1A/Anastasia Boulevard and the Construction & Maintenance Agreement between the FDOT and CoSA; and please let me know of any questions or concerns.

Sincerely,



Reuben C. Franklin, Jr., P.E.
Public Works Director

Attachment: Resolution 2022-12
Construction & Maintenance Agreement

cc: COSA Directors

RESOLUTION 2022-12

A RESOLUTION OF THE CITY COMMISSION OF ST. AUGUSTINE, FLORIDA AUTHORIZING THE EXECUTION OF A CONSTRUCTION AND MAINTENANCE AGREEMENT BETWEEN THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION AND THE CITY OF ST. AUGUSTINE FOR MAINTENANCE AND REPAIR OF A SIGNALIZED PEDESTRIAN CROSSWALK INCLUDING COLORED EPOXY COATINGS ON PEDESTRIAN SAFETY FEATURES ON SR A1A/ANASTASIA BOULEVARD.

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

WHEREAS, the City Commission of the City of St. Augustine deems it in the public interest to maintain certain rights-of-way of the State Highway System within and around the corporate limits of the City and to enter into the attached agreement with the State of Florida, Department of Transportation, to maintain coating with colored epoxy all new and existing poles and mast arms, pedestrian poles, and pedestrian head(s) located within the project area on SR A1A/Anastasia Boulevard; and

WHEREAS, the City Attorney for the City of St. Augustine has approved the agreement as to form, content, and legal sufficiency;

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

Section 1. That the City of St. Augustine concurs in and hereby adopts and ratifies the provisions of that certain maintenance agreement with the Florida Department of Transportation for the maintenance of colored epoxy coatings on pedestrian safety features on SR A1A/Anastasia Boulevard within the state rights-of-way as described in the agreement. A copy of the maintenance agreement is attached hereto and incorporated herein as Exhibit "A."

Section 2. That the City of St. Augustine hereby authorizes the City Manager and City Clerk to execute the maintenance agreement and transmit same to the Florida Department of Transportation.

ADOPTED in Regular Session of the City Commission for the City of St. Augustine, Florida, this _____ day of _____, 2022.

ATTEST:

Tracy Upchurch, Mayor-Commissioner

Darlene Galambos, City Clerk
(SEAL)

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John Regan
City Manager

DATE: April 14, 2022

RE: Agenda Item for April 25, 2022, City Commission Meeting;
Resolution 2022-12 for FDOT the Execution of a Construction and
Maintenance Agreement between FDOT and CoSA for Maintenance and
Repair of a Signalized Pedestrian Crosswalk Including Colored Epoxy
Coatings on Pedestrian Safety Features on SR A1A /Anastasia Boulevard

The FDOT and COSA Public Works Department request City Commission consideration of the proposed resolution authorizing the Execution of a Construction and Maintenance Agreement between FDOT and CoSA for Maintenance and Repair of a Signalized Pedestrian Crosswalk Including Colored Epoxy Coatings on Pedestrian Safety Features on SR A1A and Anastasia Boulevard in order to execute a crosswalk on SR A1A/Anastasia Boulevard.

Attached, please find the proposed Resolution 2022-12, the Execution of a Construction and Maintenance Agreement between FDOT and CoSA for Maintenance and Repair of a Signalized Pedestrian Crosswalk Including Colored Epoxy Coatings on Pedestrian Safety Features on SR A1A/Anastasia Boulevard and the Construction & Maintenance Agreement between the FDOT and CoSA; and please let me know of any questions or concerns.

Sincerely,



Reuben C. Franklin, Jr., P.E.
Public Works Director

Attachment: Resolution 2022-12
Construction & Maintenance Agreement

cc: COSA Directors

RESOLUTION 2022-12

A RESOLUTION OF THE CITY COMMISSION OF ST. AUGUSTINE, FLORIDA AUTHORIZING THE EXECUTION OF A CONSTRUCTION AND MAINTENANCE AGREEMENT BETWEEN THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION AND THE CITY OF ST. AUGUSTINE FOR MAINTENANCE AND REPAIR OF A SIGNALIZED PEDESTRIAN CROSSWALK INCLUDING COLORED EPOXY COATINGS ON PEDESTRIAN SAFETY FEATURES ON SR A1A/ANASTASIA BOULEVARD.

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

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Section 2. That the City of St. Augustine hereby authorizes the City Manager and City Clerk to execute the maintenance agreement and transmit same to the Florida Department of Transportation.

ADOPTED in Regular Session of the City Commission for the City of St. Augustine, Florida, this _____ day of _____, 2022.

ATTEST:

Tracy Upchurch, Mayor-Commissioner

Darlene Galambos, City Clerk
(SEAL)

CONSTRUCTION & MAINTENANCE AGREEMENT

THIS CONSTRUCTION & MAINTENANCE AGREEMENT ("Agreement") is made and entered into by and between the State of Florida Department of Transportation ("Department") and the City of St. Augustine, St. Johns County, Florida ("Agency").

-RECITALS-

1. The term "Property" shall refer to certain real property located within the jurisdictional limits of the Agency and owned by the Department, described as SR A1A/Anastasia Blvd. ("SR A1A"), highlighted in red on attached **Exhibit "A"**; and
2. The Department will be constructing a transportation project via Final Project Number 403920-4-52-01, for the purposes of improving pedestrian safety on SR A1A ("Project"); and
3. When constructing the project, the Agency desires that the Department coat all new and existing poles and mast arms, pedestrian poles, and pedestrian head(s) (collectively referred to as "Structures") located on the property with a colored epoxy coating ("Coloring"); and
4. For purposes of this Agreement, the term "Improvements" means, and shall solely refer to, the Coloring that is used to coat the Structures, which is more specifically identified in blue in attached **Exhibit "B"**; and
5. The Department shall fund the Project and Improvements, which is wholly contingent upon appropriation of funds to the Department; and
6. The Department shall construct the Improvements; and
7. The Agency will provide for the maintenance and repair of the Improvements; and
8. By Resolution _____ dated _____, the Agency authorized its representative to execute and enter this Agreement on behalf of the Agency, see **Exhibit "C"**.

NOW THEREFORE, with full knowledge and understanding of the laws governing the subject matter of this Agreement, and in consideration of the above recitals, and the mutual covenants and conditions contained in this Agreement, the parties, intending to be legally bound, do hereby acknowledge and agree to the following:

1. RECITALS AND EXHIBITS

The above recitals and attached exhibits are specifically incorporated by reference and made part of this Agreement.

2. EFFECTIVE DATE

The "Effective Date" of this Agreement shall be the date on which the last of the parties to be charged executes the Agreement.

3. E-VERIFY

The Agency shall both (A) utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Agency during the term of the contract; and (B) expressly require any subcontractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.

4. TERM

The initial term of this Agreement shall be for a period of one (1) year, commencing on the Effective Date. Thereafter, this Agreement shall automatically renew for successive and continuing one (1) year terms, unless terminated by the Department.

5. COMPLIANCE

The Agency shall perform the Agreement in a good and workmanlike manner, using reasonable care, in accordance with the terms and provisions of this Agreement and all applicable federal, state, local, administrative, regulatory, safety and environmental laws, codes, rules, regulations, policies, procedures, guidelines, standards, specifications and permits, as the same may be constituted and amended from time to time, including, without limitation, those of the Department, Water Management District with requisite jurisdiction, Florida Department of Environmental Protection, Environmental Protection Agency, Army Corps of Engineers, United States Coast Guard and local governmental entities ("Governmental Law").

6. PERMITS

In the performance of the Agreement the Agency may be required to obtain one or more Department permits, which may include copies of the Agreement as an exhibit. Notwithstanding the inclusion or incorporation of the Agreement as part of any such Department permits, the Agreement shall remain separate and apart from such permits and shall not be merged into the same, absent the prior express written consent of the Department. Should any term or provision of the Agreement conflict with any term, provision or requirement of any Department permit, the terms and provisions of the Agreement shall control, unless specifically noted otherwise in any such Department permit. For purposes of this Agreement, the term "permit" shall also include the Department's Construction Agreement, which may be required for permanent improvements installed within the Department's right-of-way.

7. PROJECT MANAGEMENT

The Department shall manage the Project for the design and construction of the Improvements, and perform such activities as the Department deems necessary and appropriate to complete the Project for the Improvements, including, without limitation, seeking and obtaining approval and participation by one or more federal agencies, design of the Improvements, acquisition of right-of-way, construction of the improvements, and any other activities to facilitate satisfactory completion of the Improvements. The Department shall commence construction of the Improvements at its convenience after the appropriation of sufficient funds.

8. MAINTENANCE & REPAIR

A. The Agency shall maintain and repair the Improvements at its sole cost and expense, in a good and workmanlike manner, using reasonable care, in accordance with the terms and provisions of this Agreement. Nothing in this Agreement shall obligate the Department to maintain or repair the Improvements, said obligations to remain the sole responsibility of the Agency.

B. If the Department determines that the Agency is not maintaining and repairing the Improvements in accordance with the terms and provisions of this Agreement, the Department shall deliver written notification of such to the Agency. The Agency shall have thirty (30) days from the date of the Department's written notice, or such other time as the Department and the Agency mutually agree in writing, to correct the deficiency and provide the Department with written notice of the same.

C. If the deficiency is not corrected timely, or if the Department determines that the deficiency remains after receipt of the Agency's written notice indicating that the deficiency has been corrected, the Department, within its discretion, may: (1) provide the Agency with written authorization granting such additional time as the Department deems appropriate to complete correction of the deficiency; (2) require the Agency to remove the Improvements and restore the Property pursuant to the "Removal" section of this Agreement; or (3) correct the deficiency at the Agency's sole cost and expense. Should the Department elect to correct the deficiency, the Department shall provide the Agency with an invoice for the costs incurred by the Department to correct the deficiency, and the Agency shall pay the invoice in accordance with the "Payment" section of this Agreement.

D. If at any time in the sole determination of the Department, the integrity or safety of the Improvements requires immediate maintenance or repair for the benefit of public health, safety or welfare, the Department may perform such maintenance and repairs that it deems appropriate under the circumstances. The Department shall provide the Agency with written notice of the emergency maintenance and repairs performed by the Department and an invoice for the same. The Agency shall pay the invoice in accordance with the "Payment" section of this Agreement.

9. IMPROVEMENTS & MODIFICATIONS

A. The Department may require the Agency to improve or modify the Improvements if the Department determines: (1) improvements or modifications are required by applicable Governmental Law; or (2) improvements or modifications will benefit the Department in the conduct of its business.

B. Required improvements and modifications shall be subject to the terms and provisions of this Agreement, specifically including, without limitation, the "Operation, Maintenance & Repair" section hereof.

C. Improvements and modifications shall be constructed and completed by the Agency within sixty (60) days of the date of the Department's written notice requiring improvements or modifications.

10. UTILITIES

The Agency shall be responsible for locating, removing and relocating utilities, both aerial and underground, if required for the Agency to perform this Agreement. The Agency shall ensure all utility locations are accurately documented on the construction Plans and Specifications, including the final as-built plans. All utility conflicts shall be resolved by the Agency directly with the applicable utility.

11. MAINTENANCE OF TRAFFIC

A. The Agency shall be responsible for the maintenance of traffic ("MOT") at all times during its performance of this Agreement. MOT shall be performed in accordance with applicable Governmental Law and the most current edition of each of the following, as the same may be constituted and amended from time to time, all of which are incorporated herein and made part of the Agreement by reference: (1) Section 102 of the Department's Standard Specifications for Road and Bridge Construction; (2) the Manual on Uniform Traffic Control Devices; and (3) the Department's Roadway Design Standards Index 600 Series.

B. If the Agency fails to perform MOT as required herein, the Department, within its discretion, may elect to perform MOT at the Agency's sole cost and expense. Should the Department perform MOT, the Department shall provide the Agency with an invoice for the costs incurred by the Department and the Agency shall pay the invoice in accordance with the "Payment" section of this Agreement.

12. FEDERAL NON-PARTICIPATION/FUNDING

A. The parties agree that any Improvements constructed on the Property will be compensable by the Department only if such items are deemed to be federal participating as determined in accordance with the Federal Aid Policy Guide 23, CFR Section 635.120 ("CFR"). Examples of non-participating items may include, without limitation, the following: fishing piers; premium costs due to design or CEI errors/omissions; material or equipment called for in the plans but not used in construction of the Improvements.

B. The example items listed in paragraph A, above, are not intended to be an exhaustive list. A determination of an item as a federal non-participating cost, shall be made in the Department's sole discretion and, without limitation, in accordance with the CFR. Any items or Improvements deemed to be a federal non-participating item shall be funded at the sole expense of the Agency.

a. Should the Department identify a federal non-participating item, the Agency shall provide a deposit for the amount of the federal non-participating item to the Department within fourteen (14) calendar days of the Department's determination and notification of the same to the Agency.

b. The Department shall notify the Agency as soon as it is determined that a non-participating federal item exists; however, failure of the Department to so notify the Agency shall not relieve the Agency of its obligation to pay for the entire amount of all federal non-participating costs accrued during the construction of the Improvements and upon final accounting.

c. In the event the Agency cannot provide the deposit within fourteen (14) calendar days, a letter, prior to expiration of that time, must be submitted to and approved by the Department's contract manager establishing a mutually agreeable date of deposit.

d. The Agency understands the extension of time, if so approved, may delay construction of the Improvements, and additional federal non-participating costs may be incurred due to the delay.

C. The Department intends to have its final and complete accounting of all costs incurred in connection with the work performed hereunder within three hundred sixty days (360) of final payment to the Contractor.

The Department considers the Project complete when the final payment has been made to the Contractor, not when the construction work is complete. All federal non-participating fund cost records and accounts shall be subject to audit by a representative of the Department for a period of three (3) years after final close out of the Project. The Agency will be notified of the final federal non-participating costs of the Project. Both parties agree that in the event the final accounting of total federal non-participating costs pursuant to the terms of this Agreement is less than the total deposits to date, a refund of the excess will be made by the Department to the Agency. If the final accounting is not performed within three hundred and sixty (360) days, the Agency is not relieved of its obligation to pay. In the event the final accounting of total federal non-participating costs is greater than the total deposits to date, the Agency will pay the additional amount within forty (40) calendar days of the date of the invoice from the Department.

D. The payment of funds pursuant to this Agreement provision will be made directly to the Department for deposit.

13. REMOVAL

A. The Department may require the Agency to remove the Improvements and restore the SR A1A Structures to such condition as required by the Department if the Department determines: (1) the Improvements are not maintained in accordance with Governmental Law; (2) removal of the Improvements is required by applicable Governmental Law; (3) the Agency breaches a material provision (as determined by the Department) of this Agreement, or (4) removal of the Improvements will benefit the Department in the conduct of its business. Removal and restoration shall be completed by the Agency within sixty (60) days of the date of the Department's written notice requiring removal of the Improvements, or such other time as the Department and the Agency mutually agree in writing.

B. Removal and restoration shall be completed by the Agency in accordance with all applicable Governmental Law.

C. Should the Agency fail to complete the removal and restoration work as required herein, the Department may: (1) provide the Agency with written authorization granting such additional time as the Department deems appropriate to complete removal and restoration; or (2) complete the removal and restoration at the Agency's sole cost and expense. Should the Department elect to complete the removal and restoration, the Department shall provide the Agency with an invoice for the costs incurred by the Department and the Agency shall pay the invoice in accordance with the "Payment" section of this Agreement.

14. PERMISSIVE USE

This Agreement creates a permissive use only, and neither the granting of permission to use SR A1A, nor the Improvements on or within the SR A1A right-of-way shall operate to create or vest any property right to or in the Agency. The Agency shall not acquire any right, title, interest or estate in the Department Property by virtue of the execution, operation, effect or performance of this Agreement.

15. EMINENT DOMAIN AND DAMAGES

Under no circumstances shall the Department's exercise of any right provided in this Agreement create any right, title, interest or estate entitling the Agency to full and just compensation from the Department either through inverse condemnation or eminent domain laws or any similar laws regarding the taking of property for public purposes. The Agency forever waives and relinquishes all legal rights and monetary claims that it has, or which may arise in the future, for compensation or damages, including, without limitation, special damages, severance damages, removal costs, and loss of business profits resulting in any manner from the Department's exercise of any right provided in this Agreement. This waiver and relinquishment specifically includes all damages flowing from adjacent properties owned, leased or otherwise controlled by the Agency, as a result of the Department's exercise of any right provided in this Agreement.

16. DUE DILIGENCE & WARRANTIES

A. All due diligence requirements related to the Agency's negotiation, execution and performance of this Agreement are the sole responsibility of the Agency.

B. The Department makes no representations or warranties of any kind, express or implied, concerning the Department Property, including, without limitation, representations and warranties concerning: (1) the physical condition of the Department Property; and (2) merchantability or fitness for a particular purpose.

17. PAYMENT

All Department invoices submitted to the Agency for payment pursuant to the terms and provisions of this Agreement are due and payable within thirty (30) days of the date of the invoice ("Due Date"). Any portion of an invoice not received by the Department by the Due Date shall immediately thereafter begin accruing interest at a rate of interest established pursuant to §55.03, Florida Statutes, until paid in full.

18. INDEMNIFICATION

A. The Agency shall promptly defend, indemnify, hold the Department harmless from and pay all demands, claims, judgments, liabilities, damages, fines, fees, taxes, assessments, costs, losses, penalties, construction delay costs / penalties, expenses, attorneys' fees and suits of any nature or kind whatsoever caused by, arising out of or related to the Agency's performance, or breach, of this Agreement ("Liabilities"). The term "Liabilities" shall also specifically include all civil and criminal environmental liability arising, directly or indirectly, under any Governmental Law, including, without limitation, liability under the Resource Conservation and Recovery Act ("RCRA"), the Comprehensive Environmental Response, Compensation and Liability Act ("CERCLA"), the Clean Air Act ("CAA") and the Clean Water Act ("CWA"). The Agency's duty to defend, indemnify and hold the Department harmless specifically does not encompass indemnifying the Department for its negligence, intentional or wrongful acts, omissions or breach of contract.

B. The Agency shall notify the Department in writing immediately upon becoming aware of any Liabilities. The Agency's obligation to defend, indemnify and hold the Department harmless from any Liabilities, or at the Department's option to participate and associate with the Department in the defense and trial of any Liabilities, including any related settlement negotiations, shall be triggered by the Department's written notice of claim for indemnification to the Agency. The Agency's inability to evaluate liability, or its evaluation of liability, shall not excuse performance of the provisions of this paragraph.

19. SOVEREIGN IMMUNITY & LIMITATION OF LIABILITY

Nothing in this Agreement shall be deemed or otherwise interpreted as waiving either party's sovereign immunity protections, or as increasing the limits of liability set forth in §768.28, Florida Statutes, as the same may be amended from time to time. Nothing in this Agreement shall be deemed or otherwise interpreted as waiving the Department's limits of liability set forth in §§ 376.305 and 337.27(4), Florida Statutes, as the same may be amended from time to time.

20. NOTICE

All notices, communications and determinations between the parties hereto, and those required to be given under this Agreement, including, without limitation, any change to the notification address set forth below, shall be in writing and shall be sufficient if mailed by registered or certified mail to the parties at the following addresses:

Department: Florida Department of Transportation
Attention: Gainesville Maintenance Engineer
5301 NE 39th Avenue
Gainesville, Florida 32609

Agency: City of St. Augustine
Attention: Reuben Franklin, PE
Public Works Director
P.O. Box 210
St. Augustine, Florida 32085

Agency agrees that if it fails to notify Department by certified mail of any changes to its notification address, Agency shall have waived any defense based on Department's failure to notify Agency.

21. GOVERNING LAW

This Agreement shall be governed in all respect by the laws of the State of Florida.

22. INITIAL DETERMINATION OF DISPUTES

The Department's District Two Secretary ("District Secretary") shall act as the initial arbiter of all questions, difficulties, and disputes concerning the interpretation, validity, performance, or breach of the Agreement.

23. VENUE AND JURISDICTION

A. Venue for any and all actions arising out of, or in any way related to, the interpretation, validity, performance, or breach of the Agreement that are not resolved to the mutual satisfaction of the parties by the Department's District Secretary shall lie exclusively in a state court of appropriate jurisdiction in Leon County, Florida.

B. The Agency and all persons and entities accepting an assignment of this Agreement, in whole or in part, shall be deemed as having consented to personal jurisdiction in the State of Florida and as having forever waived and relinquished all personal jurisdiction defenses with respect to any proceeding related to the interpretation, validity, performance or breach of this Agreement.

24. JURY TRIAL

The parties hereby waive the right to trial by jury of any dispute concerning the interpretation, validity, performance, or breach of the Agreement, including, without limitation, damages allegedly flowing therefrom.

25. ASSIGNMENT

The Agency shall not assign, pledge, or transfer any of the rights, duties and obligations provided in this Agreement without the prior written consent of the Department's District Secretary or his/her designee. The Department has the sole discretion and authority to grant or deny proposed assignments of this Agreement, with or without cause. Nothing contained herein shall prevent the Agency from delegating its duties hereunder, but such delegation shall not release the Agency from its obligation to perform the Agreement.

26. THIRD PARTY BENEFICIARIES

This Agreement shall be binding upon, and inure to the benefit of, the parties hereto and their respective successors and assigns. Nothing in this Agreement is intended to confer any rights, privileges, benefits, obligations or remedies upon any other person or entity except as expressly provided for herein.

27. VOLUNTARY EXECUTION OF AGREEMENT

Each party warrants and represents to the other: (i) that it understands all of the rights and obligations set forth in the Agreement and the Agreement accurately reflects the desires of said party; (ii) each provision of the Agreement has been negotiated fairly at arm's length; (iii) it fully understands the advantages and disadvantages of the Agreement and executes the Agreement freely and voluntarily of its own accord and not as a result of any duress, coercion, or undue influence; and (iv) it had the opportunity to have independent legal advice by counsel of its own choosing in the negotiation and execution of the Agreement.

28. ENTIRE AGREEMENT

This Agreement, together with any exhibits and documents made part hereof by reference, contains the entire agreement of the parties and no representations or promises have been made except those that are specifically set out in the Agreement. All prior and contemporaneous conversations, negotiations, possible and alleged agreements and representations, covenants, and warranties with respect to the subject matter of the Agreement, and any part hereof, are waived, merged herein and superseded hereby.

29. EXECUTION OF DOCUMENTS

The parties agree that they shall promptly execute and deliver to the other all documents necessary to accomplish the intent and purpose of the Agreement and shall do all other acts to effectuate the Agreement.

30. SUFFICIENCY OF CONSIDERATION

By their signature below, the parties hereby acknowledge the receipt, adequacy and sufficiency of consideration provided in the Agreement and forever waive the right to object to or otherwise challenge the same.

31. WAIVER

The failure of either party to insist on the strict performance or compliance with any term or provision of the Agreement on one or more occasions shall not constitute a waiver or relinquishment thereof and all such terms and provisions shall remain in full force and effect unless waived or relinquished in writing.

32. INTERPRETATION

No term or provision of the Agreement shall be interpreted for or against any party because that party or that party's legal representative drafted the provision.

33. CAPTIONS

Paragraph title or captions contained herein are inserted as a matter of convenience and reference and in no way define, limit, extend or describe the scope of the Agreement, or any provision hereof.

34. SEVERANCE

If any section, paragraph, clause or provision of the Agreement is adjudged by a court, Agency or authority of competent jurisdiction to be invalid, illegal or otherwise unenforceable, all remaining parts of the Agreement shall remain in full force and effect and the parties shall be bound thereby so long as the principle purposes of the Agreement remain enforceable.

35. COMPUTATION OF TIME

In computing any period of time prescribed in the Agreement, the day of the act, event or default from which the designated period of time begins to run, shall not be included. The last day of the period shall be included unless it is a Saturday, Sunday or legal holiday, in which event the period shall run until the end of the next day which is not a Saturday, Sunday or legal holiday.

36. MODIFICATION OF AGREEMENT

A modification or waiver of any of the provisions of the Agreement shall be effective only if made in writing and executed with the same formality as the Agreement.

37. PUBLIC RECORDS

The Agency shall comply with Chapter 119, Florida Statutes. Specifically, the Agency shall:

- A. Keep and maintain public records that ordinarily and necessarily would be required by the Department to perform this Agreement.
- B. Upon request from the Department's custodian of public records, provide the Department with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of this Agreement and following completion of the Agreement if the Agency does not transfer the records to the Department.
- D. Upon completion of this Agreement, transfer, at no cost, to the Department all public records in possession of the Agency or keep and maintain public records required by the Department to perform this Agreement. If the Agency transfers all public records to the Department upon completion of this Agreement, the Agency shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Agency keeps and maintains public records upon completion of this Agreement, the Agency shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Department, upon request from the Department's custodian of public records, in a format that is compatible with the information technology systems of the Department.

Failure by the Agency to act in accordance with Chapter 119 and the foregoing shall be grounds for immediate unilateral cancellation of this Agreement by the Department. The Agency shall promptly provide the Department with a copy of any request to inspect or copy public records in possession of the Agency and shall promptly provide the Department a copy of the Agency's response to each such request.

IF THE CONSULTANT/CONTRACTOR/VENDOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S/CONTRACTOR'S/VENDOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

District 2
386-758-3727
D2prcustodian@ dot.tate.fl.us
Florida Department of Transportation
District 2 - Office of General Counsel
1109 South Marion Avenue, MS 2009
Lake City, FL 32025

38. ANNUAL APPROPRIATION / FUNDING

Pursuant to §339.135(6)(a), Florida Statutes, the Department's obligation to fund construction of the Improvements is contingent upon annual appropriation by the Florida Legislature. This Agreement may be terminated by the Department without liability to the Agency if sufficient funds are not appropriated to the Department. The provisions of §339.135(6)(a), Florida Statutes, are set forth herein verbatim and made part of this Agreement, to wit:

"The department, during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The department shall require a statement from the comptroller of the department that funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding 1 year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years; and this paragraph shall be incorporated verbatim in all contracts of the department which are for an amount in excess of \$25,000 and which have a term for a period of more than 1 year."

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SIGNATURES ON FOLLOWING PAGE

IN WITNESS WHEREOF, intending to be legally bound hereby, the parties execute this Agreement, consisting of twelve (12) pages.

