

**CITY OF ST. AUGUSTINE CITY COMMISSION
REGULAR MEETING AGENDA
MONDAY, NOVEMBER 9, 2020 - 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. Proclamation 2020-13:** Proclaiming November as National Hospice Palliative Care Month. Receiving: Haven Hospice representative. (*T. Upchurch, Mayor*)

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

- ◆ 3 minutes per individual

5. CONSENT AGENDA

6. APPEALS

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

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

7.A. General Public Presentations

- 7.A.1.** Presentation by Joy Andrews, Assistant County Administrator, St. Johns County, regarding St. Johns County's proposal to construct affordable housing on 80 acres presently owned by the City. *(J. Regan, City Manager)*

- 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.A.1. Ordinance 2020-32:** Amends the Hilton Bayfront Inn Planned Unit Development to allow for an additional 1% lot coverage. *(D. Birchim, Director Planning and Building)*

- 9.A.2. Ordinance 2020-33:** Amends the Firefighter's Pension Trust Fund to comply with changes to the mandatory distribution age and the allocation of the Share Plan. *(I. Lopez, City Attorney)*

- 9.B. Resolutions**

- 10. STAFF REPORTS AND PRESENTATIONS**

- 10.A.** Presentation summarizing the work accomplished on the grant project, *Resilient Heritage in the Nation's Oldest City*, which focused solely on flood impacts to St. Augustine's heritage resources. *(J. Wolfe, Historic Preservation Officer)*
- 10.B.** Presentation of the newly developed community alerting system to send emergency notifications to residents and businesses. *(M. Wissel, Communications Manager and C. Aviles, Chief St. Augustine Fire Department)*
- 10.C.** Review and approval of the First Amendment to Franchise Agreement for Ripley Entertainment, Inc. *(M. Breidenstein, Assistant City Manager)*
- 10.D.** Discussion pertaining to naming the public park in the conservation area of Lighthouse Park as *Maria Andreu Conservation Park*. *(M. Wissel, Communications Director)*

- 11. ITEMS BY CITY ATTORNEY**

- 11.A.** Approval of Preservation Easement Agreement for the property located at 7 Bridge Street (Sanchez House). *(D. May, Assistant City Attorney)*

12. ITEMS BY CITY CLERK

- 12.A.** Notification of applications received for appointments to the Building Advisory Task Force. *(D. Galambos, City Clerk)*

13. ITEMS BY CITY MANAGER

- 13.A.** Summary of highlights for Fiscal Year 2019/2020 and distribution of City Manager Performance Evaluation form. *(J. Regan, City Manager)*

14. ITEMS BY MAYOR AND COMMISSIONERS

- 14.A.** Discussion and approval of Bartram Trail Affiliation Agreement; appointment of a commissioner to represent the City at the Bartram Trail Conference and authorization of the Bartram Trail Conference organization to use the City Seal. *(N. Sikes-Kline, Commissioner)*

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 - NOVEMBER 9, 2020

CA.1. Preview of upcoming Commission meetings.

CA.2. THE FOLLOWING ORDINANCES ARE TENTATIVELY SCHEDULED FOR SECOND READING ON DECEMBER 14, 2020:

- Ordinance 2020-31
- Ordinance 2020-32
- Ordinance 2020-33

CA.3. Reminder of Upcoming Meetings :

- December 7, 2020, 7:30pm, Special City Commission Meeting
- December 14, 2020, 5pm, Regular City Commission Meeting
- January 11, 2021, 5pm, Regular City Commission Meeting

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

- September 28, 2020, Regular City Commission Meeting
- October 12, 2020, 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).
NONE.**

CA.7. NOTIFICATION OF PROCLAMATIONS/CERTIFICATES OF RECOGNITION ISSUED: NONE.

CA.8. Approval of nomination of Brian Bowman as the deAviles Award recipient. *(N. Sikes-Kline, Commissioner)*

CA.9. Approval of the 2021 City Commission meeting and holiday schedule. *(D. Galambos, City Clerk)*

CA.10. Order releasing the Code Enforcement lien levied against 171 Inlet Drive as paid in full. *(D. May, Assistant City Attorney)*

CA.11. Payment of invoice dated October 30, 2020 from Cavendish Partners, P.A. for legal services in the matter of Marlowe v. City in the amount of **\$14,761.00**. *(I. Lopez, City Attorney)*

End of Consent Agenda



Est. 1565

City of St. Augustine

La Lealísima y Valerosa Ciudad de San Agustín de la Florida

❧ PROCLAMATION ❧

WHEREAS, hospice and palliative care provides patients and families the highest quality care during life-limiting illnesses and at the end of life, through pain management and symptom control, caregiver training and assistance, and emotional and spiritual support, allowing patients to live fully up until the final moments, surrounded and supported by the faces of loved ones, friends and committed caregivers; and

WHEREAS, professional and compassionate hospice staff including physicians, nurses, social workers, therapists, counselors, health aides and clergy provide comprehensive care focused on the wishes of each individual patient; and

WHEREAS, providing high-quality hospice care reaffirms our belief in the essential dignity of every person, regardless of age, health or social status, and that every stage of human life deserves to be treated with the utmost respect and care; and

WHEREAS, hospice care providers encourage everyone to learn more about options of care and to share their wishes with family, loved ones and their health care professionals; and

WHEREAS, for over 41 years, Haven Hospice has provided specialized end-of-life care for more than 74,000 patients and families with all types of life-limiting illnesses, and is focused on providing comfort, maintaining the dignity of individuals, and improving their quality of life.

NOW, THEREFORE, the City Commission of the City of St. Augustine hereby proclaims November, 2020 as “**National Hospice Palliative Care Month**”, and encourages our citizens to increase their understanding and awareness of care at the end of life and to observe this month with appropriate activities and programs.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of St. Augustine to be affixed this 9th day of November in the year of our Lord two thousand and twenty and the four hundred and fifty-fifth year of the founding of St. Augustine, the Nation’s Oldest City.

“Most Loyal and Valorous”

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



Est. 1565

City of St. Augustine

La Lealísima y Valerosa Ciudad de San Agustín de la Florida

Tracy Upchurch, Mayor

2020-13

"Most Loyal and Valorous"

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

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John P. Regan, City Manager

DATE: October 29, 2020

RE: **ORDINANCE 2020-33: UPDATES TO FIREFIGHTER'S PENSION TRUST FUND**

Ordinance 2020-33 is an update to our Firefighter's Pension Trust Fund incorporating recent changes in federal and state law. The two main changes include:

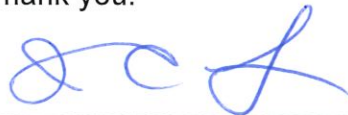
- 1) Changing the age for required mandatory distributions from 70 ½ to 72, consistent with changes to the Internal Revenue Code as adopted in the SECURE Act.
- 2) Describing how premium state tax monies are allocated and how the Share Plan funds will be allocated to members, consistent with Chapter 175.351, Florida Statutes.

The ordinance has been drafted and reviewed by the City's Pension special counsel Mr. Jim Linn, and the Firefighter's Retirement Board attorney Mr. Pedro Herrera. The Professional Fire Fighters of St. Augustine, IAFF Local 2282 union has voted in favor of the proposed changes.

The ordinance is being presented for first reading at the City Commission's November 9, 2020 meeting. The Firefighter Retirement Board is expected to meet on November 4, 2020 to instruct its actuary to perform the statutorily required actuarial estimate of costs. It is not anticipated that the proposed changes will have a material impact, however the actuarial impact statement will be included with the agenda packet at the December 14, 2020 second reading for consideration, and will be forwarded to the Florida Division of Retirement prior to the last public hearing, consistent with Chapter 175.351(11), Florida Statutes.

Please place Ordinance 2020-33 on the regular City Commission agenda for first reading on November 9, 2020.

Thank you.



Isabelle C. Lopez
City Attorney

Attachment

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

Agenda Title:

Amends the Firefighter's Pension Trust Fund to comply with changes to the mandatory distribution age and the allocation of the Share Plan.

ORDINANCE NO. 2020-33

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA, AMENDING PART II, CHAPTER 20, PENSIONS AND RETIREMENT, ARTICLE V, FIREFIGHTERS' PENSION TRUST FUND, OF THE CODE OF ORDINANCES OF THE CITY OF ST. AUGUSTINE; AMENDING SECTION 20-195, CONTRIBUTIONS; AMENDING SECTION 20-196, BENEFIT AMOUNTS AND ELIGIBILITY; AMENDING SECTION 20-200, OPTIONAL FORMS OF BENEFITS; AMENDING SECTION 20-206, MINIMUM DISTRIBUTION OF BENEFITS; AMENDING SECTION 20-219, SUPPLEMENTAL BENEFIT COMPONENT FOR SPECIAL BENEFITS; CHAPTER 175 SHARE ACCOUNTS; PROVIDING FOR SEVERABILITY OF PROVISIONS; PROVIDING FOR CODIFICATION; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE.

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

Section 1. Amendment to Chapter 20, Article V, Section 20-195. Chapter 20, Article V, Section 20-195 of the Code of the City of St. Augustine, Florida, is hereby amended to read as follows:

Sec. 20-195. - Contributions.

...

- (2) *State contributions.* Any monies received or receivable by reason of laws of the State of Florida, for the express purpose of funding and paying for retirement benefits for firefighters of the city shall be deposited in the fund comprising part of this system immediately and under no circumstances more than five (5) days after receipt by the city. In accordance with F.S. § 175.351, all annual premium tax revenues received up to \$162,412.61 shall be used to reduce the city's annual required contribution to the Plan. Annual premium tax revenues received in excess of \$162,412.61 shall be split 50/50, with 50 percent of the excess used to fund the share plan provided in section 20-219, and the other 50 percent used to reduce the city's annual contribution to the system.

...

Section 2. Amendment to Chapter 20, Article V, Section 20-196. Chapter 20, Article V, Section 20-196 of the Code of the City of St. Augustine is hereby amended to read as follows:

"Sec. 20-196. - Benefit amounts and eligibility.

...

- (7) *Required distribution date.* The member's benefit under this section must begin to be distributed to the member no later than April 1 of the calendar year following the later of the calendar year in which the member attains age seventy and one-half (70½), age 72 for members who attain age 70½ on or after January 1, 2020, or the calendar year in which the member terminates employment with the city.

..."

Section 3. Amendment to Chapter 20, Article V, Section 20-200. Chapter 20, Article V, Section 20-200 of the Code of the City of St. Augustine is hereby amended to read as follows:

“Sec. 20-200. - Optional forms of benefits.

...

- (5) Retirement income payments shall be made under the option elected in accordance with the provisions of this section and shall be subject to the following limitations:

...

- (e) The member's benefit under this section must begin to be distributed to the member no later than April 1 of the calendar year following the later of the calendar year in which the member attains age seventy and one-half (70½), age 72 for members who attain age 70½ on or after January 1, 2020, or the calendar year in which the member terminates employment with the city.

...”

Section 4. Amendment to Chapter 20, Article V, Section 20-206. Chapter 20, Article V, Section 20-206 is hereby amended to read as follows:

“Sec. 20-206. - Minimum distribution of benefits.

...

- (2) *Time and manner of distribution.*

- (a) *Required beginning date.* The member's entire interest will be distributed, or begin to be distributed, to the member no later than the member's required beginning date which shall not be later than April 1 of the calendar year following the later of the calendar year in which the member attains age seventy and one-half (70½), age 72 for members who attain age 70½ on or after January 1, 2020, or the calendar year in which the member terminates employment with the city.

- (b) *Death of member before distributions begin.* If the member dies before distributions begin, the member's entire interest will be distributed, or begin to be distributed no later than as follows:

1. If the member's surviving spouse is the member's sole designated beneficiary, then distributions to the surviving spouse will begin by December 31 of the calendar year immediately following the calendar year in which the member died, or by a date on or before December 31 of the calendar year in which the member would have attained age seventy and one-half (70½), age 72 for members who attain age 70½ on or after January 1, 2020, if later, as the surviving spouse elects.”

Section 5. Amendment to Chapter 20, Article V, Section 20-219. Chapter 20, Article V, Section 20-219 is hereby amended to read as follows:

“Sec. 20-219. – Supplemental benefit component for special benefits; Chapter 175 share accounts.

(1) *Share Plan Established.* There is hereby established an additional plan component to provide special benefits in the form of a supplemental retirement, termination, death and disability benefit to be in addition to the benefits provided for in the previous sections of this Plan, such benefit to be funded solely and entirely by F.S. ch. 175, premium tax monies for each plan year which are allocated to this supplemental component as provided for in F.S. § 175.351. Amounts allocated to this supplemental component ("Share Plan") shall be further allocated to the members and DROP participants in the manner described in this section-a manner to be agreed upon.

(2) *Effective September 30, 2019, there is hereby created a supplemental retirement benefit in accordance with this subsection. The supplemental retirement benefit shall consist of an individual share account for each active firefighter, including DROP participants, employed by the City of St. Augustine on or after the effective date. The supplemental retirement benefit shall be funded solely by premium tax revenues received by the City pursuant to Chapter 175, Florida Statutes, as provided in this section.*

(3) *The total initial amount to be allocated to the members' share accounts as provided in paragraph (a) shall be \$131,748.00. For plan years beginning October 1, 2019 and after, all premium tax revenues received by the City pursuant to Chapter 175, Florida Statutes, in excess of \$162,412.61 shall be split 50/50, with 50 percent of the excess allocated to the members' share accounts as provided in paragraph (b), and 50 percent used to reduce the city's annual contribution to the Plan. Members' share accounts shall be credited with premium tax revenues and investment earnings or losses, and distributed as follows:*

(a) *Initial crediting.* No later than 180 days after the adoption of this ordinance, the share account of each active firefighter and DROP participant on the City's payroll as of September 30, 2019, shall be credited an equally proportionate share of the accumulated excess premium tax revenues of \$131,748.00, as provided in this paragraph. Each member employed as a firefighter on September 30, 2019 shall receive one share for each month of total credited service. The total value of each share shall be determined based on the total number of shares divided into the total accumulated excess premium tax revenues (\$131,748).

(b) *Annual crediting.* Effective October 1, 2020, and each October 1 thereafter, the share account of each active firefighter, and DROP participant, on the City's payroll as of the preceding September 30th shall be credited as follows. Each active firefighter and DROP member who was employed on the preceding September 30th shall receive one share for each month of credited service earned during the plan year ending on the same September 30th. The total number of shares thus determined shall be divided into the premium tax revenues allocated to the share plan for that year in accordance with subsection (3) above.

(c) *Investment earnings and losses.* Effective October 1, 2019, and each October 1 thereafter, the share account of each active firefighter and DROP member shall be credited or debited with earnings or losses based upon the amount in the share account at the close of the immediately preceding fiscal year end at a rate equal to the Pension Trust Fund's actual net rate of investment return for the preceding plan year. The net rate of investment return is determined as of the last business day of the fiscal year, which is the valuation date, and member share accounts shall be debited or credited with earnings or losses as of such date.

(d) *Distribution of Share Accounts.* An active firefighter or DROP member with ten or more years of credited service upon termination of employment shall be eligible to receive a distribution of one hundred percent (100%) of the balance in his or her share account, together with all earnings and losses thereon, as provided in paragraph (f). No benefit shall be payable to an active firefighter who terminates covered employment with less than 10 years of credited service. The share account balances of such non-vested terminated members shall be redistributed among all eligible member's share accounts in the same manner as premium tax revenues in the following calendar year. The designated beneficiary of an active firefighter who has died shall receive the accumulated total of his or her share account balance. An active firefighter awarded a disability pension from the Pension Trust Fund shall receive the accumulated total of his or her share account balance. There shall be no forfeiture of a member's share account based on the member's death, disability or termination of employment with ten or more years of credited service. Such payment of share account benefits shall be by lump sum, which shall consist of the accumulated total balance of the active firefighter's share account, or, at the member's direction, the share account balance may be rolled over to another qualified plan in accordance with the Internal Revenue Code, with an additional payment made for any prorated amount credited in the year following termination of employment.

(e) *Eligibility for Benefits.* Any member (or their beneficiary) –who terminates employment as a firefighter with the City or who dies, upon application filed with the board, shall be –entitled to be paid the value of their individual member share account, subject to the following criteria:

(i) *Retirement Benefit.*

1. A member shall be entitled to one hundred percent (100%) of the value of their share account upon normal or early retirement pursuant to Section 20-196, or if the member enters the DROP, upon termination of employment.
2. Such payment shall be made as provided in paragraph (f).

(ii) *Termination Benefit.*

1. In the event that a member's employment as a firefighter is terminated by reason other than retirement, death or disability, he or she shall be entitled to receive the value of his or her share account

only if he or she has 10 or more years of credited service on the date of termination.

2. Such payment shall be made as provided in paragraph (f).

(iii) Disability Benefit.

1. In the event that a member is determined to be eligible for either an in-line of duty disability benefit pursuant to Section 20-198(1), or a not-in-line of duty disability benefit pursuant to Section 20-198(3), he or she shall be entitled to one hundred percent (100%) of the value of their respective share account.

2. Such payment shall be made as provided in paragraph (f).

(iv) Death Benefit.

1. In the event that a vested member or DROP participant dies while actively employed as a firefighter, one hundred percent (100%) of the value of their member share account shall be paid to their designated Beneficiary as provided in Section 20-197.

2. Such payment shall be made as provided in paragraph (f).

(f) Payment of Benefits. If a member or DROP participant terminates employment for any reason or dies and he/she or their beneficiary is otherwise entitled to receive the balance in the member's share account, the member's share account shall be valued by the plan's actuary on the next valuation date following death or termination of employment. Payment of the share account balance shall be made as soon as administratively practicable following the valuation date, but not later than one hundred fifty (180) days following the valuation date."

Section 6. Inclusion in Code. The City Commission intends that the provisions of this ordinance shall become and shall be made part of the Code of the City of St. Augustine, that the sections of this ordinance may be renumbered or re-lettered and that the word ordinance may be changed to section, article or other such appropriate word or phrase in order to accomplish such intentions.

Section 7. Conflict with Other Ordinances. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 8. Severance of Invalid Provisions. If any section, subsection, sentence, clause, phrase, word or provision of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, then said holding shall not be so construed as to render invalid or unconstitutional the remaining provisions of this ordinance.

Section 9. Effective Date. This ordinance shall become effective ten (10) days after passage, pursuant to Section 166.041(4), Florida Statutes.

PASSED by the City Commission of the City of St. Augustine, Florida, this _____ day of _____, 2020.

Tracy Upchurch, Mayor-Commissioner

ATTEST:

Darlene Galambos, City Clerk
(SEAL)

**LLW****LEWIS
LONGMAN
WALKER**Attorneys at Law
llw-law.com

REPLY TO: TALLAHASSEE

MEMORANDUM

TO: Local Government Clients

FROM: Jim Linn, Glenn E. Thomas and Janice Rustin

DATE: February 20, 2020

RE: SECURE Act

In December 2019, the U.S. Congress enacted and President Trump signed into law the "Setting Every Community Up for Retirement Enhancement" (SECURE) Act. The SECURE Act includes a number of federal tax law changes to promote retirement savings. The most significant change affecting all retirement plans, including local government plans, is an increase in the age for required minimum distributions, from 70 ½ to 72. There are several other provisions of the SECURE Act that impact governmental retirement plans. These are summarized below.

Increase in Age for Required Minimum Distributions

The SECURE Act amends Internal Revenue Code Section §401(a)(9) to allow retirees to delay taking required minimum distributions (RMDs) until age 72, replacing the prior age of 70 ½. This change is effective for plan members who reach age 70 ½ after December 31, 2019. For members who reached age 70 ½ on or before December 31, 2019, there is no change; these members must take their first RMD by April 1, 2020. However, plan members who attain age 70 ½ after December 31, 2019, can now wait to take their first RMD until April 1 of the calendar year in which they reach age 72. Most governmental retirement plans, both defined benefit and defined contribution plans, currently reflect age 70 ½ as the age at which members must begin receiving benefits or distributions from the plan. These plans will need to be amended to reflect the new age 72 provision for RMDs.

Reduction in Age for Permissive In-Service Distributions

The SECURE Act also amends Sections §401(a)(36) and §457(d)(1)(A) of the Internal Revenue Code to give employers more flexibility with regard to in-service distributions by reducing the age

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F: 904.353.7619

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St. Petersburg, FL 33701
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F: 727.290.4057

TALLAHASSEE

315 South Calhoun St.
Suite 830
Tallahassee, FL 32301
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F: 850.224.9242

TAMPA

301 West Platt St.
Suite 364
Tampa, FL 33606
T: 813.775.2331

WEST PALM BEACH

515 North Flagler Dr.
Suite 1500
West Palm Beach, FL 33401
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F: 561.640.8202

at which plan members are eligible to receive such distributions. In-service distributions allow members to begin to receive retirement benefits before they separate from employment.

- **DB plans:** Under the prior law, governmental defined benefit retirement plans could (but were not required to) provide for in-service distributions beginning at age 62 for members who are not qualified public safety employees, and age 50 for qualified public safety employees (qualified public safety employees are defined as any employee of a state or political subdivision of a state who provides police protection, firefighting services or emergency medical services). Under the SECURE Act, governmental defined benefit plans can provide for in-service distributions beginning at age 59 ½.
- **DC plans:** Under the prior law, governmental 457(b) deferred compensation plans could provide for distributions to members no earlier than the calendar year in which the member attained age 70 ½, or when the member separated from employment. Under the SECURE Act, governmental 457(b) deferred compensation plans can now provide for in-service distributions beginning at age 59 ½.

The SECURE Act provision lowering the age for in-service distributions is permissive, not mandatory. This change is effective for plan years beginning after December 31, 2019. Qualified public safety employees may still begin to receive in-service distributions from a defined benefit plan at age 50, if provided in the plan.

Withdrawals for Birth or Adoption of a Child

The Secure Act allows plan amendments that would permit members to take withdrawals of up to \$5,000 from defined contribution, 403(b) and 457(b) plans for expenses related to the birth or adoption of a child, for up to one year following the birth or adoption of the child, without the 10% early payment penalty. This is a permissive provision, not a requirement; and is effective for plan years beginning after December 31, 2019.

Please let us know if you have questions regarding these new age requirements.



Professional Fire Fighters of St. Augustine
IAFF Local 2282

101 Malaga Street, St. Augustine, FL 32084
P (904) 825-1098 F (904)825-1093

SUBJECT: FIRE PENSION SHARE PLAN

TO: WHOM IT MAY CONCERN

This memo is to serve as record that on 9/15/20 the membership voted and passed the motion to accept the language in the proposed pension share plan set forth by the pension board. If there is any further information needed, please feel free to reach out to me.

Joshua McKenzie

President Local 2282

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John Regan, City Manager

FROM: Jenny Wolfe, Historic Preservation Officer

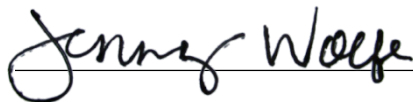
DATE: November 9, 2020

RE: Staff Presentation: Resilient Heritage

Copies of the recently completed grant project, Resilient Heritage in the Nation's Oldest City, were delivered to the City Commission and Historic Architectural Review Board at the end of September 2020. City staff from all departments participated in stakeholder meetings as well as volunteer subject matter experts to inform the multi-disciplinary consulting team of the most significant concerns related to heritage conservation in the context of flooding disasters. The result is a dynamic resource of economic data and mitigation planning and design initiatives within the publication and associated ArcGIS StoryMap (www.citystaug.com/resilientheritagestorymap).

Upon request, I prepared a brief presentation to summarize this work product with the major points identified by the consultant team. Please recognize that the publication is not a regulatory instrument, it was subject to review by the Florida Division of Historical Resources Grant program, and that it covers broad topics. This is the first major study that focuses solely on flood impacts to St. Augustine's heritage resources. I will be prepared to address any questions and I can contact the consulting team for any questions that need their response which can be reported back to the Commission in the future.

Thank you again for your support of the grant application that made this work possible and earned a number one ranking in the state Division of Historical Resources. Please place this item on the City Commission agenda and let me know if there is anything I can provide to support the request for this presentation.

A handwritten signature in black ink that reads "Jenny Wolfe". The signature is written in a cursive, flowing style.

Jenny Wolfe, Historic Preservation Officer



Resilient Heritage in the Nation's Oldest City

*A publication sponsored in part by the
Florida Division of Historical Resources
Small Matching Grant Program*

**Consulting Team Principal Investigator:
Dr. Angela Schedel, Taylor Engineering, Inc.**

**Staff Summary Presentation:
City Commission
November 9, 2020**

**Jenny Wolfe, Historic Preservation Officer
Planning and Building Department**

Images from top to bottom: Resilient Heritage Brand,
1940 Hurricane, Hurricane Matthew AP photo

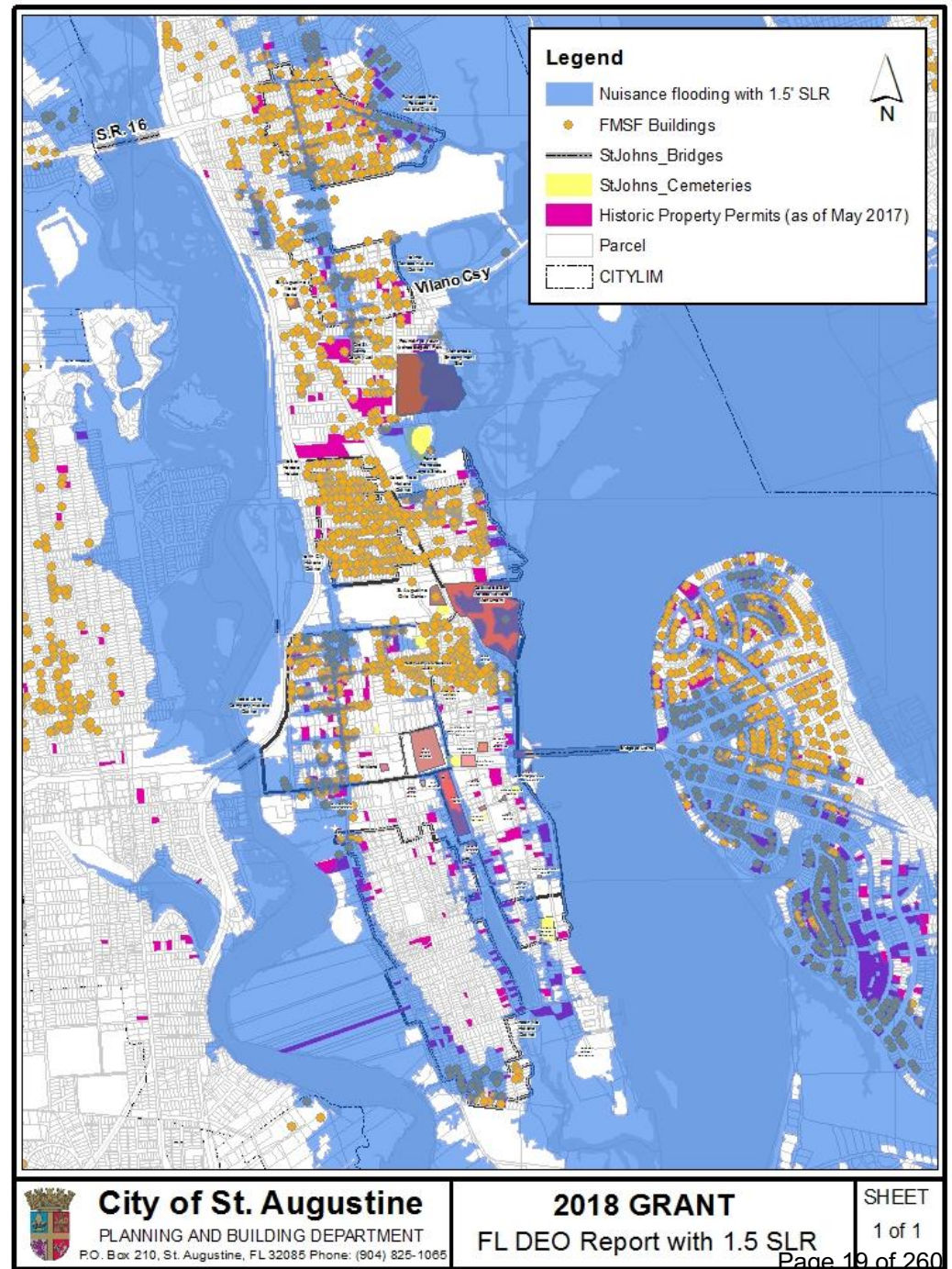




Hurricane Irma at Llambias House, courtesy SAHS



Archaeological investigation of foundation work



PROJECT SCOPE:

1. Evaluate strategies for preserving archaeological heritage at risk
2. Conduct an economic assessment of the impacts of flooding on cultural resources and project future impacts
3. Develop flood mitigation strategies for select city-stewarded historic properties
4. Evaluate current mitigation policies and provide recommendations for future consideration
5. Develop infographics for public education



Resilient Heritage Presentation to HARB, cover page, presented by consultant team June 25, 2020

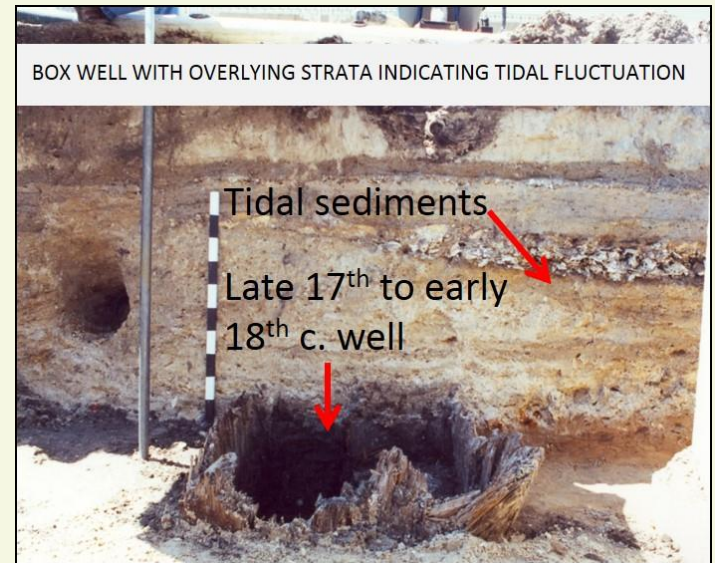


1. Archaeological Preservation

- ✓ Identifies 10 characteristics that can be used to **value and prioritize archaeological sites**
- ✓ Consolidated a **list of archaeological sites** under city stewardship
- ✓ 14 Strategies to **integrate and improve archaeological preservation** in mitigation, recovery, and policy

Key strategies recognize...