Florida Department of Transportation

By: _____
Printed Name: Greg Evans
Title: District Two Secretary
Date: _____

Attest:

By: _____
Printed Name: Elizabeth Engle
Title: Office of the District Two Secretary
Date: _____

Legal Review:

By: _____
Office of the General Counsel
Florida Department of Transportation

City of St. Augustine

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

Attest:

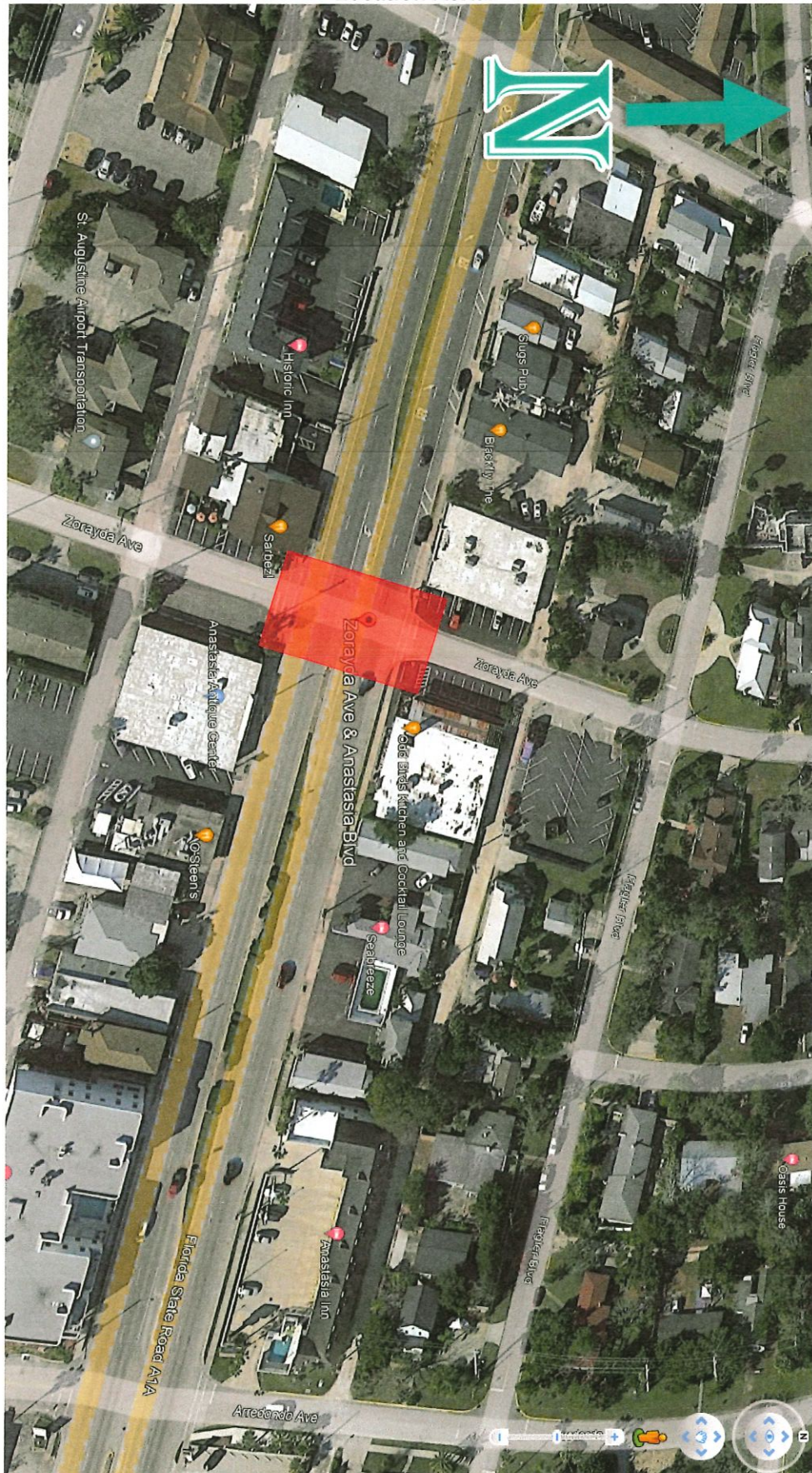
By: _____
Printed Name: _____
Title: _____
Date: _____

Legal Review:

By: _____
Legal Counsel for Agency

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EXHIBIT "A"
Location Aerial



Financial Project Id. No.: 403920-4-52-01
Federal Id. No.: D220-133-B
Project Description: District Wide Intersection Safety
On System Department Construct Agency Maintain

EXHIBIT "C"
(Resolution)

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John P. Regan, P.E.
City Manager

DATE: April 13, 2022

RE: Agenda Item – Annual Comprehensive Financial Report for Fiscal Year 2021

The City's 2021 Annual Comprehensive Report (now known as the ACFR) is enclosed for your review and approval by the Commission at the April 25th meeting. This report has been reviewed by the audit committee this week and Mr. Todd Neville, CPA will present their findings to the commission.

As a reminder, the audit committee consists of the Mayor, two outside independent certified public accountants and a member of City staff.

Additionally, the ACFR has been posted on the City's website and submitted to the Government Finance Officers Association for the Certificate of Excellence.

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Simpson", with a stylized flourish at the end.

Mark E. Simpson, CPA
Finance Director

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John Regan
City Manager

DATE: April 14, 2022

RE: Agenda Item for April 25, 2022, City Commission Meeting; Presentation
for Public Works & Utilities Update and Appendix

We would like to provide the Public Works & Utilities Update and Appendix to the City Commission; and request that the presentation be placed on the Agenda for the April 25, 2022, meeting.

Attached, is a copy of the presentation; and if you should have any questions, please contact us. Thank you.

Sincerely,



Reuben C. Franklin, Jr., P.E.
Public Works Director



fd Todd Grant., P.G.
Utilities Director

Attachment: PW & U PowerPoint Presentation
Appendix to PW & U Presentation

cc: COSA Directors



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—EST. 1565—

City Commission

Public Works & Utilities

Quarterly Update

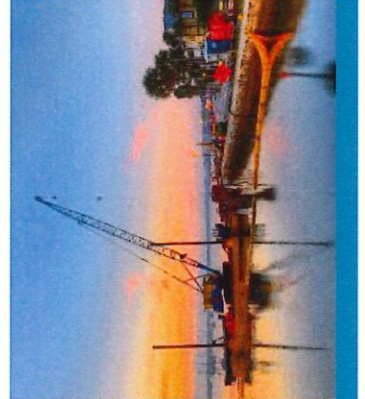
April 25, 2022

Todd J. Grant, P.G.

Director, Utilities

Reuben C. Franklin, Jr., P.E.

Director, Public Works





Public Works & Utilities CIP Agenda

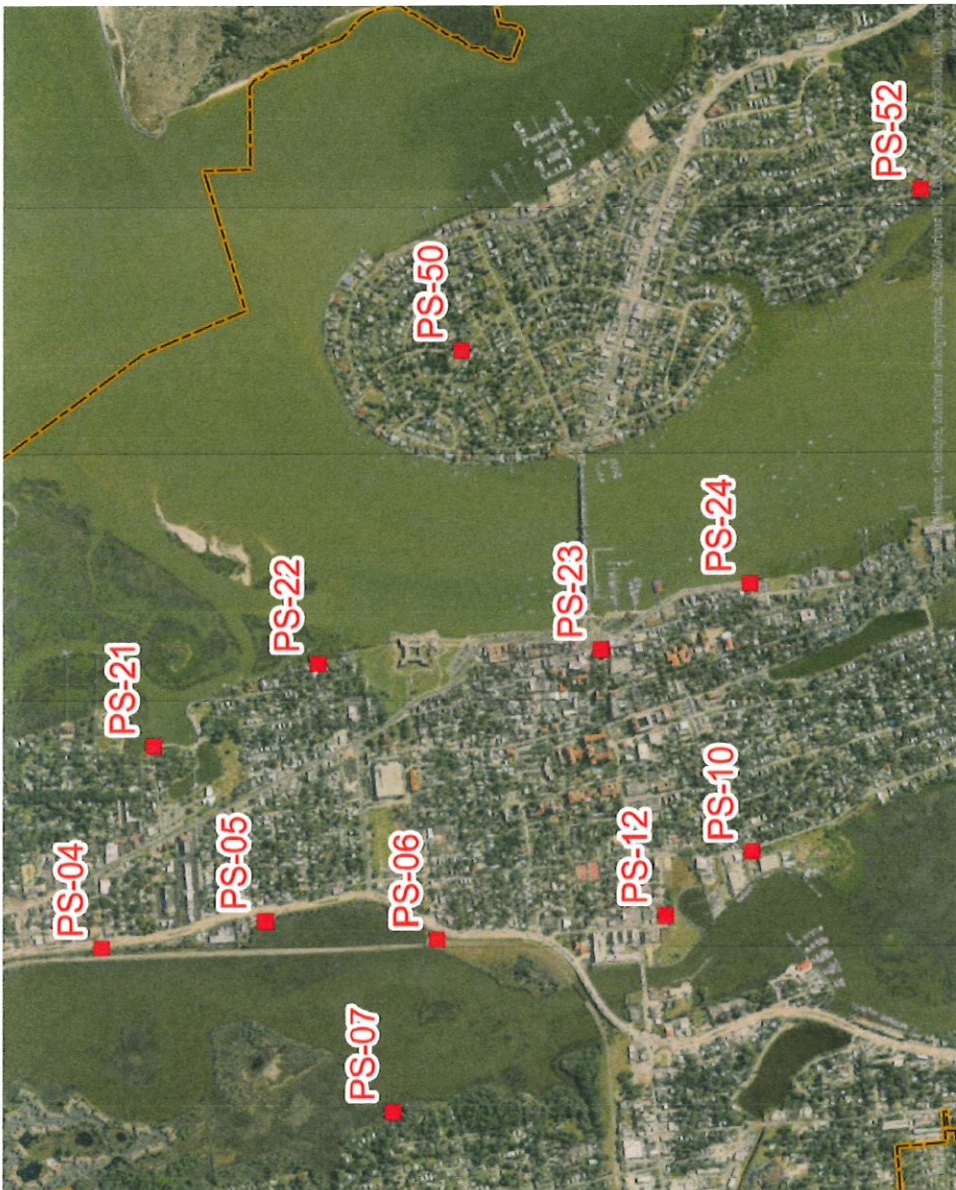
- ❖ **FEMA 13 Lift Station Rehabilitation Project**
- ❖ **Resilience Program Updates**
- ❖ **West Augustine Gravity Sewer Improvements**
- ❖ **Sustainability and Environmental Updates**
- ❖ **Capital Projects Overview and Status**



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FEMA 13 LIFT STATIONS REHABILITATION

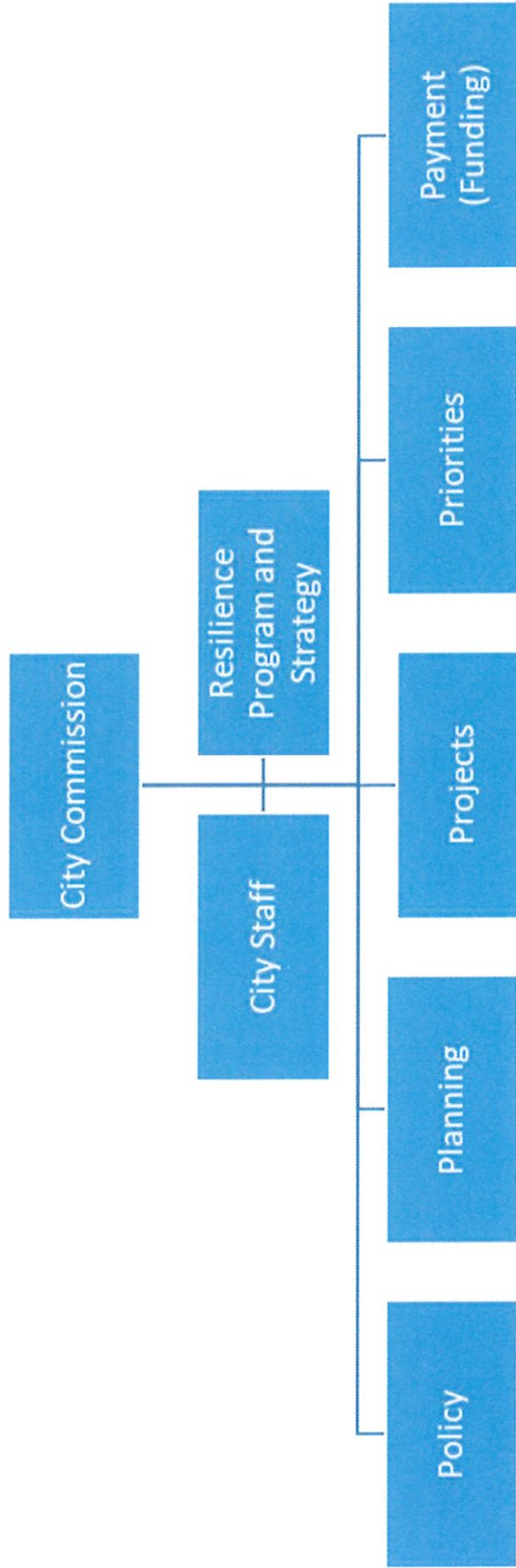
- ❖ Construction Cost \$13.8M
- ❖ Start Construction Jan 2021
- ❖ Finish Construction Feb 2023
- ❖ Substantially Complete:
 - ❖ LS-4, 5, 6, 21, 22, 23, 24
- ❖ Under construction
 - ❖ 7, 11, 12
- ❖ Arricola Ave. Force Main
- ❖ Substantially Complete





Resilience Program Updates

Program Outline





- ✓ Building Code Task Force on Existing Properties met in 2021

- Ordinance 2021-26 in place to establish an impervious surface ratio
- Proposed single family lot grading plan guidance in development

- ✓ Seawall Ordinance – started
- ✓ Living Shorelines – started
- ✓ Monitoring State legislative session related to Resiliency bills

-5-

Resilience Program Updates

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: Planning and Zoning Board
DATE: August 26, 2021
RE: **Building Code Task Force for Existing Properties – Final Report**

On November 9, 2020, the City Commission appointed the Building Code Task Force for Existing Properties. The Task Force was given three specific goals to address the development of private residential properties in our older, established neighborhoods.

Goal #1 – Protect older homes from the flooding impacts of new home construction.

Goal #2 – Provide incentives for property owners to use building techniques (pier and stem wall foundations) which do not require land filling for new home construction.

Goal #3 – Limit the amount of impervious surface that is allowed on residential lots.

The Task Force held four public meetings and produced a final report to the City Commission with their findings and recommendations.

On March 8, 2021, the City Commission accepted the final report of the Building Code Task Force. The City Commission forwarded this report to the Planning and Zoning Board for the board's input and formal recommendation on the adoption of new land development codes.

On June 16, 2021, the Planning and Zoning Board held a public workshop and instructed staff to begin the process of creating a grading and drainage plan requirement, to be included in the building permit process for construction of new single family homes. This addresses goal #1, to protect older homes from the flooding impacts of new home construction. The board also reached a consensus on creating a 70% maximum impervious surface ratio for residential properties. This will come back to the board on September 7, 2021 for a formal recommendation prior to City Commission review. This addresses goal #3 of the Tasks Force's recommendations.

Goal #2 of the Task Force, creating an incentive for property owners to use pier or stem wall foundations for new home construction, has been discussed and debated by the board, the task force, the public and city staff. So far, there has been no meaningful incentives to achieve this goal. The following incentives have been discussed;

1. Provide an additional 5% lot coverage.
2. Provide additional building height above the current maximum height limit.
3. Allow an additional residential dwelling unit (accessory apartment) on the property.
4. Reduce the minimum lot size to potentially allow for the subdivision of property.



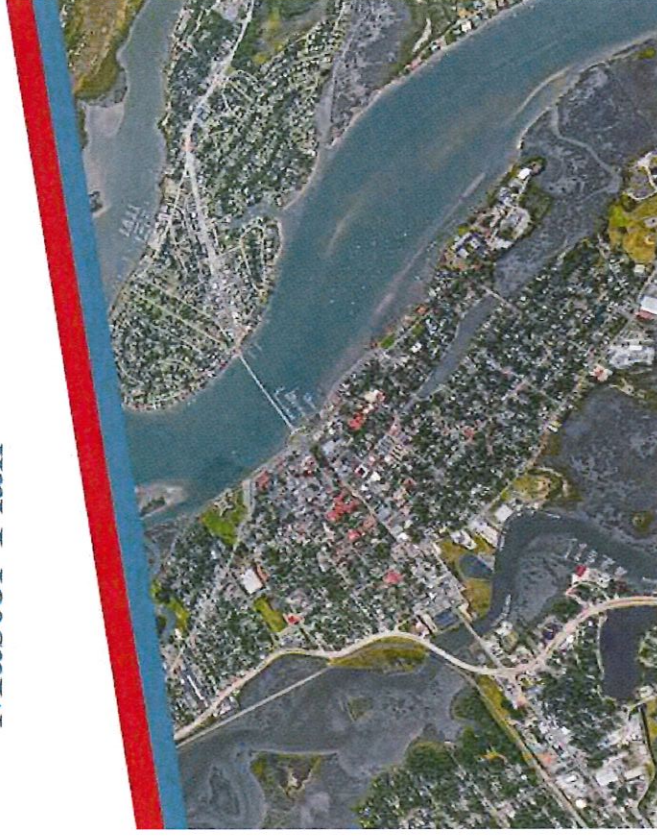
Resilience Program Updates

❖ Planning

- ✓ Draft Stormwater Outfall Resilience Master Plan under review
- ✓ Citywide Stormwater Resilience Master Plan Update proposed for 2022
- ✓ ARPA Funding proposed for use to initiate plan
- ✓ If approved, initiate solicitation for request for qualifications to begin the procurement process

DRAFT 2021-11-29

Stormwater Outfall Resiliency Master Plan



Submitted by:
Geosyntec Consultants, Inc.
1200 Riverplace Boulevard, Suite 710
Jacksonville, Florida 32207

November 2021

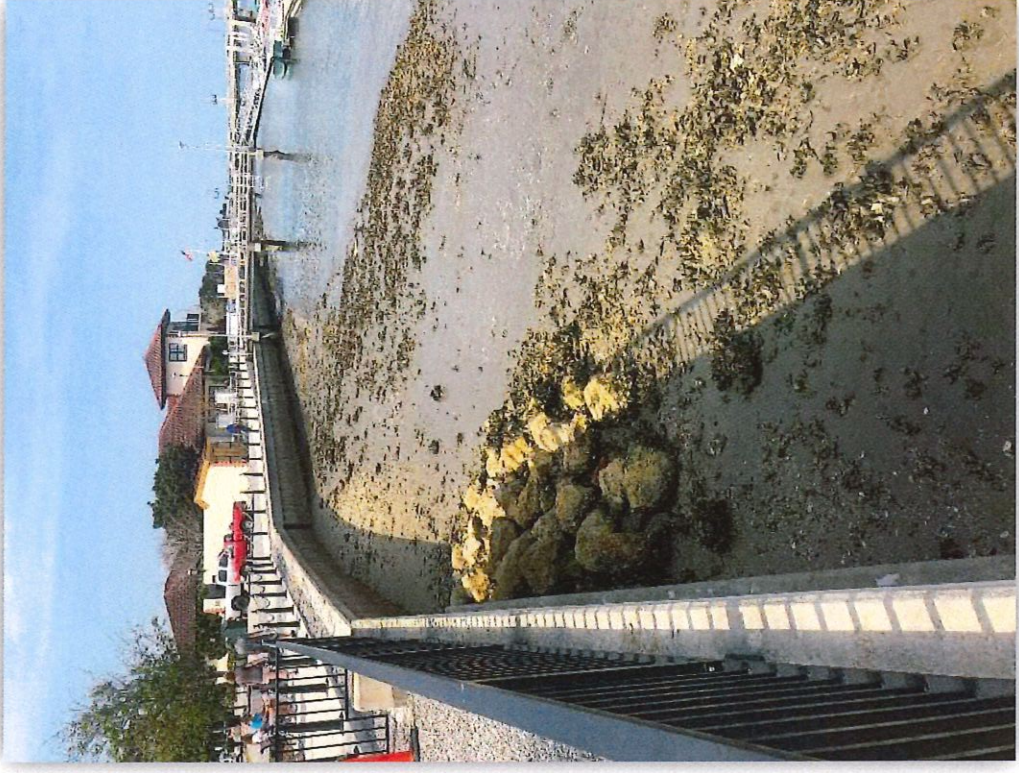
Geosyntec
consultants
engineers | scientists | innovators



Resilience Program Updates

❖ Project Implementation

- ✓ FEMA 13 Lift Stations Rehabilitation - under construction (www.CityStAug.com/FEMA13)
- ✓ Lake Maria Sanchez Flood Mitigation and Drainage Improvement Project (HMPG) – proceeding with design (www.CityStAug.com/LakeMariaSanchez)
- ✓ Avenida Menendez Flood Barrier (HMGP) – Phase 1 @ 100% Design
- ✓ South Whitney West King Street Flood Mitigation (HMGP) – executed Phase 2 contract for construction with the State and FEMA, seeking additional construction funding for local share
- ✓ Stormwater – budgeted for this FY, cleaning, inspection, rehab and/or lining of storm pipe in priority locations





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❖ Priorities –

- ✓ Based on input from Commission during the 10-25-2021 Resilience Workshop
 - Seawall Ordinance – establish minimum cap elevations, consider nature-based options and other construction techniques
 - Updating the current Coastal Vulnerability and Strategic Adaptation Plans based on latest data available
 - Include a comprehensive evaluation for cost and benefits for any proposed projects to better prioritize limited resources and needs
 - Continue with Outreach and Education
 - expand upon current website, consider non-computer users, workshops and neighborhood meetings as needed

Resilience Program Updates



NOAA | Living Shorelines

HOW GREEN OR GRAY SHOULD YOUR SHORELINE SOLUTION BE?



A continuum of green (soft) to gray (hard) shoreline stabilization techniques.
(Adapted from SAGE 2015 Natural and Structural Measures for Shoreline Stabilization brochure).

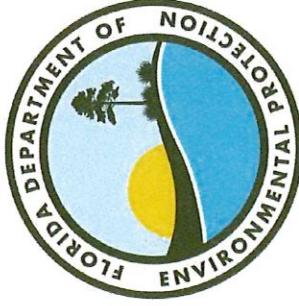


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Resilience Program Updates

❖ Payment (Funding) Updates

- ✓ **Resilient Florida** – new from the State Legislature – s. 380.093, F.S.
 - ✓ 11 applications were submitted (3 planning, 7 projects)
 - ✓ \$100 M – FY2022-23 Statewide Flooding and Sea Level Rise Resilience Plan
 - ✓ 76 projects ranked State-wide
 - ✓ City applications were not selected
 - ✓ \$500 M – project implementation applications are still under review
 - ✓ \$20M – planning applications are still under review
- ✓ **Rebuild Florida** –General Infrastructure Program through the Dept. of Economic Opportunity
 - ✓ \$175M for long-term mitigation efforts
 - ✓ Submitted for construction costs for Lake Maria Sanchez project
 - ✓ Applications are still under review -9-





West Augustine Gravity Sewer Improvements

West Augustine Sewer Master Plan

- ❖ In Design

West 3rd Street Sewer Extension – Volusia to Duval

- ❖ In Design
- ❖ Eliminates 20 Residential Septic Tanks

Septic-to-Sewer Program

- ❖ In Construction: Pkg 5, 7 connections
- ❖ Abandoned 57 septic systems to date

Pearl Street Gravity Sewer

- ❖ In Design - Expanding gravity sewer from existing lift station





Sustainability Updates

❖ Tree Canopy Enhancement Program Update

- ❖ 85 trees planted
- ❖ All installations complete
- ❖ Next cycle applications open June 1 with different species options



❖ Residential Compost Bin Pilot Program

- ❖ Free compost bin for residents inside City limits
- ❖ Applications opened 3/18/2022
- ❖ High volume of applications received; quantities met by 9:00 a.m.

Select Type of Compost Bin

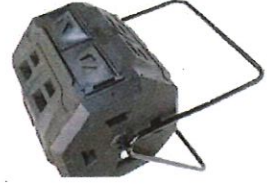
Type A: Stationary Unit

- Open bottom
- Sits directly on ground
- 82 gallon capacity



Type B: Tumbler Unit

- Dual chamber
- Spins on stand
- 43 gallon capacity

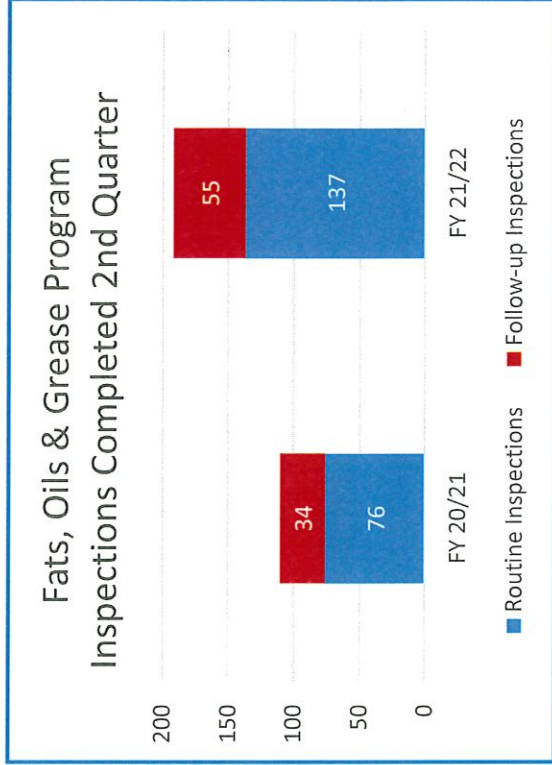




Environmental Programs Updates

❖ Fats, Oils & Grease Program

- ❖ 192 inspections completed this quarter, 75% increase over 2nd quarter FY 20/21
- ❖ 55 facilities out of compliance & required follow-up inspections



❖ Cross-Connection Control Program

- ❖ Received more than 204 backflow preventer test reports
- ❖ Annual report completed & submitted to Florida Dept. of Environmental Protection



❖ Illicit Discharge Detection & Elimination Program

- ❖ Monthly & annual pollution prevention inspections completed at fleet & marina
- ❖ 133 proactive illicit discharge inspections completed

CIP Overall Status Summary

Capital Improvement Projects – Through April 25, 2022

Project Scope Development	Conceptual Analysis & Studies	Preliminary Design	Final Design	Bidding Construction Contract	Construction Phase	Substantial Completion	Final Completion
Parking Pay Station Flood Proofing	St. Francis Street Utility Improvements	Lake Maria Sanchez Flood Mitigation	Sevilla St Roadway & Utility Improvements	City Marina Crosswalk* S. Whitney & W. King Flood Mitigation ⁽¹⁾	West Augustine Septic to Sewer Connections PKG 5	S. Orange Street Utility Adjustments (SJC)	Avenue D Utility Adjustments (SJC)
South Tank Potable Water Fill Line	Lift Station 14 Replacement	San Sebastian WM HDD King Street	Avenida Menendez Seawall (HMGF) ⁽¹⁾	WTP Motor Control Center Replacement	Hurricane Matthew FEMA 13 Lift Station Rehabilitation	Lift Station 4, 5, 6, 21 22, 23, 24 (FEMA 13)	I&I Clean & Inspect Sewer Basins 62, 68, 69, & 71
SCADA Master Plan	Lift Station 8 Replacement	City-wide TIDE Valve Master Planning	Duero & Cerro Utility and Storm Improvement	WWTP Headworks Rehabilitation	N. Rodriguez Street Utility Adj (SJC)	I&I Smoke Testing Sanitary – 16 Basins Automatic Meter Reading Phase 4	
Pearl Street Force Main Improvements	Lift Station 41 Replacement	W Augustine Gravity Sewer Master Plan	King Street Drainage (FDOT)	RO Concentrate Discharge	I&I Manhole Rehab Basins 16, 17, 20, & 52	Aricola Ave Force Main HDD Improvements	
Lighthouse Park Gravity Sewer Improvements	Stormwater Master Plan Update Phase 2	Inlet Drive Shoreline Restoration*	S. Holmes Utility Adjustments (SJC)	SR 312 from 207 to Holmes Util Adj (FDOT)		Oyster Creek Force Main HDD (FDOT)	
Court Theophelia Neighborhood Flood Mitigation & Drainage Improvements	USACOE Back Bay Feasibility Study	Stormwater CIPP Lining for Valves	Santa Rosa Utility Adjustments (SJC)	I&I Sanitary Sewer Main & Lateral Rehab FY 2022		I&I Clean & Inspect Sewer Basins 60, 64, 66, & 70	
Groundwater Monitoring Network for Sea Level Rise Impacts		Pearl Street Gravity Sewer Improvements	Downtown Improvement District Phase 2				
South Davis Shores Flood Mitigation & Drainage Improvements			West 3 rd Street Gravity Sewer Improvements				
WWTP Motor Control Center #1 Improvements							

Key:

- (1) Grant Dependent
- (2) Developer Dependent
- (*) Postponed
- (**) Phase Complete
- Utilizing FY22 Funds
- Utilizing Loans or Grants FY22

CIP Overall Status Summary

Capital Improvement Projects – Through April 25, 2022

Project Scope Development	Conceptual Analysis & Studies	Preliminary Design	Final Design	Bidding Construction Contract	Construction Phase	Substantial Completion	Final Completion
Parking Pay Station Flood Proofing	St. Francis Street Utility Improvements	Lake Maria Sanchez Flood Mitigation	Sevilla St Roadway & Utility Improvements	City Marina Crosswalk* S. Whitney & W. King Flood Mitigation ⁽¹⁾	West Augustine Septic to Sewer Connections PKG 5	S. Orange Street Utility Adjustments (SJC)	Avenue D Utility Adjustments (SJC)
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SCADA Master Plan	Lift Station 8 Replacement	City-wide TIDE Valve Master Planning	Duero & Cerro Utility and Storm Improvement	RO Concentrate Discharge	N. Rodriguez Street Utility Adj (SJC)	I&I Smoke Testing Sanitary – 16 Basins	
Pearl Street Force Main Improvements	Lift Station 41 Replacement	W Augustine Gravity Sewer Master Plan	King Street Drainage (FDOT)	SR 312 from 207 to Holmes Util Adj (FDOT)	I&I Manhole Rehab Basins 16, 17, 20, & 52	Automatic Meter Reading Phase 4	
Lighthouse Park Gravity Sewer Improvements	Stormwater Master Plan Update Phase 2	Inlet Drive Shoreline Restoration*	S. Holmes Utility Adjustments (SJC)	I&I Sanitary Sewer Main & Lateral Rehab FY 2022	WWTP Headworks Rehabilitation	Aricola Ave Force Main HDD Improvements	
Court Theophelia Neighborhood Flood Mitigation & Drainage Improvements	USACOE Back Bay Feasibility Study	Stormwater CIPP Lining for Valves	Santa Rosa Utility Adjustments (SJC)			Oyster Creek Force Main HDD (FDOT)	
Groundwater Monitoring Network for Sea Level Rise Impacts	Pearl Street Gravity Sewer Improvements		Downtown Improvement District Phase 2			I&I Clean & Inspect Sewer Basins 60, 64, 66, & 70	
South Davis Shores Flood Mitigation & Drainage Improvements			West 3rd Street Gravity Sewer Improvements				
WWTP Motor Control Center #1 Improvements							

Key:

- (1) Grant Dependent
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- (*) Postponed
- (**) Phase Complete Utilizing FY22 Funds
- Utilizing Loans or Grants FY22



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Mobility Program: Nights of Lights Wrap-Up

2021 Nights of Lights – Park & Ride Shuttle

Passenger Count (Round Trip)

Lot Location	Saturday 20-Nov	Friday 26-Nov	Saturday 27-Nov	Saturday 4-Dec	Saturday 11-Dec	Saturday 18-Dec	Sunday 26-Dec	Monday 27-Dec	Tuesday 28-Dec	Wednesday 29-Dec	Thursday 30-Dec	Totals
301 San Marco County Health Dept.	399	707	653	633	610	698	465	443	456	383	447	5,894
	563	361	432	568	790	642	168	92	101	75	119	3,911
Broudy's	401	395	325	583	890	618	235	258	179	167	202	4,253
Anastasia Baptist Church Amphitheatre R. B. Hunt School	322	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	322
	132	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	132
	112	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	112
2021 Totals	1,929	1,463	1,410	1,784	2,290	1,958	868	793	736	625	768	14,624
2020 Totals (Covid)	0	0	0	0	0	0	0	0	0	0	0	0
2019 Totals	3,637	2,299	2,152	1,701	1,931	1,471	1,205	1,522	2,298	903	n/a	19,119
2018 Totals	2,895	1,006	1,769	1,640	1,436	1,862	n/a	n/a	1,125	n/a	n/a	11,733
2017 Totals	2,566	1,442	1,804	1,613	1,628	1,485	n/a	n/a	1,126	n/a	n/a	11,664
2016 Totals	1,190	784	873	1,184	1,159	588	441	454	530	260	456	7,919

Approximately 4,875 vehicles parked on the periphery for 2021 Nol

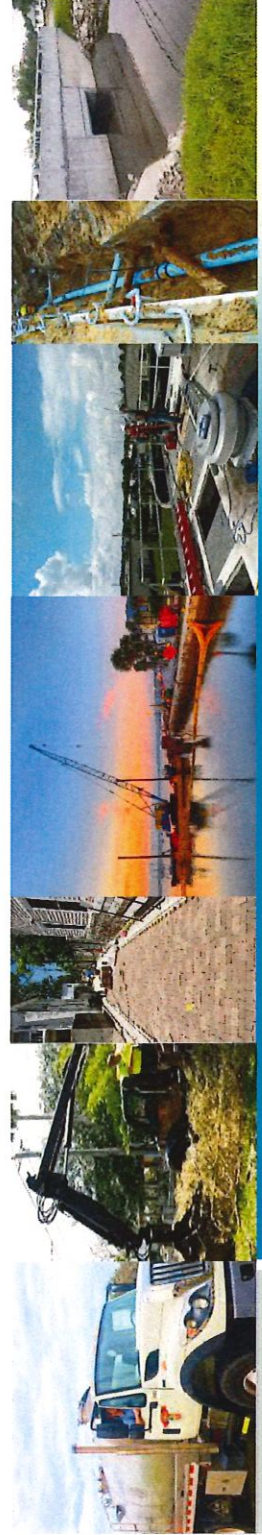


Additional Questions and Commission Discussion



Public Works & Utilities Capital Improvement Plan (CIP) Project Information

Appendix





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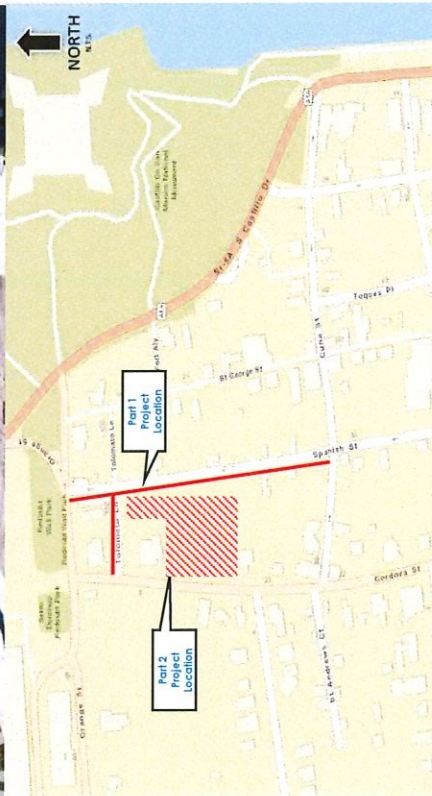
CIP Project Information

Downtown Improvement District Phase 2a

Part 1: Reconstruct Spanish St. (from Cuna St. to Orange St.) and Tolomato Ln (from Spanish St. to Cordova St.) as curbside streets with coquina sidewalks and brick cart path. Improvements include underground water and sewer upgrades, stormwater pipes, and inlets, road regrading, concrete work, street lighting and landscaping.

Part 2: Reconfigure and reconstruct Tolomato Lot to include parking, commercial loading zones, a trash compactor enclosure and a recycling enclosure. The improvements include concrete pavement, pervious pavers, and loose coquina shell parking surface. Additionally, there is improved lighting, landscaping, bike racks, a perimeter masonry wall and pedestrian connections to Spanish St. Special care is to be taken to protect existing trees that are to remain.

Design Cost: \$200,000
Construction Cost: \$2,000,000
Project Duration: 12 Months (2022-23)
Project Status: Preparing Solicitation





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CIP Project Information

King Street Ownership Transfer

The Florida Department of Transportation (FDOT) transfers the ownership of right-of-way for King Street, Cathedral Place, Cordova Street and the San Sebastian Bridge located between US 1 and Avenida Menendez to the City of St. Augustine (CoSA). It is in the best interest of the CoSA to control this entry corridor bisecting the City to enact mobility improvements consistent with the CoSA's Mobility Plan. Ownership of the bridge will be transferred to CoSA once the reconstruction is complete. The FDOT commits to a redesign of the intersections located at the western base of the Bridge of Lions including Cathedral Place/Avenida Menendez and King Street/Avenida Menendez. The FDOT also commits to evaluating and if feasible work with the City to design, permit and construct a pedestrian/bicycle bridge crossing US 1 connecting east King Street to west King Street.

Project Cost: \$18,000,000
Project Funding: FDOT
Project Duration: 10 Years
Project Status: Under Review





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CIP Project Information

Parking Pay Station Flood Proofing

The project will provide flood proofing to the parking pay stations along the bayfront and throughout downtown. The project entails building flood proof cases for the parking pay stations that will be deployed prior to flood events.



Project Cost Estimate: \$70,000
Project Funding: Parking Division (General)
Project Duration: 12 Months (2022-23)
Project Status: In Progress

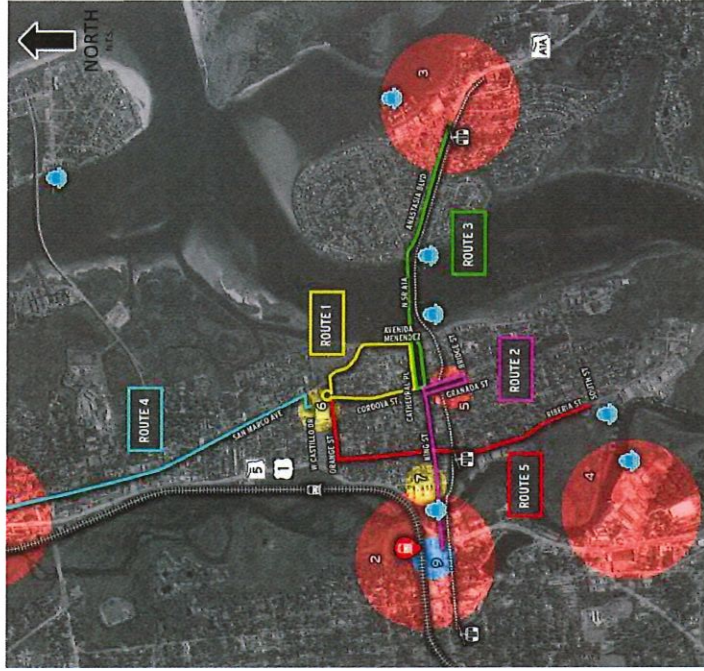


CITY OF
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CIP Project Information

Downtown Circulator (Route 1)

Beginning in the red brick cul-de-sac at the City of St. Augustine (CoSA) Visitor Information Center (VIC) located at 10 South Castillo Drive, the Circulator will travel south to the intersection of Cordova Street at Orange Street. Then turn left and travel east along Orange Street to South Castillo Drive. Then turn right onto South Castillo Drive and travel in a southeasterly direction to Avenida Menendez and turn right onto Avenida Menendez. The total travel distance is 1.12 miles, and travel time is estimated to be 15 minutes during normal traffic conditions and should include normal required time for passengers unloading/loading at the 3 Stops. Frequency of Stops are desired to be in 15-minute intervals.



Project Cost:	\$1,000,000 Annually
Project Funding:	FDOT, CoSA
Project Duration:	Annual
Project Status:	Developing Solicitation



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CIP Project Information

Lake Maria Sanchez- Flood Mitigation & Drainage Improvements

This project will benefit approximately 200 acres of the historic district of the Nation's Oldest City. It will provide an increased level of flood protection from increasing high tide events, storm surge and future sea level rise by incorporating a combination of resilience strategies which include upgrades to the existing stormwater infrastructure, installation of a stormwater pump station, construction of a flood wall, and installation of tide check valves. The project area includes a number of historic buildings and structures listed on the National Register of Historical Places. By maintaining the integrity of the Nations Oldest City through implementation of this project, it will help our regionally significant historical and cultural assets benefiting the County and arguably the Northeast Florida region.



Project Cost:	\$29,830,178
Project Funding:	FEMA HMPG and Resilient Florida Grants
Project Duration:	2022-2027
Project Status:	Design



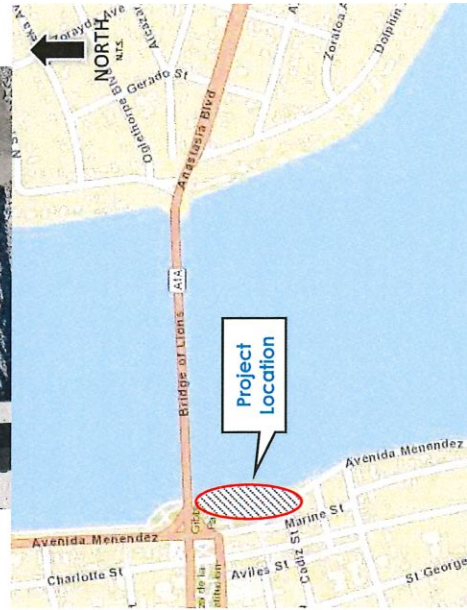
CITY OF
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CIP Project Information

Avenida Menendez Seawall

The City of St. Augustine has received federal funding through FEMA's Hazard Mitigation Grant Program to design and construct the final segment of seawall near the Marina. This project will essentially close the "elevation" gap between the existing north (Bayfront Park) and south (2013 Avenida Menendez Seawall) segments. The project entails raising the final segment of seawall to match the north and south elevations, installation of two (2) tide check valves, and rehabilitation of the existing seawall to harden it. The combination of this work will provide for a higher level of flood protection up to the 100-year storm event (also referred to as the 1% annual chance event). The City has also recently applied to the Florida Inland Navigation District (FIND) to help with the construction costs that the City will be responsible for. Decisions on the pending grant application with FIND will be made later this summer or early fall.

Project Cost: \$1,500,000
Project Funding: 75 % Federal, 25% COSA
Project Duration: 2022-2024
Project Status: Final Design





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CIP Project Information

South Davis Shores Flood Mitigation & Drainage Improvements

This project will be broken into two phases to include the design, permitting and construction to address the rainfall driven flooding events, with some consideration for tidal surge. This will primarily include major upgrades to the existing undersized and aged drainage infrastructure, reconfiguring a drainage ditch and upsizing an existing culvert. This project would seek to address the rainfall driven flooding through upgrades to existing stormwater infrastructure and installation of smart tide check valves. For the tidal surge, in lieu of the one-way in line tide check valves, a "smart" tide check valve system will be installed into 3 culverts that are tidally influenced. The smart valves will stay in the open configuration to maintain wetland hydrology of upstream wetland systems, but close temporarily in advance of flooding conditions.

Project Cost Estimate: \$2,797,000
Project Funding: Resilient Florida Grant
Project Duration: 2022-2026
Project Status: Preparing Solicitation for Design





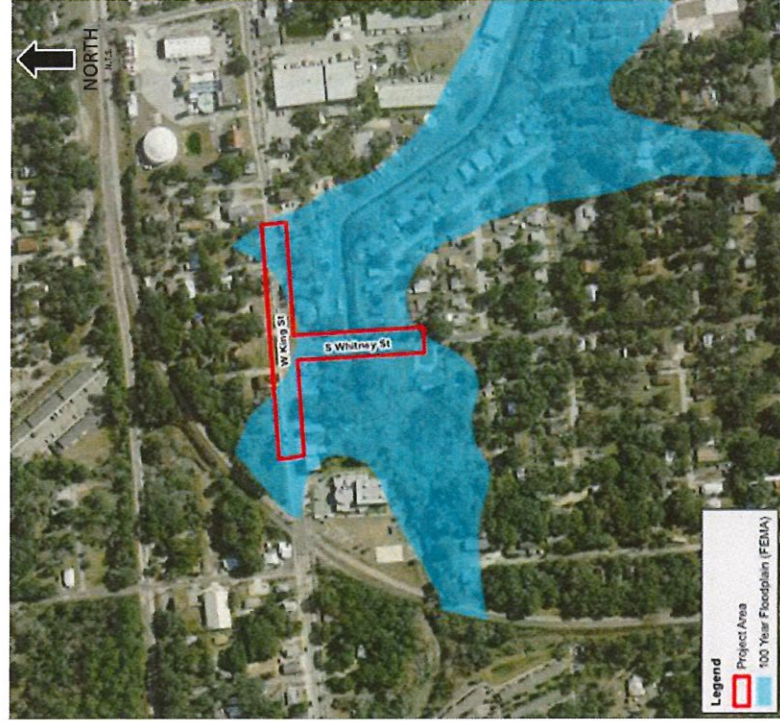
CITY OF
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CIP Project Information

South Whitney West King Street Flood Mitigation Project

The proposed improvements consist of raising South Whitney St. and West King St. above the FEMA flood elevation of 7.0' NAVD88, replacing the existing box culvert (40-inch by 56 inch) at South Whitney with a single box culvert (48-inch by 96-inch) that doubles the hydraulic capacity. The project also includes reconstruction of the existing storm sewer system and its outfall at the box culvert on South Whitney St., but close temporarily in advance of flooding conditions.

Project Cost Estimate: \$1,822,600
Project Funding: FEMA HMPG and Resilient Florida Grants
Project Duration: 2022-2026
Project Status: Preparing Construction Bid





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CIP Project Information

City-Wide Tidal Backflow Prevention Improvements

The City has approximately 103 stormwater outfalls that are tidally influenced, resulting in nuisance flooding of the road infrastructure. To date, the City has retrofitted 43 outfalls with tide check valves to eliminate nuisance tidal flooding. The City proposes to retrofit an additional 20 outfalls. Once the locations are identified, the City will contract out (using an existing competitively procured contract) for the evaluation of each storm outfall that includes cleaning and closed-circuit television (CCTV). The City will review that evaluation data and determine if any storm pipe repairs or lining needs to occur in preparation for the tide check valve installation.

Project Cost Estimate:

\$461,282

Project Funding:

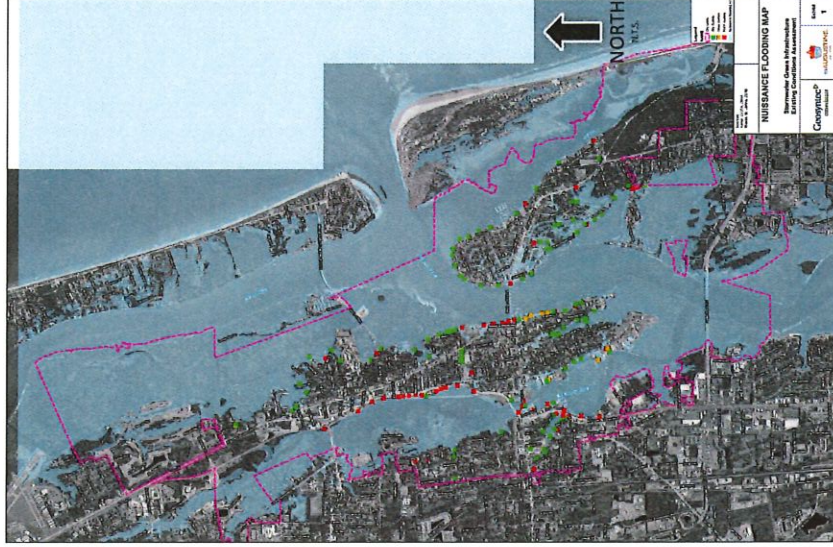
Resilient Florida Grant

Project Duration:

2022-2026

Project Status:

Design





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CIP Project Information

Groundwater Monitoring Network for Sea Level Rise Impacts

In conjunction with the Vulnerability Assessment, this effort will focus on predicting impacts, specifically to critical infrastructure, of sea level rise by installing a monitoring network to accurately measure rates of change in current shallow groundwater elevation and water quality. The monitoring network proposed will not contain less than 60 monitoring points. A professional licensed surveyor will survey each point. Monitoring will be scheduled/sequenced to represent the same atmospheric / geologic conditions each monitoring period to attempt to replicate these variables. All data (sea level, groundwater, water quality & creek level) will be compiled and summarized quarterly, building the data set. Daily rainfall along with any severe storm activity will also be summarized.

Project Cost Estimate: \$217,100
Project Funding: Resilient Florida Grant
Project Duration: 2022-2026
Project Status: Preparing Solicitation

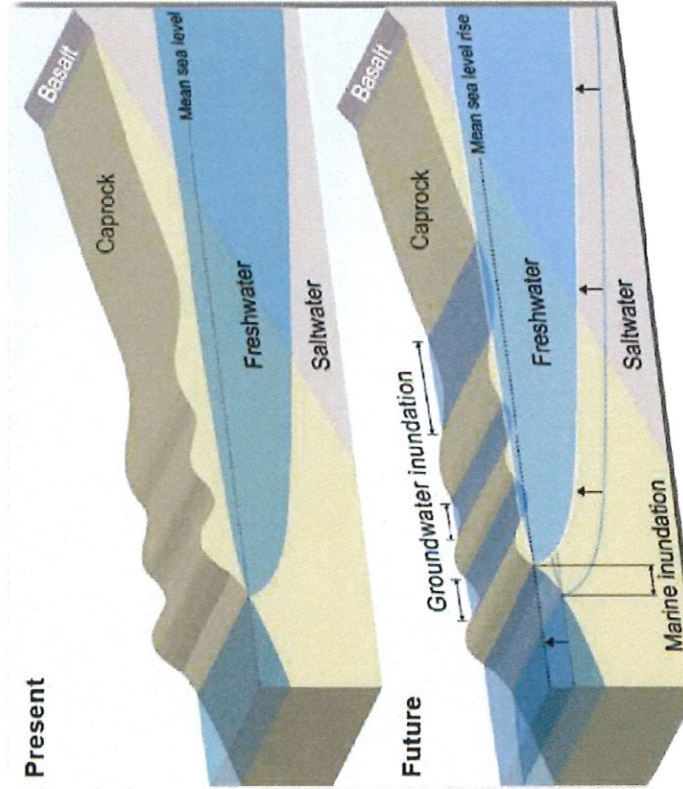


Figure 19. Conceptual diagram of groundwater inundation, obtained from Rotzoll and Fletcher (2012).



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CIP Project Information

Inlet Drive Shoreline Resiliency

This project would look to include a combination of structural and non-structural based solutions (living shoreline enhancement, thin layer placement of dredged material etc.) to elevate and protect a section of shoreline that is subject to coastal erosion that would provide a higher level of flood protection for a critical residential road in the North Davis Shores neighborhood. This would also include upgrading the existing storm infrastructure and installation of a tide check valve.

Project Cost Estimate: \$711,090
Project Funding: Resilient Florida Grant
Project Duration: 2022-2026
Project Status: Preparing Solicitation





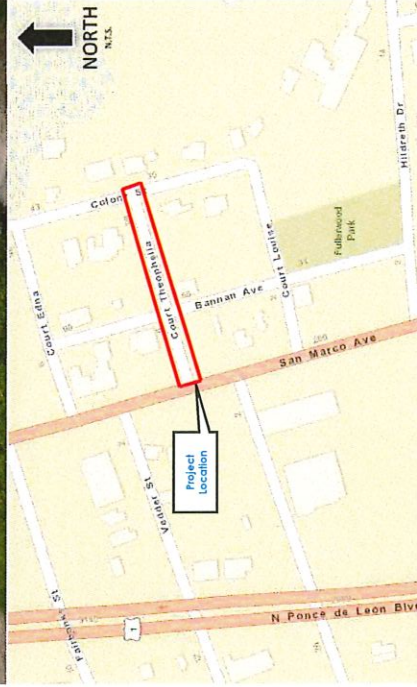
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CIP Project Information

Court Theophelia - Neighborhood Flood Mitigation & Drainage Improvements

The project includes design, permitting, and construction to replace aged utilities, upgrade existing storm water infrastructure and evaluate structural and non-structural based resiliency options for the neighborhood. This will also incorporate a mobility component into the project for multiple benefits. The project outcomes include reconstruction of flood prone and damaged roads due to high tide flooding, improved drainage to provide a higher level of service during rainfall events, replacement of aged utilities, implementation of green infrastructure and/or low impact development to provide water quality benefit with storm water management, potential incorporation of greenspace for multi-project benefits to serve as recreational, storm water mobility and resiliency uses.

Project Cost: \$2,581,600
Project Funding: Resilient Florida Grant
Project Duration: 2022-2026
Project Status: Ready for Solicitation





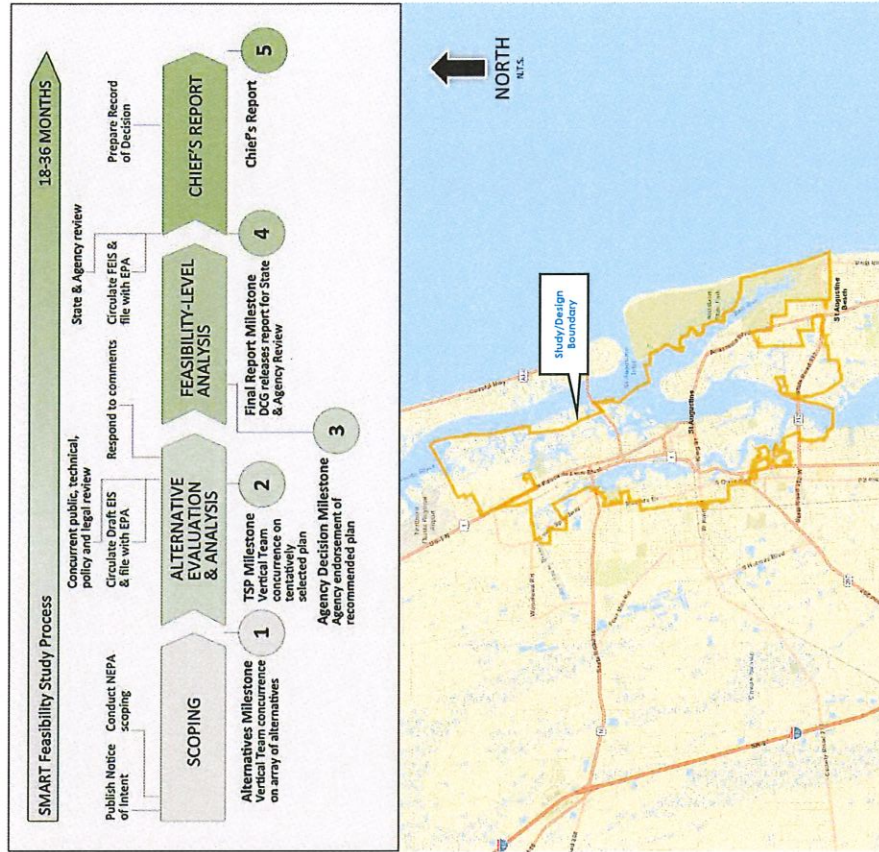
CITY OF
ST. AUGUSTINE
—EST. 1565—

CIP Project Information

Army Corps of Engineers Back Bay Feasibility Study

The City of St. Augustine Coastal Storm Risk Management (CSRM) Study is a three-year federal feasibility study that investigates coastal storm impacts on the City of St. Augustine. In partnership with the Army Corps of Engineers, City of St. Augustine and its stakeholders, the study will also explore economically-viable and environmentally-sound solutions to mitigate coastal storm risks. The objective of the Study is to investigate Coastal Storm Risk Management problems and identify solutions to reduce damages from coastal flooding that affects population, critical infrastructure, historic and culturally significant resources, and ecosystems, which will benefit the community as future projects are designed to mitigate flooding.

Project Cost: \$3,000,000
Project Funding: 50% Federal, 50% COSA
Project Duration: 2022-2025
Project Status: Contracts in Progress





CITY OF
ST. AUGUSTINE
—EST. 1565—

CIP Project Information

Stormwater Master Plan: Phase 2

With the last stormwater master plan's data being from 2013, several flood events have taken place due to hurricanes, king tides and heavy rainfall. This proposed City-wide study will update the master plan to incorporate recent vulnerability assessments, resilience studies and a comprehensive plan update to better assess the increase in risk from coastal and rainfall driven flooding. This update will fill in data gaps from the previous coastal vulnerability assessment. The master plan will include an updated comprehensive analysis and risk assessment of critical infrastructure for coastal rainfall and compound flooding; needed stormwater ordinance and development code modifications; prioritization of areas needing stormwater improvements for flooding/water quality; benefit and cost analysis for flooding/water quality improvement projects; a public outreach and education; evaluation of funding options; and development of capital improvement projects to vulnerable areas.