- preservation versus salvage archaeology
- archaeological collection is a resource
- collaborative benefits of increased digital tools and human resources
- continual education improves awareness



Archaeological resources reveal historic flooding



City of St. Augustine Archaeology Lab

2. Economic Analysis

Historic districts, local and national:

- ✓ 7.3% of the land area
- ✓ 41% of property values
- ✓ 75% of their land area is in a high-risk flood zone
- ✓ Property values increase at a greater rate, experience less market volatility

Tourism:

- ✓ Day and overnight heritage visitors spend \$1.6M daily
- ✓ Loss of \$20M in tourism expenditures during the 2 mos. post-event
- ✓ *Estimates correlation of surviving historic resources to volume of visitors: 10% loss of historic resources yields a 2% reduction in visitors and 50% resources lost=34% visitors*



Aerial photo of downtown St. Augustine, by consultant

Building permits:

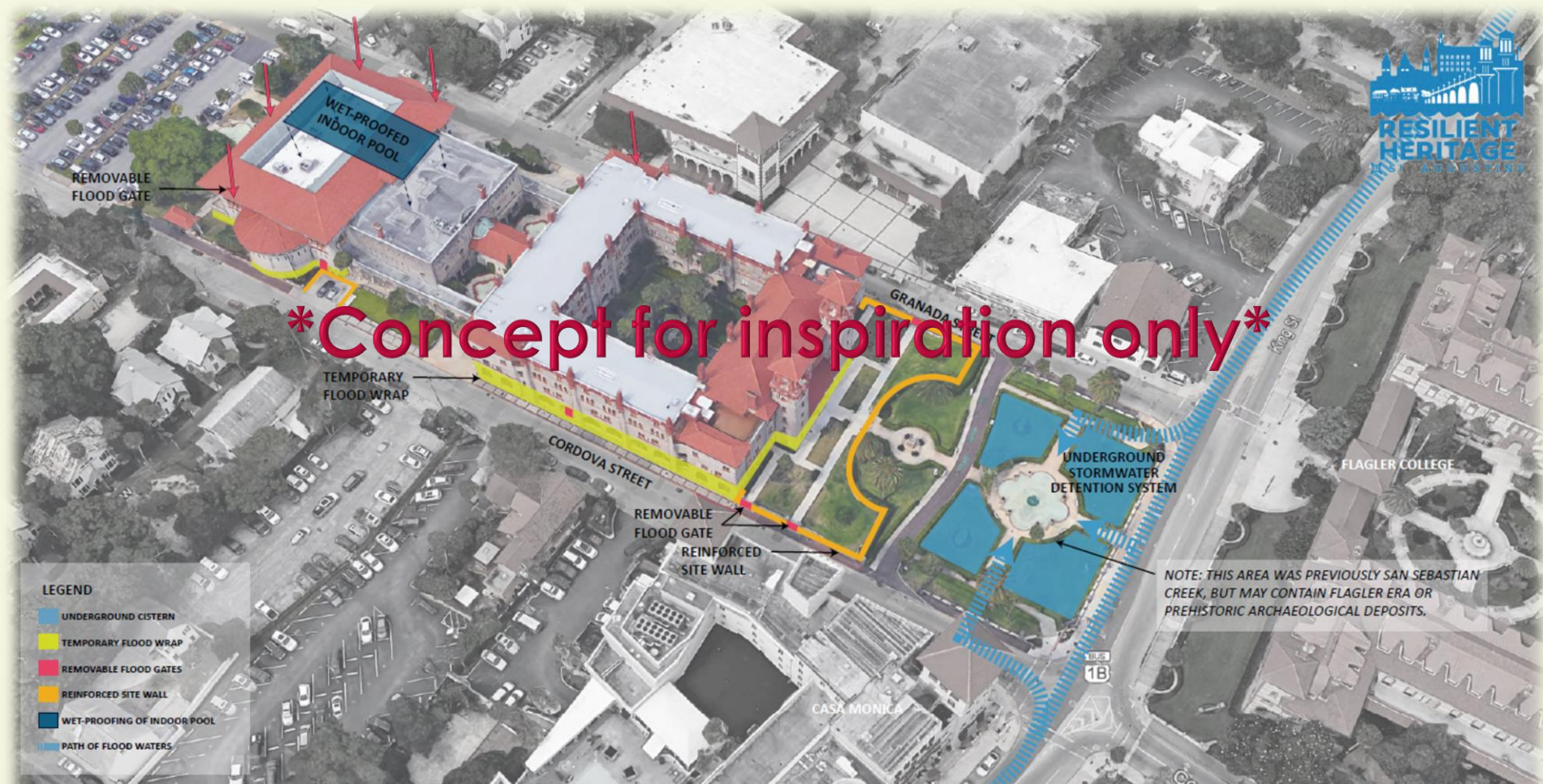
- ✓ 51% greater following storm event

****Travel Cost Method** analysis was applied to estimate the value of heritage resources in St. Augustine. It is a method of economic valuation used to calculate something that cannot be completely obtained through market prices. Used by the World Bank, the National Park Service and some World Heritage cities. See PlaceEconomics for more information.*

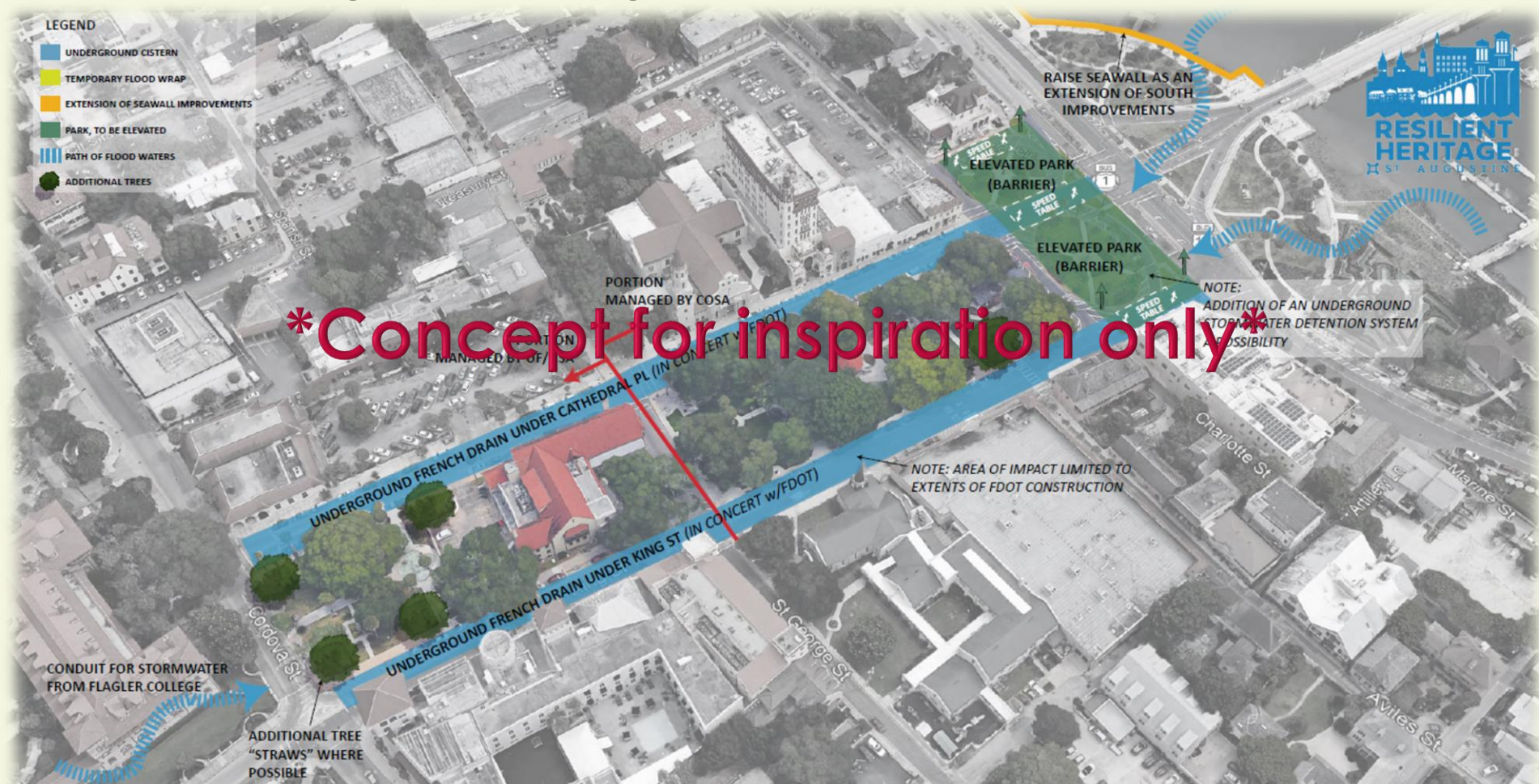
3. Flood Mitigation Design



3. Flood Mitigation Design



3. Flood Mitigation Design



4. Alternatives: Adaptation Policy, Regulation, Incentives

When consolidated, approximately 60 recommendations fall within the following 4 major categories:

☐ **City organizational opportunities**

Integrate cultural resource conservation, establish a working resiliency planning team or task force, create infrastructure to support public and private efforts

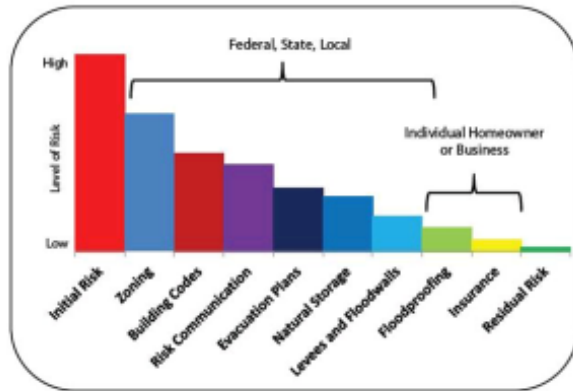
☐ **Capital improvement plan**

Prioritize historic property investment for mitigation and enhance capacity of archaeological preservation



Resilient Heritage planning workshop, pre-Covid

4. Alternatives continued



Regulatory Compliance

Building Codes - Resilient Design

- Consider promoting as part of historic property redevelopment, Green Infrastructure improvements
- Request a Future Conditions Checklist be completed for new or substantial improvement construction in the historic districts

Historic Rehabilitation – Adaptation

- Review the Floodplain Management ordinance to understand fully and recommend changes for historic resource adaptation through the variance process.
- Require Phase I archaeological survey for any substantial excavation
- Develop review procedures for building elevation / relocation
- Develop Elevation Design Guidelines

Buyouts / Relocation / Easements

- Work with historic district property owners to craft future criteria for FEMA / State funded mitigation and adaptation activities impacting historic resources.

Financing Authority

Local Authority

- Municipal Bonds
- Ad Valorem Taxes and Municipal Service Taxing Units
- Special Assessments
- Local Option Tourist Development Tax
- Special Districts
- Developmental Impact Fees
- Endowment for private donations and voluntary proffers from developers

Excerpts from Resilient Heritage presentation to HARB by consultant team

☐ Regulatory compliance

☐ Financing adaptation and recovery with national, state, and local authorities

5. Branding and ESRI StoryMap

<http://citystaug.com/resilientheritagestorymap>

Resilient Heritage in the Nation's Oldest City

[A Rich History and Rising Hazards: RESILIENT HERITAGE](#)[The Value of History: ECONOMIC ANALYSIS](#)[Protecting the Future of the Past: FLOOD MITIGATION](#)[A Path into the Future: POLICY](#)



A Rich History and Rising Hazards: RESILIENT HERITAGE



St. Augustine's Coastal Location
+ Low Elevation
+ 2,059 Historic Properties
= High Risk for Flooding + Storm Surge

City of St. Augustine's Response:
The Resilient Heritage Initiative

St. Augustine, founded in 1565, ranks as the nation's oldest continuously occupied settlement of European and African-American origin in the continental United States. The ten-square-mile



Cover page, Resilient Heritage StoryMap

Appendices: Please refer to the back of the publication for these documents

1. Glossary, Ap. A
2. Directions for selecting and prioritizing mitigation strategies, Ap. B
3. Criteria Guidance, Ap. C: evaluating mitigation strategies
4. Planning Worksheet, Ap. D: use with a team of 2-6 people to apply the above criteria to a selected resource and hazard
5. Community Values Rating Worksheet, Ap. E: complete this worksheet to populate the last column of the evaluation criteria in Planning Worksheet
6. Priority Ranking Matrix, Ap. F: record scores based on discussions and comments generated from the Planning Worksheet
7. HP Flood Adaptations, Ap. G: taken from 2019 NPS Guidelines on Flood Adaptation for Rehabilitating Historic Buildings
8. Mitigation Strategy Encyclopedia, Ap. H

Example: See Appendix F, STAPLEEC Matrix

STAPLEEC MATRIX																									RESILIENT HERITAGE ST AUGUSTINE			
STEP 1 PROPERTY/LOCATION: <u>Site Name</u> (eg. building, structure, object, site, etc.) HAZARDS: <u>Flooding</u> (eg. flooding, salt water intrusion, wind, etc.) OBJECTIVE: <u>Minimize flood impacts and downtime</u> (eg. preserve historic character, protect historic																												
STEP 1: Fill in the PROPERTY/LOCATION, the existing or future HAZARD that will be addressed, and the objective the MITIGATION STRATEGY should address. Use a separate worksheet for each OBJECTIVE. The CONSIDERATIONS under each criteria are suggested and may be edited to reflect specific project priorities. STEP 2: Fill in the MITIGATION STRATEGIES that address the specific objective the planning team identified on the Planning Worksheet. STEP 3: The working group should refer to the CRITERIA GUIDANCE and COMMUNITY VALUES sheet to evaluate each mitigation strategy for the selected location/structure, hazard, the objective and hazard. The questions on the CRITERIA GUIDANCE and COMMUNITY VALUES worksheets should be answered qualitatively, with comments recorded on the PLANNING WORKSHEET. STEP 4: For each STAPLEEC column, indicate a plus (+) for favorable, a negative (-) for unfavorable, or N/A for not applicable. Leave blank for no response. Consultation of an outside source. Positive (+) = 1, negative (-) = -1, and not applicable (N/A) = 0. Each MITIGATION STRATEGY is then given a PRIORITY RANKING based on its score.																												
↓ STEP 2 Select STRATEGIES					↓ STEP 3 CONSIDERATIONS STAPLEEC ANALYSIS (+ / - / N/A)															↓ STEP 4 CALCS & PRIORITY RANKING								
Mitigation Strategy:					Social		Technical		Administrative		Political		Legal		Economic		Environmental					Community Value	SCORE	PRIORITY RANKING				
					Community Acceptance	Effect on Segment of Population	Technical Feasibility	Long Term Solution	Secondary Impacts	Staffing	Funding Allocated	Maintenance/Operations	Political Support	Local Champion	Public Support	State Authority	Existing Local Authority	Potential Legal Challenge	Benefit of Action	Cost of Action	Contributes to Economic Goals	Outside Funding Required			Effect on Land/Water	Endangered Species	Hazardous Waste	Consistent with Community Environmental Goals
Wet Floodproofing					+	-			-	-	-	+	+	+	+	N/A	+	+	+	N/A	-		N/A	+	N/A	+	5	2
																										8	1	
																											2	3
Comments																												

See Appendix D, worksheet will correspond

See Appendix G, choose from 11 strategies

See Appendix E, community value qualifiers and score

Moving forward...



Avenida Menendez Rendered Perspective View

1. **Complimentary Grant Projects** totaling \$400,000 in non-matching grants from the National Park Service for Hurricane Irma Hazard Mitigation, sub-granted from SHPO
2. **Integrate and Leverage *Resilient Heritage*** tools, strategies, and data from this publication in the city's leadership for resiliency planning initiatives
3. **Cultivate StoryMap** as a resource for historic property owners and landing page for community participation with cooperation from multiple city departments

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John Regan, PE
City Manager

DATE: October 21, 2020

RE: Ripley Entertainment, Inc. Franchise Agreement

Ripley Entertainment, Inc. has held a franchise agreement with the City since 1978. This agreement has been renewed twice, with the current agreement expiring on September 30, 2020, but extended through November 30, 2020. Ripley Entertainment, Inc. has asked to renew the agreement once again, through September 30, 2030. Franchisees may apply to the City Commission for a renewal of their agreement if the franchisee has addressed any concerns outlined by the performance evaluation committee as outlined in Section 14-19 of the City Code. The performance evaluation committee consisted of myself, Reuben Franklin, Public Works Director and Mark Simpson, Finance Director. Below are the areas to be addressed by code with the committee's evaluation of the franchisee's performance.

- 1) Compliance with the terms and conditions of this article and grantee's franchise agreement.

City records indicate the franchisee has maintained a current business license throughout the tenure of the franchise. All drivers of the franchisee have met the code in relation to guide licenses throughout the tenure of the franchise. All franchise vehicles have been properly inspected annually and in a timely manner. All reporting and franchise fees due to the City have been submitted and paid in a timely manner.

- 2) Responsiveness to customer complaints.

The City Commission discussed noise complaints they had received from residents in 2015 and 2016 regarding both trains and trolleys. In 2017, Historic Tours of America (HTA) approached the City about renewing their Franchise Agreement. At that time, they stated their plan to install directional speakers to reduce the noise created by HTA's trolleys. During this same timeframe, Ripley's adjusted the noise produced by their trains by 1) creating quiet zones in many residential areas 2) eliminating some residential streets and 3) removing the center speaker on their trains. The City cannot find documentation of any complaints on either company since the 2017 discussion. Regarding customer complaints, Ripley's states that they were inducted into the "Trip Advisor Hall

of Fame” in 2019. This was for 5 consecutive years of being awarded the “Trip Advisor Certificate of Excellence”. They most recently received the Trip Advisor “Traveler’s Choice” award in 2020.

3) Safety.

Conversations with and records from our Mobility, Parking and Police Departments did not indicate any safety concerns. When the current franchise agreement with Ripley Entertainment, Inc. was signed in 2005, the company was operating 5 to 7 trains per day along the prescribed route, with various stops. At this time, they are operating 2 to 4 trains per day and offering a non-stop tour along the approved route. Their current agreement, and the City’s code, allow up to 15 trains per day.

4) Cleanliness, condition of appearance of sightseeing motor vehicles.

The trains have a high level of cleanliness and condition of appearance. We can find no record of complaint on the cleanliness and/or appearance of the trains operated by Ripley Entertainment, Inc.

Based on the facts listed above, the committee believes the franchisee is within their rights to apply to the City Commission for a renewal of their franchise agreement. Please place this item, along with the “First Amendment to Franchise Agreement” under staff presentations for the November 9, 2020 City Commission meeting. Please reach out if you have questions or concerns.



Meredith Breidenstein
Assistant City Manager

Cc: Mark Simpson, Finance Director
Reuben Franklin, Public Works Director



Ripley's and the Red Trains sincerely appreciate the city's consideration of the extension of our franchise agreement. I thought it might be helpful if I touched on a few things that have changed since our last renewal to assist in the process. Thank you again for your consideration.

- I. Compliance
 - a. The Red Trains have maintained current business licenses throughout the duration of the agreement.
 - b. The trains have participated in and have passed all city inspections and have also retained an outside company visit us annually to do OSHA and DOT inspections which we have also passed.
 - c. All financial reporting has been completed in a timely manner
- II. Noise complaints
 - a. In and around 2016 / 2017, there were some noise issues brought to our attention by a few residents. We have made the following modifications and have been unaware of any noise complaints following our modifications.
 - i. A neighbor complained of the music and train noise during Nights of Lights so we have designated our back lot, which seemed to be the source of the complaints, as a quiet zone. No music is to be played and drivers are not allowed to talk on their PA systems in the back lot. This seems to have resolved the issue.
 - ii. We have designated "Quiet zones" in residential areas throughout the city where we had issues during that time. We no longer drive on Cedar Street, William Street is a designated quiet zone as is the far end of Aviles Street.
 - iii. At one point, a commissioner reached out to me about issues with noise from the bells around the Lightner Museum. We immediately took action and stopped using the bells in this area. With our new tour, we don't use the bells at all unless there is a safety reason to do so.
 - iv. A few years ago, we removed our center speakers in the coaches so that now, we have a front and rear speaker only in each coach that is directed toward the interior of the train where the guests are seated.
- III. Quality of Service / Community Service
 - a. The Red Trains are proud of our guest satisfaction rate as we have received the Trip Advisor Certificate of Excellence 9 out of the past ten years. In 2019, we were inducted into the Trip Advisor Hall of Fame for our outstanding reviews. We currently are at a 4.5 star overall rating, but since implementing our new tour, our average is 4.92 stars.
 - b. The Red Trains have a long history of providing community service. Sadly, a few of these things have been put on hold during the pandemic, but we do plan on resuming these items once it is safe to do so:

- i. For ten years, the trains have provided free movies to the general public, first at the city marina, then, for the past three years, at the Colonial Quarter, for residents. Guests can pick up a free train at the Visitor Information Center and ride to the N. St George stop to see the movies.
- ii. For many years, we have provided complimentary trains for the Friday night art walks.
- iii. We have donated our time and service to the city for shuttles for the 4th of July fireworks.
- iv. We work with dozens of charities, schools and civic organizations provided services and tickets for fund raisers.
- v. After Hurricane Irma, our “Community Cares” team assisted with cleanup for residents and businesses who needed help around the city.
- vi. We have hosted numerous free events for the community including: The World’s Largest Wedding vow renewal ceremony train rides, two mini Kiss concerts, a Halloween fund raiser for a local firefighter’s family following Hurricane Matthew, and many more.

IV. Changes in service

- a. After reopening following our COVID closure, we have changed our tours. While our route is the same, we are currently only doing one hour, fully narrated city tours with no on / off options. This has been very well received and eliminates any seat sharing while allowing our team to fully sanitize vehicles between runs. This has also allowed us to find ways in which to work with our competitor at HTA, rather than against them. We have given them access to our previously exclusive stop at the city marina and they in turn shuttle our marina passengers to Ripley’s for our tours. We are also meeting next week to find more ways in which our companies can work together going forward. We both feel that this change now offers guests to the city multiple ways to enjoy St. Augustine while allowing both of us to do what we do best and to work together.
- b. The new “Red Express” Tour also limits the number of vehicles that we have on the St. Augustine roadways. Our guests can park at Ripley’s Believe It or Not and rather than running 5-7 trains a day, we generally run two trains a day during the week and 4 on weekends and holidays.

V. Vehicles

- a. We have added four brand new trains to our fleet in 2020. This is allowing us to refurbish our older vehicles and make sure that we are representing St. Augustine well. The new trains are a little smaller, but hold the same number of people. They also have upgraded emission systems that meet California requirements and numerous new safety features.

Again, the Red Trains is very appreciative of how the city has supported, and the extra mile that they have gone during the pandemic to insure our continued success. Thank you!

FIRST AMENDMENT TO FRANCHISE AGREEMENT

This first amendment to the Franchise Agreement is executed this ____ day of _____, 2020, between the **CITY OF ST. AUGUSTINE, FLORIDA** ("City") and **RIPLEY ENTERTAINMENT, INC.** ("Franchisee").

WHEREAS, the Franchisee operates Sightseeing Motor Vehicles in the Historic District of, and throughout, the City under Ordinance No. 2001-22, approved by the City on final reading on July 13, 2001, and;

WHEREAS, by approval of the City Commission at the November 9, 2020 meeting the Franchisee was granted a ten-year extension of said franchise.

NOW, THEREFORE, for and in consideration of the mutual promises, covenants and conditions herein, and in further consideration of the sum of One and No/100 (\$1.00) Dollar, the receipt of which is hereby acknowledged by the City, the parties agree as follows:

1. Following the expiration of the original Franchise Agreement on September 30, 2020, Section 2. Term of said agreement shall be modified to read:

"2. Term. The term of this Franchise shall continue, so long as Franchisee has complied with all terms of the Franchise Agreement, for a period of ten (10) years commencing on December 1, 2020 (hereinafter "effective date") until September 30, 2030. This Franchise may be renewed at the end of the term provided herein, contingent upon Franchisee's adherence to the terms of this Franchise Agreement and under such terms and conditions as the City may hereafter, and from time to time, provide by ordinance, and so long as the Franchisee is in compliance with all ordinances of the City applicable hereto."

2. Except as modified herein all items and conditions of the Franchise Agreement between the parties dated July 13, 2001, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals on the dates set forth below.

WITNESSES:

RIPLEY ENTERTAINMENT, INC.

By: _____

Printed Name

Printed Name

Date: _____

(Title)

Date: _____

Printed Name

Date: _____

ATTEST:

CITY OF ST. AUGUSTINE, FLORIDA,
a municipal corporation

Darlene Galambos, City Clerk

By: _____
John P. Regan, P.E.
City Manager

(SEAL)

Date: _____

Approved as to Form and Content:

Isabelle C. Lopez, City Attorney

CITY OF ST. AUGUSTINE

MEMORANDUM

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

DATE: November 9, 2020

RE: Recommendation for Naming a Public Park (conservation area in Lighthouse Park)

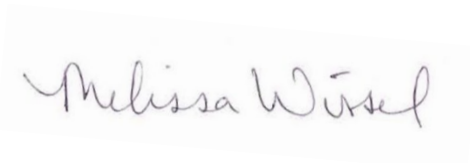
In accordance with Resolution 2016-15, in reference to the naming of public parks, I convened a meeting on Tuesday, October 20, with a representative of the Public Works Department and Planning and Building Department to review public input submitted regarding the formal naming of the conservation area in Lighthouse Park, south of Santa Monica Avenue, for Maria Andreu, the first female lighthouse keeper.

In total, 115 people responded by completing the online survey. No submissions were received at City Hall or via email. One hundred nine responses were in favor of naming the park for Maria Andreu and 6 responses were in opposition.

The committee concluded that no alternative suggestion offered a compelling name to supersede the majority public agreement for the proposed name.

The committee respectfully asks that you put forth the recommendation to the City Commission to endorse the name *Maria Andreu Conservation Park* as the official name of the conservation area in Lighthouse Park.

Please place this item on the Agenda for the November 9, 2020, City Commission meeting for consideration and approval. If you have any questions or need additional information, please let me know.

A handwritten signature in blue ink that reads "Melissa Wissel". The signature is written in a cursive, flowing style.

Melissa Wissel
Communications Manager

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John P. Regan, City Manager

DATE: October 28, 2020

RE: **PRESERVATION EASEMENT AGREEMENT: 7 BRIDGE STREET (SANCHEZ HOUSE)**

On August 26, 2019, the City Commission reviewed and approved a settlement agreement between Sandy and Mike Wieber the proposed new property owners at 7 Bridge Street known as the Sanchez House. The settlement agreement was the result of a mediation under Florida Statutes § 70.51 for land use and environmental dispute resolution. That agreement was subject to the recordation of several documents to be executed by the City and property owners. These included:

- A Unity of Title and Management Restrictive Covenant (Covenant) providing that If unity of title or management are broken, the Agreement will become null and void and the Sanchez House will be limited to HP-1 uses only;
- A Declaration of Covenants, Conditions, and Restrictions (Declaration) governing the use of the Sanchez House and the Bayfront Marin Inn for weddings and special events;
- A façade easement granted in favor of the City on the historic exterior and interior of the Sanchez House.

The Covenant and the Declaration were subsequently executed by the property owners and filed in the public records for St. Johns County at OR Book 4857, Pg 1964 and OR Book 4857, Pg 1948, respectively.

The City Commission asked to review and approve the façade agreement upon its completion. The document has been renamed to Preservation Easement Agreement to better reflect the interior and exterior scope of the agreement to preserve the historically significant components of the Sanchez House.