Project Cost:	\$2,000,000
Project Funding:	100% ARPA Grant
Project Duration:	2022-2025
Project Status:	Ready for RFQ





CIP Project Information

Project Cost: \$4,000,000
Project Funding : 2022 Loan
Project Duration: 12-16 Months/ 2022-23
Project Status: Pre-Construction



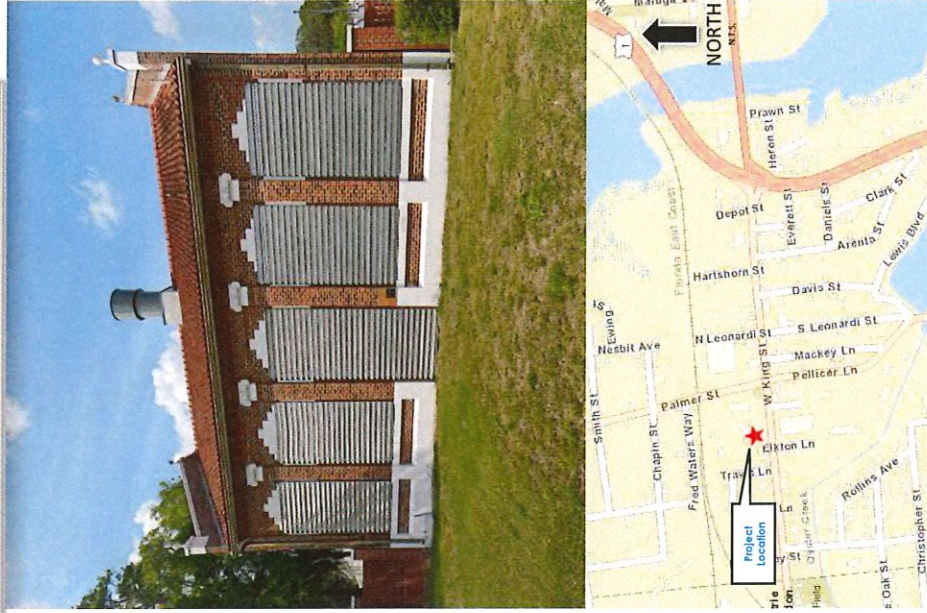
CITY OF
STAUGUSTINE
—EST. 1565—

CIP Project Information

Water Treatment Plant High Service Pump Motor Control Center and Emergency Generator Replacement

The Water Treatment Plant's (WTP) High Service Pump (HSP) Motor Control Center (MCC) is one of the most critical components for delivering potable water to the distribution system. The existing MCC has reached its end of life and does not provide fail safe distribution of potable water in the event of a power outage or surge. This project will completely replace the existing MCC and will be housed inside a climate-controlled environment. Variable frequency drives, programmable logic controllers and human machine interfaces and control panels with annunciators, alarms, cable, and conduit will be installed. Additionally, a new emergency generator will be installed with an automatic transfer switch.

Project Cost: \$1,500,000
Project Funding: Loan 2022
Project Duration: 9-12 Months/2022-23
Project Status: Ready for Solicitation





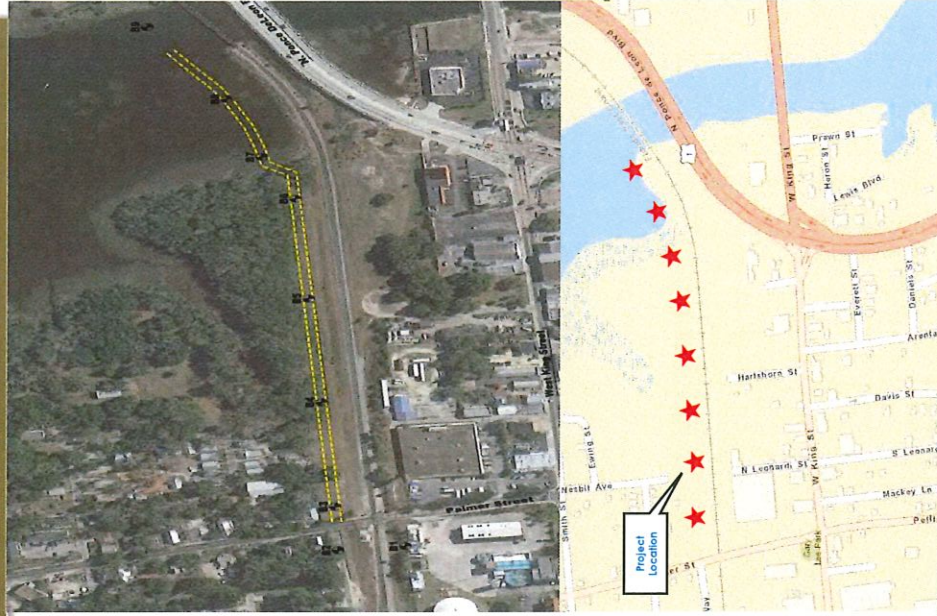
CITY OF
ST. AUGUSTINE
— EST. 1565 —

CIP Project Information

Water Treatment Plant Reverse Osmosis (RO) Outfall Pipeline

The Water Treatment Plant (WTP) Low-Pressure Osmosis (LPRO) Plant produces approximately 300,000 gallons of brine concentrate per day. The brine is currently discharged to the City's Sanitary Sewer System and treated at the WTP. The City has plans to expand the LPRO production which will ultimately produce up to 700,000 gallons of brine concentrate per day. To eliminate disposal of the brine to the WWTP, the City is permitted to construct an outfall pipe to the San Sebastian River for brine discharge. The project will eliminate the need to treat and send the brine to the WWTP. Additionally, the project will increase the overall capacity of the WWTP.

Project Cost: \$2,000,000
Project Funding : 2022 Loan
Project Duration: 9-12 Months/2022-24
Project Status: Ready for Solicitation





CITY OF
ST AUGUSTINE
EST. 1565

CIP Project Information

Water Treatment Plant Optimization

The City has been in a pilot program to test free chlorine for maintaining residual water distribution system instead of the historically used chloramine. FDEP approved the pilot program and has extended it. Data collected during the pilot program showed promising results with respect to residual chlorine at the end of pipeline while maintaining compliance with disinfection byproduct limits. The City wants to evaluate current operational strategies including those in use prior to the free chlorine pilot program. In addition, the City wishes to develop an Operating Plan moving forward that includes the use of free chlorine disinfection, and to enhance the operating staff's capabilities to understand the operating plan and adjust the plan in response to changing conditions.

Project Cost:

\$70,830

Project Funding :

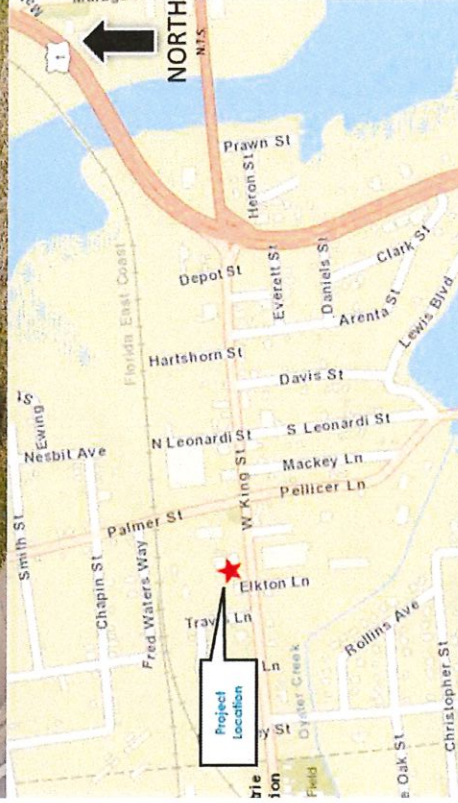
Utility Fund

Project Duration:

260 days / 2022-2023

Project Status:

Preparing Work Order





CITY OF
STAUGHTINE.
EST. 1985

CIP Project Information

Pearl Street Gravity Sewer Improvements

The City acquired existing sewer infrastructure that includes a pump station and gravity sewer infrastructure around the perimeter of Webster Elementary School. The City has the opportunity to install gravity sewer main extensions off the existing infrastructure and a watermain replacement to serve the residents in the adjacent area. The project is currently in design and will build out the gravity sewer basin to the full extents possible and serve 42 existing residential homes. The proposed 6-inch watermain will replace the existing 2-inch watermain and tie into existing watermains to continue a loop system.

Project Design:

\$121,424

Project Construction:

\$2,535,875

Project Funding:

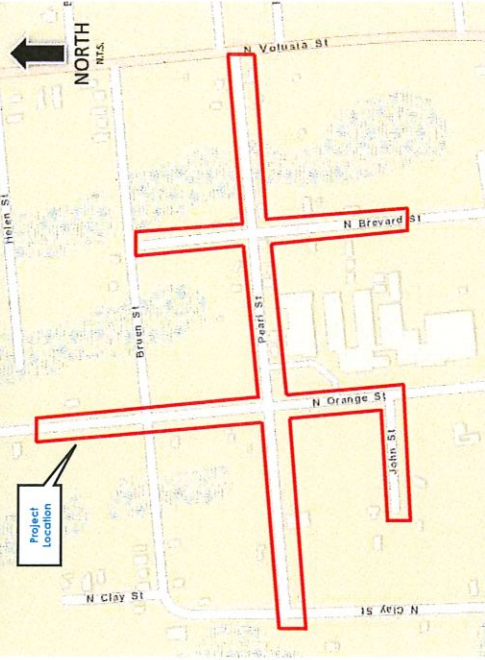
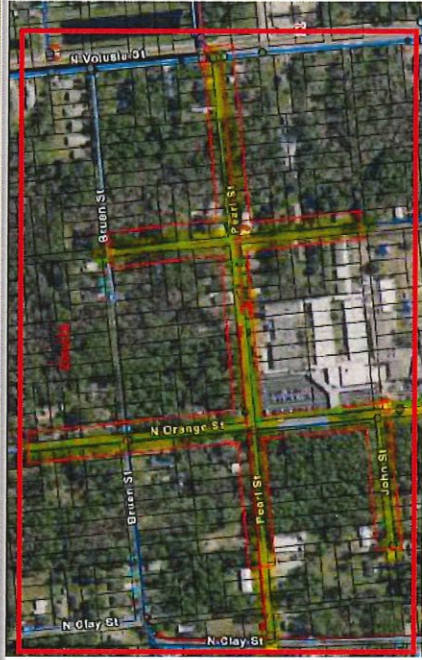
2022 Loan

Project Duration:

18 Months (2022-2023)

Project Status:

Design





CITY OF
ST AUGUSTINE
EST. 1565

CIP Project Information

West Augustine Gravity Sewer Master Plan

A Wastewater Master Plan (Master Plan) for the West Augustine is being developed because many of the area residences and businesses are served by on-site septic systems. The primary goal of the Master Plan will be to provide a guide for a planned wastewater collection system that may be constructed in phases with associated costs that can support requests for funding from various loan or grant agencies. The ultimate goal of providing a City wastewater system to the area will be to improve water quality, community health and quality of life.

Project Design:

\$68,125

Project Funding:

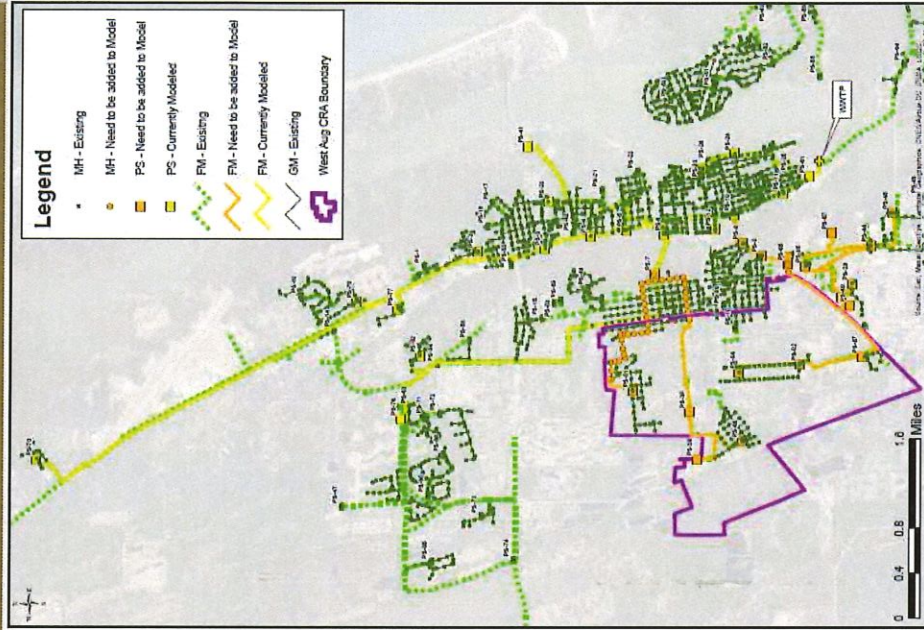
CoSA

Project Duration:

2021-2022

Project Status:

In Progress





CITY OF
ST AUGUSTINE
EST. 1565

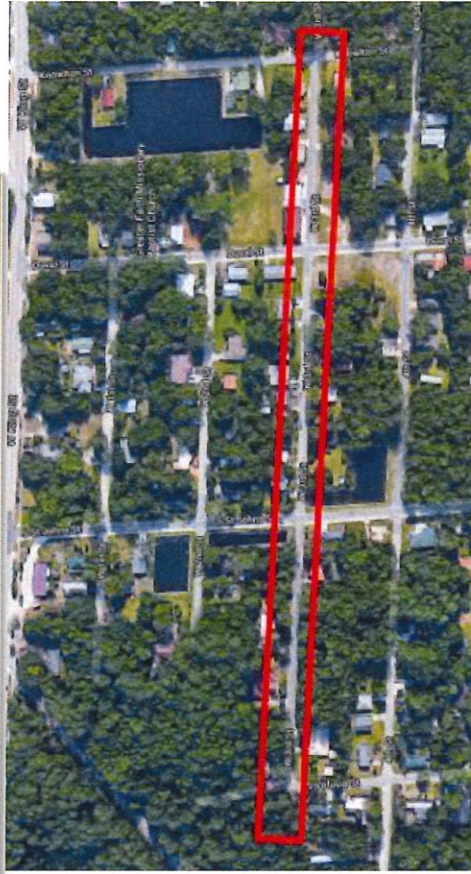
CIP Project Information

West 3rd Street Gravity Sewer Improvements

The West 3rd Street gravity sewer improvements will be an extension of the existing gravity sewer main. Improvements to the watermain include replacing the existing 2-inch watermain with a 6-inch watermain and tie-in existing watermain to continue a loop system. There will be 28 existing residential homes converted from septic to sewer.

Project Design:
Project Construction:
Project Funding:
Project Duration:
Project Status:

\$59,888.00
\$1,174,971
FDEP Grant/ARPA
18 Months (2021-2023)
Design





CITY OF
ST AUGUSTINE
EST. 1565

CIP Project Information

Lighthouse Park Gravity Sewer Improvements

This project will bring gravity sewer collection systems to the greater Lighthouse Park Neighborhood area. This neighborhood area was identified in the Septic Tank Vulnerability Assessment study as one the top contributors to surface water nitrogen from septic within the city limits. This project will eliminate existing and future onsite septic systems and residential grinder pump connections to force main. The project area is east of Anastasia Blvd between Ocean Way to the north and Anastasia Park Dr to the south.

Project Study/Design:	\$665,000
Project Construction:	\$6.7M
Project Funding:	2022 Loan
Project Duration:	Study/Design: 7 Months; Construction (TBD)
Project Status:	Developing Scope for Study/Design



CITY OF ST. AUGUSTINE

MEMORANDUM

TO: Mayor and Commissioners

DATE: April 13, 2022

RE: Request for **ONE (1)** appointment – Code Enforcement Adjustment and Appeals Board (CEAAB)

Notification was previously given regarding one (1) vacancy on the Code Enforcement Adjustment and Appeals Board which will expire December 27, 2024.

Advertising requesting applications was placed in the St. Augustine Record and posted on the City's website. Applications were received from the following qualified applicants:

- Maciej Aleksander Kalina
- Thomas D. Pierce
- Irvin C. Rubin, PE

Attached are the applications along with the current CEAAB roster, Board profile, and responsibilities.



Darlene Galambos
City Clerk

Attachment: Applications

xc: (CEAAB) Clerk's File

CITY OF ST. AUGUSTINE
APPLICATION REQUESTING APPOINTMENT TO CITY BOARD/COMMITTEE

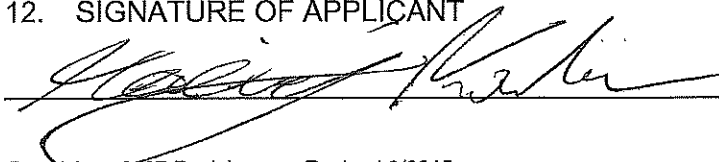
The undersigned wishes to apply for City Commission appointment to serve in a voluntary capacity on a City of St. Augustine board or committee. In accordance with Ordinance 2003-14 citizen boards that assist in the governing of the City of St. Augustine shall be made up of persons who reside within the 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. All applications must include a cover letter and resume.

1. APPLICANT Maciej Aleksander Kalina
2. RESIDENCE
(address) 64 Fullerwood Dr. St. Augustine, FL 32084 PHONE 224-600-1091
3. BUSINESS OWNED (Address) Home run business PHONE 904-315-8442
Marketing St. Augustine
4. PROPERTY OWNED (Address) _____
5. MAILING ADDRESS PREFERRED 64 Fullerwood Dr. St. Augustine, FL 32084
6. E-mail Address Maciekakalina@gmail.com
7. BOARD DESIRED Code Enforcement Adjustments & Appeals
8. OCCUPATION (include resume) Local Business Owner
9. PROFESSIONAL QUALIFICATIONS: (Attach additional information or Cover Letter)
Local + Regional government experience
(voluntary & professional)
10. OTHER COMMENTS OR INFORMATION

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



DATE 3/24/22

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 Darlene Galambos, City Clerk, P.O. Box 210, St. Augustine, FL 32085.


Initial

Maciej Aleksander Kalina



3/24/2022

City of St. Augustine
75 King Street
St. Augustine, FL 32085

Most Noble, City of St. Augustine

My great grandfather has just turned 96. Upon our last goodbye as my family and I left Poland, he looked over at my daughter, his great-great granddaughter. With tears in his eyes, he held me close and thanked me for making it possible to see 5 living generations at one time.

This prestigious man of high caliber and noble birth dedicated his life to public service. Surviving not only a world war, but also the wrath of the soviet hand, nothing ever stopped him from serving his community and neighbors. His heart saw no bounds.

It is in his steps that I have followed. Ever since I finished high school and left the US, I have travelled a great deal. However, no matter where I have been I've always given a part of myself, both personally and professionally, to serve the community that my family and I reside in.

My experience in local and regional politics is very well placed. I've served in both high ranking and voluntary positions over the last 6 years. As a father, a husband, and a local business owner, my family and I have found more than just a home in St. Augustine. This city is a place we feel we belong. With this I feel a calling, a necessity, to take part in the life of this city in any way I can.

Sincerely,
Maciej Aleksander Kalina

Contact

64 Fullerwood Dr.
St. Augustine, FL 32084

224-600-1091

maciekakalina@gmail.com

Maciej Aleksander Kalina



Experience

2021 – Present

Owner • Kayaking St. Augustine

Owner and operator of local family business.

2020 – 2021

Assistant to the Vice Marshal of the Malopolska Region
• Malopolska Marshal's Office

Right hand to the Vice Marshal, overseeing 6 departments of the state.

2017 – 2020

English Teacher • Profi-Lingua Language School,
Krakow

ESL Teacher to children as young as 3 and Adults.

2018 – 2020

Translator and Archive Analyst • Roman Ingarden
Digital Archive

Collaborator and presenter of Archives.

Education

Jagiellonian University, Krakow, Poland

- BA International Relations, Specialized in international security with an emphasis on environmental and energy security.

CLS High School, Crystal Lake, IL

- Honors and AP student

Languages

- Native English • Native Polish
- B2 German • B1 Russian

Contact

64 Fullerwood Dr.
St. Augustine, FL 32084

224-604-1091

maciekakalina@gmail.com

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.

- RECEIVED**
FEB 11 2022
CITY MANAGERS
OFFICE
1. APPLICANT Thomas D. Pierce
 2. RESIDENCE (address) 6 MILTON ST 32084 PHONE 540 0998
 3. BUSINESS OWNED (Address) 6061 ST JOHNS AVE PHONE 386-312-0022
 4. PROPERTY OWNED (Address) 6 MILTON ST 32084
 5. MAILING ADDRESS PREFERRED 6 MILTON ST 32084
 6. E-mail Address THOMASPIERC@GMAIL.COM
 7. BOARD DESIRED CODE ENFORCEMENT
 8. OCCUPATION (include resume if available) ADMINISTRATOR
 9. PROFESSIONAL QUALIFICATIONS: (If necessary, attach additional information)
MEDICAL OFFICE ADMINISTRATION 25 YRS
MENTAL HLT PROGRAM ADMINISTRATION 10 YRS
LICENSED / CERTIFIED THERAPIST 10 YRS
 10. OTHER COMMENTS OR INFORMATION
ST AUGUSTINE RESIDENT 40 YRS

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."

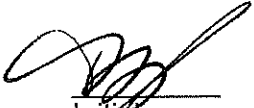
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Question 2. Please select the racial category or categories with which you most closely identify by placing an "X" in the appropriate box. Check as many as apply.	
RACIAL CATEGORY (Check as many as apply)	
☐ American Indian or Alaska Native	☐
☐ Asian	
☐ Black or African American	
☐ Native Hawaiian or Other Pacific Islander	
☒ White	

12. SIGNATURE OF APPLICANT



DATE 1-19-22

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 Darlene Galambos, City Clerk, P.O. Box 210, St. Augustine, FL 32085.


Initial

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. All applications must include a cover letter and resume.

1. APPLICANT Irvin C Rubin, PE
2. RESIDENCE
(address) 224 St George Street PHONE 352-275-4087
3. BUSINESS OWNED (Address) _____ PHONE _____
4. PROPERTY OWNED (Address) _____
5. MAILING ADDRESS PREFERRED _____
6. E-mail Address irvin_rubin@hotmail.com
7. BOARD DESIRED Code Enforcement, Adjustment and Appeals Board
8. OCCUPATION (include resume) Senior Technical Advisor / US Dept of Energy
9. PROFESSIONAL QUALIFICATIONS: (Attach additional information or Cover Letter)
Florida Professional Engineer #66519

10. OTHER COMMENTS OR INFORMATION

I am Hispanic / mixed race but theres an issue with the form below

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

Irvin Rubin

Digitally signed by Irvin Rubin

DATE _____

Date: 2022.03.23 15:19:22 -04'00'

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 Darlene Galambos, City Clerk, P.O. Box 210, St. Augustine, FL 32085.

Irvin Rubin

Digitally signed by Irvin Rubin
Date: 2022.03.23 15:19:46 -04'00'

Initial

Irvin Rubin, P.E.
224 Saint George Street
St. Augustine, FL 32084

March 23, 2022

Dear City of St. Augustine:

I would like to be considered for the vacancy on the Code Enforcement, Adjustment & Appeals Board. I have extensive experience in review, application, and enforcement of requirements as my attached resume indicates.

I am live in downtown St. Augustine and have particular interest in preservation of our historic district.

Please let me know if you would like any additional information on my qualifications.

Sincerely,

Irvin C. Rubin, P.E.

224 Saint George Street
St. Augustine, FL

IRVIN C. RUBIN, P.E.

352-275-4087
irvin_rubin@hotmail.com

EDUCATION

UNIVERSITY OF FLORIDA

Master of Engineering
Specializing in Construction Engineering and Construction Management

August 2003

UNIVERSITY OF FLORIDA

Bachelor of Science in Civil Engineering

May 2002

PROFESSIONAL EXPERIENCE

NATIONAL NUCLEAR SECURITY ADMINISTRATION

Dec 2017 – Present

Senior Technical Advisor (Dec 2020 to Present) in the Office of Chief of Defense Nuclear Safety. Provides subject matter expertise in the area of *Design and Construction of Defense Nuclear Facilities* including *Integration of Safety into Design, Program and Project Management of Capital Assets, Start-up Testing and Commissioning of Nuclear Facilities, and Readiness to Start-up or Restart Operations*. Also serves as a subject matter expert in *Conduct of Operations* implementation in Hazard Category 1, 2 and 3 nuclear facilities.

Budget and Project Controls Team Lead – Savannah River Project Management Office: Responsible for administration of the annual budget and oversight of all project controls activities for the Savannah River Site Project Management Office.

UNITED STATES DEPARTMENT OF ENERGY, AIKEN, SC

July 2011 – Dec 2017

Lead Facility Representative (June 2015 to Dec 2017) assigned to the Salt Waste Processing Facility (SWPF), during completion of construction and beginning of start-up testing. Responsible for developing the Facility Representative (FR) program including training and mentoring newly hired FRs. Responsible for overseeing the development of the operating contractor's Conduct of Operations program, Procedure Development and Validation program, and Emergency Management program. Served as Team Lead for the SWPF Project Office Operations Division. Provided oversight during completion of construction of 60 systems including electrical distribution, process building ventilation, and system piping installations.

Facility Representative (July 2011 to June 2015) assigned to the Defense Waste Processing Facility, a nuclear waste glassification plant converting high-level liquid waste into solid glass for long-term disposal, and the Saltstone Production and Disposal Facility, a low-level nuclear waste stabilization plant converting salt waste into grout for permanent disposal. On-site technical owner's representative with responsibility for oversight of facility operating and construction contractors. Maintained day-to-day facility operational awareness, reporting status to DOE management, ensuring contractors meet all DOE requirements, and identifying and evaluating environmental, safety and health issues.

Served as a Subject Matter Expert (SME) in the areas of planning, design, construction, performance testing and contracting of prestressed concrete storage tanks for (6) 2.9 million-gallon (MG) tanks and (1) 32 MG tank. During planning phase of tank construction provided insight into the cost, schedule and risk impacts of building tanks depending on size and type and availability of contractors. During construction phase, provided oversight of concrete placements, steel installations, shoring installation and removal, watertightness testing and employee safety.

Completed DOE's Facility Representative (FR) qualification program, an 18 month program culminating with an oral board exam, written exam and graded facility walkdowns. The FR qualification program consists of practical engineering fundamentals particularly in the area of mechanical engineering (pumps, valves, compressors, ventilation, refrigeration, etc). In addition, facility specific systems training (HVAC, chilled water, air systems, steam, etc.)

UNITED STATES ARMY CORPS OF ENGINEERS , CHARLESTON, SC

July 2010-July 2011

Construction Engineering Consultant and Project Management Specialist to the National Nuclear Security Administration (NNSA) at the DOE's Savannah River Site in Aiken, SC. On-site expert technical representative with responsibility for monitoring and evaluation of a variety of construction and engineering activities at the Mixed Oxide Fuel Fabrication Facility (MOX FFF), an approximately \$5 billion DOE nuclear project to take surplus weapons-grade plutonium and mix it with uranium oxide to form fuel pellets for reactor fuel assemblies.

Conducted assessments of the contractor to ensure compliance with project procedures, applicable codes, standards, and regulations. Identified strengths and weaknesses and formulated recommendations for improvements in contractor programs including project management, quality assurance, and safety and occupational health. Lead group safety walkdowns to observe field activities and to ensure work is executed in accordance with OSHA regulations. These operations were conducted in a highly complex, unique facility involving special equipment, materials and construction methods.

CROM ENGINEERING & CONSTRUCTION SERVICES, INC., GAINESVILLE, FL March 2005-
June 2010

A construction and engineering contractor specializing in the inspection, repair, modification, and rehabilitation of prestressed concrete tanks, cast in place tanks, and other concrete structures throughout the Southeastern United States.

General Manager (July 2007 to June 2010) with the following responsibilities: sales and business development, project management, scheduling of manpower and resource allocation, estimating, preparation of plans and specifications, fleet management, and overall operations management. Supervised and coordinated the activities of an office staff comprised of project managers, estimators, a secretarial staff, and a field crew of five superintendents and 20+ repair technicians completing over 90 projects per year. Estimated and produced proposals for over 200 projects per year. Assigned duties, reviewed work, conducted performance reviews, and trained subordinate employees.

Performed structural condition assessments, inspections, and safety evaluations on over 200 water storage facilities throughout the State of Florida followed by comprehensive signed and sealed written reports to meet the requirements of Florida Administrative Code 62-555.350.

Project Manager (March 2005 to July 2007) – Managed maintenance and repair contracts for utilities and municipalities throughout the Southeastern United States. Specialized in leak repair of water retaining structures including hydrophilic grout injection, underwater epoxy injection, coating applications, and waterstop repairs. Managed concrete repair and rehabilitation projects on water retaining structures.

STRUCTURAL PRESERVATION SYSTEMS INC., POMPANO BEACH, FL July 2003-March 2005

A construction and engineering contractor specializing in the repair, strengthening, and protection of concrete and post-tensioning systems in high-rise buildings, bridges, and parking structures.

Project Engineer with the following responsibilities: contract administration, quality assurance, conformance of work with plans and specifications, site inspections, subcontract drafting and negotiation, project preplanning, claims management, field reporting, scheduling, jobsite safety, project budgeting, production tracking, and permitting.

LICENSES AND CLEARANCES

PROFESSIONAL ENGINEER, State of Florida License Number: 66519.

DEPARTMENT OF ENERGY, Holder of Q Security Clearance

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: Mayor and Commissioners

DATE: April 13, 2022

RE: Request for appointment to fill three (3) Term Expirations – Lincolnville Redevelopment Area Steering Committee (LCRA)

At the regularly scheduled meeting City Commission meeting of February 28, 2022, notice was provided regarding the term expirations of three positions on the Lincolnville Redevelopment Area Steering Committee. These terms expire April 30, 2022.