Baseline documentation was compiled by Mr. Paul Weaver inclusive of the historical summary, physical description, and interior/exterior site photos in order to memorialize the current condition of the property as well as to clarify the obligations and restrictions of property owners. Both the baseline documentation and the Agreement have been reviewed the by the City's Historic Preservation Officer for completeness.

Specifically, the Agreement provides:

- A duty of continued maintenance and repair in a manner so as to preserve the architectural and historical integrity of the Property. All repairs and maintenance must be in accordance with the Secretary of the Interior Standards for the Treatment of Historic Properties.
- Restricts activities affecting the historically significant components of the interior or exterior of the Sanchez House allowing for City approval of all construction or finish materials and architectural details. This includes a requirement that any work which impacts archeological resources must obtain review and authorization of the City.

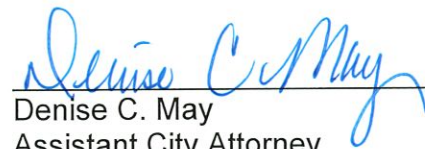
- That the Agreement runs with the land in perpetuity.
- Grants the City the right to inspect the property with 24 hours written notice in order to observe the condition of the interior or exterior at all reasonable times.
- The City has the right to seek enforcement for any material violation of the Preservation Easement by means of Code Enforcement or Injunction as may be appropriate.

The Preservation Easement Agreement is attached for review, comment, and execution should the City Commission find it acceptable.

Therefore, please place this matter on the agenda for the November 9, 2020, meeting of the Commission for this purpose.

Please contact our office if you have questions or comments.

Thank you.


Denise C. May
Assistant City Attorney

/s/
Attachment

xc: Sidney F. Ansbacher, Esq.
Meredith Breidenstein, Assistant City Manager
David Birchim, Planning & Building Director
Isabelle C. Lopez, City Attorney
Darlene Galambos, City Clerk

Agenda Title:

Approval of Preservation Easement Agreement for the property located at 7 Bridge Street (Sanchez House).

Prepared by/return to:
Sidney F. Ansbacher, Esq.
Upchurch, Bailey and Upchurch, P.A.
Post Office Drawer 3007
St. Augustine, Florida 32085-3007

PRESERVATION EASEMENT AGREEMENT

THIS PRESERVATION EASEMENT AGREEMENT is made the ____ day of _____, 2020, between SANDRA L. WIEBER AND MICHAEL S. WIEBER, husband and wife, as grantor of a preservation easement (hereafter collectively referred to as "Grantor"), and the CITY OF ST. AUGUSTINE, FLORIDA, as grantee of the preservation easement (hereafter referred to as "Grantee") (collectively, the "Parties").

RECITALS

A. This Preservation Easement Agreement (hereafter referred to as "Agreement") is entered under Florida law for the purpose of preserving the property described in paragraph 1. below, which contains structures that are culturally, historically, and/or architecturally significant.

B. A template of the Agreement was attached as Exhibit "B" (the "Agreement Template") to the Declaration of Covenants, Conditions, and Restriction ("Declaration"), by the Grantor and approved by the Grantee, then recorded at Official Records Book 4857, page 1948, public records of St. Johns County, Florida.

C. This Agreement is identical to the Agreement Template, except as follows:

1. The title of the Agreement is changed from "Façade Easement" to "Preservation Easement," to reflect the interior and exterior scope of the Agreement.

2. At the request of Grantee, subparagraph 3.c., strikes a general reference to the Florida SITES file, and adds measurable standards requirements of the National Park Service and Secretary of the Interior.

3. At the request of Grantee, subsection 3.d. now expressly covers "interior construction and finish materials," "interior or exterior setting," and archaeological resource protections.

4. Finally, the Parties agree that the extensive Baseline Report, attached hereto as Exhibit "B," provides the resource information the Declaration anticipated would be included in the final Agreement.

5. The Agreement remains otherwise identical to the Agreement Template.

6. The Parties intend the few changes to both better identify the wide scope of the Agreement and to enable enforcement of its terms.

In consideration of the sum of \$10.00 and other good and valuable consideration, the receipt and sufficiency of which are acknowledged, the Parties agree as follows:

1. **Subject Property.** This Agreement creates a preservation easement in real estate legally described as City of St. Augustine, part of Lots 1, 1-A & 2, Block 22, 24.83 feet on Avenida Menendez, Official Records 2228, page 1840, and Official Records 3733, page 489 ("Trustee's Deed"), public records of St. Johns County, Florida (hereafter referred to as the "Property"), as more particularly described in Exhibit "A."

2. **Grant of Preservation Easement.** The Grantor hereby grants to the Grantee a preservation easement in the Property for the purpose of assuring preservation of the Sanchez House, which is the main structure on the Property. The preservation easement has the purpose and effect of preserving the historically significant components of the Sanchez House in substantially the condition as set forth in subparagraph 3.b., below.

3. **Conditions of Easement:**

a. **Duration.** This preservation easement is granted in perpetuity commencing on the date when it is filed in the Official Records of the Clerk of Court, St. Johns County, Florida.

b. **Documentation of condition of the Sanchez House at the time of grant of this preservation easement.** In order to make more certain the full extent of Grantor's obligations and the restrictions on the Property, and in order to document the nature and condition of the Sanchez House, including significant interior elements in spatial context, a list of character-defining materials, features, and space, as jointly determined by the Parties, is incorporated as Exhibit "B" at the end of this Agreement. The Grantor has provided to the Grantee architectural drawings of the Sanchez House. To complement Exhibit "B," Grantee and Grantor have compiled a photographic record, including photographer's affidavit, black and white photographs and negatives, or electronic image files saved as high resolution images, photograph logs, and a keyed location map. The Grantor agrees that the nature and condition of the historic components of the Sanchez House on the date of execution of this preservation easement are accurately documented by the architectural drawings and photographic record, which shall be maintained for the life of this preservation easement in the Grantee's preservation easement file for the Property.

c. **Duty to maintain the Sanchez House.** The Grantor agrees to assume the cost of continued maintenance and repair of the Sanchez House so as to preserve the architectural and historical integrity of the Property as measured by the National Park Service (location, design, setting, materials, workmanship, feeling, and association) and in accordance with the Secretary of the Interior's Standards for the Treatment of Historic Properties.

d. **Restrictions on activities that would affect historically significant components of the Sanchez House.** The Grantor agrees that no demolition, construction,

alteration, remodeling, or any other activity shall be undertaken or permitted to be undertaken on the Sanchez House that would affect historically significant exterior features or interior spaces identified as significant in Exhibit "B." Exterior construction materials, interior construction and finish material, architectural details, form, fenestration, scale and mass of the Sanchez House shall not be adversely affected nor the structural soundness or interior or exterior setting altered without prior written permission of the Grantee affirming that such reconstruction, repair, refinishing, rehabilitation, preservation, or restoration will meet City of St. Augustine's local preservation ordinances. Any work on the Property which impacts archaeological resources shall require review and authorization of the Grantee. Notwithstanding the foregoing, Grantor may upgrade the two bathrooms in the Sanchez House and otherwise may perform such repairs and retrofits as the Parties jointly agree are appropriate and necessary to meet any applicable Life Safety code.

e. Right to inspect. The Grantor agrees that the Grantee, its employees, agent and designees shall have the right to inspect the Property at all reasonable times, with twenty-four (24) hours written notice, in order to ascertain whether the conditions of this Agreement are being observed. However, in the case of any natural or man-made disaster or imminent endangerment to the Property, the Grantee easement holder shall be granted access to the Property with no prior notice.

f. Easement shall run with the land; conditions on conveyance. This preservation easement shall run with the land and be binding on the Grantor, its successors, and assigns. The Grantor agrees to insert an appropriate reference to this Agreement in any deed or other legal instrument by which it divests itself in part or in whole of either the fee simple title or other lesser estate in the Property, or any part thereof.

g. Enforcement. The Grantee shall have the right to prevent and to correct violations of the terms of this preservation easement. If the Grantee, upon inspection of the Property, finds what reasonably appears to be a material preservation easement violation, Grantee may exercise its discretion to seek code enforcement under applicable City ordinances or injunctive relief in a court having jurisdiction. Except when an ongoing or imminent violation will irreversibly diminish or impair the cultural, historical and/or architectural importance of the Property, the Grantee shall give the Grantor written notice of the violation and allow thirty (30) calendar days to correct the violation before taking any formal action, including, but not limited to, administrative, equitable, or legal action. If a court, having jurisdiction, determines that a violation exists or has occurred, the Grantee may seek to obtain an injunction to stop the violation, temporarily or permanently. The failure of the Grantee to discover a violation or to take immediate action to correct a violation shall not bar it from doing so at a later time.

h. Effective date; severability: This preservation easement shall become effective when filed by the Grantor in the Office of the Clerk of Court of St. Johns County, Florida, with a copy of the recorded instrument provided to the Grantee for its preservation easement. If any part of this Agreement is held to be illegal by a court, the validity of the remaining parts shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement does not contain the particular part held to be invalid.

i. Amendments. The Parties may amend this Agreement in a joint writing, entered into with the same formality as this Agreement, provided the amendment shall be consistent with preservation purpose of this Agreement and shall not materially reduce the regulatory controls listed in the conditions of the preservation easement. Any such amendment shall not be effective unless it is executed in the same manner as this Agreement, refers expressly to this Agreement, and is filed in the Official Records of the Clerk of Court of St. Johns County, Florida.

This instrument reflects the entire agreement of Grantor and Grantee regarding the subject façade easement. Any prior or simultaneous correspondence, understandings, agreements, and representations terminate, and merge into this Agreement, upon both Parties' execution of this Agreement, unless set out expressly in this Agreement.

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[SIGNATURES CONTINUED ON FOLLOWING PAGES]

IN WITNESS WHEREOF, Grantor and Grantee have set their hands under seal on the days and year set forth below.

GRANTOR(S):

Sandra L. Wieber

Michael S. Wieber

STATE OF FLORIDA)
)
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____, 2020, by Sandra L. Wieber and Michael S. Wieber, husband and wife, who are personally known to me or have produced _____ as identification.

Notary Public

(NOTARY SEAL)

GRANTEE:

**CITY OF ST. AUGUSTINE, FLORIDA,
a municipal corporation**

ATTEST:

By: _____
Tracy W. Upchurch, Mayor-Commissioner

Darlene Galambos, City Clerk

Date: _____

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

Isabelle Lopez, City Attorney

EXHIBIT "A"

Legal Description of the Property

A PARCEL OF LAND BEING A PART OF LOTS 1, 1-A AND 2, BLOCK 22, ACCORDING TO THE OFFICIAL MAP OF ST. AUGUSTINE AND MORE FULLY DESCRIBED AS FOLLOWS: COMMENCE AT THE NORTHEAST CORNER OF SAID LOT 1-A FOR THE POINT OF BEGINNING; THENCE SOUTH 17 DEGREES 57 MINUTES WEST, 24.83 FEET ALONG THE EAST LINE OF SAID LOT 1-A; THENCE NORTH 68 DEGREES 58 MINUTES WEST 97.18 FEET; THENCE SOUTH 18 DEGREES 33 MINUTES WEST 5.86 FEET; THENCE NORTH 68 DEGREES 08 MINUTES WEST 9.11 FEET; THENCE SOUTH 21 DEGREES 30 MINUTES WEST 11.84 FEET; THENCE NORTH 69 DEGREES 28 MINUTES WEST 30.63 FEET TO A POINT ON THE WEST LINE OF ABOVE MENTIONED LOT 2, THENCE NORTH 20 DEGREES 00 MINUTES EAST 56.36 FEET ALONG THE WEST LINE OF LOTS 2 AND 1 TO THE NORTHWEST CORNER OF LOT 1; THENCE SOUTH 63 DEGREES 05 MINUTES EAST 137.15 FEET ALONG THE NORTH LINE OF LOTS 1 AND 1A TO THE POINT OF BEGINNING.

EXHIBIT “B”

Baseline Documentation

**THE LONG-SANCHEZ HOUSE
7 BRIDGE STREET/43 MARINE STREET
FLORIDA SITE FILE NO. 2501
HISTORIC AMERICAN BUILDINGS SURVEY FLA-132
ST. AUGUSTINE, FLORIDA

BASELINE DOCUMENTATION**



Jose Simeon Sanchez, Owner Long-Sanchez House

Historic Property Associates, Inc.

July 31, 2020

For Michael and Sandra Wieber

St. Augustine, FL

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HISTORICAL SUMMARY

The Long-Sanchez House at 43 Marine Street, also known as 7 Bridge Street, was constructed c. 1804, during the Second Spanish Period (1784-1821). It is one of the best-preserved colonial buildings in St. Augustine. It is located just south of Bridge Street and the c. 1573 town as shown on the 1586 Boazio Map. The area south of Bridge Street was part of the c. 1600 town plan. Development expanded south from what is today Bridge Street to St. Francis Barracks during the 17th century.¹ With its location on the bayfront the lot where the Long-Sanchez House is located would have been an obviously attractive location for early settlement, site improvements, and buildings.

Nonetheless, no evidence of a standing structure on the site occurs until after the British Period (1763-1784). In 1769 the lot was part of many properties owned by Jesse Fish, the real estate agent who received much of the Spanish holdings at the end of the First Spanish Period (1565- 1763). The first documented structure on the site was a wooden house owned by Jose Rosy shown on the 1788 Rocque Map.²

The Rosy ownership is documented through various legal instruments including mortgages, tax records and deeds.³ Rosy's daughter received ownership of the property through royal deed in 1802. On July 7, 1804 she sold the lot to George Long. Long was a native of Ireland and initially immigrated to Pennsylvania before moving to Spanish Florida around 1793. He was attracted to Florida due to generous land policies. Long received land grants at Julington Creek and Matanzas. However, Indian attacks forced Long to seek refuge in St. Augustine. Records of the St. Augustine Historical Society attribute the removal of the Rosy House and construction of the present building to Long.⁴ The evidence is circumstantial based on the construction of the Long-Sanchez House placed on the property line in the Spanish tradition and the architectural character being consistent with other buildings dating to the Second Spanish Period.

George Long died during the Second Spanish Period and his property on Marine Street was inherited by his son, George Long, Jr. Shortly before the transfer of Florida to the United States, Long, Jr. sold the property to Lewis Levy on July 5, 1821.⁵ Around the time of the transfer, Levy conveyed the property to Belton A. Copp.⁶ Copp was the son of prominent merchant Daniel Copp, a native of Connecticut, who moved to St. Augustine during the Second Spanish Period in search of business opportunities. In 1821 Daniel Copp was one of the first city alderman during the United State Territorial Period but died the following year. Belton Copp grew up in St. Augustine and was a practicing attorney during the early 1820s. Judge Joseph Lee Smith, father of Edmund Kirby Smith, recommended Copp for U.S. Attorney to succeed Alexander Hamilton, Jr. but someone else received the appointment. In 1829 Copp sold the property to A.S. Willington.

Willington owned the property for six years, selling it in 1835 to Charles Downing.⁷ Downing was a prominent resident of East Florida who served as Florida's Territorial Representative to the United States House of Representatives. Downing purchased the property as trustee for Mary Sanchez, wife of Jose Simeon Sanchez, descendant of one of Florida's oldest families.⁸

¹ Kathleen Deagan, et al, "A Sub-Surface Survey of the St. Augustine City Environs," (Tallahassee, 1976); Juan Jose Elixio de la Puente, "Plano de la Ciudad de San Agustin," January 22, 1964.

² Ramola H.Drost, "Drost Overlays," St. Augustine, 1954; Mariano de la Rocque, "Plano Particular de la Ciudad de San Agustin"

³ East Florida Papers, *Escrituras*, 1784-1821.

⁴ Florida Master Site File, SJ2501, 1980.

⁵ St. Johns County Records, Deed Book C, pp. 140-141.

⁶ Ibid., Deed Book C, p. 64.

⁷ Ibid.; Deed Book H, p. 340; Florida Master Site File, SJ2501, 1980.

⁸ Ibid., Deed Book M, p. 8.

For most of the next century, 43 Marine Street would be associated with the Sanchez Family. Jose Simeon Sanchez was the most prominent of twenty children fathered by Francisco Xavier Sanchez (1736-1807). The elder Sanchez was a native Floridian and a member of only three families who remained in Florida during the First Spanish, British, and Second Spanish periods. He owned a large cattle ranch north of St. Augustine and owned considerable real estate in and around the city. His son, also known as Joseph S. Sanchez, continued with the family cattle interests and was prominent in political and civic affairs in St. Augustine. Joseph Sanchez served as a city alderman, mayor, justice of the peace, and St. Johns County Sheriff and tax collector. He was a representative to the legislative council and a delegate to the state constitutional convention when Florida became a state in 1841. He married his first wife Mary in 1816.⁹

Upon his wife's death in 1841, Joseph Sanchez leased the house for five years to John A. Roddy, Arthur Magee, and George Center, who operated a major wharf along the bayfront east of the house. In September, 1841 Magee contracted with Henry Wharton for major renovation to 43 Marine Street. The work is described in the Jose Simeon Sanchez Papers as follows:

"The stone and wooden partitions downstairs to be taken down. The terrace floor to be dug up and new beams laid, all the old floor of the house downstairs to be taken up and new Floor laid of ¼ inch (1" by 4") Yellow pine, Tongued + Groove plank...all the sashes to be repaired and glazed....The flooring under Stair Case not to be touched, the Pantry under Stair Case closed up. The roof to be shingled (best quality of shingles) with two dormer windows and single Battened shutters. Piazza upstairs five wide and lengthy of new stone wall, that has to be up, with neat Handrail three feet high. New stone wall to be put up on the East Side of the House where it is now weather Boarded. Lathed and plastered and one door above and one below in Same partition. The Ceiling of the large room upstairs to be all replastered with to two coat work, all other plastering work of the Building inside to be Completely repaired new Base upstairs in all the rooms. ---Up Stairs—one single battened door, Two paneled doors, one new door frame, four pair Venetian Blinds, Six window frame Sashes all to be glazed complete for painting, Two paneled shutters, one panel + Sash door, to go out to the piazza—with shutters for sash. The house to be plastered outside all over, and whitewashed inside throughout, all the doors + window shutters to be fastened in a Strong and substantial manner, the locks, Bolts + Hinges to be of the best quality."¹⁰

A bill from Henry Wharton in 1845 indicated additional work including fencing the property and an addition to the south side of the house.¹¹ These are the only documented major renovations to the house until 1937 when another major renovation occurred.

Jose Simeon Sanchez died in 1853 and his children inherited 43 Marine Street. After settlement of his estate three of his daughters known as the Sanchez Sisters came to own the house. The Sanchez Sisters subsequently called it the "Bleak House" after the popular novel by Charles Dickens. The Sanchez Sisters lived into their eighties. Gradually as they died off, parts of the building were converted for other uses, including a coffee house, tearoom and the Galleon Art Club, forerunner of the St. Augustine Art Association. In 1931 Christina Sanchez, the last of the Sanchez Sisters, died at what was described as the "quaint" home at the corner of Bridge and Marine Street.¹²

After several years of vacancy, William Aquilla and Beulah Robinson Lewis of Mount Eccentric, The Plains, Virginia purchased "Bleak House and renamed it "Arequipa." They also purchased the adjacent Marin House at 47 Marine Street and the attached Flagler Era apartment building at 142 Avenida Menendez.

⁹ Florida Master Site File, SJ2501, 1980; St. Augustine Historical Society (SAHS), Sanchez House File, Block 22, Lot 1.

¹⁰ SAHS, Jose Simeon Sanchez Papers, file folder "Repairs to House."

¹¹ Ibid.

¹² Florida Master Site File, SJ2501, 1980

The Lewises were involved with Robinson Improvement Company which had considerable timber and turpentine holdings in St. Johns and Duval counties.¹³ At the time of the purchase the Long-Sanchez House was in a state of disrepair. The Sanchez Sisters had lacked the resources to properly maintain it and St. Augustine in general was in the midst of difficult economic times dating to the collapse of the Florida Land Boom in 1926 and the onset of the Great Depression in 1929.

In 1937 the Lewises attempted one of the first restorations of a colonial building in the history of St. Augustine. They hired a professional architect, Wilbur Tollerton of Thomasville, Georgia, to draw plans which were submitted to Dr. Verne Chatelain, director of the St. Augustine, Fla., restoration program for the Carnegie Institution of Washington. The restoration was documented with before and after photographs in the St. Augustine Record and others in the collection of the St. Augustine Historical Society. The exterior was renewed with little change and the interior was likely upgraded with new kitchens and bathrooms.¹⁴

The Lewises were seasonal residents of St. Augustine, using the Long-Sanchez House as a winter home. W.A. Lewis died in 1960 and his wife Beulah died in 1966. One of the Lewis' major contributions was permitting the Historic American Building Survey (HABS) to record the building in 1961. Noted architectural historian John C. Poppeliers, head of the Historic American Buildings Survey from 1971-1980 and author of the noted reference work What Style Is It?, recorded the building along with architect Henry C. Edwards.¹⁵

A final noteworthy owner was John C. May of Jamestown, North Carolina. May undertook renovations to the building in 1970. He worked closely with the St. Augustine Historical Society which in the years prior to establishment of the City of St. Augustine Historic Architecture Review Board (HARB) served as an authority on architectural preservation. The major alteration was renewal of the exterior stucco finish and removal of the existing shutters.¹⁶

PHYSICAL DESCRIPTION OF THE LONG-SANCHEZ HOUSE

Summary

The Long-Sanchez House was likely built between 1804-1821 by Spanish subject George Long. It was designed as a typical colonial dwelling but has been used subsequently for apartments, a tearoom, coffee house, and art gallery. It is currently part of the Bayfront Marin House Bed and Breakfast Complex.¹⁷

The Long-Sanchez House is two-and-one-half stories in height with four bays on the Marine Street (main) elevation and three on the Bridge Street elevation. The ground plan is rectangular and measures 31' by 38' excluding the rear porch. The foundation is coquina block construction. The walls are dressed coquina blocks squared and laid in horizontal courses. The original exterior finish was painted a lime-based stucco. There was evidence at the time of the 1961 HABS Survey that the exterior was ashlar scored to imitate stonework. This was likely done when the building was renovated in 1841 when the Greek Revival and other classically inspired styles were popular.

All evidence of the ashlar scoring has been lost or covered up by more recent applications of stucco. The current stucco is cement based. There is a rear wooden, two-story porch located on the east elevation supported by 6" by 6" wooden post.

¹³ Ibid.; Deed Book 100, p. 181; Deed Book 103, p. 531; Deed Book 110, p. 169; Lis Pendens Book 3, p. 293; St. Augustine Record, August 15, 1960; January 24, 1960.

¹⁴ Ibid.; St. Augustine Record, July 4, 1937.

¹⁵ Harry C. Edwards, "The Historic American Buildings Survey" HABS No. FLA-132.

¹⁶ St. Augustine Historical Society (SAHS), Sanchez House File, Block 22, Lot 1, Correspondence between John C. May and SAHS.

¹⁷ Florida Master Site File, SJ2501, 1980

The porch also dates to the 1841 renovations. There is a single coquina end chimney with a simple cap located at the peak of the gable in the south wall. A modern flue and cap rise above the original chimney opening.¹⁸

Windows are wooden 12/12 double hung sash. The dormers on the east and west slopes of the roof have 4 lights. All windows have exterior shutters. Current shutters are non-historic hinged and operable. They and most windows post-date 1970 and likely were added in 1985 when major renovations were undertaken. They feature three vertical boards with battens at the top, center, and bottom of the boards. All have shutter dogs. With one exception, the historic shutters seen in a 1937 photograph were louvered and milled and likely dated from the late nineteenth century. The 1937 photograph of the building shows a single shutter on the west elevation with four vertical boards secured with two metal straps.

The main roof is a side gable with a kick over the rear bay. The roof has a central ridge running north-south and is surfaced with wooden shingles. It has open eaves, with projecting rafters. Since 1937, the roof has been surfaced with sheet metal in a V-crimp pattern and asbestos cement shingles which imitated cut wooden shingles. Currently, the roof is surfaced with cut wood shingles. The roof is broken on the east and west slope by shed dormers also surfaced with wood shingles. Inspection of the interior roof system indicates some historic features including the rafters and flooring likely date to the 1841 renovations. The rafters are joined and secured with dowels and the floorboards are wide, hand-planed, and consistent with pre-industrial age construction in St. Augustine. Much of the roof deck has been replaced with modern wooden materials. (See Interior Photos 40-45)

Site

The site expresses the pre-1842 history of the St. Augustine bayfront prior to the construction of the seawall south of the central plaza. Maps such as Rocque (1788), Clements (1835) and the Benham Survey (1842) show an open beach on the east side of the property. As a result, the Long-Sanchez House was oriented west, facing Marine Street, with its west and north structural walls, by Spanish regulation and building tradition, located flush with the street and property line on these sides (See Site Photos 1-13).

All of block 22 as shown on the 1835 Clements Survey was reshaped by the construction of the St. Augustine Seawall by the Department of War from the central plaza to St. Francis Barracks during the late 1830s and 1840s. As a result of construction of the seawall, the area behind the wall was backfilled and elevated. To avoid an issue of the federal government making improvements to private lands, an agreement was reached between property owners and the City of St. Augustine for the construction of Bay Street, now Avenida Menendez. In the case of the property where the Long-Sanchez House is located, a small lot was created on the east side of the property, beyond the original Lot 1 as shown on the Clements Survey, now known as City of St. Augustine Block 1A (See Site Photos 12-13).

Most of the current site improvements date to the 1937 renovations undertaken by the Lewis family in consultation with the Carnegie Commission. The site is clearly distinguished between the original lot and the area filled c. 1842. The older portion of the site is enclosed with a coquina block wall constructed in 1937 (Site Photos 18-19). The 1855 Horton Sketch shows this area enclosed with a vertical board fence approximately six feet in height (Site Photo 14). The area enclosed by the coquina wall features a grape arbor which also appears in photographs of the 1937 renovations (Site Photos 18-19). A coquina cross (2' x 2') discovered on the site in the 1930s has been repurposed into the east side of the wall and a circular well has been reconstructed (Site Photos 20, 26).

Florida Master Site File, SJ2501, 1980

¹⁸ Harry C. Edwards, "The Historic American Buildings Survey" HABS No. FLA-132

A modern brick paved patio has also been added (Site Photo 25). The east side of the site, Lot 1A, is defined by a low, concrete block garden wall finished in stucco. A diamond patterned wire fence enclosing this area is shown in 1937 photographs of the site (Site Photos 19, 20-25).

Between 1917 and 1924 a two-bay, concrete block garage was added to the south side of the building (Site Photos 8-9). According to the HABS study, the garage was rebuilt in 1963. Between the 1970 and 1980, a new one-bay masonry garage was added to the south elevation (Exterior Photos 28-31).

Marine Street (West/Main) Elevation

The Marine Street elevation is four bays wide. The earliest clear view dates to 1937 at the end of the Sanchez Family period of ownership (Exterior Photos 1-2). The photograph showed two doorways leading into the first floor. Originally, the building was likely a single-family residence with a single entrance, most probably the southernmost bay of the current façade. Major renovations were undertaken in 1841 and the building was converted at least in part to a commercial use. The northern entrance on Bridge Street was likely added at that time. Two doorways shown on the 1855 Horton Map on the North (Bridge Street) elevation provide circumstantial evidence of this change (Exterior Photo 18). During the ownership of the Sanchez family the interior was divided into at least three apartments for the Sanchez sisters. Each would have likely had a private entrance so the multiple entrances on Marine Street are consistent with historic uses of the interior.

The 1937 pre-renovation photograph shows the four-bay configuration at the first and second floor level (Exterior Photo 2). The northern most opening featured a four-panel wooden door with the remnants of a screen door. The northern most window was covered by a vertical board shutter with metal strapping. The southernmost door opening had a more intact screen door which obscured the interior door. It was covered by a simple wooden shed awning. The southernmost window featured wooden louvered shutters, which likely dated to the late nineteenth century. The upper floor contained four windows. All four windows contained louvered shutters similar to the shutters on the first-floor southernmost window. Only one window is visible which is a 12/12 multi-light sash. The exterior was finished with a lime-based stucco and was in deteriorated condition with exposed coquina, cracking and spalling evident at multiple locations. According to records of the Sanchez Family the 1841 roof was finished with "high quality" wooden shingles. The roof in 1937 was a galvanized metal V-crimp type with a shed dormer and chimney breaking the roof plane. The metal roof likely dated to c. 1915 when the City of St. Augustine mandated metal/fireproof roofs in response to the 1914 fire. The dormer was finished with horizontal boards and featured a hinged shutter with horizontal boards.

Following the 1937 renovations, louvered wooden screen doors were added to the two door openings and wooden paneled shutters were added to the window openings at the first-floor level (Exterior Photo 3). All of the louvered shutters at the second-floor level were repaired or replaced in kind. The exterior was repaired with lime-based stucco. The galvanized roof was removed and replaced with an asbestos cement shingle that closely resembled a wooden shingle. The asbestos material was likely used as a fire retardant because wood shingles were prohibited under city ordinance at the time. The shutter from the dormer window was removed to reveal a four-light window. The boards were removed from the sides of the dormer and the exterior was finished with stucco. The dormer roof was also finished with the asbestos shingles.