Advertising requesting applications was placed in the St. Augustine Record and posted on the City's website. Applications were received from the following qualified applicants:

- Mari L. Hayes
- Kevin VanDyke
- Maciej Aleksander Kalina
- Thomas V. Gilboy
- Megan Ginnane
- James St. George
- Nicholas Del Zingaro
- Elizabeth Duncan
- Dalonja Duncan

Attached are applications received, in addition to the current LCRA roster, Board profile and responsibilities.



Darlene Galambos
City Clerk

Attachments: Applications

xc: (LCRA) Clerk's File

CITY OF ST. AUGUSTINE
APPLICATION REQUESTING APPOINTMENT TO THE LCRA STEERING COMMITTEE

The undersigned wishes to apply for City Commission appointment to serve in a voluntary capacity on the Lincolnville Community Redevelopment Area (LCRA) Steering Committee.

1. APPLICANT: Mari Hayes
2. RESIDENCE: 87 Lincoln Street St. Augustine FL 32084
3. BUSINESS OWNED: _____
4. PROPERTY OWNED: _____
5. MAILING ADDRESS PREFERRED: 87 Lincoln Street St. Augustine FL 32084
6. PHONE NUMBER: 914-671-5901
7. EMAIL ADDRESS: marih13@yahoo.com

CRITERIA FOR THE LINCOLNVILLE COMMUNITY REDEVELOPMENT AREA STEERING COMMITTEE:

Steering Committee By-Laws, Article 4, Membership:

Preference shall be given to members who have established their primary residence within the boundaries of the Lincolnville CRA, have established a business within the boundaries of the Lincolnville CRA, own real property within the boundaries of the Lincolnville CRA, or are otherwise a stakeholder within the Lincolnville CRA. The Steering Committee values a diverse board that is inclusive of various community stakeholders, such as but not limited to, members of non-profit organizations, churches, schools, or museums within the Lincolnville CRA.

8. Please check those criteria that apply to you:

- ☒ Primary Resident
- ☐ Business Owner
- ☐ Property Owner
- ☐ Other Stakeholder

9. If identifying as "Other Stakeholder", please explain your stake in the Lincolnville CRA:

10. If affiliated with an organization, church, school, museum, or other entity in Lincolnville, please explain your role there:

11. **Please attach a cover letter elaborating your desire to serve on the LCRA Steering committee, connection with the Lincolnville community, and ability to meet the time commitments necessary.**

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 Revision 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 checking the appropriate box. Check as many as apply:

- ☐ American Indian or Alaska Native
☐ Asian
☒ Black or African American
☐ Native Hawaiian or Other Pacific Islander
☐ White

13. SIGNATURE OF APPLICANT

Mari L. Hayes

DATE 3/25/2022

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, the appointee may be required by the State of Florida to file financial disclosure forms upon appointment, each year thereafter, and upon termination of appointment. The appointee may also be required to comply with other statutory disclosures, including gift disclosures and client disclosures, as required by the Florida Commission on Ethics. Questions regarding your compliance with Florida Ethics laws should be directed to the Florida Commission on Ethics at 850-488-7864, <http://www.ethics.state.fl.us/>, The Florida Commission on Ethics, P. O. Drawer 15709, Tallahassee, FL 32317-5709. Submit applications to Darlene Galambos, City Clerk, P.O. Box 210, St. Augustine, FL 32085.

MLH

Initials



City of St. Augustine
PLANNING AND BUILDING DEPARTMENT
P.O. Box 210, St. Augustine, FL 32085 Phone: (904) 825-1065

**LINCOLNVILLE COMMUNITY
REDEVELOPMENT AREA BOUNDARIES**

**SHEET
1 of 1**

Mari L. Hayes
87 Lincoln Street
St. Augustine, FL 32084

March 25, 2022

City Clerk City of St. Augustine
CityClerk@CityStAug.com

Re: LCRA Steering Committee Application

I am submitting my application for consideration for the opening on the LCRA Steering Committee.

I purchased my home at 87 Lincoln Street in 2011, at which time I was a Georgia resident. Since then, we have restored our home and travelled back and forth between St. Augustine and Atlanta. My husband and I became full time residents in 2020.

We moved, specifically, to Lincolnville because we were attracted to the diversity and sense of community that existed then. We also love older homes with the character and quality of materials that were used. The Lincolnville community has changed dramatically over the last twelve years. But, we still have many lovely neighbors. And we try to tolerate the "not so lovely ones". Do whatever we can to maintain the community culture and history of Lincolnville is important to us.

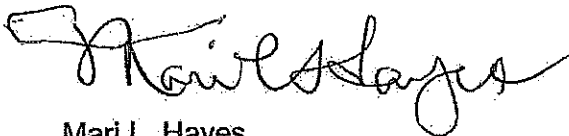
I walk regularly through Lincolnville for exercise, so I know the streets and houses, and tiny parks. Preserving this neighborhood is extremely important to me.

My background is diverse. I spent the bulk of my career in Marketing, focusing on consumer products like ice cream, candy, and cleaning products. When I retired, I became obsessed with my husband's hobby, art, and antiques. Tangentially connected to antiques, I have learned a lot about historical home styles. We have gone to great lengths to restore and maintain our home in the 1920s Arts & Crafts style in which it was built, both inside and outside.

I don't want to waste your time with a dissertation. So, I hope the above, clearly highlights why I am interested in a seat on LCRA Steering Committee. I am available to participate fully.

Please let me know if you have any questions or need any other information. My resume is attached.

Best regards,



Mari L. Hayes
Marilh13@yahoo.com
914-671-5901

MARI L. HAYES

PHONE: (914) 671-5901

marih13@yahoo.com

PROFESSIONAL EXPERIENCE

Strong competency in Retail Sales, Client Service, Marketing, Teamwork, Problem Solving, Communication, Writing

RETAIL SALES / CUSTOMER RELATIONSHIP EXPERIENCE

Christie's, New York, NY

06/2017 – 03/2020

Client Service Representative / Gallery Assistant– Christie's, New York, NY - Provide superior client service in Private Sales, Art Auction Registration and the Sales Preview Galleries. Provided ongoing client service at Front of House, welcomed clients, assisted with questions, facilitated meetings with specialists, helped clients find works of art in the galleries during sale previews. Processed online auction estimate requests. Researched art and antiques submitted by client prior to review by art specialists. Registered clients to bid in live sales, telephone or absentee. Contract position thru Solomon Page Associates.

Tiffany & Company, New York, NY (Wall Street Store)

10/2017- 1/2018

Sales Professional (Holiday Seasonal) – Focused on Silver and Fashion Jewelry sales, providing the Tiffany client service experience.

Saks Fifth Avenue, New York, NY

Sales Associate – Fashion Jewelry sales - Developed customer relationships to maximize sales (\$111k)

10/2016 - 2/2017

Sales Associate – Fashion Jewelry sales of \$129.4K over a 10-week period (+300% of plan).

11/2015 – 1/2016

DUSKY'S CHOCOLATE COMPANY/ART & ANTIQUES, SMYRNA, GA

09/2012 – 11/2015

Marketing & Business Strategy Consultant

Advise CEO of start-up on development of business plan, brand positioning, website, e-commerce strategy, product development, supply sourcing, marketing strategy and materials. Manage eBay site, including uploading pictures and copy for new items.

ZEP INC. ATLANTA, GA \$700MM MANUFACTURER OF CLEANING SOLUTIONS FOR B2B AND RETAIL

11/2008 – 11/2013

VP Retail Marketing

Led marketing team for a leading producer and marketer of industry leading, high efficacy maintenance and cleaning solutions for commercial, industrial, and consumer markets. Developed the initial social media and internet strategy for the Zep Commercial brand and trained cross-functional team on Internet Strategy, Website Development, Customer Relationship Teamwork.

PROMOTION IN MOTION INC. ALLENDALE, NJ Building brands (WELCH'S and SUN-MAID) in the confection category

Senior Director of Marketing

2005 – 2008

Developed products and consumer marketing and sales programs for fruit snack and candy brands.

RECKITT BENCKISER, INC. PARSIPPANY, NJ GLOBAL CONSUMER GOODS COMPANY

1998 – 2004

Category Marketing Manager - Marketing Director, 1998-2004

Fabric Care 2000-2004

LYSOL Bathroom Cleaners 1998 – 2000

Developed educational tools to teach hygiene skills to elementary school children and teachers to reduce the spread of infectious diseases.

EDUCATION

NEW YORK FILM ACADEMY, NEW YORK, NY - *One Year Conservatory – Acting for Film*

COLUMBIA UNIVERSITY, NEW YORK, NY - *MBA, Marketing*

UNIVERSITY OF PENNSYLVANIA, PHILADELPHIA, PA - *BS, Economics, Organizational Management Concentration*

ACTIVITIES

ACTING – TV, FILM, THEATRE <http://resumes.actorsaccess.com/marihayes>

ATLANTA FILM FESTIVAL – FILMMAKER LIAISON (VOLUNTEER) - 2016

WEBSITE EDITOR, CONTENT WRITER – ONGOING

ART LOVER

CITY OF ST. AUGUSTINE
APPLICATION REQUESTING APPOINTMENT TO THE LCRA STEERING COMMITTEE

The undersigned wishes to apply for City Commission appointment to serve in a voluntary capacity on the Lincolnville Community Redevelopment Area (LCRA) Steering Committee.

1. APPLICANT: KEVIN VAN DYKE
2. RESIDENCE: 133 ONEIDA ST, ST AUGUSTINE, FL 32084
3. BUSINESS OWNED: ANASTASIA FITNESS, 1045 ANASTASIA BLVD, ST. AUG, FL 32080
4. PROPERTY OWNED: 10 & 12 PANCHAZ CT, 1.3 ACRES, MAY ST & HOSPITAL CREEK
5. MAILING ADDRESS PREFERRED: 133 ONEIDA ST ST. AUG, FL 32084
6. PHONE NUMBER: 904 910 2623
7. EMAIL ADDRESS: KVANDYKE266 @ GMAIL.COM

CRITERIA FOR THE LINCOLNVILLE COMMUNITY REDEVELOPMENT AREA STEERING COMMITTEE:

Steering Committee By-Laws, Article 4, Membership:

Preference shall be given to members who have established their primary residence within the boundaries of the Lincolnville CRA, have established a business within the boundaries of the Lincolnville CRA, own real property within the boundaries of the Lincolnville CRA, or are otherwise a stakeholder within the Lincolnville CRA. The Steering Committee values a diverse board that is inclusive of various community stakeholders, such as but not limited to, members of non-profit organizations, churches, schools, or museums within the Lincolnville CRA.

8. Please check those criteria that apply to you:

- ☒ Primary Resident
- ☐ Business Owner
- ☐ Property Owner
- ☐ Other Stakeholder

9. If identifying as "Other Stakeholder", please explain your stake in the Lincolnville CRA:

10. If affiliated with an organization, church, school, museum, or other entity in Lincolnville, please explain your role there:

11. Please attach a cover letter elaborating your desire to serve on the LCRA Steering committee, connection with the Lincolnville community, and ability to meet the time commitments necessary.
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 Revision 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."

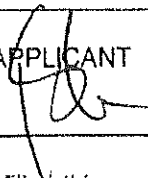
Specific Instructions: The two questions below are designed to identify your ethnicity and race. Regardless of your answer to question 1, go to question 2.

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 checking the appropriate box. Check as many as apply:

- ☐ American Indian or Alaska Native
☐ Asian
☐ Black or African American
☐ Native Hawaiian or Other Pacific Islander
☐ White

13. SIGNATURE OF APPLICANT



DATE 2/16/22

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, the appointee may be required by the State of Florida to file financial disclosure forms upon appointment, each year thereafter, and upon termination of appointment. The appointee may also be required to comply with other statutory disclosures, including gift disclosures and client disclosures, as required by the Florida Commission on Ethics. Questions regarding your compliance with Florida Ethics laws should be directed to the Florida Commission on Ethics at 850-488-7864, <http://www.ethics.state.fl.us/>. The Florida Commission on Ethics, P. O. Drawer 15709, Tallahassee, FL 32317-5709. Submit applications to Darlene Galambos, City Clerk, P.O. Box 210, St. Augustine, FL 32085.


Initials

Kevin VanDyke

133 Oneida St • St Augustine, FL • 32084
904.910.2623 • kvandyke66@gmail.com

RECEIVED
2.18.2022 *Janet*

February 16, 2022

Via Email

Honorable City Commissioners – City of St Augustine
PO Box 210
St Augustine, FL 32085-0210

RE: Application for position on Lincolnville Community Redevelopment Agency (LCRA) Steering Committee

Dear Commissioners:

Please accept this letter and my application to participate on the LCRA Steering Committee. I would like to serve my community in the planning and execution of the vision of the LCRA. I believe that I am qualified to serve on the committee because of the following:

- 1 I have professional background as a CPA in my early career and with auditing municipalities and cities such as City of Jacksonville Beach, City of Neptune Beach, Pasco County and City of Tampa. I can discuss the financial aspects of the LCRA with expertise and can understand the nuances of the grants and government programs that are available to the LCRA.
- 2 I am a property owner in Lincolnville since 2016 and resident since 2020. I am a resident of greater St Augustine since 1999. I am a business owner within the City Limits. I am a native of Miami, Florida. My roots in the area and state are deep and I have perspective of balancing the change that our community and state face with development and conservation.
- 3 I led a business with 450 employees and multiple locations from 1995 – 2008 as the President from 2000-2008. I started a commercial insurance agency from scratch in 2008 and operated it until 2016. I have owned Anastasia Fitness from 2014 to current. I have entrepreneurial skills and ability to serve customers and retain employees by practicing core values that are attractive. A key value is that we practiced open-book management and a transparent approach to our business. I am experienced with contrasting opinions and working to achieve the best decision through a participatory process.
- 4 I have served our local basketball community since 2005 by coaching youth basketball, high school basketball and middle school basketball. I am currently the Head Coach at Murray Middle School. My experience coaching has allowed me to work with the African American community of St Augustine and West Augustine. I have developed relationships through basketball and outreach supporting my players with our African American community that provides perspective on the vision of the LCRA.
- 5 I am a member of the Sunrise Rotary of St Augustine and the President of the St Johns County Sports Club. These are both non-profit service organizations that have provided an outlet for serving our local community.

I believe the LCRA is a very important resource for our Lincolnville neighborhood. We are fortunate to have the resources to make a difference in our community and ensure that its future is bright rather than blight.

I am excited about the opportunity serve the LCRA. I look forward to your response.

Yours truly,



CITY OF ST. AUGUSTINE
APPLICATION REQUESTING APPOINTMENT TO THE LCRA STEERING COMMITTEE

The undersigned wishes to apply for City Commission appointment to serve in a voluntary capacity on the Lincolnville Community Redevelopment Area (LCRA) Steering Committee.

1. APPLICANT: Maciej Aleksander Kalina
2. RESIDENCE: 64 Fullerwood Dr. St. Augustine, FL 32084
3. BUSINESS OWNED: Keyaking St. Augustine, home office
4. PROPERTY OWNED: _____
5. MAILING ADDRESS PREFERRED: Residential
6. PHONE NUMBER: 229-600-7091
7. EMAIL ADDRESS: maciekakalina@gmail.com

CRITERIA FOR THE LINCOLNVILLE COMMUNITY REDEVELOPMENT AREA STEERING COMMITTEE:

Steering Committee By-Laws, Article 4, Membership:

Preference shall be given to members who have established their primary residence within the boundaries of the Lincolnville CRA, have established a business within the boundaries of the Lincolnville CRA, own real property within the boundaries of the Lincolnville CRA, or are otherwise a stakeholder within the Lincolnville CRA. The Steering Committee values a diverse board that is inclusive of various community stakeholders, such as but not limited to, members of non-profit organizations, churches, schools, or museums within the Lincolnville CRA.

8. Please check those criteria that apply to you:

- ☐ Primary Resident
- ☐ Business Owner
- ☐ Property Owner
- ☒ Other Stakeholder

9. If identifying as "Other Stakeholder", please explain your stake in the Lincolnville CRA:

Love for the historical and cultural legacy
of the city and its communities.

10. If affiliated with an organization, church, school, museum, or other entity in Lincolnville, please explain your role there:

N/A

11. **Please attach a cover letter elaborating your desire to serve on the LCRA Steering committee, connection with the Lincolnville community, and ability to meet the time commitments necessary.**
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 Revision 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."

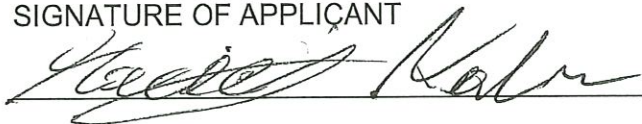
Specific Instructions: The two questions below are designed to identify your ethnicity and race. **Regardless of your answer to question 1, go to question 2.**

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 checking the appropriate box. Check as many as apply:

- ☐ American Indian or Alaska Native
☐ Asian
☐ Black or African American
☐ Native Hawaiian or Other Pacific Islander
☒ White

13. SIGNATURE OF APPLICANT



DATE 3/24/22

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, the appointee may be required by the State of Florida to file financial disclosure forms upon appointment, each year thereafter, and upon termination of appointment. The appointee may also be required to comply with other statutory disclosures, including gift disclosures and client disclosures, as required by the Florida Commission on Ethics. Questions regarding your compliance with Florida Ethics laws should be directed to the Florida Commission on Ethics at 850-488-7864, <http://www.ethics.state.fl.us/>, The Florida Commission on Ethics, P. O. Drawer 15709, Tallahassee, FL 32317-5709. Submit applications to Darlene Galambos, City Clerk, P.O. Box 210, St. Augustine, FL 32085.


Initials

Maciej Aleksander Kalina



3/24/2022

City of St. Augustine
75 King Street
St. Augustine, FL 32085

Most Noble, City of St. Augustine

Our family home of Krakow, Poland is a gem in Europe. Its medieval architecture and cobbled streets breath life around every corner. I had always encountered difficulties finding a place in the US that provided me with such vibrant life. That is until I moved to St. Augustine.

The history and life of this city is unmatched anywhere across the country. It is for that reason my family and I feel so much more at home here. Every day we walk down our breathtaking cobbled streets or historic suburbs a new breath of life and motivation takes hold.

Currently my family and I reside in Fullerwood. I understand that Lincolnville is a unique and separate part of our historic city. However, my time in St. Augustine has led me love and respect all districts.

My interest in having a greater a role in city politics stems from a lifelong dedication to community. I currently have about 6 years of experience in both local and regional politics at professional and voluntary levels. My love for this city and professionalism will be a strong addition to the community. Without residing within Lincolnville, I will offer an unbiased point of view, aimed at meeting the needs of residents while still guaranteeing the respect this community deserves.

Sincerely,
Maciej Aleksander Kalina

Contact

64 Fullerwood Dr.
St. Augustine, FL 32084

224-600-1091

maclekakalina@gmail.com

Maciej Aleksander Kalina



Experience

2021 – Present

Owner • Kayaking St. Augustine

Owner and operator of local family business.

2020 – 2021

Assistant to the Vice Marshal of the Malopolska Region

• Malopolska Marshal's Office

Right hand to the Vice Marshal, overseeing 6 departments of the state.

2017 – 2020

English Teacher • Profi-Lingua Language School, Krakow

ESL Teacher to children as young as 3 and Adults.

2018 – 2020

Translator and Archive Analyst • Roman Ingarden Digital Archive

Collaborator and presenter of Archives.

Education

Jagiellonian University, Krakow, Poland

- BA International Relations, Specialized in international security with an emphasis on environmental and energy security.

CLS High School, Crystal Lake, IL

- Honors and AP student

Languages

- Native English • Native Polish
- B2 German • B1 Russian

Contact

📍 64 Fullerwood Dr.
St. Augustine, FL 32084

📞 224-600-1091

✉️ maciekakalina@gmail.com

CITY OF ST. AUGUSTINE
APPLICATION REQUESTING APPOINTMENT TO THE LCRA STEERING COMMITTEE

The undersigned wishes to apply for City Commission appointment to serve in a voluntary capacity on the Lincolnville Community Redevelopment Area (LCRA) Steering Committee.

1. APPLICANT: Thomas V. Gilboy
2. RESIDENCE: 126 Moore St. St. A.
3. BUSINESS OWNED: _____
4. PROPERTY OWNED: rental property 165 Twine St.
5. MAILING ADDRESS PREFERRED: 126 Moore
6. PHONE NUMBER: 917.331.4383
7. EMAIL ADDRESS: tom.gilboy@outlook.com

CRITERIA FOR THE LINCOLNVILLE COMMUNITY REDEVELOPMENT AREA STEERING COMMITTEE:

Steering Committee By-Laws, Article 4, Membership:

Preference shall be given to members who have established their primary residence within the boundaries of the Lincolnville CRA, have established a business within the boundaries of the Lincolnville CRA, own real property within the boundaries of the Lincolnville CRA, or are otherwise a stakeholder within the Lincolnville CRA. The Steering Committee values a diverse board that is inclusive of various community stakeholders, such as but not limited to, members of non-profit organizations, churches, schools, or museums within the Lincolnville CRA.

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- ☒ Property Owner
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10. If affiliated with an organization, church, school, museum, or other entity in Lincolnville, please explain your role there:

11. Please attach a cover letter elaborating your desire to serve on the LCRA Steering committee, connection with the Lincolnville community, and ability to meet the time commitments necessary.

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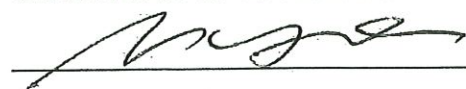
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Question 2: Please select the racial category or categories with which you most closely identify by checking the appropriate box. Check as many as apply:

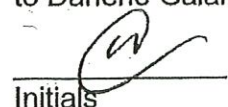
- ☐ American Indian or Alaska Native
☐ Asian
☐ Black or African American
☐ Native Hawaiian or Other Pacific Islander
☒ White

13. SIGNATURE OF APPLICANT

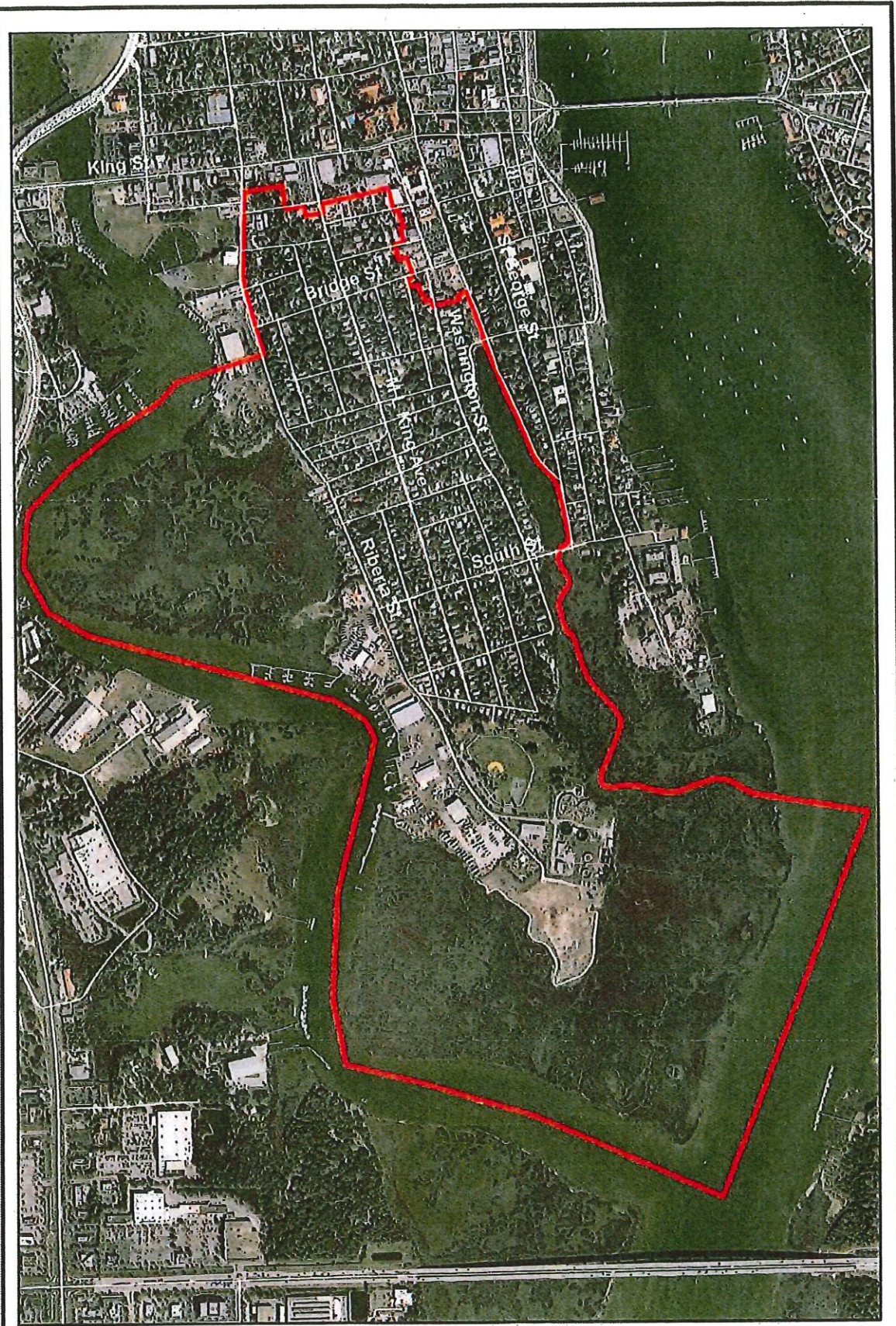


DATE 2-24-22

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, the appointee may be required by the State of Florida to file financial disclosure forms upon appointment, each year thereafter, and upon termination of appointment. The appointee may also be required to comply with other statutory disclosures, including gift disclosures and client disclosures, as required by the Florida Commission on Ethics. Questions regarding your compliance with Florida Ethics laws should be directed to the Florida Commission on Ethics at 850-488-7864, <http://www.ethics.state.fl.us/>, The Florida Commission on Ethics, P. O. Drawer 15709, Tallahassee, FL 32317-5709. Submit applications to Darlene Galambos, City Clerk, P.O. Box 210, St. Augustine, FL 32085.



Initials



City of St. Augustine
 PLANNING AND BUILDING DEPARTMENT
 P.O. Box 210, St. Augustine, FL 32085 Phone: (904) 825-1065

**LINCOLNVILLE COMMUNITY
 REDEVELOPMENT AREA BOUNDARIES**

**SHEET
 1 of 1**

**126 Moore Street
St Augustine FL 32084**

March 18, 2022

CRA Administrator
City of Saint Augustine
75 King Street
St Augustine FL 32085

RE: Lincolnville Community Redevelopment Area Steering Committee

I recently attended and LCRCA steering committee presentation to the community. I was favorably impressed at the quality of the information provided to the community, and the professionalism of the steering committee board in discharging its responsibilities.

At this same presentation, I learned that there might be an opportunity for me to serve the community on this board. I have a strong interest in doing so.

I recently moved to Lincolnville. Our principal residence is at the above-mentioned address. We also own a property at 165 Twine, which currently we rent to my fiancé's mother.

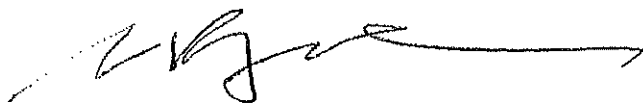
This community suits us very well in terms of what we were looking for. We were looking to live in an active community with history and character.

I recently watched a documentary film about the role that Lincolnville played in fomenting the activism that drew the nation's attention in the drive to pass the Civil Rights Act of 1964. This has made me appreciate the history of Lincolnville even more.

I am also an informal student of architecture. When I first attended college, my interest was in becoming an architectural engineer. I subsequently changed my direction and spent a large part of my career as an executive in business. I am now semi-retired and work from home. As a result, I have adequate time to dedicate to this interesting role in the community.

I look forward to hearing back from you regarding the possibility of my serving on the committee. If there is an opportunity, great. If not, I will continue to look for other ways I might be of service to this wonderful community.