The 1961 HABS study fully documented the elevation through drawings and photographs (Exterior Photos 1, 4). The property was under the ownership of the Lewis family from 1937 until 1966. There were no major changes to the west elevation during this period. HABS photographs and drawings showed the shutters open which revealed the 12/12 light windows in all window openings. The two doors were eight panels each. A photograph from the 1980 Florida Master Site File form shows the shutters removed from the second floor, a 1/1 light window in the dormer, and the modern garage addition.

Several major renovations were undertaken post-1980. In 1986 new windows and eight new operable vertical board sets of shutters were added to the windows. The roof was resurfaced with wood shingles.¹⁹ The exterior was renewed with stucco, although the new stucco appears to be cement based instead of lime in contrast to earlier finishes. In 2000 (Exterior Photos 7-8) the historic door openings on the first floor were removed and replaced with 12/12 light windows.

Bridge Street (North) Elevation

The Bridge Street elevation is three bays wide at the first and second floor level and a single bay in the upper half-story, gable end. The gable end provides clues to the history of the building. The steeper portion is original to the c. 1804 building and in keeping with the steep pitched roofs of earlier, colonial buildings as documented in Albert Manucy's The Houses of St. Augustine.²⁰

Major renovations were undertaken in 1841 and the building was converted at least in part to a commercial use. Two doorways are shown on the 1855 Horton Sketch on the North (Bridge Street) elevation which provide physical evidence of this change (Exterior Photo 18). A window is sandwiched between the two doors.

The 1841 renovations dramatically changed the profile of the north elevation. Originally two bays wide, a third bay and the porch were added to the east. The addition can still be read by the break in the roof plane, with a less steeply pitched roof covering the addition and the porch. The dormers were added at that time (Exterior Photo 17).

The next clear view of the elevation dates to the 1937 renovations (Exterior Photos 19-20). Photographs show a single door at the eastern most bay with windows in the remaining openings of the elevation. All windows featured louvered shutters like the shutters on the Marine Street elevation. Only one window is visible which is a 12/12 multi-light sash on the eastern most bay of the second floor. Based on the records from the HABS Survey, all windows were 12/12 light wooden sash in 1937 (Exterior Photo 17, 21).

The 1937 renovations to the Bridge Street Elevation were similar to the Marine Street Elevation. Wooden paneled shutters were added to the two window openings at the first-floor level (Exterior Photo 20). All of the louvered shutters at the second-floor level were repaired or replaced in kind. The exterior was repaired with lime-based stucco.

The 1961 HABS study also fully documented the North Elevation through drawings and photographs. The property was under the ownership of the Lewis family from 1937 until 1966. There were no major changes to the North Elevation during this period. The HABS photographs and drawings showed the shutters open which revealed the 12/12 light windows in all window openings and a six-panel door in the eastern most bay (Exterior Photo 17, 21). A photograph from the 1980 Florida Master Site File form shows the shutters removed from all windows (Exterior Photos 17, 21). A final major renovation undertaken in 2000. The historic door on Bridge Street was removed and replaced with a modern matching door (Exterior Photos 23-24).²¹

East Elevation

The east elevation was an addition to the original c. 1804 building and dates to 1841. According to the Sanchez family papers a new stone wall was added on the east side of the house where it had been previously been weather boarded. The HABS floor plans clearly document this addition with the new east wall, while structural, is clearly distinct from the more robust walls of the c. 1804 building (Interior Photo 1).

¹⁹ Building Permit Bridge 7, 85-465.

²⁰ See pages 109-110.

²¹ HARB COA 00-0421. An earlier COA 99-0013 was never undertaken including adding dormers to the roof. The doors in the 1999 HARB drawings do not match the existing door.

The porch, referred to as a piazza, was also added with a three- foot-high handrail at this time (Exterior Photo 11). The 1855 Horton Sketch provides a partial view of the elevation (Exterior Photo 12). The elevation is three bays wide and features a doorway with flanking windows at the porch level and a single dormer in the east slope of the roof.

No full views of the elevation are available until the 1961 HABS study. During the 1937 renovations, photographs show the second-floor porch, windows, and doors (Exterior Photo 13- 14). The rail system consisted of a stringer, handrail, and diamond pattern wooden balustrade. The detailing of the features is not clear except for the north window which matches the 12/12 light wooden sash of the North and West Elevations. The dormer window when completed showed a four light window and the roof was surfaced with the asbestos cement shingles found also on the west roof slope.

The 1961 HABS study fully documented the East Elevation for the first time (Exterior Photo 11, 15). The first floor was three bays wide with a central paired door with eight lights in the upper portion and a single wooden panel below. The north bay of the first floor contained a 12/12 light sash window with louvered wooden shutters. The south bay contained a single door with six lights in the upper portion and two wooden panels below. The second floor contained a centrally placed door with six lights and two wooden panels below. Flanking the entrance were 12/12 light wooden sash windows with louvered wooden shutters. The porch was supported by chamfered wooden posts and retained the rail system documented in the 1937 photographs. The roof also retained the features documented in the 1937 photographs.

At present the elevation retains most of its historic features. The most dramatic change has been the replacement of the historic rail system with a contemporary one with simple balusters. This change likely dates to the 1986 renovations. The roof has been resurfaced with wood shingles (Exterior Photo 16). The exterior finish has been renewed with stucco, although the new stucco appears to be cement based instead of lime in contrast to earlier finishes. A four-light window in the gable remains, although visual inspection indicates it is of modern construction.

South Elevation

The south elevation is austere and unrelieved. It was attached to another colonial building when built. This building is visible on the 1855 Horton Sketch of St. Augustine (Exterior Photo 18). The elevation is currently finished in stucco but the HABS study and photos from the mid-20th century show scarring from an earlier attached side gable roof (Exterior Photos 27-31). Beginning c. 1924 garages have been attached to the elevation at the first-floor level. A portion of the 1937 garden wall is attached to the east side of the elevation (Exterior Photo 27).

Interior

The interior developed in two phases. The first between c. 1804 and 1841 was a two room plan on both floors. The construction contract by Henry Wharton in 1841 provides information about the interior prior to his work.²² The original first story floor was likely a tabby base with a raised plank floor, walls were lime-based plaster, and ceilings were vigas (exposed floor joists) with the second story flooring exposed. The second floor had wooden board flooring and plaster walls and ceiling. The second floor was accessed by an exterior stair. The stair might have been enclosed at some point with a wooden structure finished with wooden weatherboards.

The interior underwent a major renovation in 1841. The first-floor stone and wooden partitions on the first floor were removed. The original plank floor was removed and replaced with 1" by 4" tongue and groove long leaf yellow pine boards. All the plaster wall and ceiling finishes were renewed. The large second floor room was to be re-plastered with two coats.²³

²² SAHS, Jose Simeon Sanchez Papers, file folder "Repairs to House."

²³ Ibid.

The major addition was the expansion of the building one bay east and the enclosure of the exterior stair. The terrace floor where the stair was located was dug up and replaced with floor beams. The addition became a stair hall to access the second floor with an entrance created on Bridge Street.

The 1841 room plan appears to be intact (Interiors Photos 1-2). Some walls between the original rooms are wooden paneling or tongue-and-groove vertical beaded board planks characteristic of the period. This contrasts with the balloon frame and other stud walls found in St. Augustine following the Civil War. Floors on the first floor have gone through a series of changes. The 1961 HABS study indicated an asbestos tile over a concrete slab. This floor finish and sub-floor were likely added during the 1937 renovation when the house was modernized. The current floor is 1' square ceramic tile which post-dates 1970. The second floor is random width board flooring. Asbestos tile laid in the 1930s and described in the HABS study has been removed. The flooring in the attic is also random width boards (Interiors Photos 1-2, 9, 27, 36, 45).

The current stair likely dates to the 1841 renovations. It is a wooden, single-run, open-string stairway. It has two simple square wooden balusters per tread a molded wooden rail and a simple square wooden newel post (Interior Photos 1-2, 18-19, 23). There is a second stair leading to the attic (Interior Photo 40).

Room 102 is the principal first floor room and one of the original rooms. It was used as a parlor historically. On the south elevation is a fireplace and mantel and built in cabinets. Two doors are wood, four-panel identified as Door #3 on the HABS door schedule. The historic door identified as HABS Door #9 and entrance on Marine Street have been removed and replaced with a window. A paired vertical board door with battens identified as HABS Door #12 leads from the parlor to the stair hall (Interior Photos 5-12).

Room 103 is the other first floor principal room and one of the original rooms. It was used historically as a bedroom. Three doors are four panel, wood identified as Door #3 on the HABS door schedule. A second historic door identified as HABS Door #9 and entrance on Marine Street have been removed and replaced with a window (Interior Photos 13-16).

Rooms 104 and 105 are part of the colonial dwelling and house a closet and bathroom, respectively. The bathroom is a modern adaptation likely dating to 1937 when the house was modernized. Room 101 was part of the 1841 addition. It has been used as a kitchen and again was likely part of the 1937 renovations. It features HABS Door #1.

The stair hall is also part of the 1841 addition. It features HABS Door #2 and Door #10 (Interior Photos 17-22). The second-floor stair hall is also part of the 1841 addition. It features HABS Doors #7, #8 and #10 (Interior Photos 23-28).

Room 202 is the principal second floor room and one of the original rooms. It was used as a parlor and apartment historically. On the south elevation is a fireplace and mantel, paneled walls, built in cabinets and HABS Door #11 leading to the attic. All these features were recorded during the 1961 HABS survey and remain today. Two doors identified as Door #5 and Door #7 are located on the east side of the room and two doors identified as Door #14 were located on the north wall of the room (Interior Photos 29-36). One of these doors has been removed and the wall has been modified to have only one opening.

Room 203 is the other second floor principal room and one of the original rooms. It was used historically as a bedroom. A partition wall on the east side of the room was removed and converted to a bathroom in 1998 (Interior Photos 37-38). The attic is accessed by HABS Door #11.

There are historic wooden stairs rising west leading to the attic. The floor deck in the attic and rafters appear to date to at least 1841 and may be colonial. The attic is part of the c. 1804 building. Rafters are vertically sawn wood and are tied together through joinery and dowels. Non-original tie beams have been added to the rafters for additional support. Dormers were added in 1841. The windows in the dormers are 2/2 light casement of recent construction. The floor deck is random wooden boards, vertically sawn and hand-planed, again likely an 1841 or earlier feature. The roof deck has spot repairs within the past fifty years during the HARB period when the existing wood shingle roof was added.

Integrity

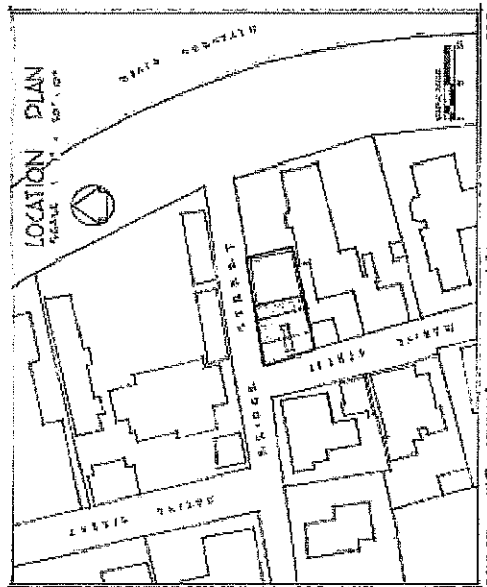
The Long-Sanchez House is one of St. Augustine's landmark buildings. A large part of its significance is its high level of architectural integrity, particularly the integrity of its interior. On the exterior its original form, mass, and scale is unchanged since 1841. All the structural walls dating to 1841 are intact. A carport c. 1970 has been added on the south elevation beyond the original structure but this elevation was unrelieved and had an attached building early in its existence. The main change to the exterior was the replacement of two early doors and addition of two windows in 2000 to the Marine Street elevation. The south door was likely the original entrance since the building was oriented toward Marine Street and the door opened onto the first-floor parlor. Overall, while the roof finish, stucco, and windows are not original they have been replaced in kind and are in character with the building dating back to 1841.

The integrity of the interior is remarkable. The two cell, St. Augustine common floor plan dating back to 1841 largely is intact. This is in part because the east coquina structural walls of the c. 1804 buildings remain. Moreover, some wood partition walls of the c. 1804 portion of the building also remain. These walls were likely added in 1841 but were thin vertical boards rather than typical balloon or 2 x 4 stud walls that appeared in the post-Civil War St. Augustine. This method of construction is particularly evident on the second-floor partition wall between HABS Rooms 202 and 203. This wall is shown on the HABS floor plan and on a HARB drawing when an original door was removed and the opening filled in 1998 (Interior Photos 2, 37-38, 47). Long-standing stairs, floor joists, wooden flooring, fireplaces, mantels, and most original doors remain. According to the HABS study, the hardware was non-historic replacements. Some of the hardware is antique but may be recycled and not part of the original fabric of the building. This includes an original English lock box.

LONG-SANCHEZ HOUSE, 43 MARINE STREET
SITE MAP, HABS SURVEY FLA 132, 1961

THE LONG - SANCHEZ HOUSE

43 MARINE STREET , ST AUGUSTINE , ST JOHNS COUNTY , FLORIDA
AT BRIDGE STREET



HISTORICAL NOTE

THE HOUSE WAS FORMERLY BUILT BY GEORGE LONG BETWEEN 1804 AND 1811. IN THE CEMENT'S STORY OF 1934, IT IS LISTED AS THE PROPERTY OF JAMES L. LONG (JUNIOR), SANCHEZ. SANCHEZ WAS PROMINENT LOCALLY IN BOTH CITY AND STATE AFFAIRS DURING THE TERRITORIAL AND EARLY STATEHOOD PERIODS. THE HOUSE REMAINED IN THE SANCHEZ FAMILY UNTIL PURCHASED BY W. A. LEWIS IN 1935. THE HOUSE WAS THEN RESTORED BY OR UNDER SUPERVISION OF ARCHITECT WALTER TOLLESON OF THOMASVILLE, GEORGIA, BUT IT'S HIS ALTERED LITTLE OF THE ORIGINAL FABRIC. THE HOUSE IS A GOOD EXAMPLE OF ST. AUGUSTINE SPANISH ARCHITECTURE OF THE SECOND SPANISH PERIOD.

THESE DRAWINGS WERE DONE BY THE EASTERN OFFICE OF THE DIVISION OF DESIGN AND CONSTRUCTION NATIONAL PARK SERVICE. CHARLES E. PETERSON, SUPERVISING ARCHITECT, HISTORICAL STRUCTURES, IN COOPERATION WITH THE ST. AUGUSTINE HISTORICAL COMMISSION AND PRESERVATION COMMISSION, THE WORK FINANCED UNDER THE "MISSION 66" PROGRAM. FIELD WORK UNDER THE SUPERVISION OF HENRY L. EDWARDS, ASSISTANT PROFESSOR OF ARCHITECTURE, UNIVERSITY OF FLORIDA AND EXECUTED BY ARCHITECTURAL STUDENTS LIBERTY L. BAUMS, UNIVERSITY OF FLORIDA, RALPH H. FRANK, PENNSYLVANIA STATE UNIVERSITY, AND SALLY HOWELL, UNIVERSITY OF KANSAS.

ST. AUGUSTINE 43 MARINE STREET HABS SURVEY FLA 132, 1961		NAME OF STRUCTURE THE LONG - SANCHEZ HOUSE		COUNTY ST. JOHNS		STATE FLORIDA		HISTORIC AMERICAN BUILDINGS SURVEY SHEET 1 OF 2 SHEETS		DRAWN BY C. E. PETERSON	
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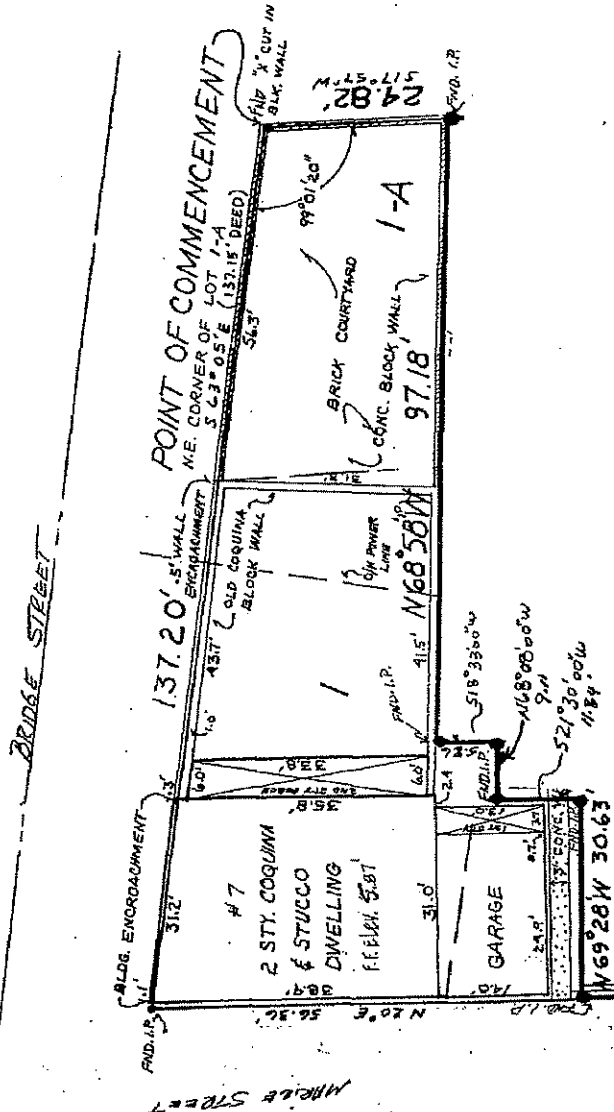
LONG-SANCHEZ HOUSE, 43 MARINE STREET SURVEY, 1998

SHOWING SURVEY

CERTIFIED TO: THOMAS H & CAMILA I BAUMGARTNER/OLD REPUBLIC NATIONAL
TITLE INS CO/ESTATE TITLE & GUARANTY INC

A parcel of land being a part of Lots 1, 1-A and 2, Block 22, according to the Official Map of St. Augustine and more fully described as follows:

COMMENCE AT THE Northeast corner of said Lot 1-A for the point of beginning; thence South 17 degrees 57 minutes West 24.93 feet along the East line of said Lot 1-A; thence North 68 degrees 58 minutes West 37.18 feet; thence South 18 degrees 33 minutes West 5.86 feet; thence North 68 degrees 08 minutes West 9.11 feet; thence South 21 degrees 30 minutes East 11.84 feet; thence North 69 degrees 28 minutes West 30.63 feet to a point on the West line of above mentioned Lot 2; thence North 20 degrees 00 minutes East 56.36 feet along the West line of Lots 2 and 1 to the Northwest corner of Lot 1; thence South 63 degrees 05 minutes East 137.15 feet along the North line of Lots 1 and 1-A to the point of beginning.



LEGEND:

F.I.P. FOUND IRON PIPE/PIN
F.I.R. FOUND IRON ROD
S.I.R. SET IRON ROD (L.B. 6072) 5/8"
F.C.M. FOUND CONCRETE MONUMENT
S.C.M. SET CONCRETE MONUMENT
CONC. CONCRETE
I.D. SURVEYOR'S IDENTIFICATION MARK
R/W RIGHT OF WAY
C CENTERLINE
R RADIUS
CD CHORD DISTANCE

L ARC LENGTH
CB CHORD BEARING
T.B.M. TEMPORARY BENCH MARK
B.M. BENCH MARK
P.O.C. POINT OF COMMENCEMENT
P.O.B. POINT OF BEGINNING
P.C. POINT OF CURVE
P.T. POINT OF TANGENCY
P.C.C. POINT OF CONCAVE CURVATURE
P.R.C. POINT OF REVERSE CURVATURE
P.I. POINT OF INTERSECTION

ELEV/EL ELEVATION
N.G.V.D. NATIONAL GEODETIC VERTICAL DATUM
F.F. FINISHED FLOOR ELEVATION
O.R. OFFICIAL RECORDS BOOK
N.T.S. NOT TO SCALE
D.M. DEED MEASUREMENT
F.M. FIELD MEASUREMENT
P.M. PLAT MEASUREMENT
B.L. BLOCK
P.R.M. PERMANENT REFERENCE MONUMENT
P.C.P. PERMANENT CONTROL POINT
(TYP) TYPICAL

NOTES:

- According to the Federal Emergency Management Agency FIRMA Map No. 12514573, effective 11-18-97, the property described herein appears to lie in Zone A5 ELB.
- Basis of bearing structure, Bridge Street 513° 02' 50" E
- Encroachments as shown herein are only those above ground, visible objects observed by the surveyor.
- No underground structures, utilities or foundations were located or determined by this survey.
- This survey does not reflect or determine ownership.
- This survey made without benefit of an abstract of title. No right-of-way or easements of record were furnished to this firm except as shown.
- All distances, bearings or angles are as field measured. Deed or plot measurements are noted if different.
- Basis of elevations, NGVD 29
- The certification of this survey is a professional opinion based on the existing field and documentary evidence available at the time this survey was prepared.

JOB NO. 98-1061

DATE

F.B.

PAGE

REVISIONS

Boundary 7-7-98

SCALE: 1"=20'

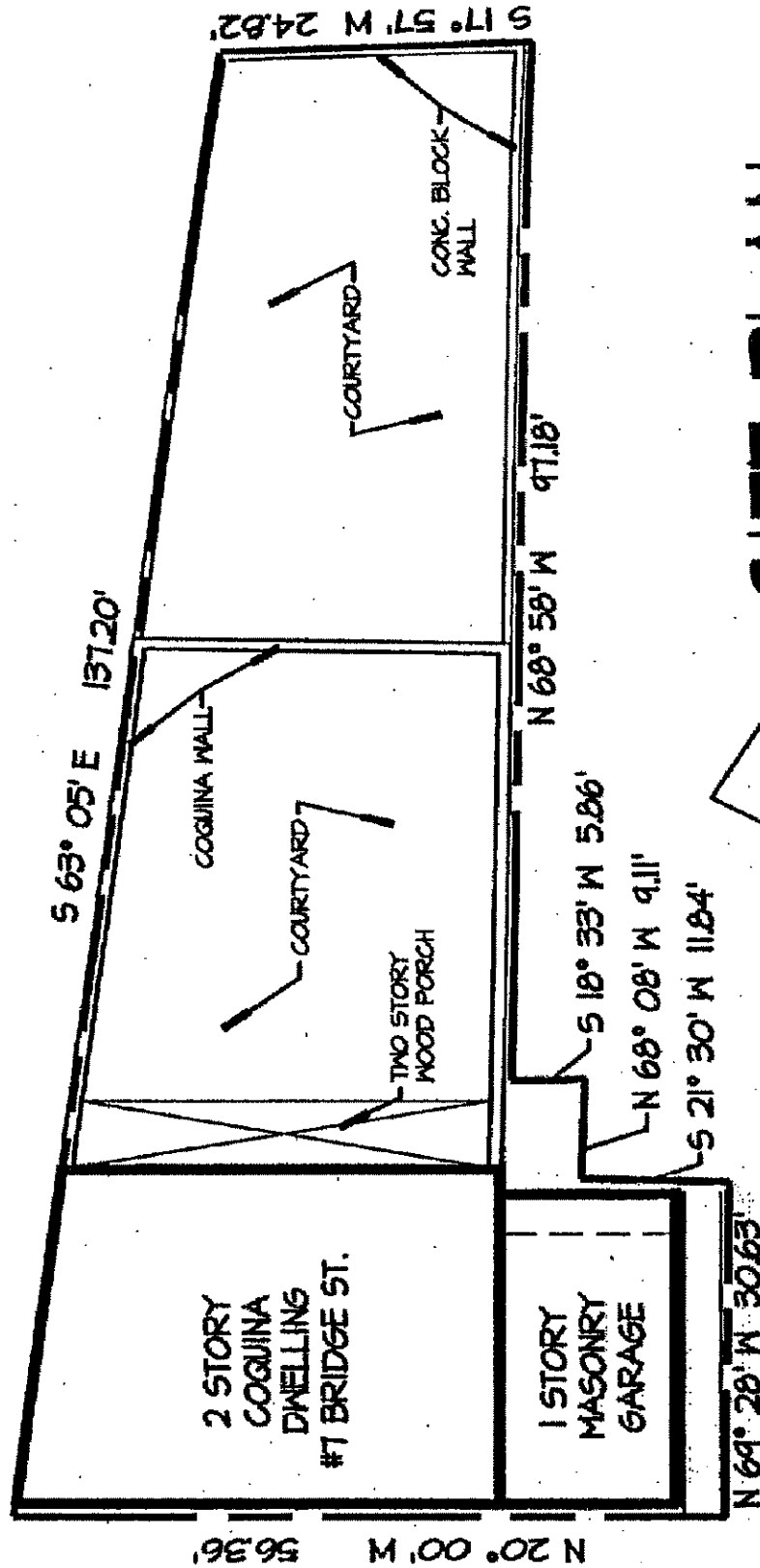
DEVINO

& Associates, Inc.
ENGINEERS & SURVEYORS

3505 U.S. 1 SOUTH, SUITE #3
ST. AUGUSTINE, FLORIDA 32086
904-797-1867 FAX 904-797-2049

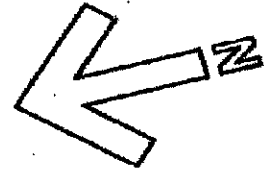
Not valid without the signature and the original raised seal of a Florida licensed surveyor and mapper. Additions or deletions to survey maps or reports by other than the signing party or parties is prohibited without written consent of the signing party or parties.

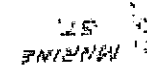
Nicholas H. Franklin
NICHOLAS H. FRANKLIN
Professional Land Surveyor L.S. #4620
FOR DEVINO AND ASSOCIATES L.B. #6072



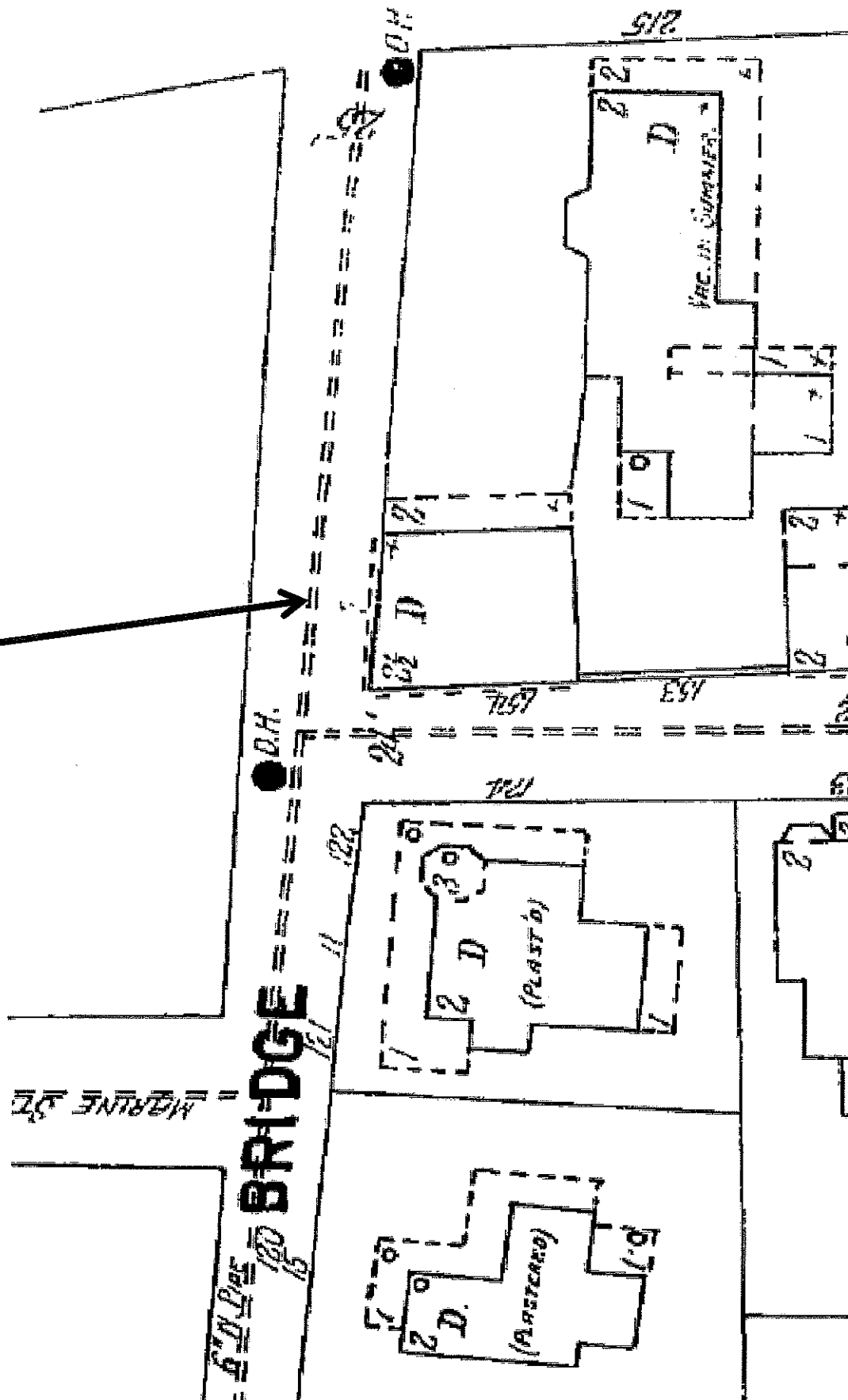
SITE PLAN

SCALE: 1" = 20'-0"

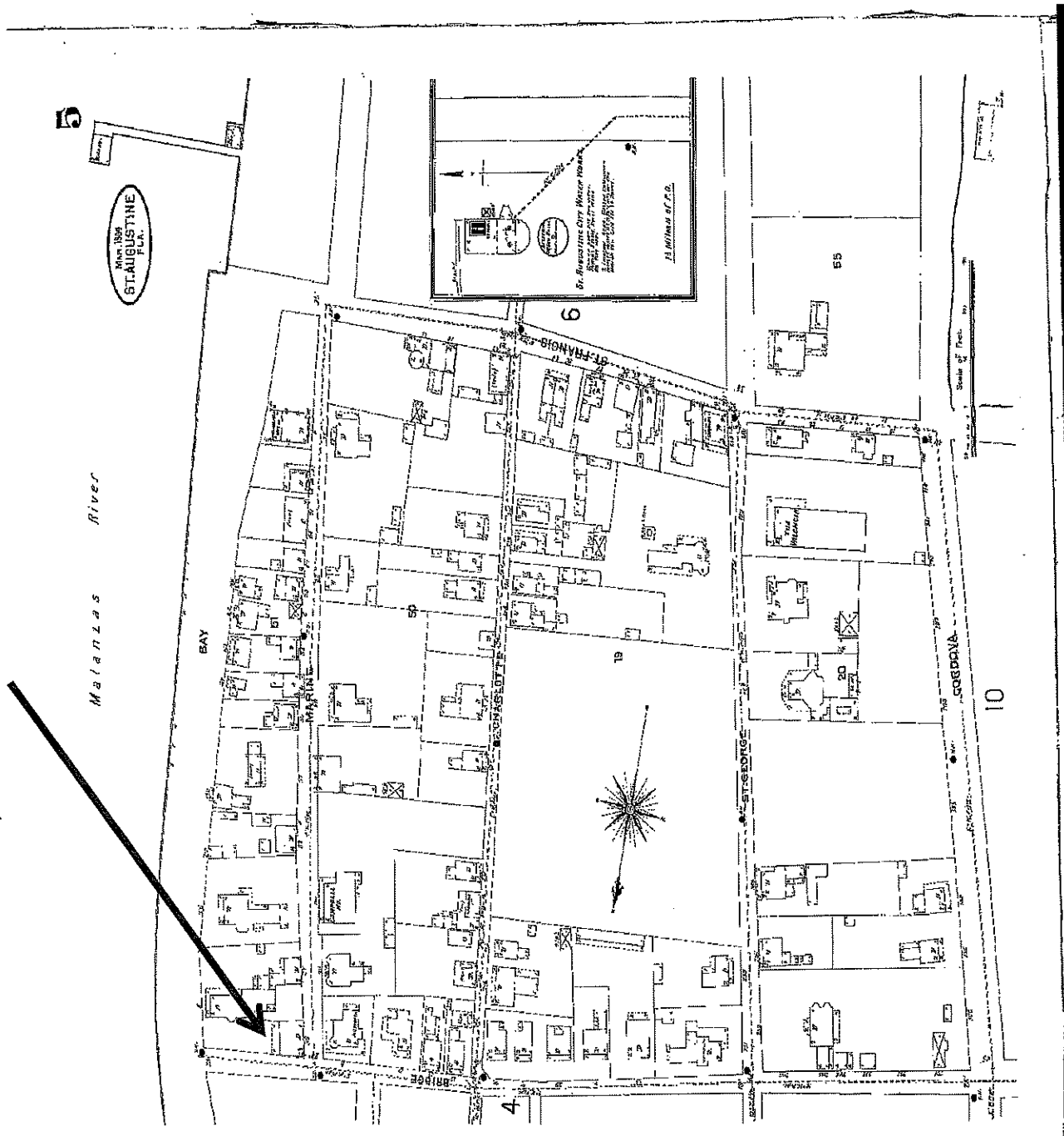




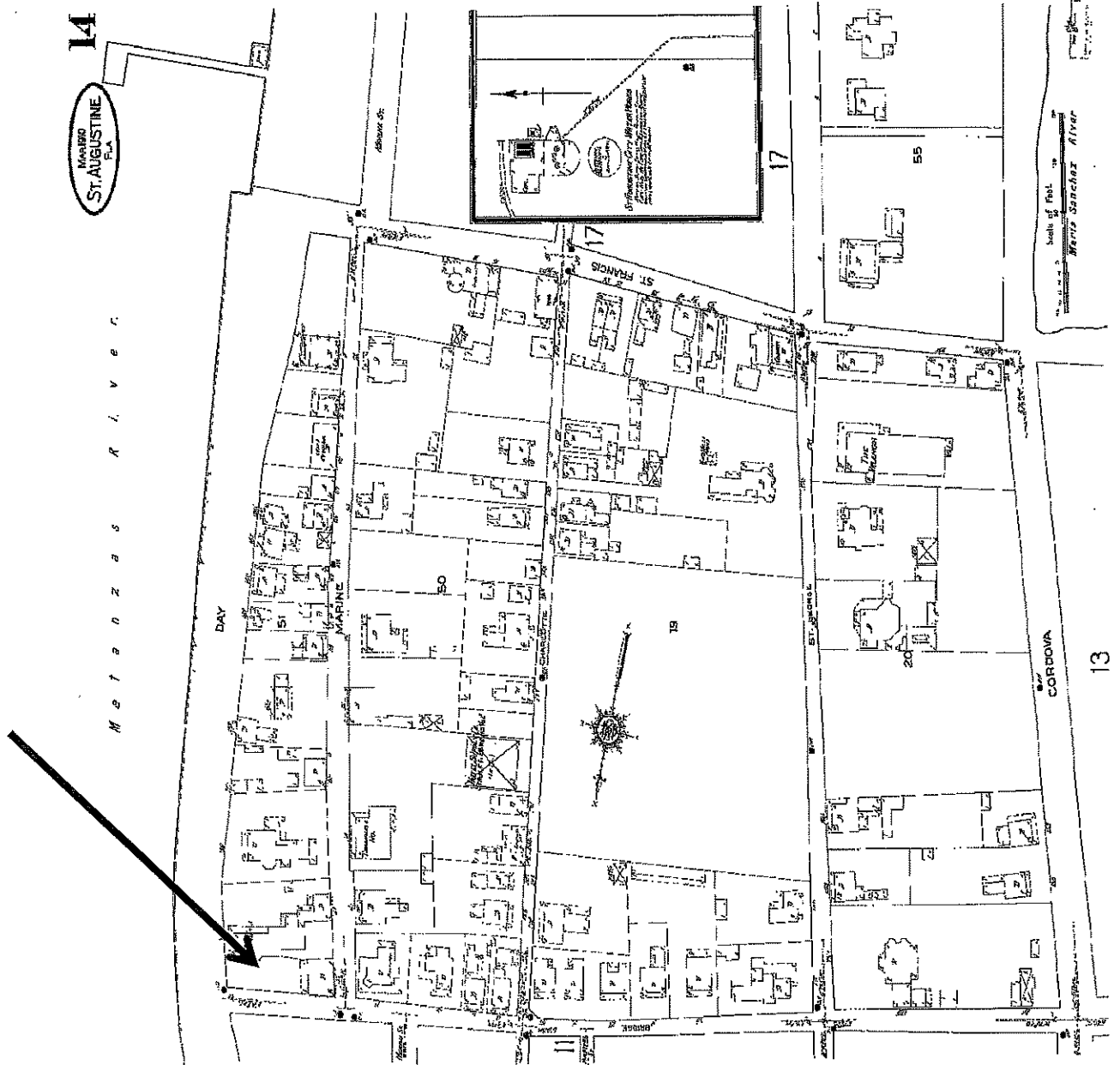
LONG-SANCHEZ HOUSE, 43 MARINE STREET
 SITE, 1899 SANBORN FIRE INSURANCE MAP



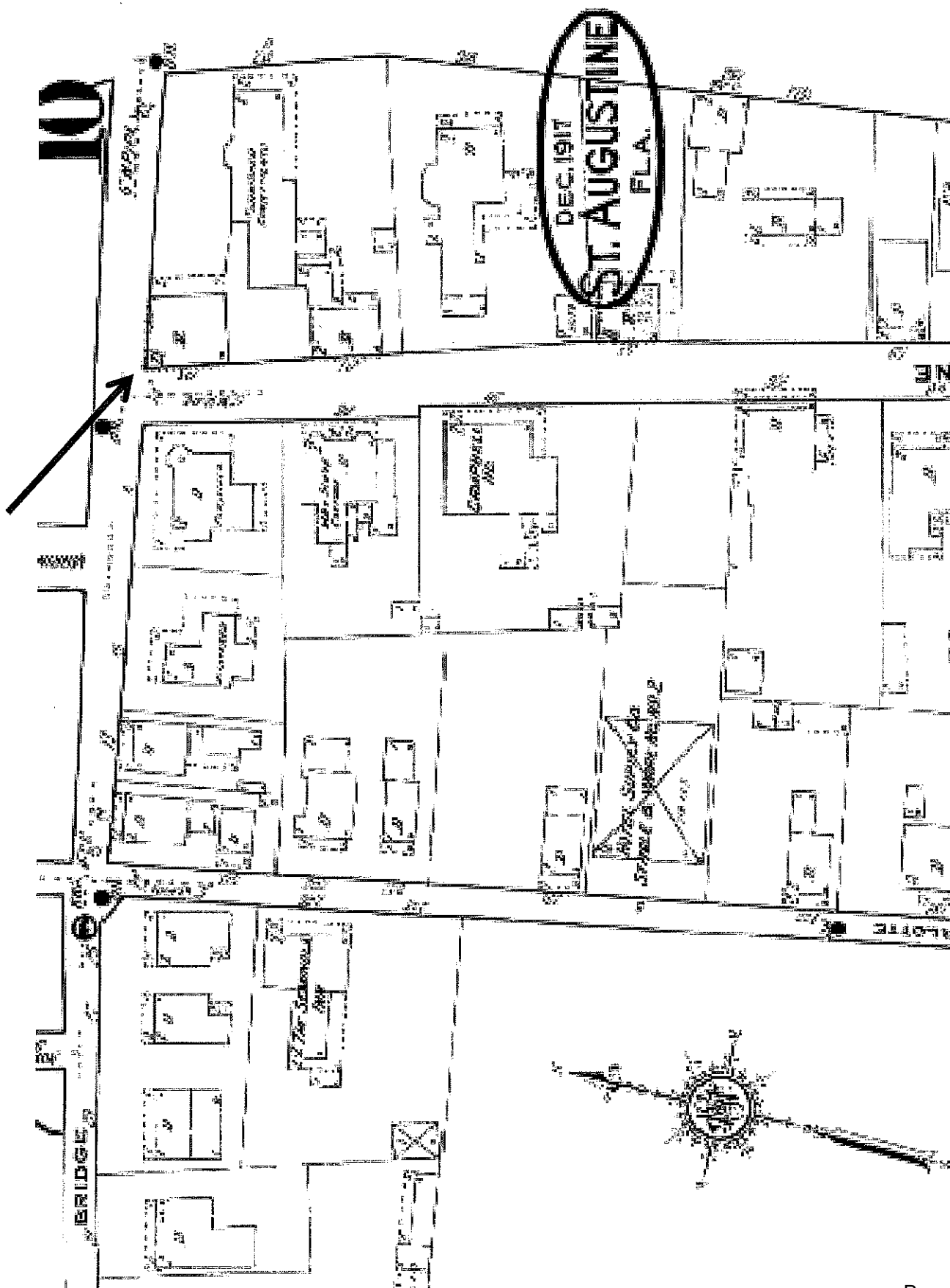
LONG-SANCHEZ HOUSE, 43 MARINE STREET
SITE, 1904 SANBORN FIRE INSURANCE MAP



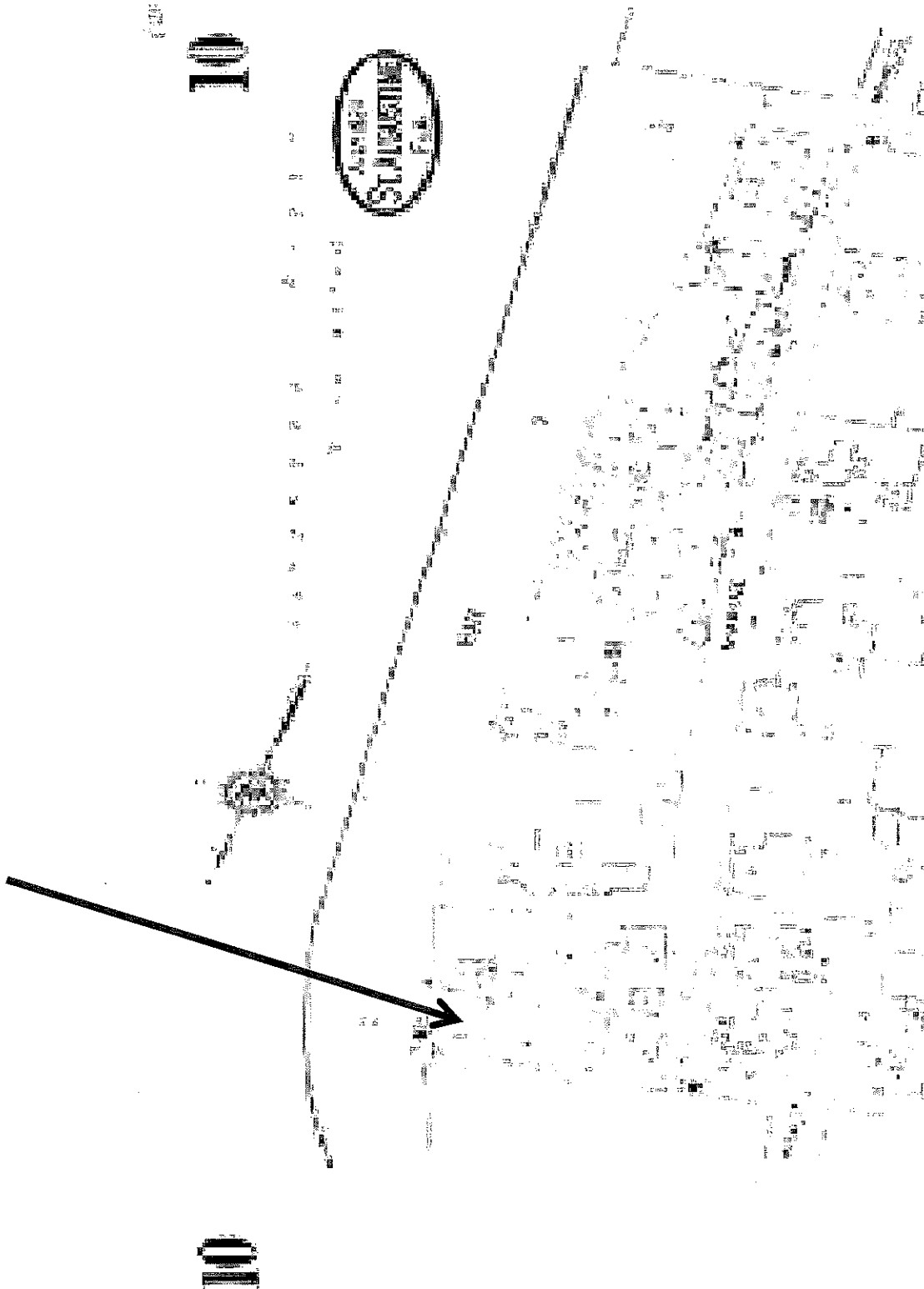
LONG-SANCHEZ HOUSE, 43 MARINE STREET
 SITE, 1910 SANBORN FIRE INSURANCE MAP



SITE, 1917 SANBORN FIRE INSURANCE MAP



SITE, 1924 SANBORN FIRE INSURANCE MAP

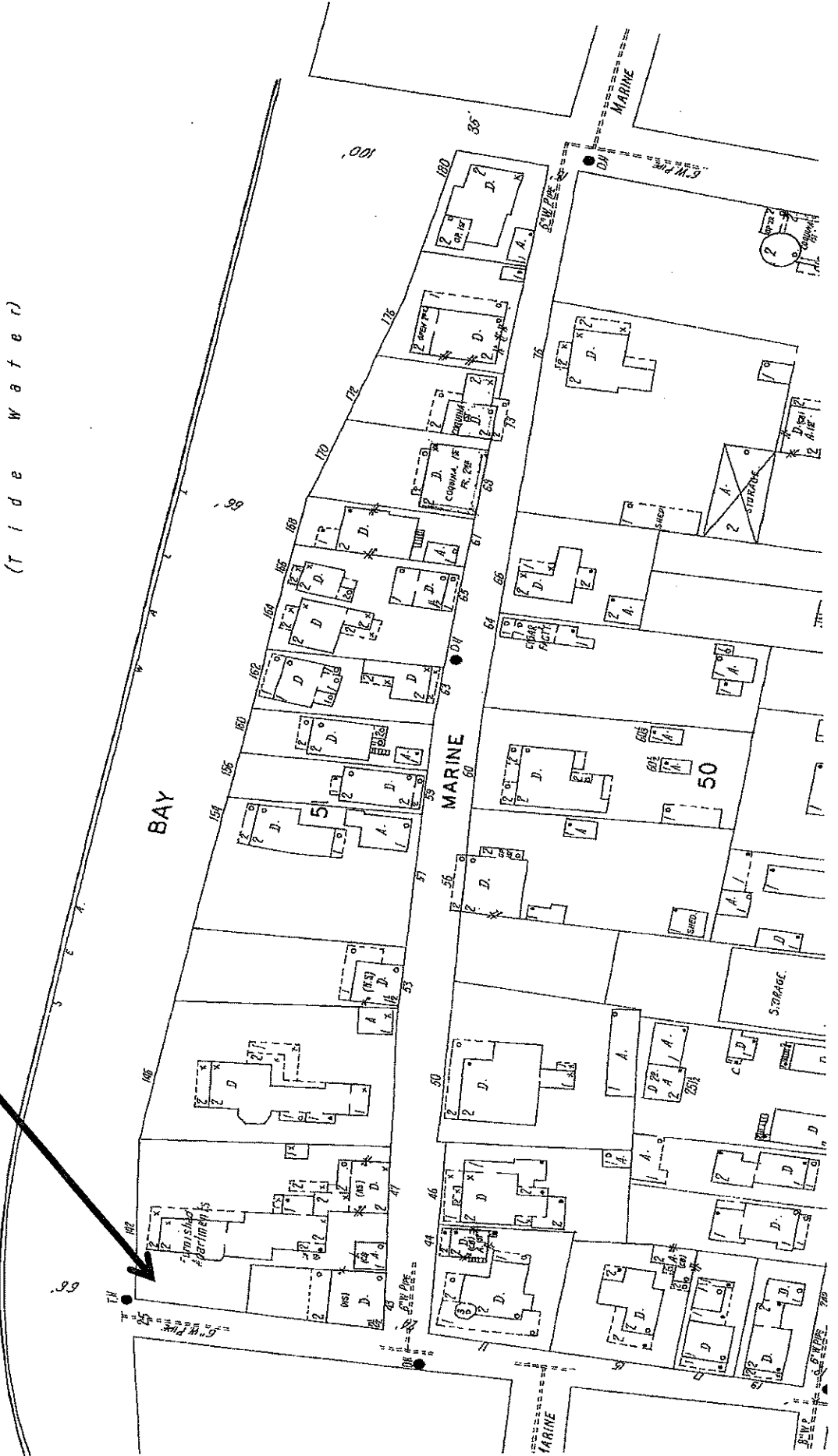
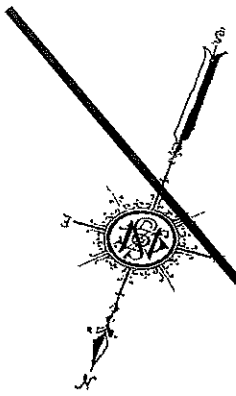


SITE, 1930 SANBORN FIRE INSURANCE MAP

13

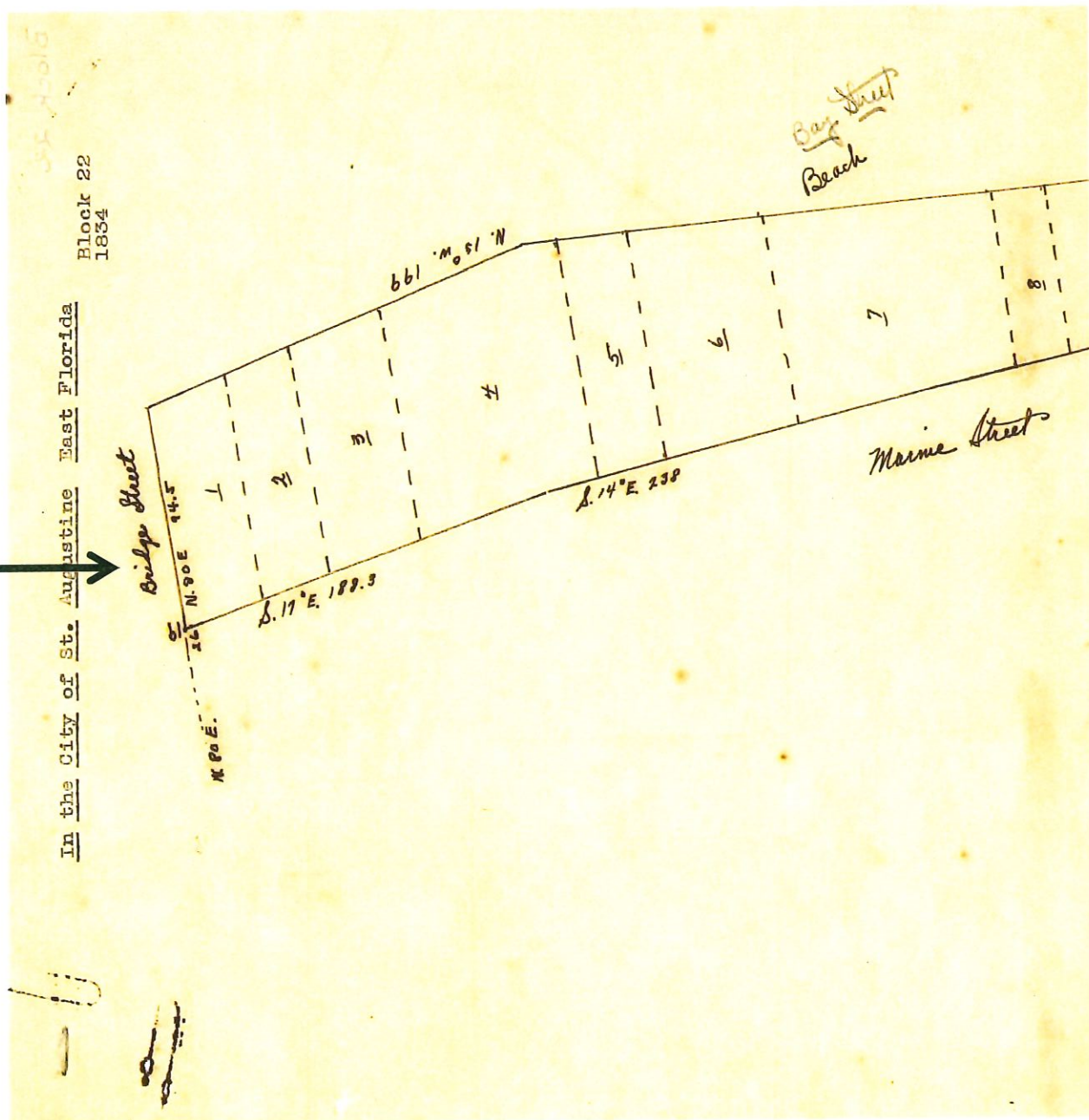


M a t a n z a s R i v e r
(T i d e W a t e r)