Sincerely



Tom Gilboy

CITY OF ST. AUGUSTINE
APPLICATION REQUESTING APPOINTMENT TO THE LCRA STEERING COMMITTEE

The undersigned wishes to apply for City Commission appointment to serve in a voluntary capacity on the Lincolnville Community Redevelopment Area (LCRA) Steering Committee.

1. APPLICANT: Megan Ginnane
2. RESIDENCE: 119 Moore St. St. Augustine, FL 32084
3. BUSINESS OWNED: _____
4. PROPERTY OWNED: 119 Moore St. St. Augustine, FL 32084
5. MAILING ADDRESS PREFERRED: 119 Moore St. St. Augustine, FL 32084
6. PHONE NUMBER: 386-237-4807
7. EMAIL ADDRESS: ginnanemegan@gmail.com

CRITERIA FOR THE LINCOLNVILLE COMMUNITY REDEVELOPMENT AREA STEERING COMMITTEE:

Steering Committee By-Laws, Article 4, Membership:

Preference shall be given to members who have established their primary residence within the boundaries of the Lincolnville CRA, have established a business within the boundaries of the Lincolnville CRA, own real property within the boundaries of the Lincolnville CRA, or are otherwise a stakeholder within the Lincolnville CRA. The Steering Committee values a diverse board that is inclusive of various community stakeholders, such as but not limited to, members of non-profit organizations, churches, schools, or museums within the Lincolnville CRA.

8. Please check those criteria that apply to you:

☒ Primary Resident

☐ Business Owner

☒ Property Owner

☐ Other Stakeholder

9. If identifying as "Other Stakeholder", please explain your stake in the Lincolnville CRA:

10. If affiliated with an organization, church, school, museum, or other entity in Lincolnville, please explain your role there:

11. Please attach a cover letter elaborating your desire to serve on the LCRA Steering committee, connection with the Lincolnville community, and ability to meet the time commitments necessary.

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 Revision 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 checking the appropriate box. Check as many as apply:

- ☐ American Indian or Alaska Native
☐ Asian
☐ Black or African American
☐ Native Hawaiian or Other Pacific Islander
☒ White

13. SIGNATURE OF APPLICANT



DATE 3/17/22

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, the appointee may be required by the State of Florida to file financial disclosure forms upon appointment, each year thereafter, and upon termination of appointment. The appointee may also be required to comply with other statutory disclosures, including gift disclosures and client disclosures, as required by the Florida Commission on Ethics. Questions regarding your compliance with Florida Ethics laws should be directed to the Florida Commission on Ethics at 850-488-7864, <http://www.ethics.state.fl.us/>, The Florida Commission on Ethics, P. O. Drawer 15709, Tallahassee, FL 32317-5709. Submit applications to Darlene Galambos, City Clerk, P.O. Box 210, St. Augustine, FL 32085.


Initials

Megan Ginnane
199 Moore St.
St. Augustine, FL 32084

March 28, 2022

Dear LCRA committee,

I am very excited to submit my application for the Lincolnville Community Redevelopment Area Steering Committee. I recently moved to Lincolnville in January 2022, and have absolutely fallen in love with this part of St. Augustine. I am originally from the St. Augustine area, however I spent the last 12 years living in different parts of the country. I am thrilled to call this area home again, and am amazed to see all the vibrant changes to St. Augustine and the thriving tourism.

If selected to become a part of your committee, I would be honored to help keep the architectural history of St. Augustine and dedicated to restoring and redeveloping the area.

I currently work remotely as a Recruiter, and have flexibility in my schedule to adhere to the LCRA's schedule. I would greatly appreciate to meet with the members and to be considered for the LCRA Steering committee.

Thank you for your time and I hope to hear from you soon.

Kind Regards,

Megan Ginnane

CITY OF ST. AUGUSTINE
APPLICATION REQUESTING APPOINTMENT TO THE LCRA STEERING COMMITTEE

The undersigned wishes to apply for City Commission appointment to serve in a voluntary capacity on the Lincolnville Community Redevelopment Area (LCRA) Steering Committee.

1. APPLICANT: **James St. George**
2. RESIDENCE: **46 Weeden St, St Augustine, FL 32084**
3. BUSINESS OWNED: **3000 Ponce De Leon N, St Augustine, FL. 32084**
4. PROPERTY OWNED: **46 Weeden St
62 Weeden St,
Lot Riberia St**
5. MAILING ADDRESS PREFERRED: **Home: 46 Weeden St**
6. PHONE NUMBER: **321-432-4329**
7. EMAIL ADDRESS: **stgeorgemd@stjohnsvein.com**

CRITERIA FOR THE LINCOLNVILLE COMMUNITY REDEVELOPMENT AREA STEERING COMMITTEE:

Steering Committee By-Laws, Article 4, Membership:

Preference shall be given to members who have established their primary residence within the boundaries of the Lincolnville CRA, have established a business within the boundaries of the Lincolnville CRA, own real property within the boundaries of the Lincolnville CRA, or are otherwise a stakeholder within the Lincolnville CRA. The Steering Committee values a diverse board that is inclusive of various community stakeholders, such as but not limited to, members of non-profit organizations, churches, schools, or museums within the Lincolnville CRA.

8. Please check those criteria that apply to you:

☒ Primary Resident

☒ Business Owner

☒ Property Owner

☐ Other Stakeholder

9. If identifying as "Other Stakeholder", please explain your stake in the Lincolnville CRA: **N/A**

10. If affiliated with an organization, church, school, museum, or other entity in Lincolnville, please explain your role there: **N/A**

11. **Please attach a cover letter elaborating your desire to serve on the LCRA Steering committee, connection with the Lincolnville community, and ability to meet the time commitments necessary.**

As a resident and property owner of Lincolnville, I am excited to participated in the ongoing support and improvement of our community. I wish to preserve its cultural and historical significance while being open to necessary improvements and changes. I also believe it is important to maintain the historical vernacular of our community architecture given the recent surge in construction within the community. I have a reduced my work schedule to 2-3 days/week and have sufficient time for committee activities

Recent Board/Committee Experience:

CEO, St Johns Vein Center, Inc	2010-Present
Board, Marsh Landing	HOA VII 2013-2019
Board, Bartram Park Condo Association	2018-Present
Board of Governors, Duval County Medical Society (DCMS)	2011-2021
Past President, DCMS	2019-2020
Treasurer, DCMS	2016-2019
Board of Governors, Florida Medical Association (FMA)	2018-Present
FMA Executive Committee	2020-Presnt
Board, FMA PAC	2017-Presnt
FMA PAC Board Executive Committee	2029-Present
Chair, FMA Council on Legislation	2020-Present
Board, North Florida Boy Scouts of America	2008-2017
Delegate, FMA	2011-2018
Delegate, American Medical Association	2016-Present
Leadership Jacksonville	Class 2020

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 Revision 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 checking the appropriate box. Check as many as apply:

- ☐ American Indian or Alaska Native
☐ Asian
☐ Black or African American
☐ Native Hawaiian or Other Pacific Islander
☒ White

13. SIGNATURE OF APPLICANT

DATE 3-8-22

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, the appointee may be required by the State of Florida to file financial disclosure forms upon appointment, each year thereafter, and upon termination of appointment. The appointee may also be required to comply with other statutory disclosures, including gift disclosures and client disclosures, as required by the Florida Commission on Ethics. Questions regarding your compliance with Florida Ethics laws should be directed to the Florida Commission on Ethics at 850-488-7864, <http://www.ethics.state.fl.us/>, The Florida Commission on Ethics, P. O. Drawer 15709, Tallahassee, FL 32317-5709. Submit applications to Darlene Galambos, City Clerk, P.O. Box 210, St. Augustine, FL 32085.



Initials

CITY OF ST. AUGUSTINE
APPLICATION REQUESTING APPOINTMENT TO THE LCRA STEERING COMMITTEE

The undersigned wishes to apply for City Commission appointment to serve in a voluntary capacity on the Lincolnville Community Redevelopment Area (LCRA) Steering Committee.

1. APPLICANT: Nicholas Del Zingaro
2. RESIDENCE: 78 Lincoln St. Saint Augustine, FL 32084
3. BUSINESS OWNED: _____
4. PROPERTY OWNED: 78 Lincoln St.
5. MAILING ADDRESS PREFERRED: 78 Lincoln St.
6. PHONE NUMBER: 407-620-9206
7. EMAIL ADDRESS: delzwtc@gmail.com

CRITERIA FOR THE LINCOLNVILLE COMMUNITY REDEVELOPMENT AREA STEERING COMMITTEE:

Steering Committee By-Laws, Article 4, Membership:

Preference shall be given to members who have established their primary residence within the boundaries of the Lincolnville CRA, have established a business within the boundaries of the Lincolnville CRA, own real property within the boundaries of the Lincolnville CRA, or are otherwise a stakeholder within the Lincolnville CRA. The Steering Committee values a diverse board that is inclusive of various community stakeholders, such as but not limited to, members of non-profit organizations, churches, schools, or museums within the Lincolnville CRA.

8. Please check those criteria that apply to you:

☒ Primary Resident

☐ Business Owner

☐ Property Owner

☐ Other Stakeholder

9. If identifying as "Other Stakeholder", please explain your stake in the Lincolnville CRA:

N/A

10. If affiliated with an organization, church, school, museum, or other entity in Lincolnville, please explain your role there:

N/A

11. Please attach a cover letter elaborating your desire to serve on the LCRA Steering committee, connection with the Lincolnville community, and ability to meet the time commitments necessary.
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 Revision 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 checking the appropriate box. Check as many as apply:

- ☐ American Indian or Alaska Native
☐ Asian
☐ Black or African American
☐ Native Hawaiian or Other Pacific Islander
☒ White

13. SIGNATURE OF APPLICANT



DATE 03/22/2022

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, the appointee may be required by the State of Florida to file financial disclosure forms upon appointment, each year thereafter, and upon termination of appointment. The appointee may also be required to comply with other statutory disclosures, including gift disclosures and client disclosures, as required by the Florida Commission on Ethics. Questions regarding your compliance with Florida Ethics laws should be directed to the Florida Commission on Ethics at 850-488-7864, <http://www.ethics.state.fl.us/>, The Florida Commission on Ethics, P. O. Drawer 15709, Tallahassee, FL 32317-5709. Submit applications to Darlene Galambos, City Clerk, P.O. Box 210, St. Augustine, FL 32085.

ND

Initials



City of St. Augustine
 PLANNING AND BUILDING DEPARTMENT
 P.O. Box 210, St. Augustine, FL 32085 Phone: (904) 825-1085

**LINCOLNVILLE COMMUNITY
 REDEVELOPMENT AREA BOUNDARIES**

SHEET
 1 of 1

Dear City Commission,

I am interested in serving as a volunteer in the LCRA Steering Committee. I have been residing within the Lincolnville neighborhood for the past year and I wish to serve my community.

If chosen to serve in the LCRA Steering Committee, I would strive to help continue the revitalization efforts of the agency. Lincolnville is a unique and beautiful community with potential for further revitalization, economic development, and infrastructure improvement. I reviewed the Lincolnville Redevelopment Plan created in 2013, and I applaud the work that has been completed by the LCRA and the city of St. Augustine. I would love to be a part of further efforts to make that redevelopment plan a reality.

I have lived in the neighborhood for a little over a year now, but I am pretty connected with what is happening within the community. If you live in the neighborhood, you would most likely recognize me from walking my dogs.

I have no commitment issues that should interfere with my ability to serve the Steering Committee. I have a full-time job, but it is remote and flexible.

Thanks,
Nicholas Del Zingaro

CITY OF ST. AUGUSTINE
APPLICATION REQUESTING APPOINTMENT TO THE LCRA STEERING COMMITTEE

The undersigned wishes to apply for City Commission appointment to serve in a voluntary capacity on the Lincolnville Community Redevelopment Area (LCRA) Steering Committee.

1. APPLICANT: Elizabeth Duncan
2. RESIDENCE: 57 Bannbury Ln., Palm Coast, FL 32137
3. BUSINESS OWNED: Duncan & Duncan Construction Management, Inc.
4. PROPERTY OWNED: _____
5. MAILING ADDRESS PREFERRED: 57 Bannbury Ln., Palm Coast, FL 32137
6. PHONE NUMBER: 904-347-1382
7. EMAIL ADDRESS: Elizabeth@DuncanConstructionManagement.com

CRITERIA FOR THE LINCOLNVILLE COMMUNITY REDEVELOPMENT AREA STEERING COMMITTEE:

Steering Committee By-Laws, Article 4, Membership:

Preference shall be given to members who have established their primary residence within the boundaries of the Lincolnville CRA, have established a business within the boundaries of the Lincolnville CRA, own real property within the boundaries of the Lincolnville CRA, or are otherwise a stakeholder within the Lincolnville CRA. The Steering Committee values a diverse board that is inclusive of various community stakeholders, such as but not limited to, members of non-profit organizations, churches, schools, or museums within the Lincolnville CRA.

8. Please check those criteria that apply to you:

- ☐ Primary Resident
- ☒ Business Owner
- ☐ Property Owner
- ☐ Other Stakeholder

9. If identifying as "Other Stakeholder", please explain your stake in the Lincolnville CRA:

10. If affiliated with an organization, church, school, museum, or other entity in Lincolnville, please explain your role there:

ACCORD Civil Rights Museum, Duncan & Duncan Construction Management, Inc

11. **Please attach a cover letter elaborating your desire to serve on the LCRA Steering committee, connection with the Lincolnville community, and ability to meet the time commitments necessary.**

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 Revision 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."

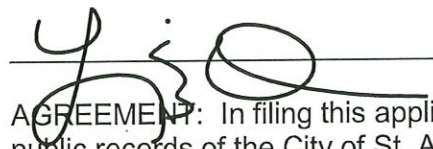
Specific Instructions: The two questions below are designed to identify your ethnicity and race. **Regardless of your answer to question 1, go to question 2.**

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 checking the appropriate box. Check as many as apply:

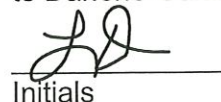
- ☐ American Indian or Alaska Native
☐ Asian
☒ Black or African American
☐ Native Hawaiian or Other Pacific Islander
☐ White

13. SIGNATURE OF APPLICANT



DATE 4-12-2022

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, the appointee may be required by the State of Florida to file financial disclosure forms upon appointment, each year thereafter, and upon termination of appointment. The appointee may also be required to comply with other statutory disclosures, including gift disclosures and client disclosures, as required by the Florida Commission on Ethics. Questions regarding your compliance with Florida Ethics laws should be directed to the Florida Commission on Ethics at 850-488-7864, <http://www.ethics.state.fl.us/>, The Florida Commission on Ethics, P. O. Drawer 15709, Tallahassee, FL 32317-5709. Submit applications to Darlene Galambos, City Clerk, P.O. Box 210, St. Augustine, FL 32085.



Initials



City of St. Augustine

PLANNING AND BUILDING DEPARTMENT
P.O. Box 210, St. Augustine, FL 32085 Phone: (904) 825-1065

**LINCOLNVILLE COMMUNITY
REDEVELOPMENT AREA BOUNDARIES**

SHEET
1 of 1

CITY OF ST. AUGUSTINE
APPLICATION REQUESTING APPOINTMENT TO THE LCRA STEERING COMMITTEE

The undersigned wishes to apply for City Commission appointment to serve in a voluntary capacity on the Lincolnville Community Redevelopment Area (LCRA) Steering Committee.

1. APPLICANT: Dalonja Duncan
2. RESIDENCE: 41 Lovett Street
3. BUSINESS OWNED: _____
4. PROPERTY OWNED: _____
5. MAILING ADDRESS PREFERRED: 41 Lovett Street, St. Augustine, FL 32084
6. PHONE NUMBER: 904-392-1976
7. EMAIL ADDRESS: Duncan_dalo@yahoo.com

CRITERIA FOR THE LINCOLNVILLE COMMUNITY REDEVELOPMENT AREA STEERING COMMITTEE:

Steering Committee By-Laws, Article 4, Membership:

Preference shall be given to members who have established their primary residence within the boundaries of the Lincolnville CRA, have established a business within the boundaries of the Lincolnville CRA, own real property within the boundaries of the Lincolnville CRA, or are otherwise a stakeholder within the Lincolnville CRA. The Steering Committee values a diverse board that is inclusive of various community stakeholders, such as but not limited to, members of non-profit organizations, churches, schools, or museums within the Lincolnville CRA.

8. Please check those criteria that apply to you:

- ☒ Primary Resident
- ☐ Business Owner
- ☐ Property Owner
- ☐ Other Stakeholder

9. If identifying as "Other Stakeholder", please explain your stake in the Lincolnville CRA:

10. If affiliated with an organization, church, school, museum, or other entity in Lincolnville, please explain your role there:

President, ACCORD, Inc

11. **Please attach a cover letter elaborating your desire to serve on the LCRA Steering committee, connection with the Lincolnville community, and ability to meet the time commitments necessary.**
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 Revision 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."

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Question 2: Please select the racial category or categories with which you most closely identify by checking the appropriate box. Check as many as apply:

- ☐ American Indian or Alaska Native
☐ Asian
☒ Black or African American
☐ Native Hawaiian or Other Pacific Islander
☐ White

13. SIGNATURE OF APPLICANT



DATE 4-12-2022

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Initials

Dalonja Duncan
41 Lovett Street
St. Augustien, FL 32084

April 12, 2022

Greetings City Commission and LCRA Staff,

I am pleased to submit my application to the City Commission/ Community Redevelopment Agency, and City Staff in hopes of being appointed to the Lincolnville Community Redevelopment Area Steering Committee. I am a lifelong resident of Lincolnville which makes me extremely passionate about the community and its oath forward as it relates to redevelopment.

I believe my appointment to this civic board would be an asset to the community. I would like to help further perpetuate the efforts that are already in the pipeline and possibly introduce new and exciting opportunities for the area.

My schedule is flexible, and I will be more than able to attend meetings and LCRA events.

Thank you and I hope to hear from you soon.

Sincerely,



Dalonja Duncan



City of St. Augustine
PLANNING AND BUILDING DEPARTMENT
P.O. Box 210, St. Augustine, FL 32085 Phone: (904) 825-1065

**LINCOLNVILLE COMMUNITY
REDEVELOPMENT AREA BOUNDARIES**

SHEET
1 of 1

CITY OF ST. AUGUSTINE

Regular City Commission Meeting
Monday, March 28, 2022

The City Commission met in formal session Monday, March 28, 2022, 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

Staff Present: John Regan, City Manager
Isabelle Lopez, City Attorney
Darlene Galambos, City Clerk
Meredith Breidenstein, Assistant City Manager
David Birchim, Assistant City Manager
Mark Simpson, Director, Financial Services
Greg Johnson, Deputy Director, Financial Services
Reuben Franklin, Director, Utilities
Amy Skinner, Director, Planning and Building
Melissa Wissel, Director, Communications
Jennifer Michaux, Chief of Police
Laura Morse, Recording Secretary

INVOCATION AND PLEDGE OF ALLEGIANCE

Pastor Anthony Britton, Serenity Christian Fellowship, delivered the invocation, and Vice Mayor Sikes-Kline led the Pledge of Allegiance.

2. ADMINISTRATIVE ITEMS

2.A. Modification and Approval of Regular Agenda

At the request of John Regan, City Manager, and Mayor Upchurch, Item CA.9 was pulled from the Consent Agenda and repositioned as Item 9.A. on the Regular Agenda to allow Commissioner Valdes to recuse himself.

MOTION

Commissioner Sikes-Kline MOVED to approve the Agenda as amended. The motion was SECONDED by Commissioner Horvath 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:

- Elizabeth Smith
- Chris Fulmer
- Dwala Willis
- Gregory White, Sr.
- Lauren Giber
- B.J. Kalaidi

Public comment was closed.

5. CONSENT AGENDA

Mr. Regan read the Consent Agenda.

CONSENT AGENDA – MARCH 28, 2022

CA.1. Preview of upcoming Commission meetings.

CA.2. THE FOLLOWING ORDINANCES ARE TENTATIVELY SCHEDULED FOR SECOND READING ON APRIL 11, 2022:

(None)

CA.3. Reminder of Upcoming Meetings:

- April 11, 2022, 5pm, Regular City Commission Meeting
- April 25, 2022, 5pm, Regular City Commission Meeting
- May 9, 2022, 5pm, Regular City Commission Meeting

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

- February 28, 2022, Special City Commission Meeting
- February 28, 2022, Regular City Commission Meeting
- March 14, 2022, Regular City Commission Meeting

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

(None)

CA.6. PROPOSED PROCLAMATIONS, CERTIFICATES OF APPRECIATION /

RECOGNITION. (COMMISSION APPROVAL REQUIRED). (TO BE READ AT A SUBSEQUENT MEETING).

- Proclamation 2022-10: Proclaiming April 2022 as National Poetry Month. (*R. Horvath, Commissioner*)

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

(None)

CA.8. Approval of the nomination of Margo Pope for the Adelaide Sanchez Award. (*J. Valdes, Commissioner*)

CA.9. Approval of License for use of City right-of-way at 509 Ponce de Leon Blvd. South. (*R. Franklin, Director Public Works*)

CA.10. Approval of plat of Madeira at St. Augustine Phase 2A Unit 1 Replat. (*A. Skinner, Director Planning and Building*)

CA.11. Approval of John Street Replat. (*A. Skinner, Director Planning and Building*)

CA.12. Approval of donation of 2019 Cannondale Bicycle from the St. Augustine Police Department to Flagler College Security. (*J. Michaux, Chief St Augustine Police Department*)

CA.13. Financial update as of February 28, 2022. (*M. Simpson, Director Finance*)

End Consent Agenda

5.A. Additions, deletions, or modifications to Consent Agenda

See modification under Item 2.A.

5.B. Approval of Consent Agenda

MOTION

Commissioner Sikes-Kline MOVED to approve the Consent Agenda. The motion

was **SECONDED** by Commissioner Horvath.

VOTE ON MOTION:

AYES: Sikes-Kline, Horvath, 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

(None)

7.B. Items of Great Public Importance

7.B.1. Informational presentation entitled "Climate Change Archives: Stories of Place, Memory and Identity in St. Augustine" by Professor Bobbie Stewart, Flagler College.

Jessica Beach, Chief Resilience Officer, reviewed the topic and introduced Professor Bobbie Stewart, Flagler College.

Professor Stewart acknowledged the seven students in the Flagship Course who conducted the online survey to compile the data. She noted the survey was not representative of the entire scope of St. Augustine, and she reviewed the course objectives, methodology, and respondent clusters which gauged public attitudes regarding concerns with resilience and adaptation in the City, and the meaning of being a St. Augustine citizen. She said most of the 173 participants, which fluctuated based on the questions, were from Anastasia Island, 85% were Caucasian, most lived in St. Augustine for more than 20 years and had an income of \$121,000 or more.

Professor Stewart concluded the survey revealed the downtown area, landmarks, culture, community, freedom, small town aspect, slow-paced lifestyle, and water activities were important aspects. She noted concerns with growth issues, overdevelopment, mobility, traffic, flooding, and responsibility to take care of the surrounding land and water, with 57% of 118 respondents concerned with climate change impacts. She said there was a consensus more could be done to manage growth, and there were concerns with citizen relocation because of the impacts of these issues. She encouraged the City to consider using diverse methods to capture the diverse voices when collecting data to resolve these issues, and to clearly articulate the City responsibilities versus the County's.

Commissioner Sikes-Kline stated they were aware of the sense of change. She said a large part of Anastasia Park fell within the City limits and had one of the highest visitations in the State; therefore, they were reminded that water recreation was a large part of the City's fabric.

Commissioner Horvath said the beaches were not the only important parts of water recreation, but other waterways such as the Intercoastal and Salt Run.

7.C. Other Items Requiring Public Hearing

(None)

8. ORDINANCES AND RESOLUTIONS – PUBLIC HEARING REQUIRED

8.A. Ordinances – Second Reading

8.A.1. Ordinance 2022-07: Updates land development regulations related to home-based businesses.

Amy Skinner, Director, Planning and Building, reviewed the Ordinance and said it updated the Land Development Code, specifically to the Zoning Code and home-

based businesses. She said this made the Code consistent with legislation that removed regulatory requirements regarding home occupations or private home offices, and it was recommended by the Planning and Zoning Board.

Public hearing was opened; however, there was no response.

Public hearing was closed.

MOTION

Commissioner Sikes-Kline MOVED to pass Ordinance 2022-07 on second reading read by title only. The motion was SECONDED by Mayor Upchurch.

Isabelle Lopez, City Attorney, read the title as follows:

ORDINANCE NO. 2022-07

AN ORDINANCE OF THE CITY COMMISSION OF ST. AUGUSTINE, FLORIDA, AMENDING CHAPTER 28, SECTION 28-2 TO PROVIDE A DEFINITION FOR HOME-BASED BUSINESS; AMENDING CODE SECTIONS 28-161, 28-162, 28-163, 28-164, 28-165, 28-166, 28-167, 28-183, 28-184, 28-185, 28-187, 28-206, 28-207, 28-208, 28-209, 28-226, 28-246 TO ALLOW FOR HOME-BASED BUSINESS AS A PERMITTED USE; AMENDING SECTION 28-347 TO MODIFY SUPPLEMENTAL REGULATIONS; 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

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

Item 9.A. was previously Item CA.9 of the Consent Agenda.

9.A. Approval of License for use of City right-of-way at 509 Ponce de Leon Blvd. South.

Commissioner Valdes recused himself.¹

Reuben Franklin, Director, Public Works, noted the City had a revocable license agreement for a wooden access walkway, and the ability existed to work on the food truck area access.

Mayor Upchurch confirmed with Mr. Franklin that License Agreements were regularly approved from the Consent Agenda.

MOTION

Mayor Upchurch MOVED approval of the License Agreement. The motion was SECONDED by Commissioner Horvath.

VOTE ON MOTION:

AYES: Upchurch, Horvath, Blonder, Sikes-Kline

NAYES: None

MOTION APPROVED UNANIMOUSLY

9.B. Ordinances – First Reading

(None)

¹ Recusal form attached to original minutes

9.C. Resolutions

(None)

10. STAFF REPORTS AND PRESENTATIONS

10.A. Discussion regarding American Rescue Plan Act (ARPA) Spending plan.

Gregory Johnson, Deputy Director, Financial Services, reviewed the topic and said since the last meeting, the U.S. Treasury allowed for additional flexibility relative to the revenue loss section of the grant; however, City staff believed the current Spending Plan contained necessary projects that were impactful, fit the allowable requirements, and completable within the allotted time. He said substantive changes would be brought to a future meeting, and he requested Commission approval for the Spending Plan presented.

Commissioner Blonder noted the public comment on several of the items and questioned the reduction of flood impacts made by the Wastewater Treatment Plant generator.

Mr. Regan said the generator was critical for the resilience of the plan in a flood, and if power was lost, it automatically turned on.

Commissioner Blonder said the Stormwater Master Plan assisted with addressing the stormwater challenges, the West Augustine Septic to Sewer conversion was very impactful to the community, and she supported the Spending Plan as presented.

At the request of Commissioner Sikes-Kline regarding the \$2 million in ARPA funds for the West Augustine Septic to Sewer, Mr. Regan replied there was \$2 million in the State budget waiting for Governor DeSantis' approval, which brought the total to approximately \$7.5 million across all sources for the Septic to Sewer project.

Mayor Upchurch expressed appreciation for Mr. Johnson and City staff for their efforts with the responsible Spending Plan, which he believed was a once in a lifetime windfall.

MOTION

Commissioner Sikes-Kline **MOVED** to approve the Spending Plan. The motion was **SECONDED** by Commissioner Blonder.

VOTE ON MOTION:

AYES: Sikes-Kline, Blonder, Horvath, Valdes, Upchurch

NAYES: None

MOTION APPROVED UNANIMOUSLY

10.B. Affordable housing and site location discussion.