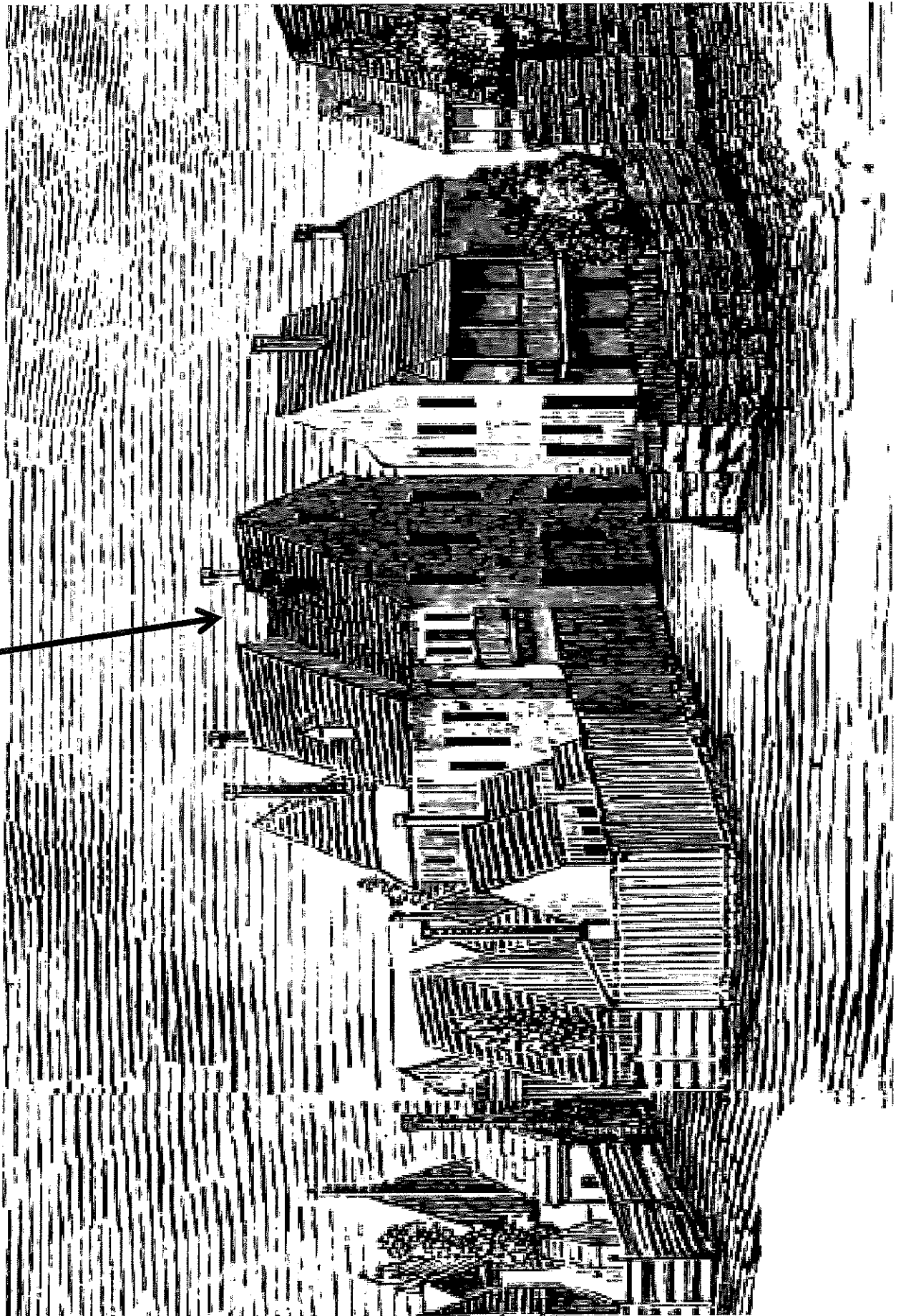




SITE, 1834 CLEMENTS SURVEY
BLOCK 22, LOT 1

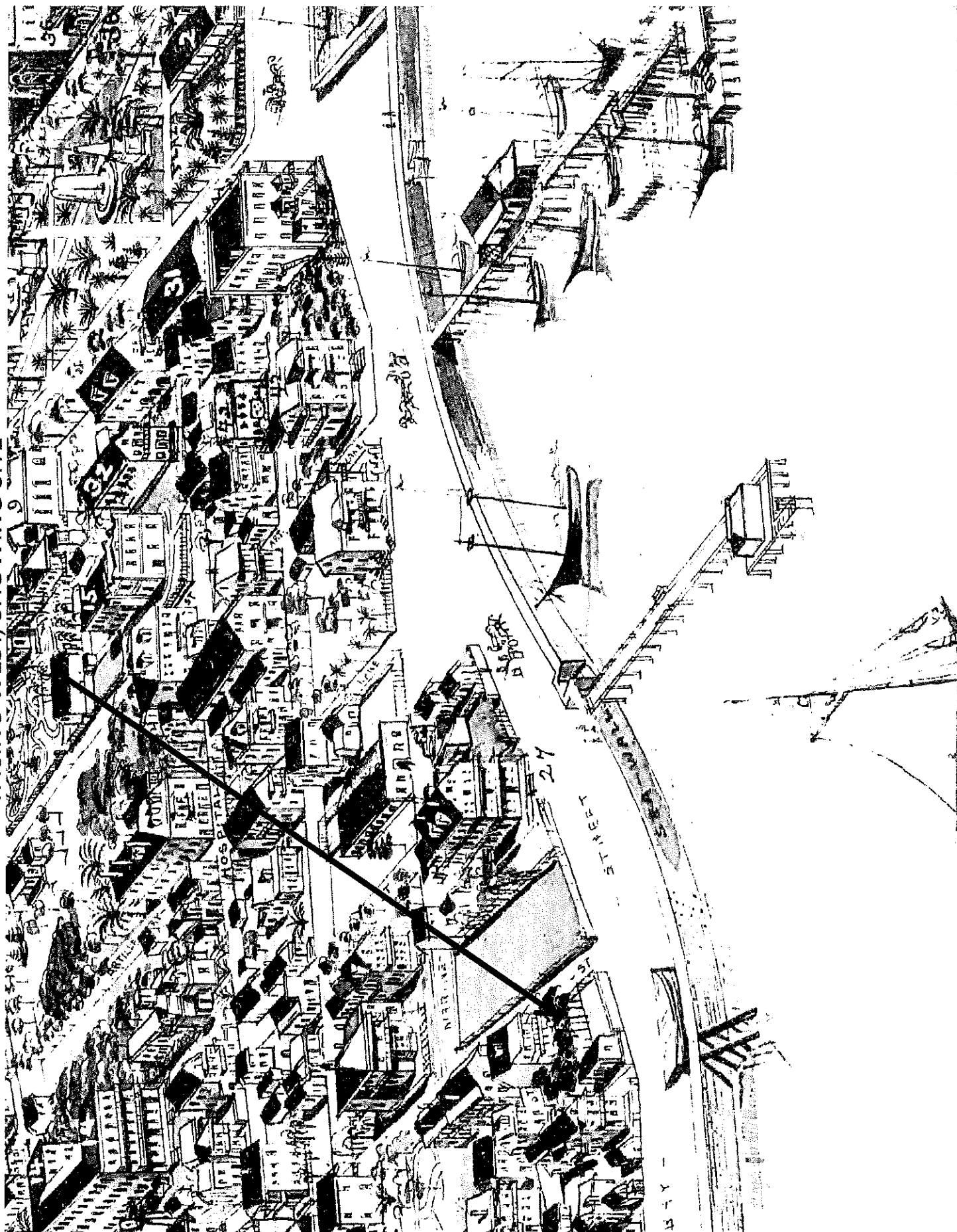


SITE, 1855 HORTON SKETCH
FACING WEST, SHOWING HISTORIC FENCING

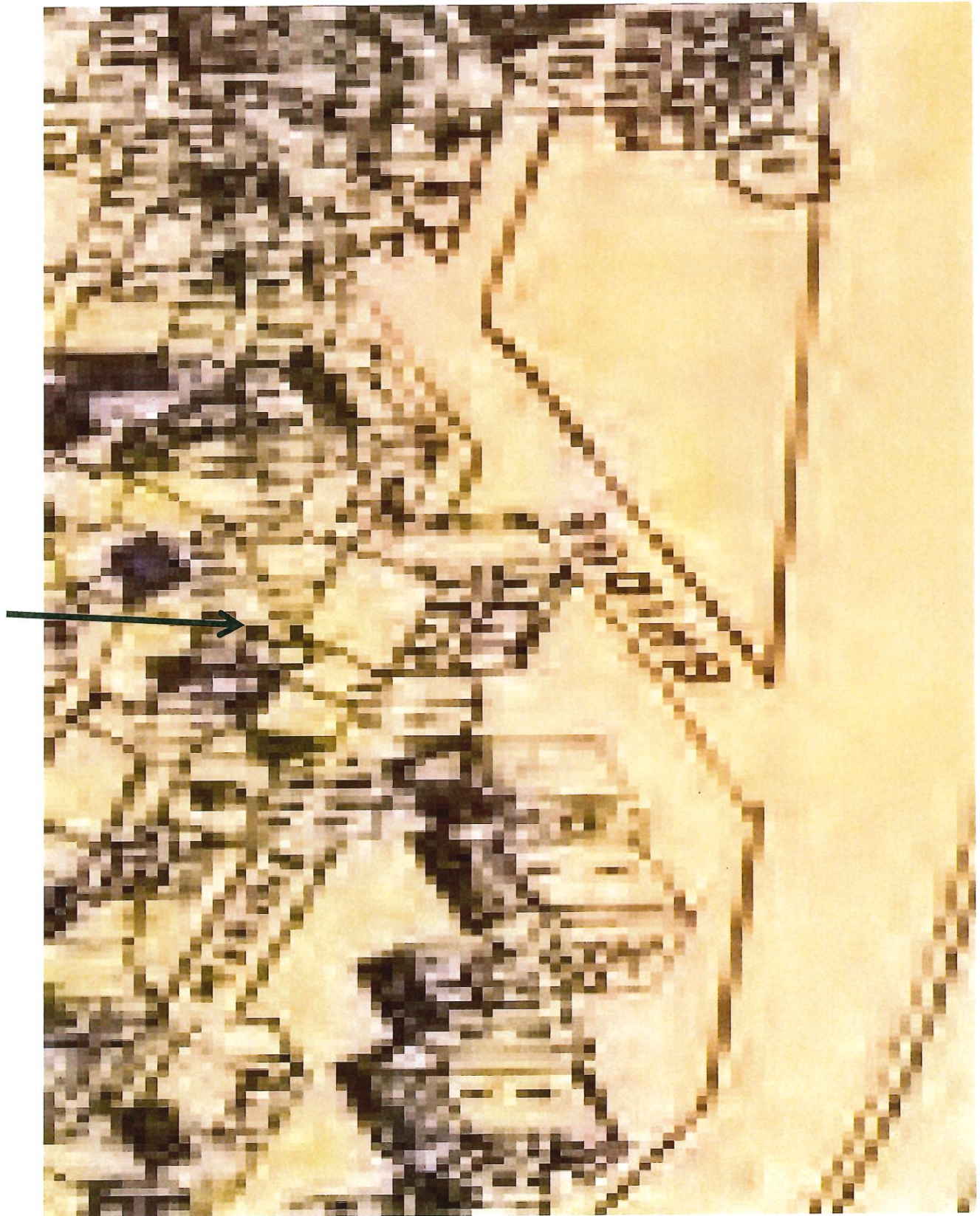


SITE, 1885 WELLS BIRDSEYE VIEW

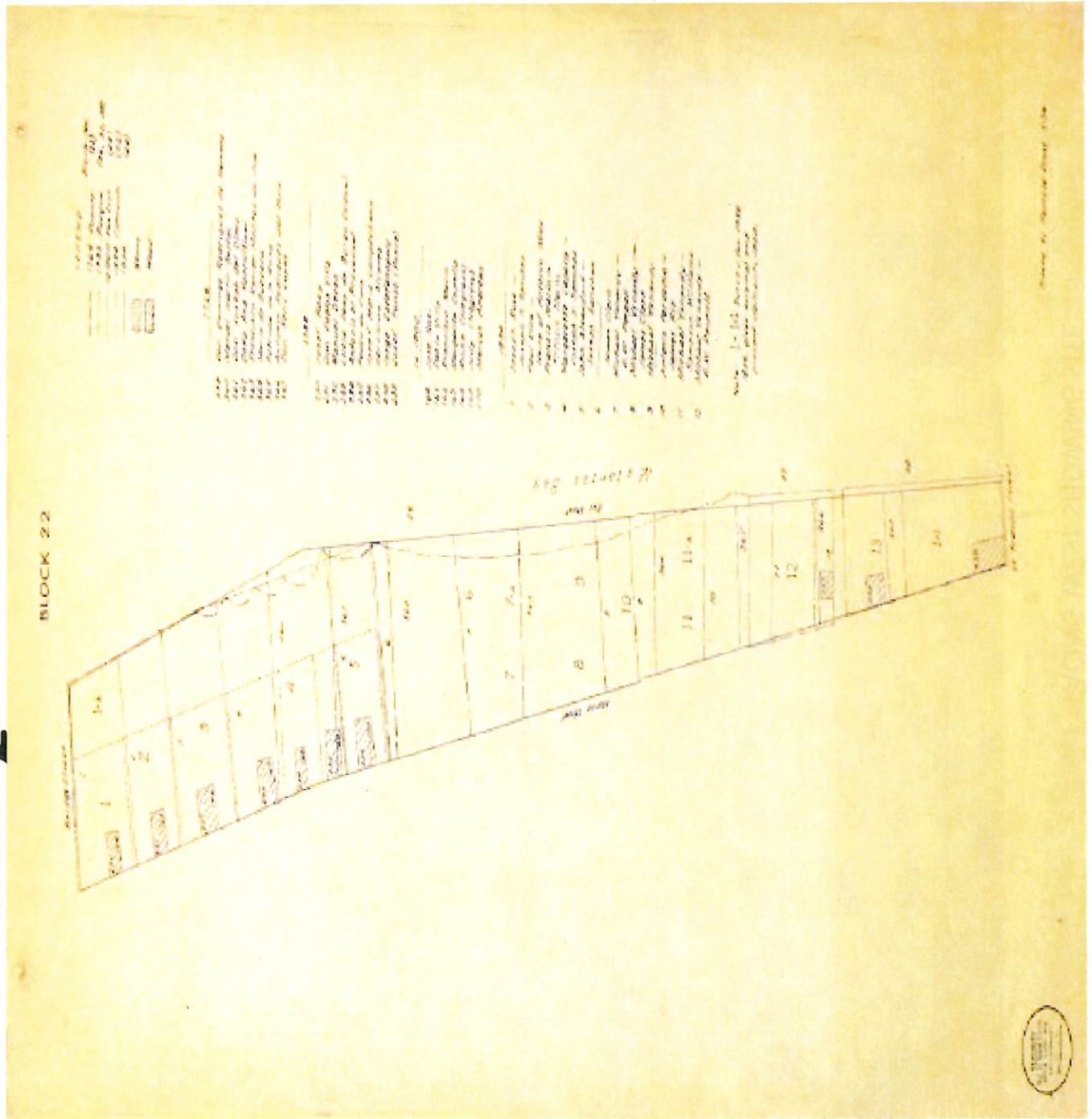
FACING WEST, SHOWING SITE



SITE, 1894 KOCH BIRDSEYE VIEW
FACING WEST SHOWING SITE



DROST OVERLAY SHOWING COLONIAL BUILDINGS
 BLOCK 22, LOTS 1, 1A



SITE, 1937
FACING WEST, DURING RENOVATION OF BUILDING



SITE, 1937
FACING WEST, FOLLOWING CONSTRUCTION OF COQUINA GARDEN WALL



SITE, 1937
COQUINA CROSS FOUND ON SITE DURING RENOVATIONS



SITE, BRIDGE STREET,
AUGUST, 2020, FACING WEST



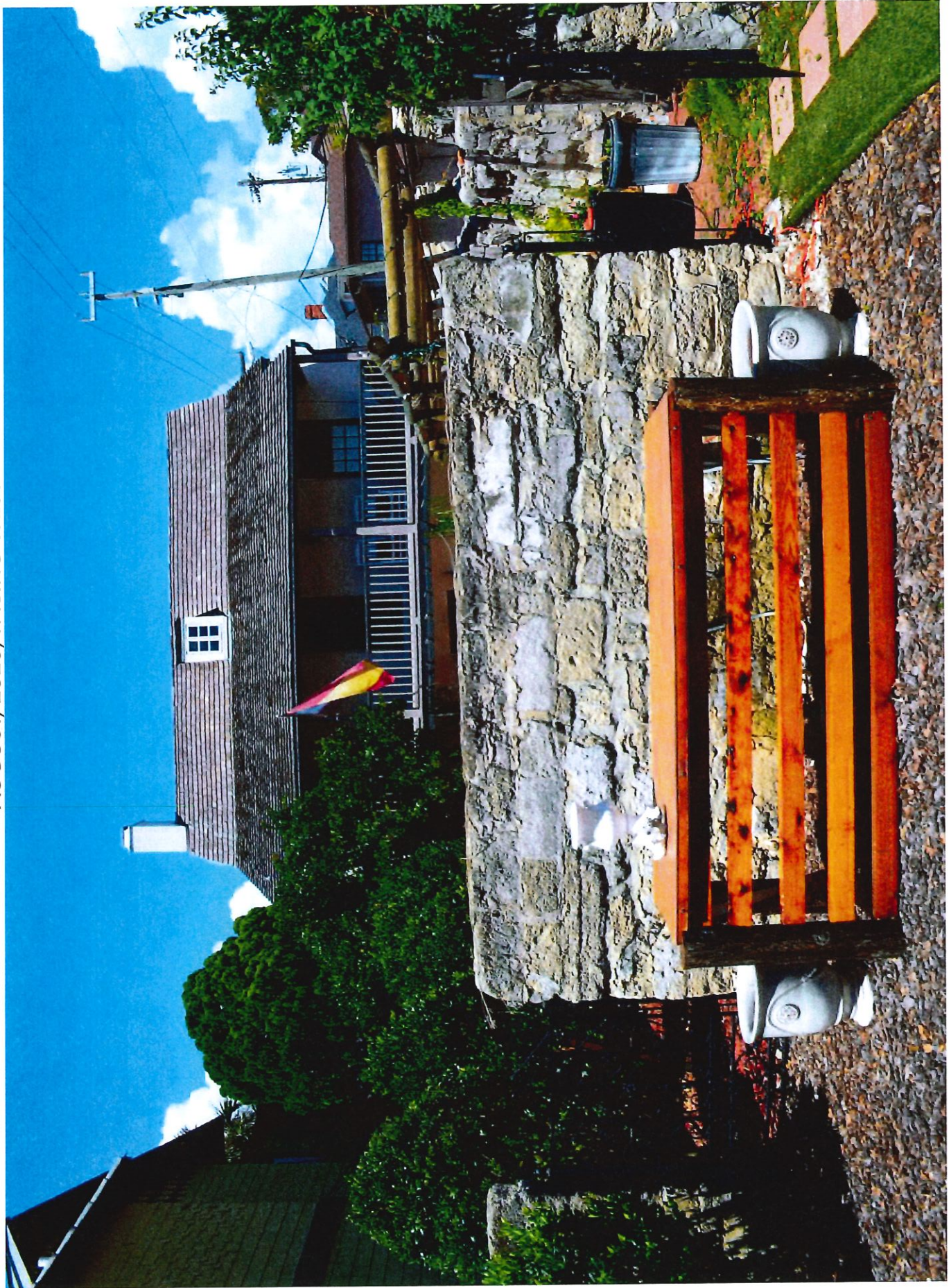
SITE, BRIDGE STREET,
AUGUST, 2020, FACING EAST



SITE, AVENIDA MENENDEZ,
AUGUST, 2020, FACING WEST



SITE, AVENIDA MENENDEZ,
AUGUST, 2020, FACING WEST



SITE, BLOCK 22, LOT 1A
AUGUST, 2020, FACING EAST



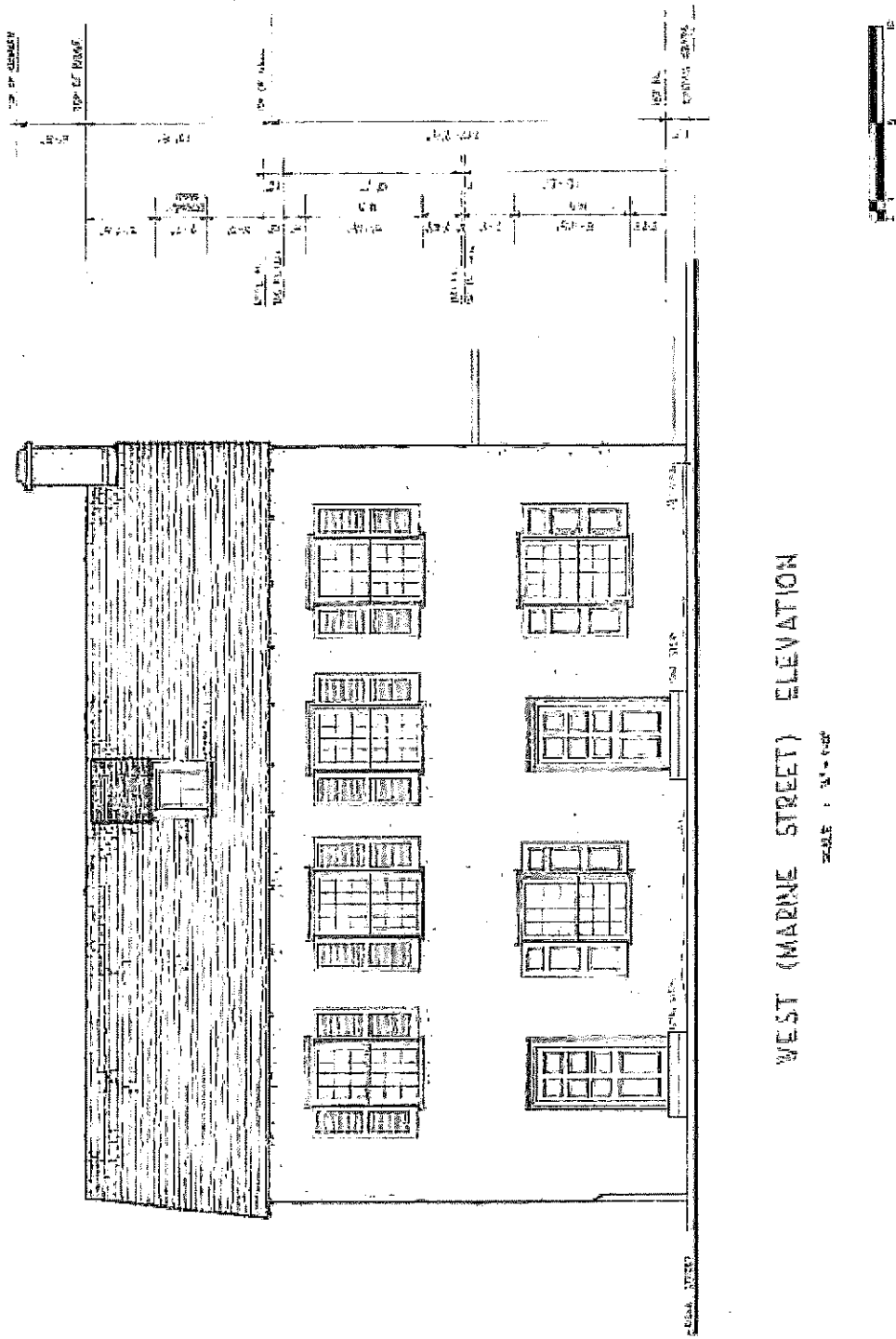
SITE, CROSS FOUND ON SITE DURING 1937 RENOVATIONS
AUGUST, 2020, FACING EAST



SITE, BLOCK 22, LOT 1, COURTYARD/ARBOR
AUGUST, 2020, FACING EAST



MAIN (WEST) ELEVATION, MARINE STREET, HABS SURVEY FLA 132, 1961, PHOTO 1



MAIN (WEST) ELEVATION, MARINE STREET, 1937, PRE-RENOVATION, PHOTO 2
FACING EAST



MAIN (WEST) ELEVATION, MARINE STREET, 1937, POST-RENOVATION, PHOTO 3
FACING EAST



MAIN (WEST) ELEVATION, MARINE STREET, HABS SURVEY FLA 132, 1961, PHOTO 4

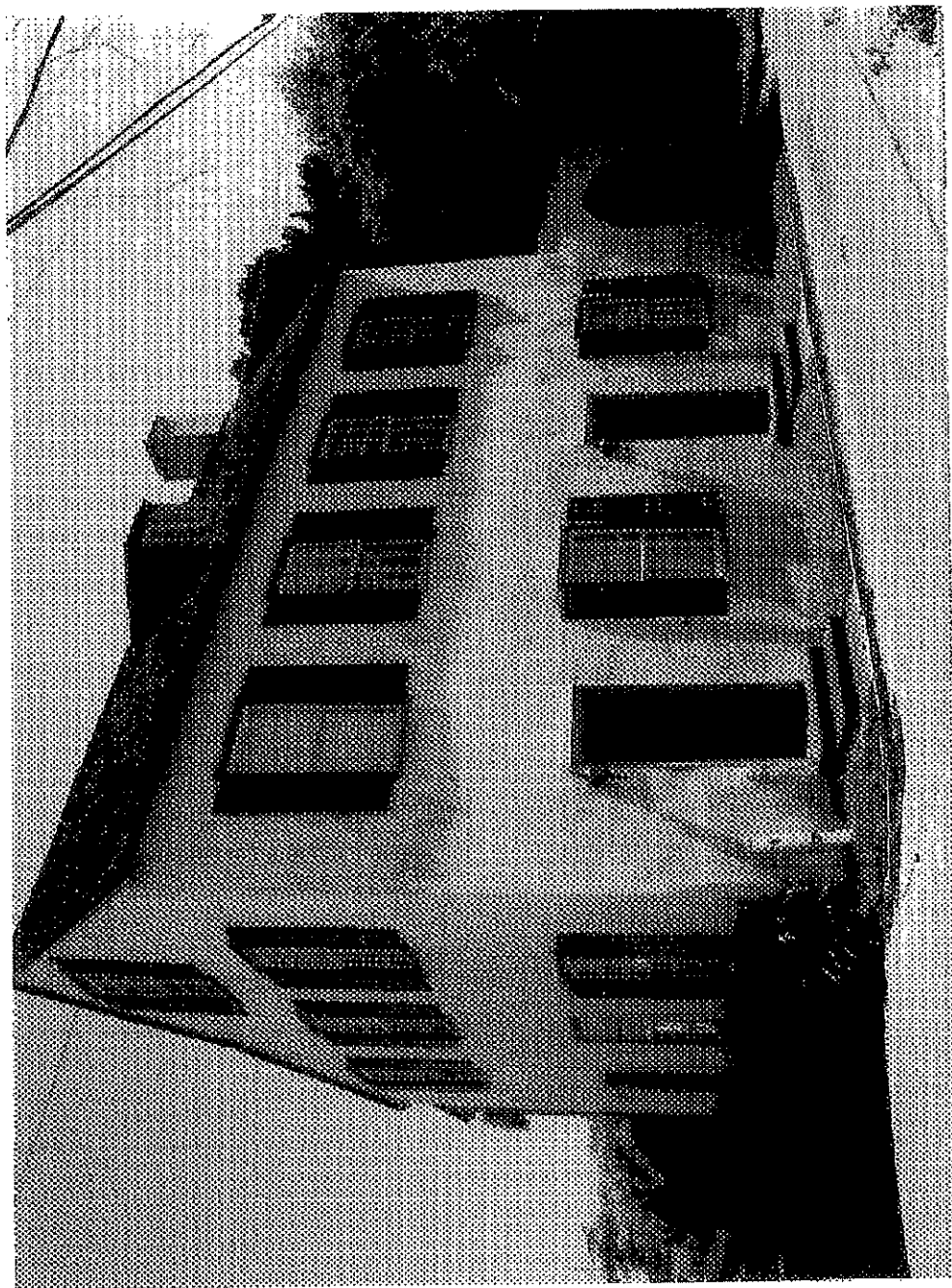
HABS # 1-132-132



MAIN (WEST) ELEVATION, MARINE STREET, 1980, FLORIDA MASTER SITE FILE PHOTOGRAPH, PHOTO 5
FACING EAST



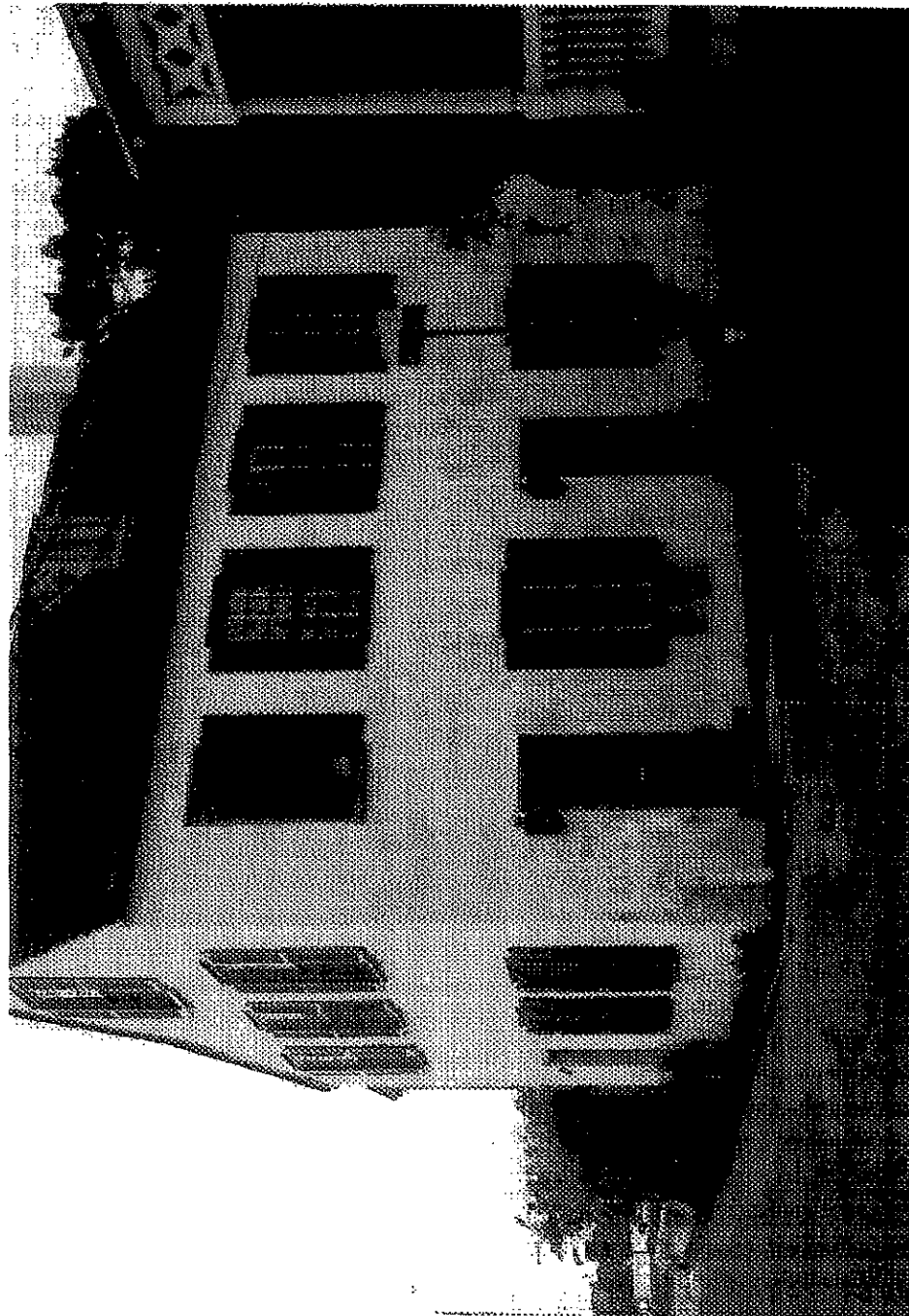
MAIN (WEST) ELEVATION, MARINE STREET, 1998, HARB PHOTOGRAPH, PHOTO 6
FACING EAST
OCTOBER 15, 1998