David Birchim, Assistant City Manager, summated the information presented at the January 24, 2022 Commission meeting for the three properties under consideration for affordable housing:

- 450 N. Holmes Boulevard
- 865 Fish Island Road / Wastewater Treatment Plant #2 (WWTP #2)
- 800 Plantation Island Drive South / Companion property to WWTP #2

Mr. Birchim advised that staff recommended to develop 450 Holmes Boulevard site for the following reasons:

- Site was larger and capable of more residential unit development
- Site had direct access to Holmes Boulevard which provided easier access to SR 207 and SR 16
- Near employment centers and schools
- Property could accommodate a force main for sewer service which would provide future connections from adjacent neighborhoods
- Future for public transit stop because of proximity to State college, Publix shopping center, and SR 16

- Site location was absent a landfill, cell tower, and hurricane evacuation area like the Fish Island site

Mr. Birchim asked the Commission to select a site for potential development, and to approve the transfer of \$300,000 from reserves for purchasing a survey, hiring a consultant, and paying for an interactive design workshop (charet). He reviewed the following:

- Upon site selection, there would be an open house with an invitation to the public
- A host would hold a charet to obtain the desires of the community for site development
- A survey would be completed to provide the total density capability which would lead the charet to the number of affordable, workforce housing, and market rate units
- Site would incorporate parklands, amenities, hurricane shelters, or what came from the charet
- City's policy was to have four-months in reserves from the General Fund and moving the \$300,000 would not drop the Fund below the operational reserves
- Money would roll back into the General Fund if not all spent for due diligence

Commissioner Horvath expressed excitement they were moving forward, and she supported staff's selection of 450 Holmes Boulevard based on the reasons stated by Mr. Birchim.

Mr. Birchim indicated the following at the request of Commissioner Sikes-Kline:

- City contracted with SFF Consulting Group who specialized in affordable housing development and financing
- Intended to use the group after charet completion to address the wish list of requested things for development which created a scope contained in Request for Proposals (RFPs)

- RFPs would be issued for private developers to bid, and part of this would include necessary project financing
- County would be contacted regarding availability of CDBG grants and other financing avenues
- Affordable housing development by nature had the ability to reach out for public grant funds; however, City staff lacked the important expertise the consultant would provide
- Consultant would guide the City through the RFP process and provide advice to financially structure the development
- Should reserve some money for consulting services for environmental consulting services since there were wetlands on the property
- Preliminary report was prepared when the County sought this site for affordable housing; however, the property would have to be rezoned to a Planned Unit Development (PUD) and the environmental analysis within the PUD would require completion by a consultant

Commissioner Sikes-Kline noted her support and her interest in discovering more information about the property.

Commissioner Blonder stated she had visited the 450 Homes Boulevard site, it was open space, the best use of the property for affordable housing based on the crisis faced, an incredible opportunity for force main sewage, and she supported releasing the funds to make this happen.

MOTION

Commissioner Horvath MOVED to authorize staff to begin the due diligence as described and authorization to access funds from the reserve for the 450 N. Holmes Boulevard site. The motion was SECONDED by Commissioner Sikes-Kline.

Mr. Regan advised that West Augustine leadership was briefed on this project which

prompted Ms. Dwala Willis and Mr. White to speak at that meeting. He wanted to ensure their voices were understood in the context of Mr. Birchim's presentation since they both spoke in advance of the topic. He reinforced key points made by them:

- West Augustine was specific to the decrease in affordable housing, since there was a relationship between community members leaving due to gentrification
- Nothing was as important as the Septic to Sewer conversion and this project unlocked a few more million dollars
- West Augustine leadership conceptualized that as this type of project was moved forward, it could have other corollary gentrification effects
- County should be participating since they had policies to aid with slowing gentrification

Mayor Upchurch suggested the community involvement was not a one-off event and should be an ongoing conversation as the project moved forward, which should be seen and greeted as a significant and positive development.

Commissioner Sikes-Kline stated Ms. Willis and Mr. White spoke of West Augustine's historic nature, and the gentrification warranted its own discussion since it was beyond the City's control. She said the County had completed cultural surveys, they had historic surveys, they were well aware of the history, and it fell on them to protect against gentrification and not the City who would provide service for new and better units. She concluded they must continue to work with the County since their participation and assistance was key.

Mayor Upchurch indicated West Augustine was largely outside the City limits, but it was a City topic since it fell within the water and sewer service district. He had no solutions for gentrification, but they should be aware the

nature of West Augustine was changing mostly for the good.

Mr. Regan concurred that West Augustine was outside City's control, and the County should participate in a project relationship which would occur based on the funding sources. He concluded the 450 N. Holmes Boulevard property was a unique economic opportunity zone, and he looked forward to the consultant's financing options.

VOTE ON MOTION:

AYES: Horvath, Sikes-Kline, Blonder, Valdes, Upchurch

NAYES: None

MOTION APPROVED UNANIMOUSLY

Commissioner Valdes inquired about uses for 800 Plantation Island Drive South other than the lift station. He said despite developmental concerns, it could be a revenue source to offset costs for developing 450 N. Holmes Boulevard.

MOTION

Mayor Upchurch MOVED to direct City staff to look into the feasibility of the City divesting ownership selling the property on the south side of 312. The motion was SECONDED by Commissioner Valdes and APPROVED BY UNANIMOUS VOICE VOTE.

11. ITEMS BY CITY ATTORNEY

11.A. End of session legislative update. No Presentation.

Ms. Lopez did not have anything to add to the topic unless requested by the Commission.

Commissioner Blonder called attention to SB 494 and noted the several derelict vessels south of the 312 Bridge used by the homeless without trash, water, and sewer facilities. She advised if the vessels were considered a public nuisance, eligibility existed from the Florida Fish and Wildlife Commission's Florida Coastal Protection

Fund to remove them, and she asked staff to research this. She concluded that during storms, vessels were becoming unmoored and threatening the Bridge of Lions; therefore, a comprehensive look at the issues would be beneficial.

Ms. Lopez advised that south of 312 was the County's jurisdiction; however, staff would contact the County.

Mr. Regan suggested that Jim Piggot, Director, General Services, provide a presentation on the derelict vessel program and aid to remove vessels outside City limits, with a briefing of mooring field definitions.

Commissioner Sikes-Kline inquired about the 'unpleasant surprise' of HB 423.

Ms. Lopez stated the Bill was a late addition to portions of the building code rewrite and essentially removed much of the public hearing process for demolition of residential homes that were below flood elevation. She said the Bill created two meaningful exceptions; properties designated historic in National Register districts, and time to study and contact other certified local governments designated historic in a local ordinance at or earlier than January 1, 2022. She indicated City staff was contacting State and federal agencies, and the challenge was the meaning of "designated historic". She questioned whether the review level for any historic structure was sufficient to credibly argue and make all designated historic structures an exception to the Bill.

Commissioner Sikes-Kline stated HB 423 was worked on last year in the last session and perceived as completed; however, it magically appeared, and she was concerned Governor DeSantis would sign it. She said it was disturbing since the Bill could be devastating to the 50 years or older demolition ordinance, and she requested a letter from the Commission which supported that the Governor not sign the Bill, which she would prepare for Mayor Upchurch's signature.

MOTION

Commissioner Sikes-Kline MOVED that a letter be written urging Governor DeSantis to veto the Bill. The motion was SECONDED by Commissioner Valdes and APPROVED BY UNANIMOUS VOICE VOTE.

12. ITEMS BY CITY CLERK

12.A. Notification of a vacancy on the Code Enforcement, Adjustment & Appeals Board.

Darlene Galambos, City Clerk, reviewed the topic, stated the position was advertised, and the deadline to apply was April 13th.

13. ITEMS BY CITY MANAGER

(None)

14. ITEMS BY MAYOR AND COMMISSIONERS

Commissioner Blonder expressed sympathy for the situation in the Ukraine.

Commissioner Blonder reminded the Commission of her rejection of the Epicentre Alliance's proposal to construct a performance center on the Fish Island Road property, and her suggestion to consider a passive park instead. She noted the negative aspects of the Wastewater Treatment Plant existence, the cell tower, and other development impediments and asked if the Commission would support City staff starting feasibility studies for a passive park at that location.

Commissioner Valdes was now more agreeable to Commissioner Blonder's thought process, and he supported a feasibility study, a long-range plan to plant trees, a park design, or a nature preserve, as it was not necessary for the City to develop everything.

Commissioner Sikes-Kline requested further information regarding the property prior to designating the area as a park, since it was a landfill, a solid waste treatment plant, and had an intense use as a cell tower.

MOTION

Commissioner Blonder MOVED to obtain a feasibility study on the Fish Island Road / Mizell Road property. The motion was SECONDED by Commissioner Valdes and APPROVED BY UNANIMOUS VOICE VOTE.

Mayor Upchurch asked staff to return to the Commission with a cost of the study prior to moving forward.

Mr. Regan stated the City used the Wastewater Treatment Plant for certain City operations, such as fire training, and this would be included in the study, along with how current options were impacted.

Commissioner Sikes-Kline indicated her receipt of a Florida Department of Transportation (FDOT) notice regarding public hearings on the road transfer of King Street and the Bridge replacement. She asked whether the topic would be included on a Commission meeting Agenda prior to the hearings.

Mr. Regan suggested that a presentation be scheduled for the next Commission meeting.

Commissioner Sikes-Kline expressed concern with the following:

- Complaints regarding people parking on yellow curbs in North and South Davis Shores
- Cut-through traffic increase on Oglethorpe when the Bridge was up
- Cars speeding, parking at the Bridge base and in residential neighborhoods, and restaurant spillover parking
- Ability to enter and exit Davis Shores on side streets became increasingly difficult

- Increase with sound complaints
- People from the Marina used these areas to park
- Issue was complex but needed a solution

Commissioner Sikes-Kline recognized City staff for the yellow curbing on Dolphin Drive which allowed emergency vehicles a pass through, she would work with citizens regarding the yellow curbing program, and she had no other solutions than the residential permit program which was difficult for citizens to use.

Mayor Upchurch said residential permit parking allowed on-street parking in historic districts where traditional homesites lacked sufficient parking. He said neighborhoods looked at this topic differently, and this preserved parking for the residents on Avenida Menendez who would otherwise have no parking other than on-street, and people parked for free on Oglethorpe and could walk downtown. He was a strong proponent of yellow curbs; however, he disliked barriers of street signs, and he welcomed the conversation.

Commissioner Valdes proposed the solution was to place a garage by the amphitheater and turn Anastasia Boulevard into three lanes with parking on each outside lane to support the local businesses. He said businesses and restaurants were successful on Anastasia Boulevard, the side effects were neighborhood encouragement, diagonal parking would assist with Bridge traffic, and a roundabout would assist with the lights.

Commissioner Sikes-Kline said at the request of the City and the County, the North Florida Transportation and Planning Organization (TPO) conducted a study last year on Anastasia Boulevard from the amphitheater to the foot of the Bridge, and the County requested a study from the amphitheater to SR 312. She noted the completed TPO report was on their website, there were good low-cost solutions, and she sought direct solutions for the residents.

At the request of Mayor Upchurch, Mr. Regan said City staff would contact the TPO regarding the Anastasia study, and he suggested updating the Commission on the residential permit program theory and operations.

Commissioner Sikes-Kline requested that staff place a City limits map in the chambers for easier area recognition.

15. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:33 P.M.²

Tracy Upchurch, MAYOR

Darlene Galambos, CITY CLERK

² Transcribed by Laura Morse

CITY OF ST. AUGUSTINE

City Commission Special Meeting Monday, March 28, 2022

The City Commission met in formal session Monday, March 28, 2022, at 3:00 P.M. in the Alcazar Room at City Hall. The meeting was called to order by Vice Mayor Sikes-Kline, and the following were present:

1. Roll Call:

Tracy Upchurch, Mayor/City Commissioner¹
Nancy Sikes-Kline, Vice Mayor/City Commissioner
Roxanne Horvath, City Commissioner
John Valdes, City Commissioner
Barbara Blonder, City Commissioner

Also Present:

John Regan, City Manager
Isabelle Lopez, City Attorney
Darlene Galambos, City Clerk
Meredith Breidenstein, Assistant City Manager
David Birchim, Assistant City Manager
Reuben Franklin, Director, Utilities
Amy Skinner, Director, Planning and Building
Melissa Wissel, Director, Communications
Jim Piggot, Director, General Services
Corey Sakryd, Deputy Director, General Services
Gregory Johnson, Deputy Director, Financial Services
Jessica Beach, Chief Resilience Officer
Jennifer Michaux, Chief of Police
Laura Morse, Recording Secretary

2. General Public Comments

Public comment was opened, and the Commission heard from the following members of the public:

- Michael Grossman
- Elizabeth Smith
- Maureen Long
- Mattie Harms

Public comment was closed.

MOTION

Mayor Upchurch MOTIONED to move Item 4 - Corps of Engineer Back Bay

Feasibility Study Presentation and Funding Update to Item 3, and that Item 3 - Summary of the Resilience Workshop from October 25, 2021 be moved to Item 4. The motion was SECONDED by Commissioner Horvath and APPROVED BY UNANIMOUS VOICE VOTE.

Item 4 heard here.

3. Summary of the Resilience Workshop from October 25, 2021

Jessica Beach, Chief Resilience Officer, summated the October 25, 2021 workshop discussion which included policy, planning needs, projects cited for completion,

¹ Mayor Upchurch arrived at 3:07 p.m.

Commission priorities, and funding. She recapped Commissioner's requested action items which included updating the Coastal Vulnerability Assessment, inclusive of the Stormwater Resilience Master Plan and the USACE Back Bay Feasibility Study, development of a seawall ordinance, continuance with outreach and education, and updating the City website's resilience section to include resources and policies. She acknowledged Caitlyn Sargent, Grant & Project Coordinator, Cindy Walker, Communications Specialist, and Melissa Wissel, Communications Director, with their hard work to revamp the Public Works section of the City website.

Ms. Beach summarized the Flood Mitigation Assistance (FMA) Program for elevating properties and noted 25 applicants were at the State review process with Federal Emergency Management Agency (FEMA). She advised that prior to the next acceptance cycle, they planned to host custom contractor workshops that reviewed the FEMA process, which then rolled into public workshops in July with mailers sent to interested residents. She said commercial properties were eligible; however, different FEMA assistance was included, such as floodproofing buildings, but most interest came from private residents.

At the request of Mayor Upchurch regarding the number of potentially eligible private properties for the program, Ms. Beach did not have a percentage, but stated FEMA set the eligibility conditions which included a required federally backed flood insurance policy, and flood damage which determined cost share potential.

John Regan, City Manager, indicated the question was difficult to answer based on the data needed and that Hurricane Matthew had approximately 800 to 1,000 homes.

Commissioner Sikes-Kline said knowing the number of people not in the program was vital for the program's future viability. She

questioned the goal of the summer class and applicants, and whether this would be on a rolling basis.

Ms. Beach stated the City signed a five-year contract with Quality Engineering, they anticipated this to be an annual program, lessons were learned each cycle, and it was important to submit information early to target residents with repetitive flood damage.

Commissioner Blonder commended City staff for the \$26.5 million grant received. She said the website and informational brochures were essential, attractive, and well organized for those who inquired about the program. She cited personal involvement with the tremendous paperwork requested in the FEMA process, she was pleased lessons learned from the last program cycle would be applied to the next, and she said Ms. Beach's proposals would greatly assist and simplify the process. She suggested a homeowner checklist for necessary documents and a periodic email keeping participants apprised of the status throughout the process.

Ms. Beach said the existing informational checklist would be made easier, she had applicant feedback from the last cycle's participation, and contractor workshops would gain participation and necessary information.

Commissioner Valdes said contractors were under time constraints due to the construction boom, and his company had turned down numerous requests for quotes to lift houses. He suggested a pro forma for pricing with insertion of square footage dimensions, or to allow contractors more time for proposal preparation.

Ms. Beach advised that working directly with contractors would assist, and Quality Engineering had a pre-filled form to complete which included FEMA requested items.

Ms. Beach stated the \$26.5 million in funds from the Florida Department of Environmental Protection (FDEP) would

assist with completion of seven well distributed projects throughout the City. She noted the integration of 30 additional projects into the Capital Improvement Program, which were listed on information sheets showing status and schedules, with an intent to provide a broad project overview and those awaiting funding.²

Mr. Franklin indicated the intent to show the Commission the breadth of the Public Works and Utilities projects in process and the balancing required with other departments. He said the list was incomplete and would be refined, and there would be individual project data sheets with an appendix and a glossary with acronym definitions to build a robust Capital Improvement Plan for Public Works and Utilities, with a quarterly update of the data sheets. He continued if the Commission was agreeable to this endeavor, public workshops could be scheduled for the public engagement component.

Commissioner Sikes-Kline appreciated the format, broad overview, and great tool for public use; however, she stated some projects were much bigger funding-wise and the list lacked that sense.

Ms. Beach advised the Capital Improvement Project Information sheets showed project costs, funding schedules and sources, and status, and the Table could note project costs and include Commissioner requests. She said project completion dates were linked with DEP grant funding and were to provide an idea of the project scale, with some having more flexibility than others.

Commissioner Blonder questioned the 103 stormwater outfalls, the 43 that were retrofitted, the 20 more anticipated, what happened next, and how quickly.

Ms. Beach stated funding from DEP covered 20 more during that time, a Master Plan draft would assist with prioritizing remaining

locations and may identify a funding gap with more funding needed; therefore, they wanted to complete what was in process before tackling more.

Ms. Beach concluded the purpose of that workshop was for Commission input and to discuss progress, particularly with the Army Corps Back Bay Study.

Commissioner Blonder expressed pride with everything the City had done to get to this point, and she thanked staff for their time and efforts. She said all things ahead were sobering in whether the finish line would be reached before sea level rise would.

4. USACOE – Back Bay Feasibility Study Presentation and Funding Update

Item heard after Item 2.

Ms. Beach introduced the St. Augustine Back Bay Feasibility Study ('Study') which was in process for years and initiated by former Mayor Nancy Shaver in 2018. She said it was a three-year, \$3 million dollar cost share project between the Army Corps of Engineers (Corps) and a local sponsor that evaluated coastal storm risks and identified eligible solutions for project implementation. She advised the City had submitted letters of interest since 2018, and she acknowledged Congressman Rutherford's advocacy for Congressional funding in place that allowed the Corps to proceed with the Study. She concluded the Corps' presentation was for informational purposes, this was a request for Commission input and not a decision, and she introduced Jason Harrah, Senior Project Manager, U.S. Army Corps of Engineers.

Mr. Harrah said the Study would be handled by locals from Jacksonville to St. Johns, including Stacy Roth, Senior Planning Official, Jacksonville Corps of Engineers, who was present for questions. He said Ms. Roth and her team would assimilate

² Distributed at meeting, included with original meeting packet

information from biologists, engineers, and economists for public review and Congressional authorization in approximately three years. He reviewed the following:

- *Feasibility Study's formal three-year process* was cost shared at 50% federal and 50% local, required Congressional action involving a Study authority and Federal appropriations, and would begin after signature of a Feasibility Cost Share Agreement (FCSA)
 - Used House Resolution 2646 as authority for the Study
 - Received initial \$200,000 federal appropriation money in March 2022
 - Specific, Measurable, Attainable, Risk Informed, Timely (SMART) study process implemented
 - Completed study required signature from Chief of Engineer in Washington, D.C., review by the Assistant Secretary for the Army at the Pentagon, review by Office of Management and Budget (OMB), and Congressional authorization
 - Milestones used in Study process included environmental problem identification, review and evaluation of all potential alternatives over next 50 years, and feasibility analysis
 - Prohibited by National Environmental Policy Act from being pre-decisional and must review all solutional options
 - Corps had strong economic team for developing cost ratio benefit required for Congressional authorization
- *Project Life Cycle* included problem identification, Study authorization, appropriations, feasibility study and Chief's report, pre-construction engineering and design, construction authorization, funding, and maintenance
 - Commission consensus to move forward with the project required execution of the FCSA between the Corps and the City and could be done electronically or ceremonially

- Project Partnership Agreement (PPA) execution committed to the recommended plan cost, real estate and duration, then construction
- The sponsor, Corps, and the public would be involved throughout all project phases
- OMB approved money to those with the highest cost to benefit ratio
- *Current Status of the Study* included completion of the Study authorization and federal appropriations, then a decision to move forward with the Study
 - Should Commission elect to move forward, Corps would set a meeting with the City to narrow all objectives, goals, and focus areas
 - Should City not move forward with the Study, the funds would be returned to Congress

At the request of Commissioner Sikes-Kline, Mr. Harrah said the Army Corps followed the National Environmental Policy Act (NEPA) process to the law, which ensured numerous public meetings and was the process used for the Bridge of Lions.

Commissioner Horvath shared her enthusiasm for the project and the City's ability to move forward after the amount of time that had already passed in the process.

Commissioner Valdes stated the Commission should move forward, as it was important for the City and citizens.

Commissioner Blonder expressed deep appreciation for Congressman Rutherford's support, City staff's hard work, and the Army Corps, and she desired to see the project move forward. She said the enabling legislation potentially encumbered areas outside of City limits, and she asked Mr. Harrah to explain the process so the City could fine tune its own challenges.

Mr. Harrah indicated that any problem identified by the Commission began with a letter to the Corps, who under the Continuing

Authorities Program, had many broad authorities for smaller projects such as stormwater retention and bank protection, and they could research which authority vehicle the problem fit into.

Commissioner Blonder echoed the sentiments of the Commissioners and was prepared to move forward in support, and she stated the following:

- Appreciated the all-encompassing approach taken by the Army Corps
- Requested conversations with the public and other communities who underwent this process to obtain feedback and potential different actions
- Appreciated early inclusion of 'future without project condition' for early on known terms of economic, social, and environmental exposure, even if the Commission chose to do nothing
- Amiable to City off ramps, and if too expensive or incompatible, they could be removed
- Project aligned with the Strategic Adaptation Plan with potentially significant federal funding availability to address challenges identified in the Coastal Vulnerability Assessment
- Signing the agreement encumbered the City for \$200,000 which together with the federal match was less than a single family home in St. Johns County

Mr. Regan recommended moving forward with preparation of an agreement for execution, based on their conversations.

Mr. Harrah advised Commission sentiment was required to move forward with preparation of the Feasibility Agreement by the Corps attorneys, who would then send it to City staff and attorneys for review. He said once prepared, the Agreement would return to the Commission for approval, it would be signed through electronic or ceremonial measures, then he would submit a letter to the City requesting the \$200,000.00.

Commissioner Sikes-Kline suggested an invitation to Congressman Rutherford for the Agreement signing since he was instrumental in making this happen, and this would be a great way to thank him.

Mayor Upchurch advised Mr. Regan there was Commission consensus to move forward with the necessary paperwork.

6. Additional General Public Comments (Time Permitting)

Mayor Upchurch opened public comment, and the Commission heard from the following member of the public:

- B.J. Kalaidi

Ms. Beach responded to Ms. Kalaidi's inquiry to obtain the location of the 25 homes currently reviewed by FEMA and said they must follow privacy laws, the properties were located in various parts of the City; however, she would ask Quality Engineering.

Public comment was closed.

Commissioner Valdes agreed they were addressing all issues with resiliency; however, he wanted a Statewide Building Code change which required every new structure to have the ability to be moved in the future, if necessary. He said this required change in Tallahassee and questioned the process to initiate this change. He stated that buyers never looked past who they sold to in their lifetime, and the cost to lift buildings later would be extraordinary compared to constructing them right the first time.

Mayor Upchurch stated this change required working with professional organizations, State architects, and State building contractors with significant lobbying presence in Tallahassee.

Mr. Regan advised this topic dealt with State law, lobbying was necessary in Tallahassee to effectuate change in the law, and the topic could be added to the legislative agenda for

next year's legislative session, or they could examine what was locally under City control. He said rulemaking ended with compromise, and perhaps the City should continue looking at its Code. He noted the fear of construction costs rising too fast and questioned when they could take a harder stance in the local Code. He said David Birchim, Assistant City Manager, was an expert in this field and he asked him to provide an explanation.

Mr. Birchim advised the following:

- Local Code did not dictate what could and could not be built, but the State Building Code did
- They could attempt to make local amendments to the State Building Code which required going before the State of Florida Building Commission (FBC)
- If FBC allowed a local building code amendment, it would only be good until the FBC met for their annual review of the State Building Code
- Data and analysis would be required to prove to FBC the change was necessary in St. Augustine
- If the State agreed, they would tell the City they could only enforce the changes / amendment to the Code until FBC met again to incorporate the change statewide
- If the State did not agree, the City could no longer enforce the changes / amendment

Mr. Birchim stated he did not want unreasonable expectations regarding the City's power to amend the State Building Code, and they were just enforcing State Law.

Mayor Upchurch affirmed they were not looking for an emergency rule, although they wanted to go to FBC and make the revision suggested by Commissioner Valdes. He said there was an annual process of revision; therefore, a process must exist where FBC received public input. He was told by Mr. Birchim that the State Building Code was

adopted as an administrative rule and codified; however, they had no control over the contents.

Mr. Regan concluded that staff's presentation was beyond impressive, he complemented all agencies that assisted with notices regarding the workshop, and he thanked the audience present.

7. Adjourn

There being no further business, the meeting was adjourned at 4:29 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: April 14, 2022

RE: **SATISFACTION AND RELEASE OF UTILITY MORTGAGE – 114 GRAFFT LANE**

Enclosed is a Satisfaction and Release of Mortgage for 114 Grafft Lane, regarding the Unit Connection Fee Mortgage and Promissory Note executed between the City of St. Augustine and Balakrishna Kalappa. The mortgage was recorded in the Public Records of St. Johns County on May 19, 2021. 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 April 25, 2022 City Commission meeting.

Please contact me if you have any questions or comments. Thank you.

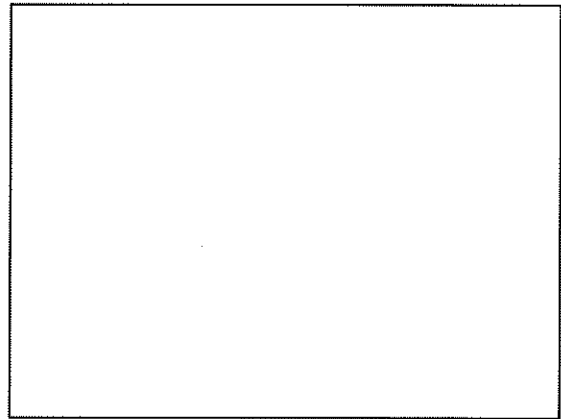


Isabelle C. Lopez
City Attorney

/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 **BALAKRISHNA KALAPPA**, whose address is 114 Grafft Lane, St. Augustine, Florida 32084, 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 May 14, 2021, recorded at Official Records Book 5268, Page 1836, 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, also known as 6 Cordova Street, St. Augustine, Florida 32084.

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 5268, Page 1836, 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 _____, 2022.

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 _____, 2022.

Notary Public, State of Florida

(S E A L)

EXHIBIT "A"

LEGAL DESCRIPTION: A PARCEL OF LAND IN SECTION 2, TOWNSHIP 7 SOUTH, RANGE 29 EAST, AND IN GOVERNMENT LOTS 9, AND 10, SECTION 3, TOWNSHIP 7 SOUTH, RANGE 29 EAST, ALL IN ST. JOHNS COUNTY, FLORIDA, AND BEING PART OF THOSE LANDS DESCRIBED IN PARCELS 1, 4, AND 5 OF DEED RECORDED IN OFFICIAL RECORDS BOOK 84, PAGE 231, PUBLIC RECORDS OF ST. JOHNS COUNTY, FLORIDA, AND BEING MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID PARCEL 4 ON THE WEST LINE OF SAID SECTION 2; THENCE NORTH 00 DEGREES 45 MINUTES 10 SECONDS EAST, ON SAID WEST LINE OF SECTION 2 AND THE WEST LINE OF SAID PARCEL 4, A DISTANCE OF 202.00 FEET TO THE POINT OF BEGINNING OF THE HEREIN DESCRIBED PARCEL OF LAND AT THE NORTHWEST CORNER OF SAID PARCEL 4; THENCE NORTH 75 DEGREES 45 MINUTES 10 SECONDS EAST, ON THE NORTHERLY LINE OF SAID PARCEL 4, A DISTANCE OF 192.00 FEET; THENCE SOUTH 1 DEGREES 26 MINUTES 40 SECONDS EAST, ON THE EAST LINE OF SAID PARCEL 4, A DISTANCE OF 149.75 FEET; THENCE NORTH 87 DEGREES 03 MINUTES 56 SECONDS WEST, ON THE NORTH LINE OF A 30 FOOT WIDTH ROAD, 59.62 FEET; THENCE SOUTH 86 DEGREES 38 MINUTES 34 SECONDS WEST, ON SAID NORTH LINE OF A 30 FOOT WIDTH ROAD, 374.00 FEET; THENCE NORTH 00 DEGREES 45 MINUTES 10 SECONDS EAST 562 FEET MORE OR LESS TO THE CENTER OF RED HOUSE BRANCH; THENCE MEANDERING SOUTHEASTERLY ON SAID CENTER OF BRANCH 418 FEET MORE OR LESS; THENCE SOUTH 00 DEGREES 45 MINUTES 10 SECONDS WEST, ON THE LINE BETWEEN SAID SECTIONS 2 AND 3, A DISTANCE OF 205 FEET MORE OR LESS TO THE POINT OF BEGINNING.

LESS AND EXCEPT THE PROPERTY MORE FULLY DESCRIBED AS FOLLOWS:

A PARCEL OF LAND SITUATED IN GOVERNMENT LOT 4, SECTION 2, TOWNSHIP 7 SOUTH, RANGE 29 EAST, ST. JOHNS COUNTY, FLORIDA, AND BEING MORE PARTICULARLY BOUNDED AND DESCRIBED AS FOLLOWS:

COMMENCE AT THE MOST SOUTHEASTERLY CORNER OF BIG OAKS, A SUBDIVISION RECORDED IN MAP BOOK 61, PAGES 1 THROUGH 8, OF THE PUBIC RECORDS OF SAID COUNTY; THENCE NORTH 01 DEGREES 31 MINUTES 40 SECONDS EAST, ALONG THE WEST LINE OF SAID SECTION 2, A DISTANCE OF 332.55 FEET TO THE POINT OF BEGINNING FOR THE HEREIN DESCRIBED PARCEL, SAID POINT BEING ON THE SOUTH LINE

OF THOSE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 1751, PAGE 891, OF THE PUBLIC RECORDS OF SAID COUNTY; THENCE SOUTH 87 DEGREES 31 MINUTES 32 SECONDS WEST, ALONG SAID SOUTH LINE, A DISTANCE OF 35.07 FEET; THENCE NORTH 01 DEGREES 34 MINUTES 52 SECONDS EAST, A DISTANCE OF 309.74 FEET TO A POINT IN THE CENTER OF RED HOUSE BRANCH CREEK; THENCE MEANDER EASTERLY ALONG SAID CENTER OF RED HOUSE BRANCH CREEK, NORTH 82 DEGREES 47 MINUTES 37 SECONDS EAST, A DISTANCE OF 35.11 FEET TO SAID WEST LINE OF SECTION 2; THENCE SOUTH 01 DEGREES 31 MINUTES 40 SECONDS WEST, ALONG SAID WEST LINE OF SECTION 2, A DISTANCE OF 141.78 FEET; THENCE NORTH 80 DEGREES 45 MINUTES 10 SECONDS EAST, ALONG AN EXISTING FENCE LINE, A DISTANCE OF 187.24 FEET TO THE WESTERLY RIGHT OF WAY LINE OF WOODLAWN ROAD; THENCE SOUTH 00 DEGREES 03 MINUTES 01 SECONDS EAST, ALONG SAID WESTERLY RIGHT OF WAY LINE, A DISTANCE OF 49.25 FEET TO AN ANGLE POINT IN SAID WESTERLY RIGHT OF WAY LINE; THENCE SOUTH 00 DEGREES 40 MINUTES 25 SECONDS EAST, ALONG SAID WESTERLY RIGHT OF WAY LINE, A DISTANCE OF 149.89 FEET TO THE SOUTHEAST CORNER OF SAID LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 1751, PAGE 891; THENCE NORTH 86 DEGREES 10 MINUTES 58 SECONDS WEST, ALONG SAID SOUTH LINE OF SAID LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 1751, PAGE 891, A DISTANCE OF 59.46 FEET; THENCE SOUTH 87 DEGREES 31 MINUTES 32 SECONDS WEST, ALONG SAID SOUTH LINE OF SAID LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 1751, PAGE 891, A DISTANCE OF 131.96 FEET TO THE POINT OF BEGINNING.

PARCEL ID NUMBER: 086270-0010

LOCATION ADDRESS: 114 GRAFFT LANE, ST. AUGUSTINE, FLORIDA 32084

BK: 5268 PG: 1839

Exhibit "A"

LEGAL DESCRIPTION

Parcel ID Number: 08627-00010

A PARCEL OF LAND IN SECTION 2, TOWNSHIP 7 SOUTH, RANGE 29 EAST, AND IN GOVERNMENT LOTS 9, AND 10, SECTION 3, TOWNSHIP 7 SOUTH, RANGE 29 EAST, ALL IN ST. JOHNS COUNTY, FLORIDA, AND BEING PART OF THOSE LANDS DESCRIBED IN PARCELS 1, 4, AND 5 OF DEED RECORDED IN OFFICIAL RECORDS BOOK 84, PAGE 231, PUBLIC RECORDS OF ST. JOHNS COUNTY, FLORIDA, AND BEING MORE FULLY DESCRIBED AS FOLLOWS:

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BK: 5268 PG: 1840

**UNIT CONNECTION FEE
PROMISSORY NOTE**

APPLICANT(S) NAME: Balakrishna Kalappa
ADDRESS: 4504 S Alatomaha St
St. Augustine, FL. 32084

\$8,261.70

St. Augustine, Florida

FOR VALUE RECEIVED, and as payment for certain unit connection fees on premises located at 114 Grafft Lane St. Augustine, FL. 32084, 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 **8,261.70 Dollars**, together with interest on so much of said principal sum as remains from time to time outstanding and unpaid, at the rate of **3.12 percent** per annum from the date hereof until paid. Said principal and interest shall be paid in equal consecutive monthly installments of **80.23 Dollars**, commencing on June 15, 2021 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.

BK: 5268 PG: 1841

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** May 14 2021, in the presence of:

Taya Hoff
Witness
Printed Name: Taya Hoff

BY: Balakrishna Kalappa
(Name) Balakrishna Kalappa
(Address) 114 Grafft Lane
(Telephone) (904) 540-2864

John Augustus
Witness
Printed Name: John Augustus

BK: 5268 PG: 1842

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, **Balakrishna Kalappa**, by means of ☒ physical presence or ☐ online notarization, who is personally known to me or who has produced Drivers License 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 May 14 2021.

Taya Hoff
Notary Public State of Florida



Instr #2021056281 BK: 5268 PG: 1836, Filed & Recorded: 5/19/2021 9:02 AM #Pgs:7

Brandon J. Patty, Clerk of the Circuit Court and Comptroller St. Johns County FL Recording \$61.00 Doc M: \$29.05 Int. Tax \$16.52

UNIT CONNECTION FEE MORTGAGE

THIS MORTGAGE, by and between, **Balakrishna Kalappa**, whose address is 114 Grafft Lane St. Augustine, FL 32084 (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:

BK: 5268 PG: 1837

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 \$80.23 for 120 Months, with the first payment due June 15, 2021.

IN WITNESS WHEREOF, the Mortgagor has hereunto set its hand and seal, this
May 14 2021

Signed, sealed and delivered in the presence of:

Taya Hoff
Witness
Printed Name: Taya Hoff

John Augustus
Witness
Printed Name: John Augustus

BY:

Balakrishna Kalappa
(Name) Balakrishna Kalappa
(Address) 114 Grafft lane
(Telephone) (904) 540-2864

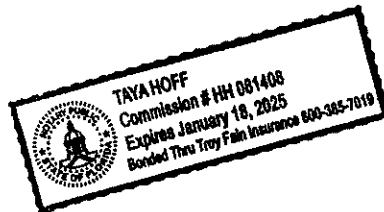
*** NOTARY CERTIFICATION APPEARS ON THE FOLLOWING PAGE ***

BK: 5268 PG: 1838

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, **Balakrishna Kalappa**, by means of ☒ physical presence or ☐ online notarization, who is personally known to me or who has produced Driver's License 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 May 14 2021Taya Hoff
Notary Public, State of Florida

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: Mayor and City Commissioners

DATE: April 14, 2022

RE: QUARTERLY REPORT: 2ND QUARTER FY 2021-2022

Please find enclosed the following documents reflecting the fiscal year 2021-2022 2nd quarter in review for the City Attorney's office:

- ❖ **WORK LOG DRAFTING & REVIEW CHART (186 ITEMS)**
- ❖ **PUBLIC MEETINGS ATTENDANCE CHART (64.75 HOURS)**
- ❖ **CITY ORDINANCE VIOLATION DISPOSITION CHART (24 CASES)**
- ❖ **STAFF & NEW BOARD MEMBER TRAINING CHART (5 HOURS)**
- ❖ **ORDINANCE & RESOLUTION CHART (16 ITEMS)**

This quarterly report mirrors the same categories as our annual report. As always, should you wish to meet with me individually to discuss any of this information, or the specifics of a particular matter, please do not hesitate to let me know.

Matters of ongoing civil litigation with retained outside counsel appropriated from General Fund Reserves, invoiced monthly and approved on consent agenda are:

- 1) Marlowe v. City (*Docks and the City's submerged lands and riparian ownership*)
- 2) MASCI v. City (*Breach of Contract*): The appeal for the MASCI litigation matter has concluded. The Court entered an Order granting the City's Motion for Attorney's Fees on February 22, 2022. The Fifth District Court of Appeals entered an Order affirming the lower Court's decision in the City's favor on March 14, 2022. The City Attorney's Office received payment for attorney's fees from MASCI in the amount of \$31,717.11 on March 18, 2022.
- 3) Stampedes v. City (*Dispute regarding expansion of an existing beer and wine dancehall to a requested full alcoholic State license in vicinity of a school*).

In addition, the Florida League of Cities provides coverage on some damages-based litigation.

Matters of ongoing bankruptcy litigation being handled in house are:

- 1) J. C. Penney Company, Inc. (*Unpaid utilities*)
- 2) NPC International, Inc. (*Unpaid utilities*)
- 3) Belk, Inc. (*Unpaid utilities*)

Other litigation matters of note are:

- 1) Edgerton v. City (*Injunction Against Removal of Confederate Monument*); defense provided by the City's insurance carrier. On August 16, 2021, the

City filed its Motion to Dismiss. The Court ordered Plaintiff to respond to the motion. Plaintiff filed its response on September 17, 2021. The City filed a Case Management Report on September 23, 2021. On October 14, 2021, the Court entered an Order staying the case pending the outcome of litigation in two other separate lawsuits in other jurisdictions that may bear on similar issues regarding the removal of monuments. The Order also requires the parties to provide a status report every three months until further order, beginning on January 14, 2022. The Court administratively closed the case during the stay. On January 18, 2022, Plaintiff filed notification that the United States Supreme Court declined to accept jurisdiction over one of the separate lawsuits, *Ladies Memorial Association v. Florida Secretary of State*, and also advised that the 11th Circuit Court has tentatively indicated that oral argument in the other separate lawsuit, *Ladies Memorial Association v. City of Pensacola*, is expected to be scheduled during the week of April 25, 2022.

- 2) SA Marina Holdings, LLC v. City (Writ of Certiorari); defense provided by the City Attorney: On October 13, 2021, SA Marina Holdings, LLC filed a Petition for Writ of Certiorari seeking the Court's review of a final order issued by the City Commission denying its application for rezoning from PUD to RGO. The City filed its Response Brief on December 9, 2021. SA Marina Holdings, LLC filed its Reply Brief on January 10, 2022 and requested oral argument. SA Marina Holdings, LLC filed a second case on October 13, 2021, initially with the Circuit Court that was later moved to Federal Court, seeking declaratory judgment and alleging Federal and State constitutional violations regarding the same rezoning application denial. On December 27, 2021 the Federal Court entered an order staying the proceedings of this second case until the Circuit Court rules on the Petition for Writ of Certiorari. The federal case defense is being provided by the City's insurance carrier. At this time both parties are awaiting the Circuit Court's ruling on the Writ of Certiorari (state court review of the denial of the rezoning).

Please place this quarterly report on the consent agenda for the April 25, 2022 City Commission meeting. The attached charts are included for the Commission's information and I am available for a presentation if the Commission requests one.

Sincerely,



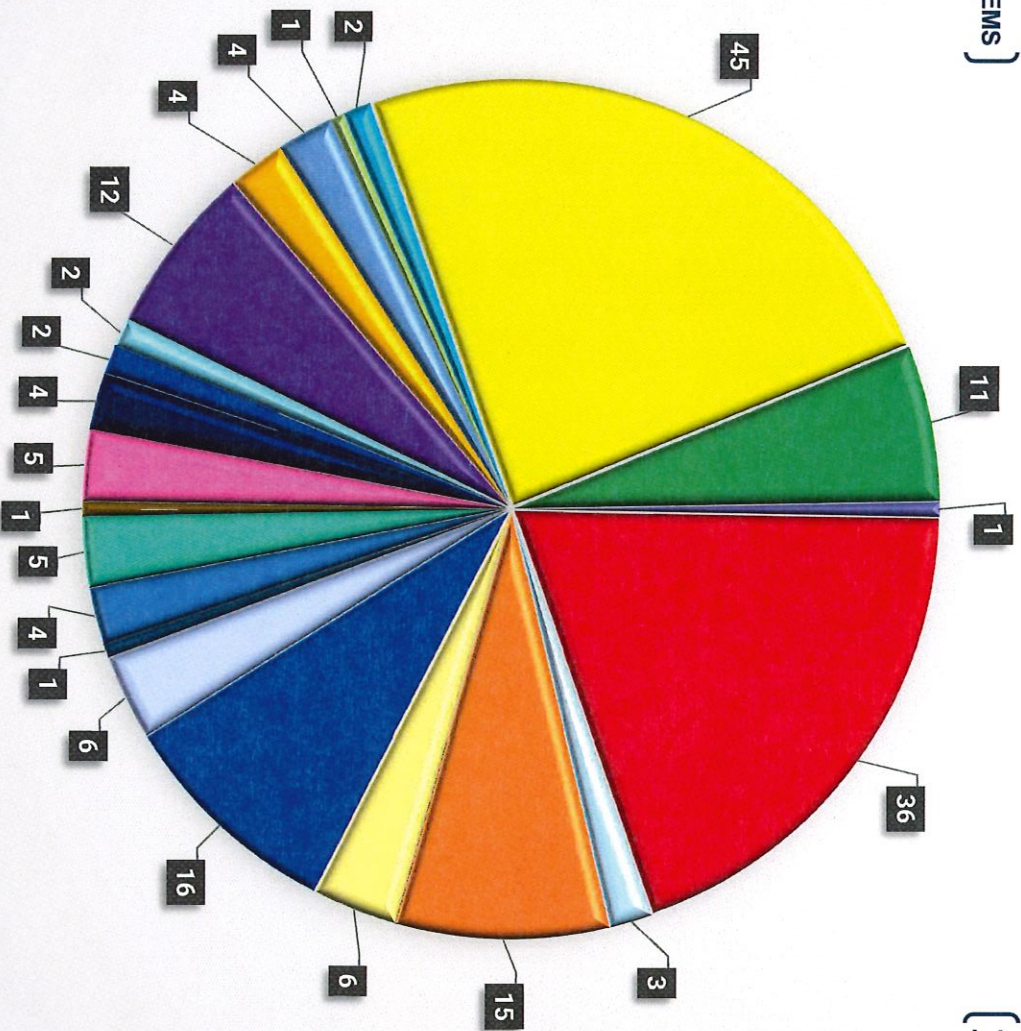
Isabelle C. Lopez
City Attorney

Attachments

WORK LOG DRAFTING & REVIEW: 2ND QUARTER FY 2021-2022

[BY NUMBER OF ITEMS]

[TOTAL: 186 ITEMS]



■ Agreement - 36
 ■ Easement - 16
 ■ License - 5
 ■ Memorandum - 2
 ■ Plat - 4
 ■ Resolution - 11

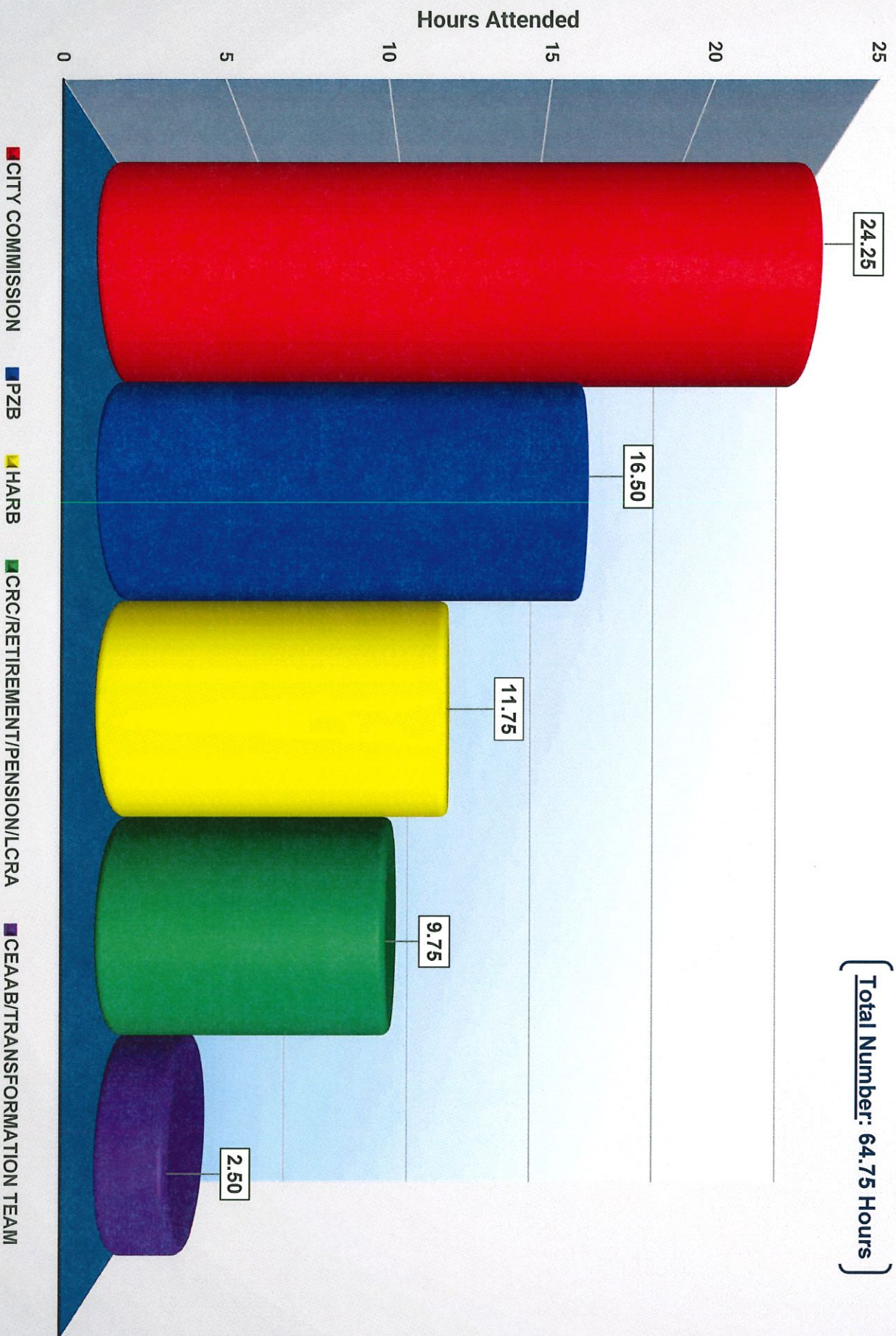
■ Bill of Sale - 3
 ■ Form - 6
 ■ Lien - 1
 ■ Order - 2
 ■ Pleading - 1
 ■ Submerged Lands Lease - 1

■ Contract - 15
 ■ Interlocal Agreement - 1
 ■ Lien Release - 5
 ■ Ordinance - 12
 ■ Policy - 2

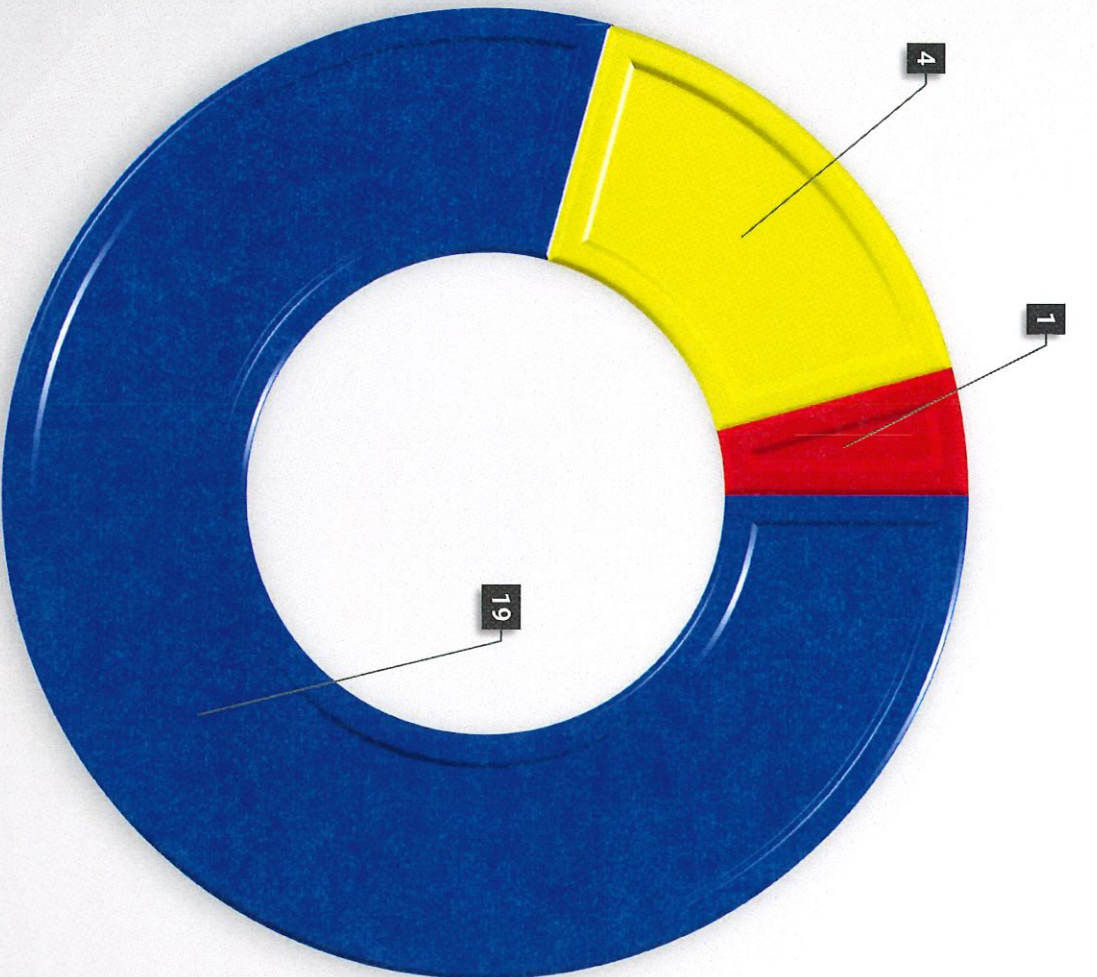
■ Correspondence - 6
 ■ Lease Agreement - 4
 ■ Maintenance Bond - 4
 ■ Performance Bond - 4
 ■ Research - 45

PUBLIC MEETING ATTENDANCE: 2ND QUARTER FY 2021-2022

[Total Number: 64.75 Hours]



CITY ORDINANCE VIOLATIONS: 2ND QUARTER FY 2021-2022



[BY NUMBER OF CASES]

[TOTAL: 24 CASES]

■ Adjudicated Guilty - 19

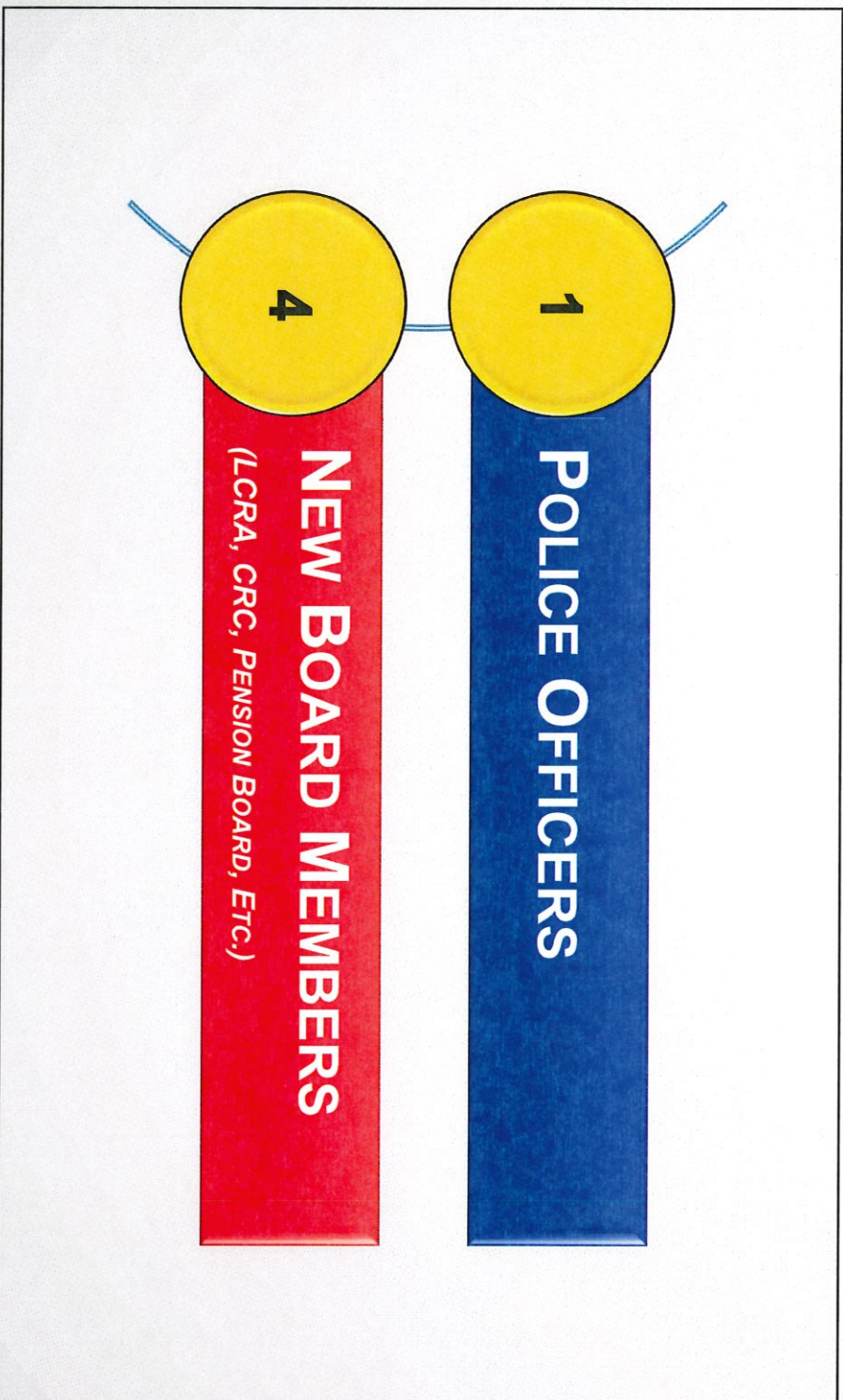
■ Adjudication Withheld - 4

■ Nolle Prossed - 1

STAFF & NEW BOARD MEMBER TRAINING: 2ND QUARTER FY 2021-2022

[BY NUMBER OF HOURS]

[TOTAL: 5 HOURS]



ORDINANCES & RESOLUTIONS – 2ND QUARTER FY 2021-2022

[TOTAL: 16 ITEMS]

ORDINANCES

- 2022-01: Mobility Planning
- 2022-03: LUPA Flagler Crossing
- 2022-04: Rezoning Flagler Crossing
- 2022-05: Legally Available Code Enforcement Methods
- 2022-06: Code Violation Procedures
- 2022-07: Home-Based Businesses

RESOLUTIONS

- 2022-01: FIND Grant for Salt Run Dredging
- 2022-02: Opposing SB 280 & HB 403
- 2022-03: Opposing SB 260 & HB 569
- 2022-04: Opposing SB 886 & HB 515
- 2022-05: Opposing SB 512 & HB 325
- 2022-06: Amending Parade End Times
- 2022-07: Issuance of Revenue Bond Series
- 2022-08: FIND Shoreline Project
- 2022-09: Property Management Guidelines
- 2022-10: Affordable Housing Property