MAIN (WEST) ELEVATION, MARINE STREET, 2000, HARB PHOTOGRAPH, PHOTO 7
FACING EAST

**APPLICATION FOR CERTIFICATE OF
ARCHITECTURAL APPROPRIATENESS TO H.A.R.B.**

MAY 18, 2000



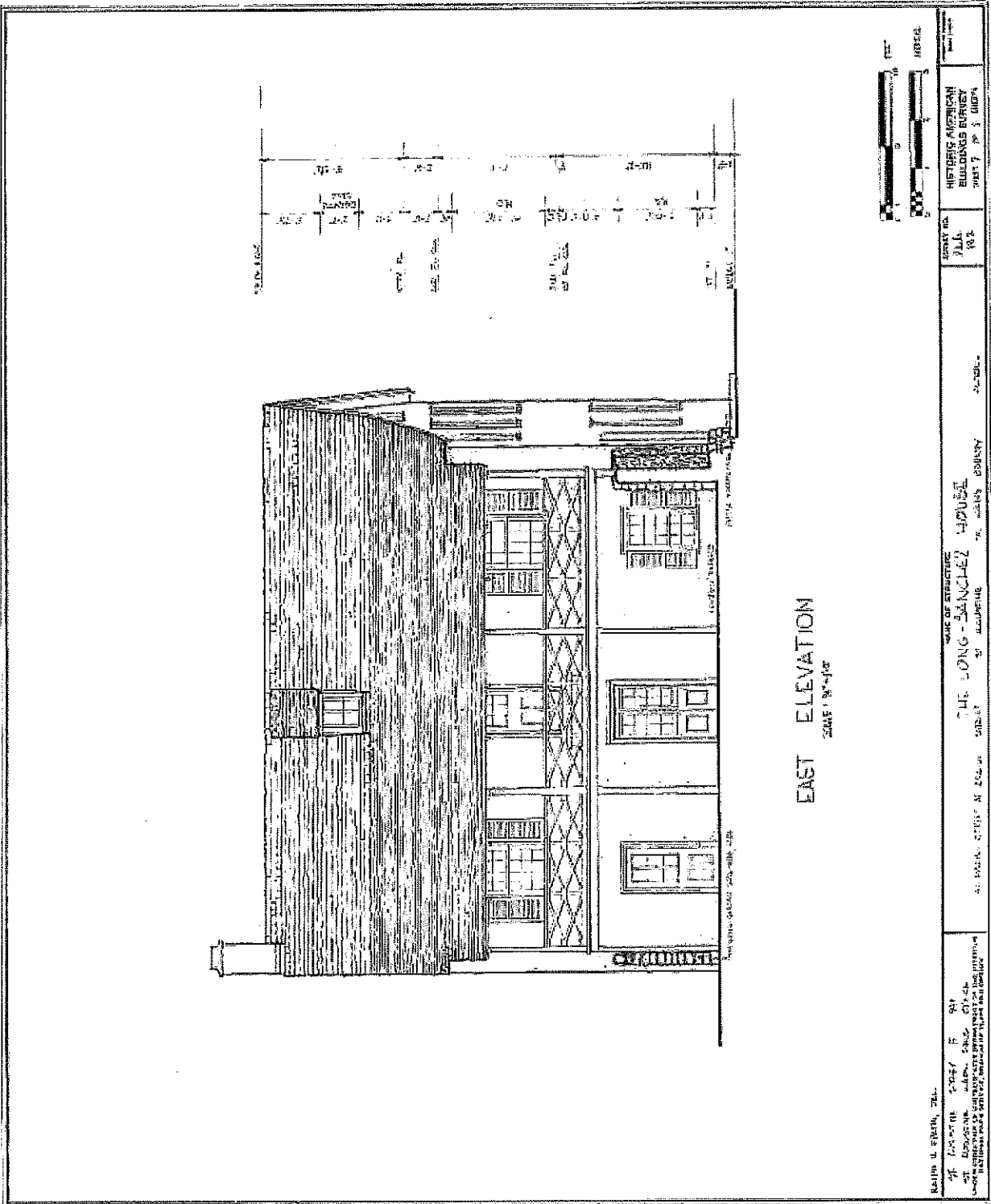
MAIN (WEST) ELEVATION, MARINE STREET, PHOTO 9
AUGUST, 2020, FACING EAST



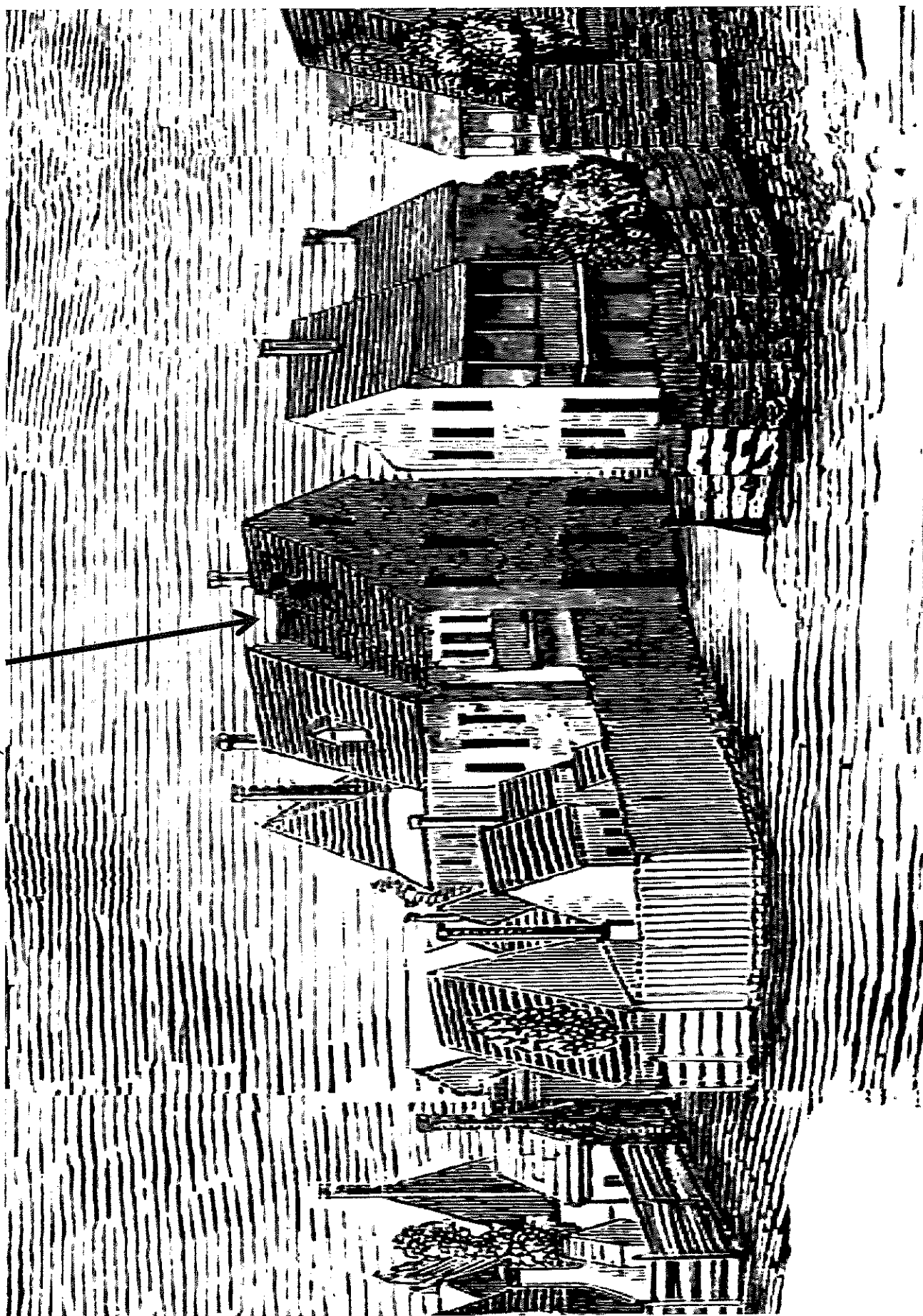
MAIN (WEST) ELEVATION, MARINE STREET, EXTANT WINDOW/REPLACEMENT FOR HISTORIC DOOR, PHOTO 10
AUGUST, 2020, FACING EAST



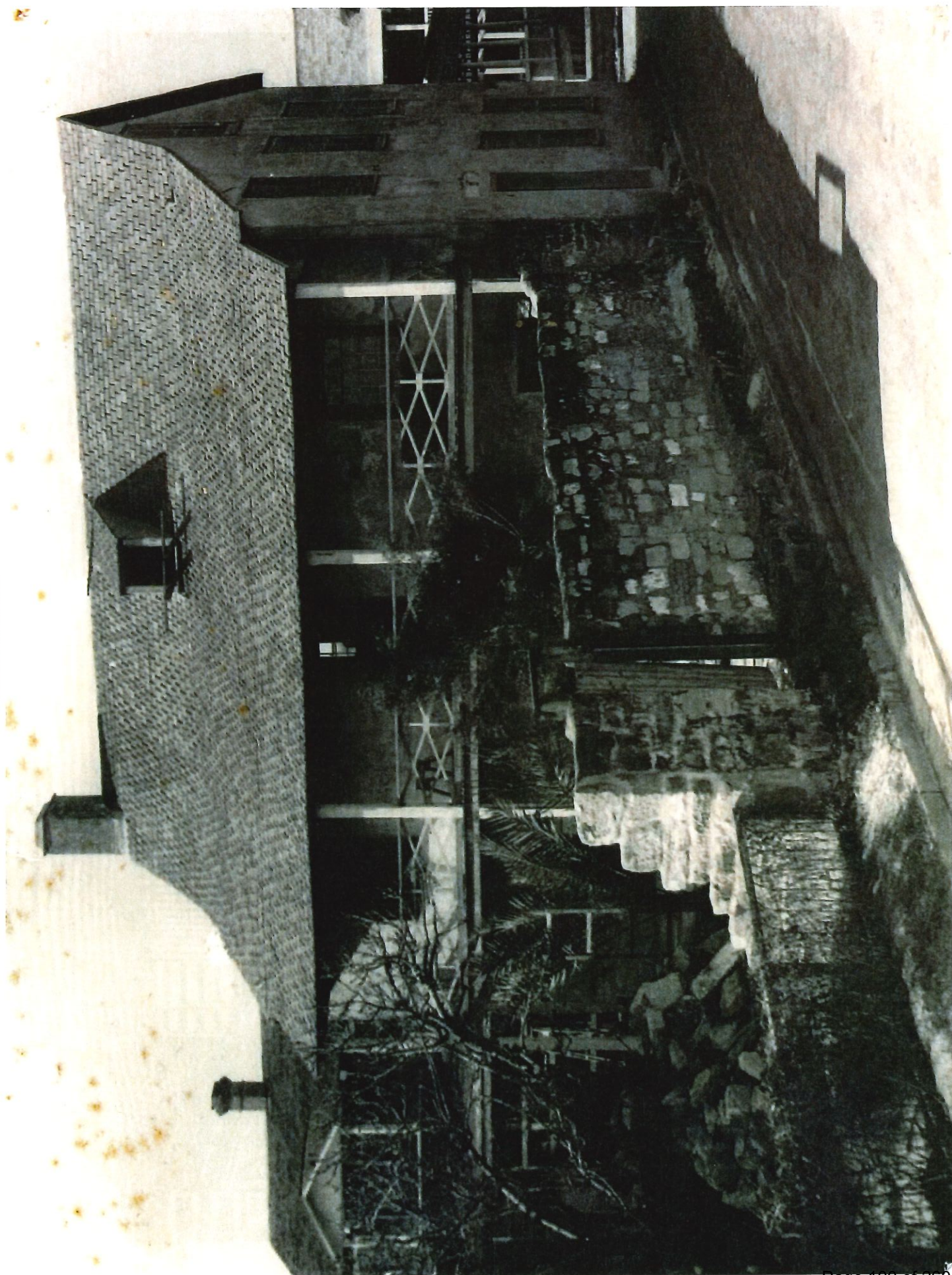
EAST ELEVATION, HABS SURVEY FLA 132, 1961, PHOTO 11



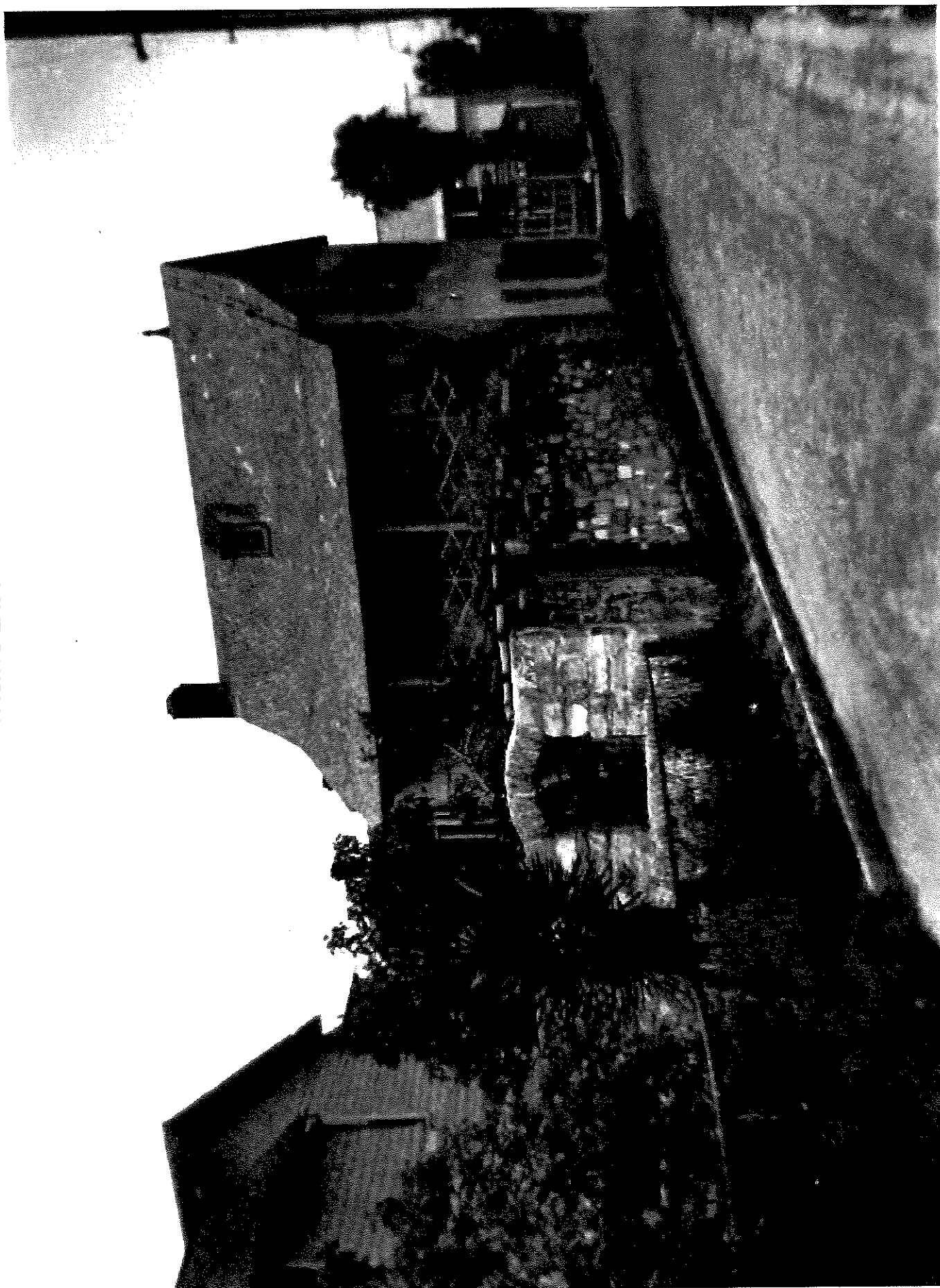
EAST ELEVATION, 1855 HORTON SKETCH, PHOTO 12
FACING WEST, SHOWING EAST ELEVATION



EAST ELEVATION, DURING 1937 RENOVATION, PHOTO 13
FACING EAST



EAST ELEVATION, FOLLOWING 1937 RENOVATION, PHOTO 14
FACING EAST



EAST ELEVATION, FACING WEST, HABS SURVEY FLA 132, 1961, PHOTO 15

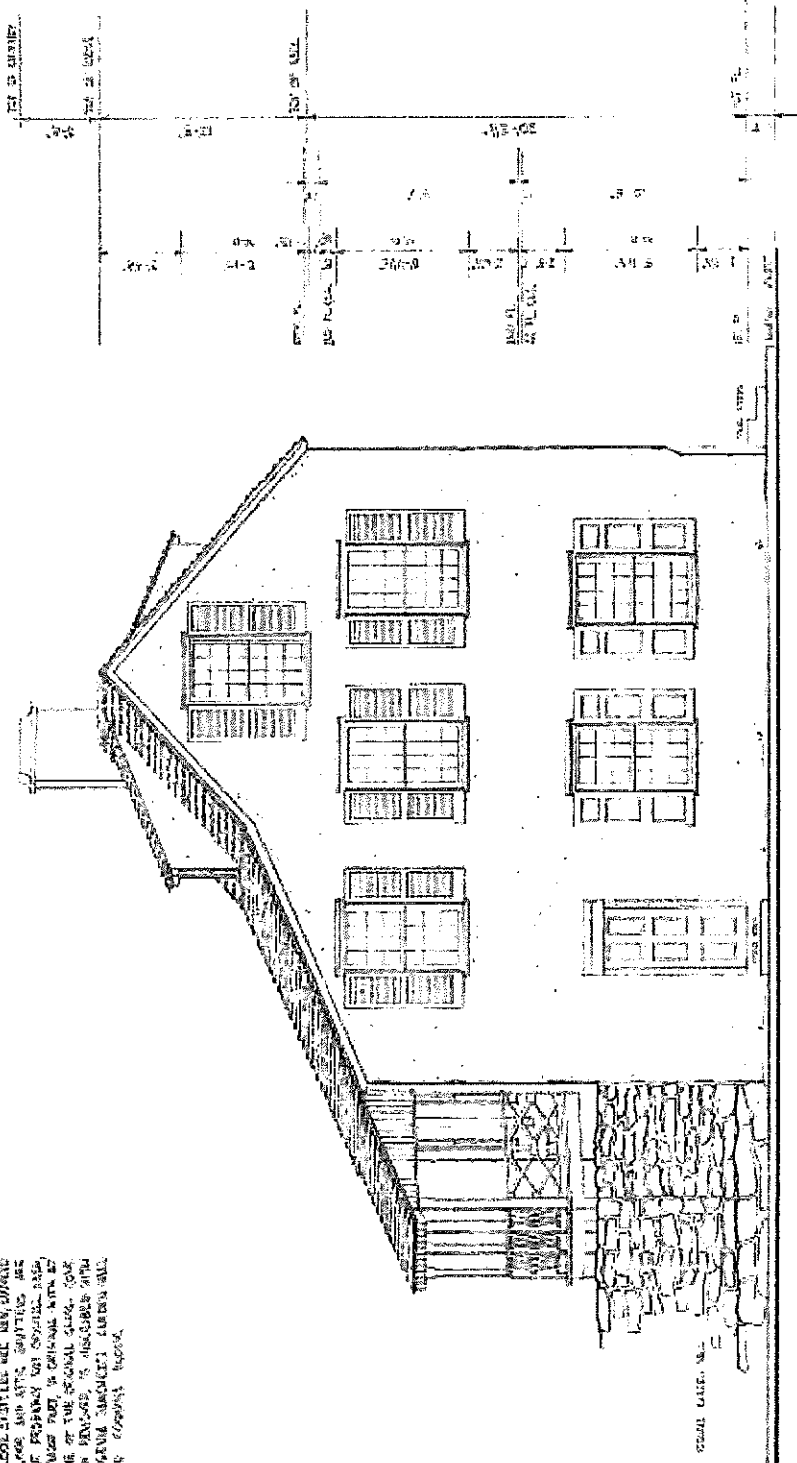


EAST ELEVATION, FACING EAST, PHOTO 16
AUGUST, 2020



NORTH (BRIDGE STREET) ELEVATION, HABS SURVEY FLA 132, 1961, PHOTO 17

02-23-2013

[illegible]

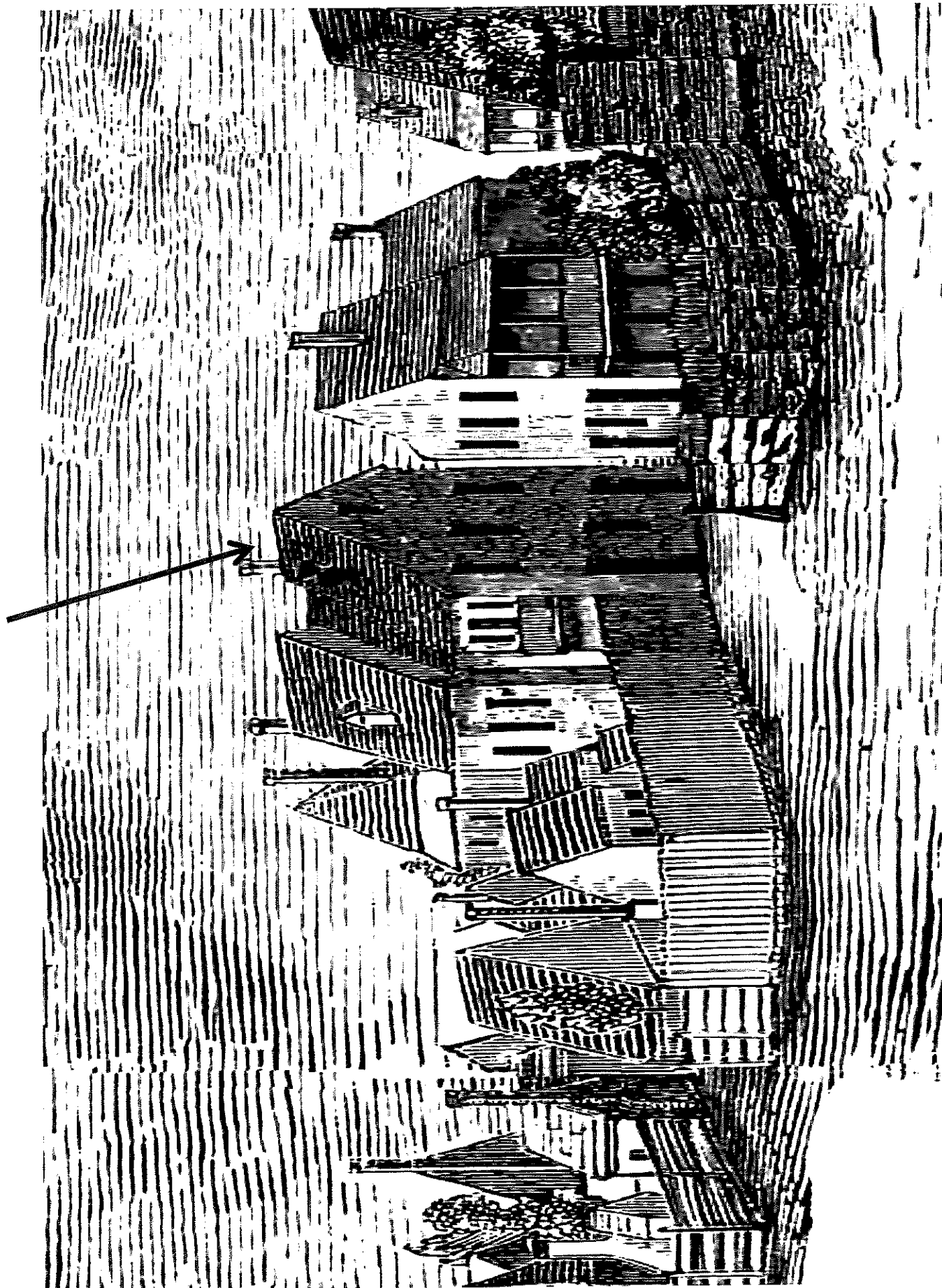
NORTH (BRIDGE STREET) ELEVATION

Eni, N. 1982.



NAME OF STRUCTURE THE LONG - JACKSON HOUSE 43 MARSHAL STREET, E. ROSS 43 MARSHAL STREET, E. ROSS 43 MARSHAL STREET, E. ROSS	SERIAL NO. 104 105 106	HISTORIC AMERICAN BUILDINGS SURVEY 1937 - 40 1938 - 40 1939 - 40	OFFICE OF RECORDS NATIONAL ARCHIVES
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NORTH ELEVATION, 1855 HORTON SKETCH, PHOTO 18
FACING WEST, SHOWING NORTH ELEVATION



NORTH ELEVATION, 1937, PRE-RENOVATION, PHOTO 19
FACING WEST



NORTH ELEVATION, 1937, POST RENOVATION, PHOTO 20
FACING EAST



NORTH ELEVATION, BRIDGE STREET, HABS SURVEY FLA 132, 1961, PHOTO 21

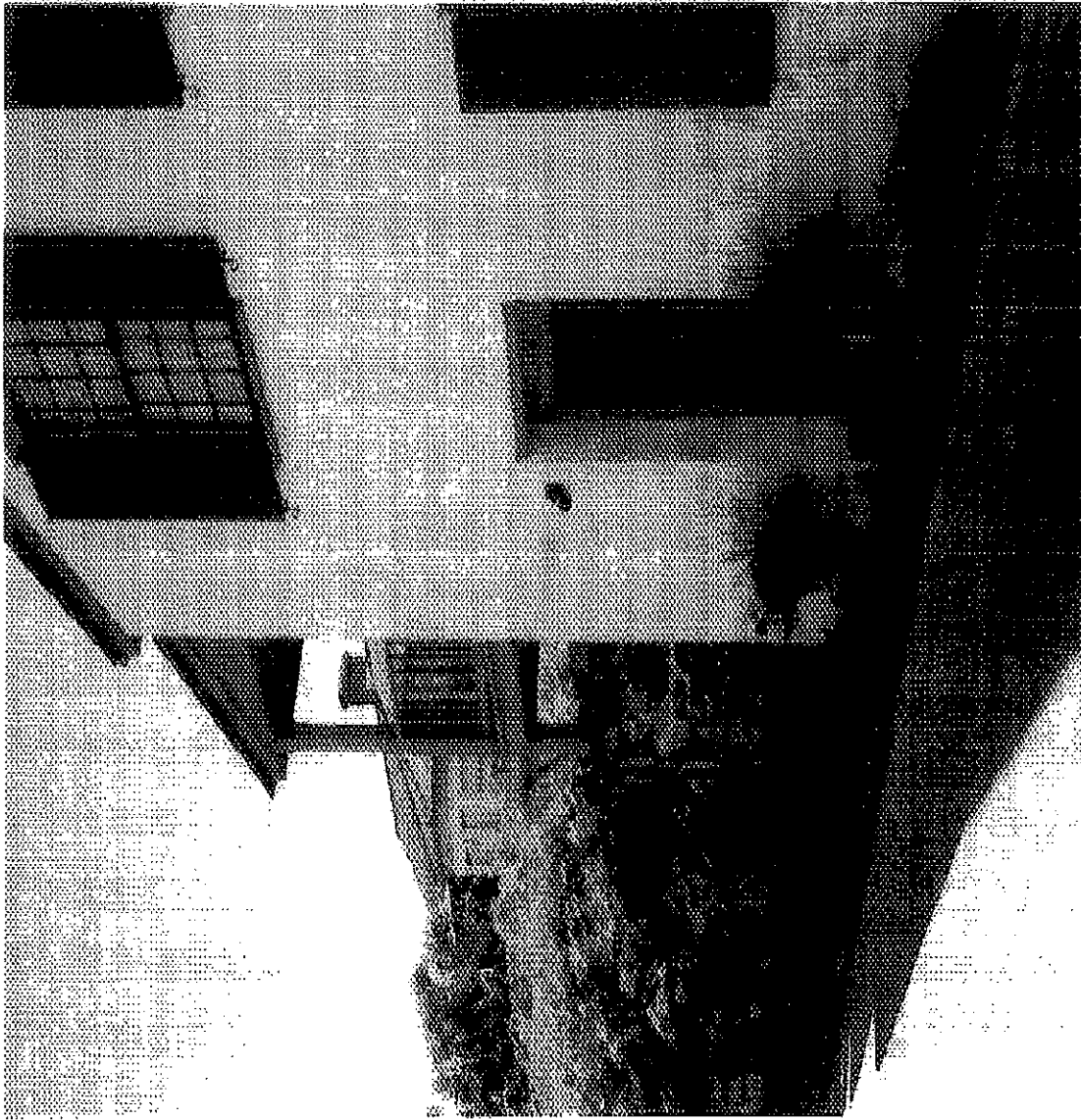
HABS # FLA-132



NORTH ELEVATION, BRIDGE STREET, 1980, FLORIDA MASTER SITE FILE PHOTOGRAPH, PHOTO 22
FACING EAST



NORTH ELEVATION, BRIDGE STREET, 2000, HARB PHOTOGRAPH, PHOTO 23
FACING EAST



BRIDGE STREET DOOR TO BE REPLACED

NORTH ELEVATION, BRIDGE STREET, 2000, HARB PHOTOGRAPH, PHOTO 24
FACING EAST



CORNER OF BRIDGE AND MARINE STREET

LEFT DOOR TO BE REPLACED

RIGHT DOOR TO BE CONVERTED INTO WINDOWS

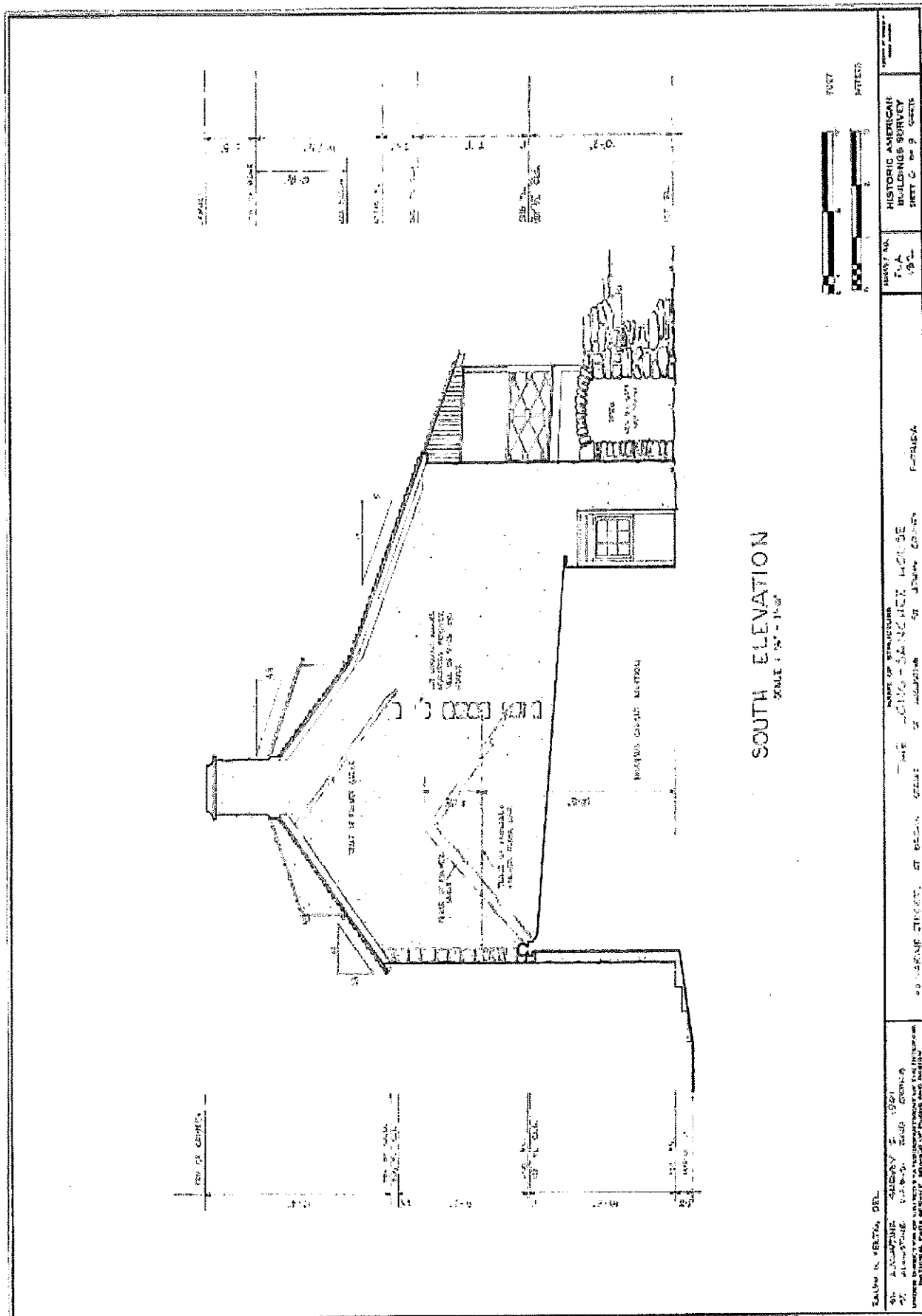
NORTH ELEVATION, BRIDGE STREET, PHOTO 25
AUGUST, 2020, FACING EAST



NORTH ELEVATION, BRIDGE STREET, PHOTO 26
AUGUST, 2020, FACING WEST



SOUTH ELEVATION, HABS SURVEY FLA 132, 1961, PHOTO 27



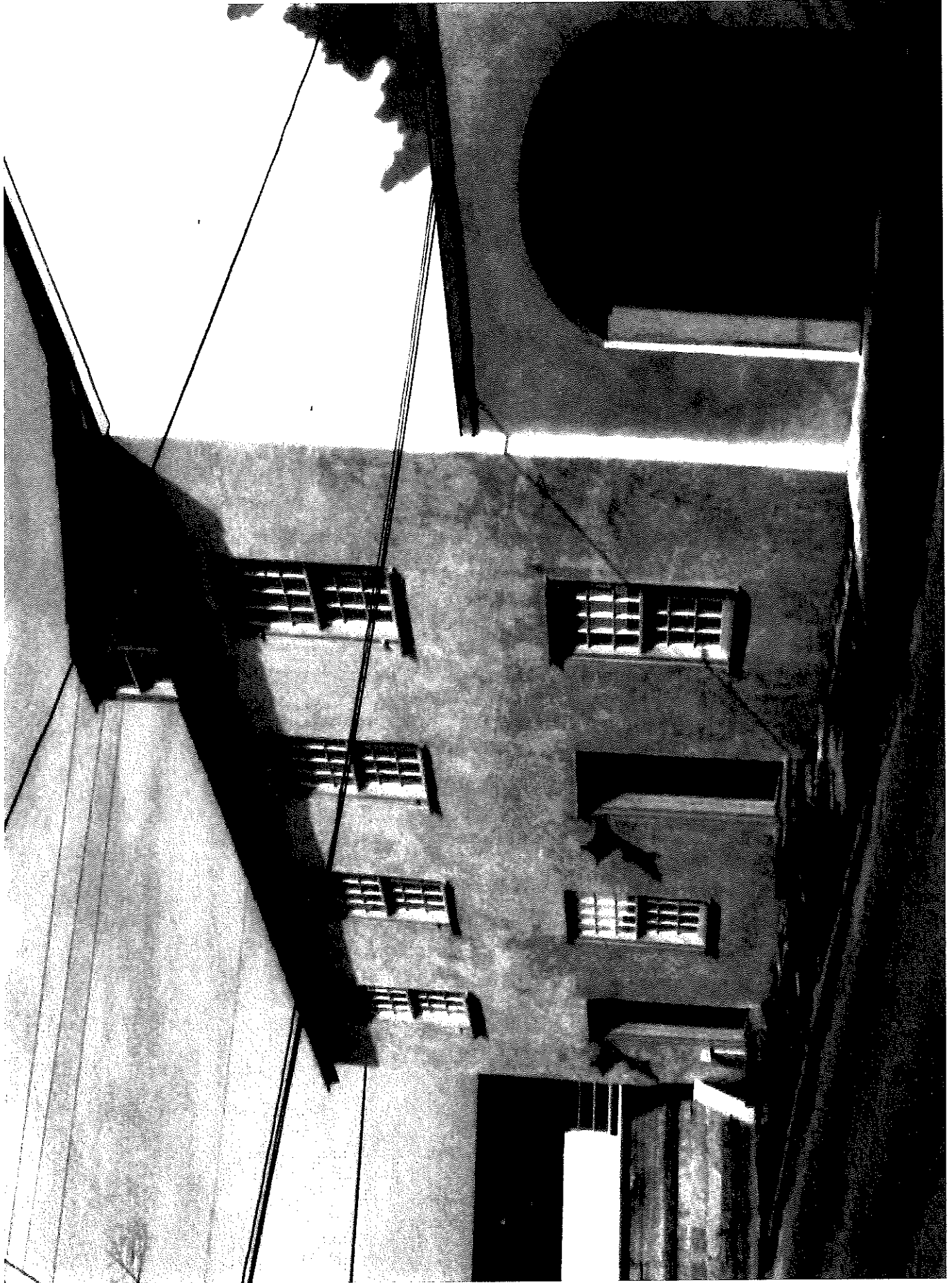
SOUTH ELEVATION, C. 1960, PHOTO 28
FACING NORTHEAST



SOUTH ELEVATION, HABS SURVEY FLA 132, 1961, PHOTO 30



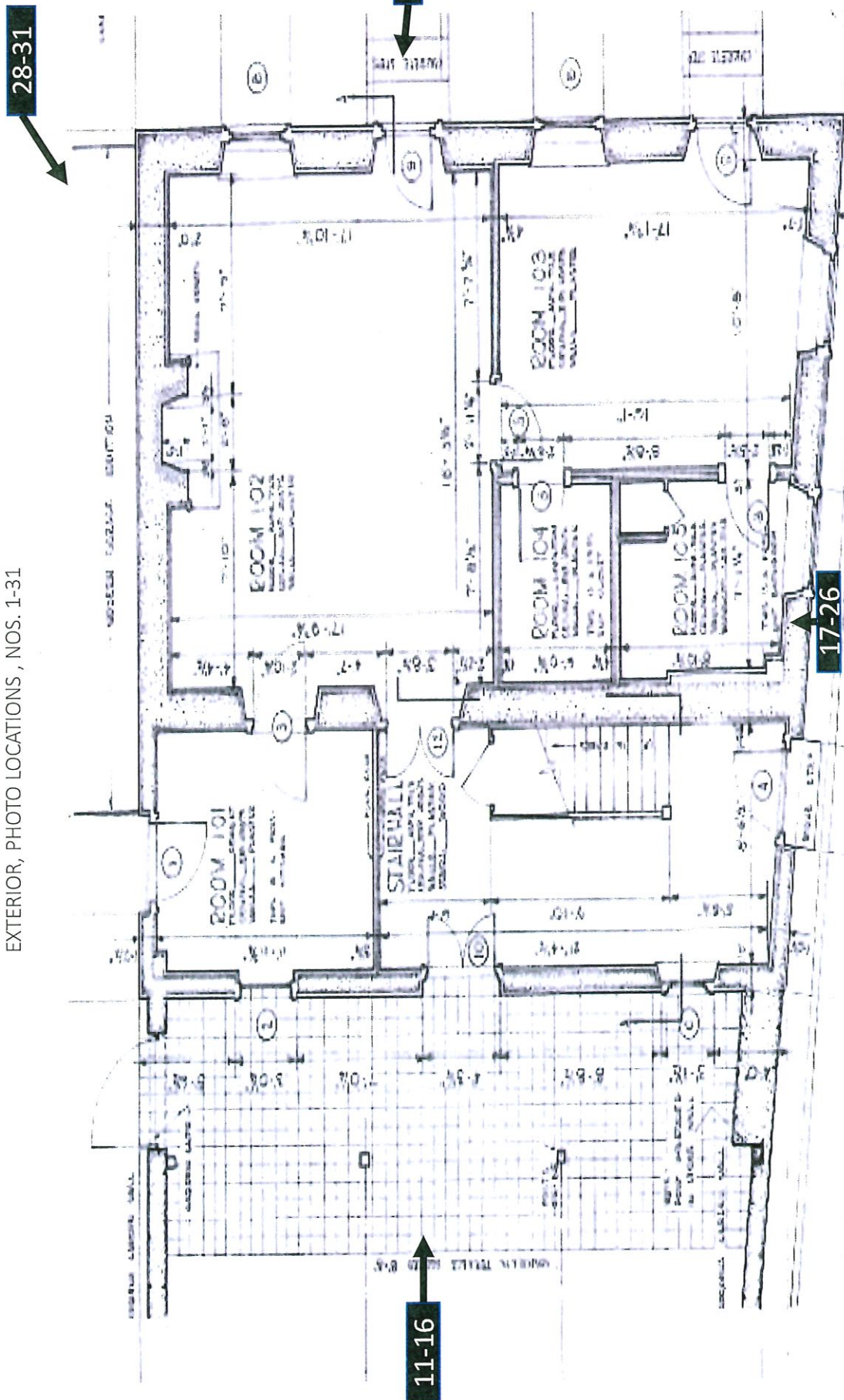
SOUTH ELEVATION, C. 1970, FOLLOWING RENOVATION/NEW GARAGE
FACING NORTHEAST



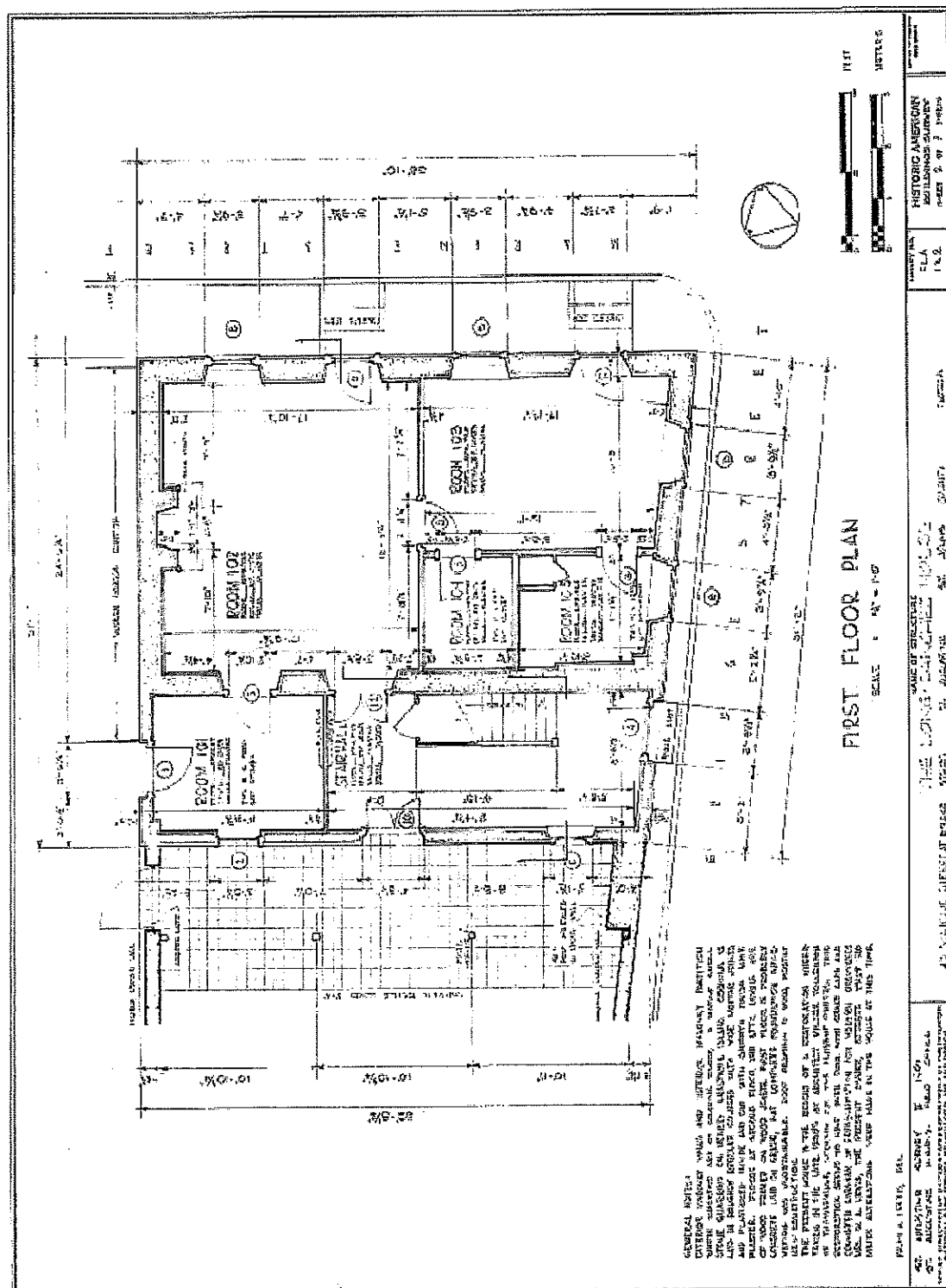
SOUTH ELEVATION
AUGUST, 2020, FACING NORTHEAST, PHOTO 31



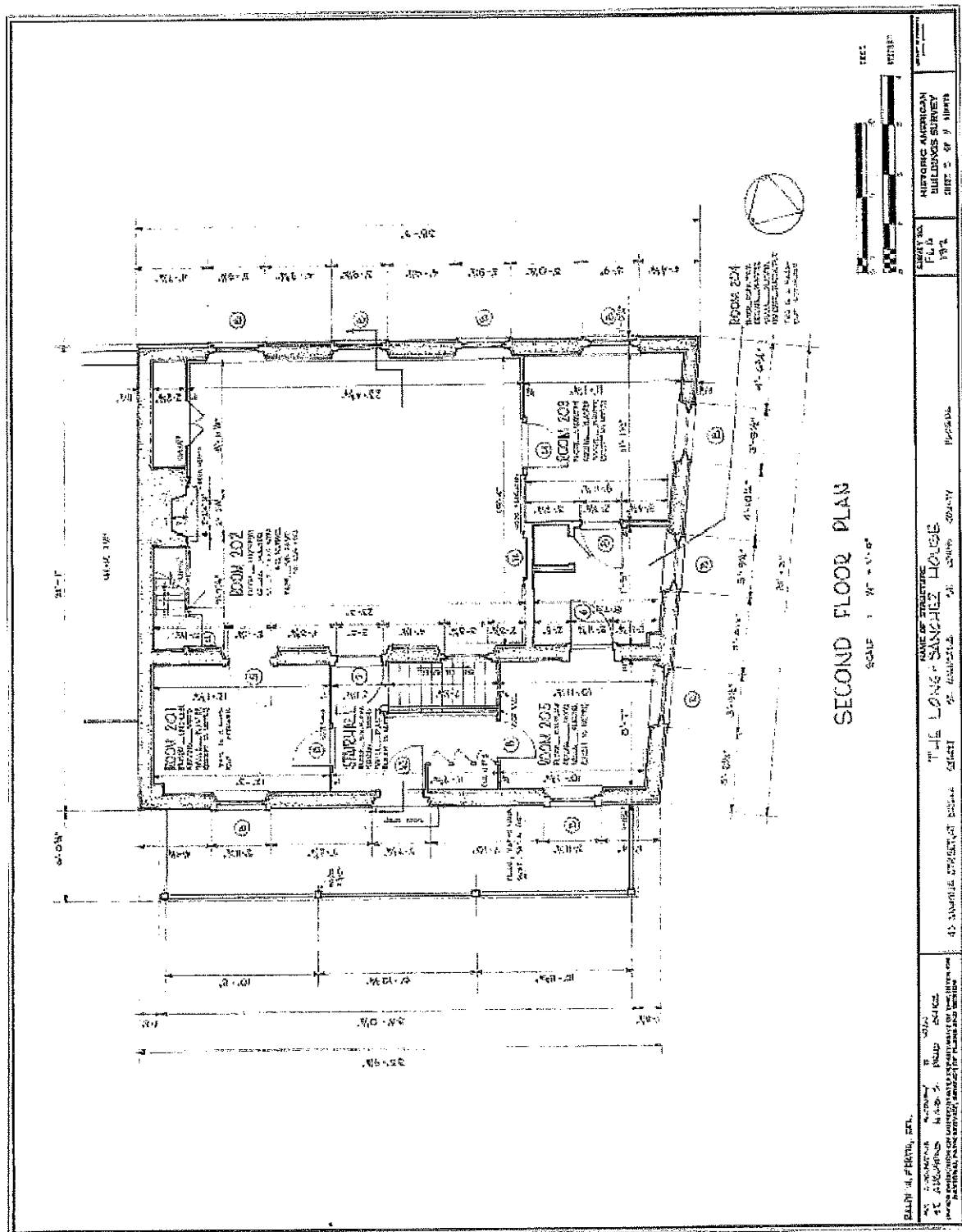
LONG-SANCHEZ HOUSE, 43 MARINE STREET
EXTERIOR, PHOTO LOCATIONS, NOS. 1-31

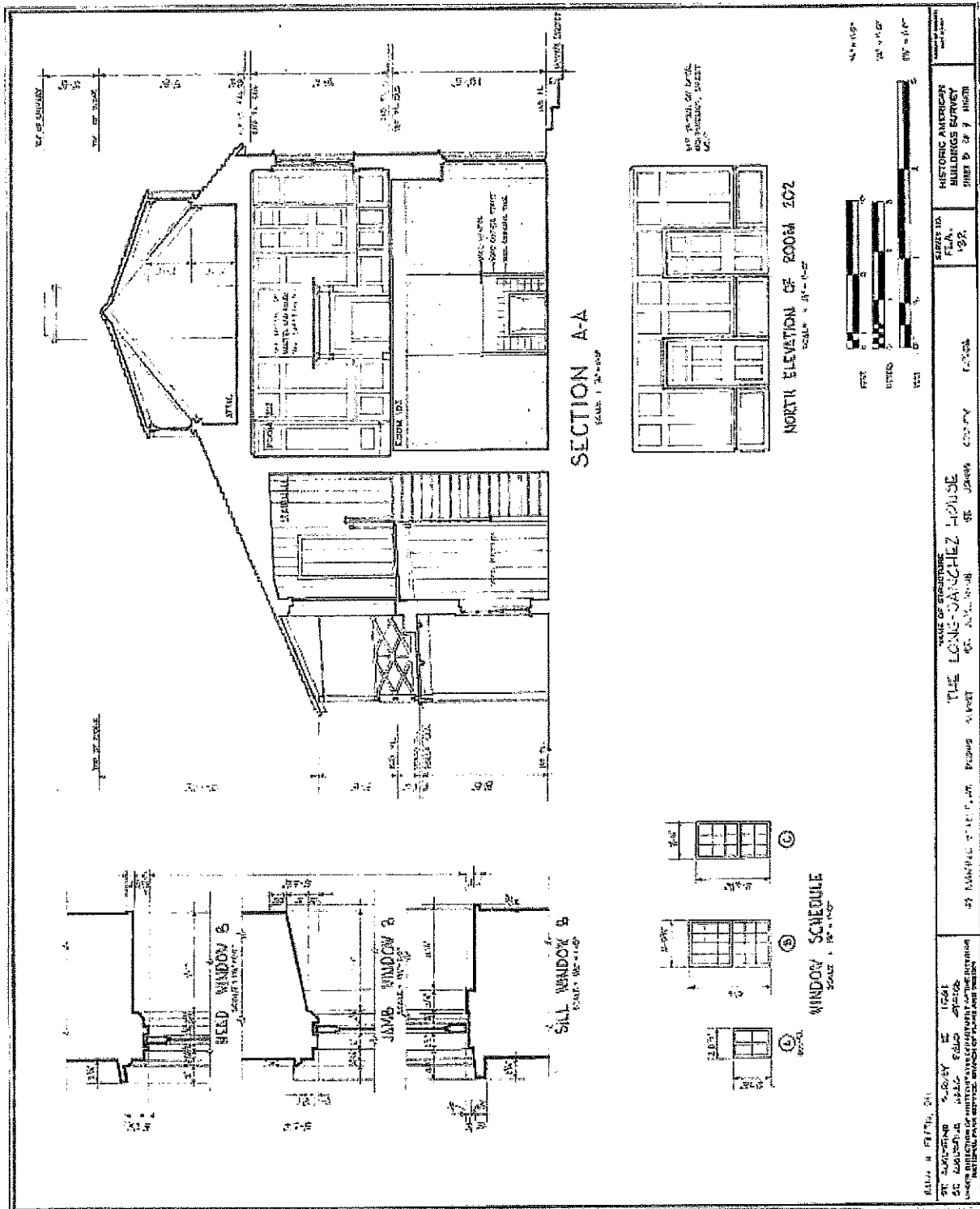


FIRST FLOOR PLAN, HABS SURVEY FLA 132, 1961, PHOTO 1

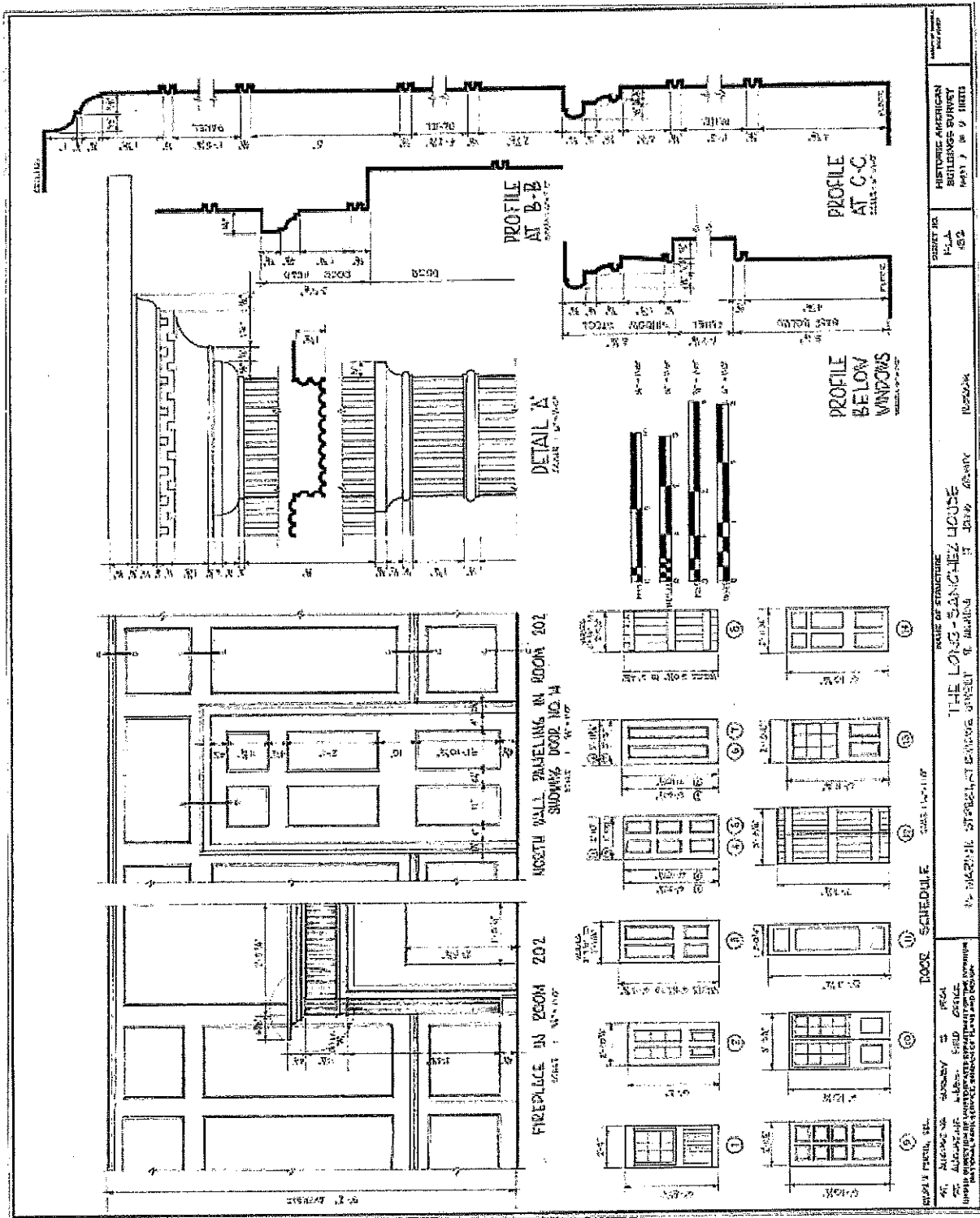


SECOND FLOOR PLAN, HABS SURVEY FLA 132, 1961, PHOTO 2





INTERIOR DETAILS/DOOR SCHEDULE, HABS SURVEY FLA 132, 1961, PHOTO 4



FIRST FLOOR, HABS ROOM 102, AUGUST, 2020, PHOTO 5
SOUTH WALL, FACING SOUTH



FIRST FLOOR, HABS ROOM 102, PHOTO 6
FIREPLACE, FACING SOUTH



FIRST FLOOR, HABS ROOM 102, AUGUST, 2020, PHOTO 7
WINDOWS/NEW WINDOW REPLACING ORIGINAL DOOR, FACING WEST



FIRST FLOOR, HABS ROOM 102, AUGUST, 2020, PHOTO 8
VIGAS/FLOORING, FACING WEST



FIRST FLOOR, HABS ROOM 102, AUGUST, 2020, PHOTO 9
C. 1970 TILE FLOORING, FACING WEST



FIRST FLOOR, HABS ROOM 102, AUGUST, 2020, PHOTO 10
HABS DOOR #3, FACING SOUTH



FIRST FLOOR, HABS ROOM 102, AUGUST, 2020, PHOTO 11
HABS DOOR #3, FACING NORTH



FIRST FLOOR, HABS ROOM 103, AUGUST, 2020, PHOTO 12
HABS DOOR #3, FACING SOUTH



FIRST FLOOR, HABS ROOM 103, AUGUST, 2020, PHOTO 13
HABS DOOR #3, FACING EAST



FIRST FLOOR, HABS ROOM 103, AUGUST, 2020, PHOTO 14
FACING SOUTH



FIRST FLOOR, HABS ROOM 103, AUGUST, 2020, PHOTO 15
MODERN WINDOW WHICH REPACED HABS DOOR #9, FACING WEST



FIRST FLOOR, HABS ROOM 103, AUGUST, 2020, PHOTO 16
HABS DOOR #8 (SHOWN AS 3 ON FLOOR PLAN), FACING EAST



FIRST FLOOR, HABS ROOM 104, AUGUST, 2020, PHOTO 17
FACING EAST



FIRST FLOOR, HABS STAIRHALL, AUGUST, 2020, PHOTO 18
FACING NORTH



FIRST FLOOR, HABS STAIRHALL, AUGUST, 2020, PHOTO 19
FACING SOUTH



FIRST FLOOR, HABS STAIRHALL, AUGUST, 2020, PHOTO 20
FACING SOUTH



FIRST FLOOR, HABS STAIRHALL, AUGUST, 2020,, PHOTO 21
HABS DOOR #12, FACING WEST



FIRST FLOOR, HABS STAIRHALL, AUGUST, 2020, , PHOTO 22
HABS DOOR #4, FACING NORTH
REPLACED 2000/HARB COA 00-0421



SECOND FLOOR, HABS STAIRHALL, AUGUST, 2020, , PHOTO 23
FACING NORTH



SECOND FLOOR, HABS STAIRHALL, AUGUST, 2020, , PHOTO 24
HABS DOOR #8, FACING NORTH



SECOND FLOOR, HABS STAIRHALL, AUGUST, 2020, , PHOTO 25
HABS DOOR #8, FACING SOUTH



SECOND FLOOR, HABS STAIRHALL, AUGUST, 2020, , PHOTO 26
HABS DOOR #13, FACING EAST



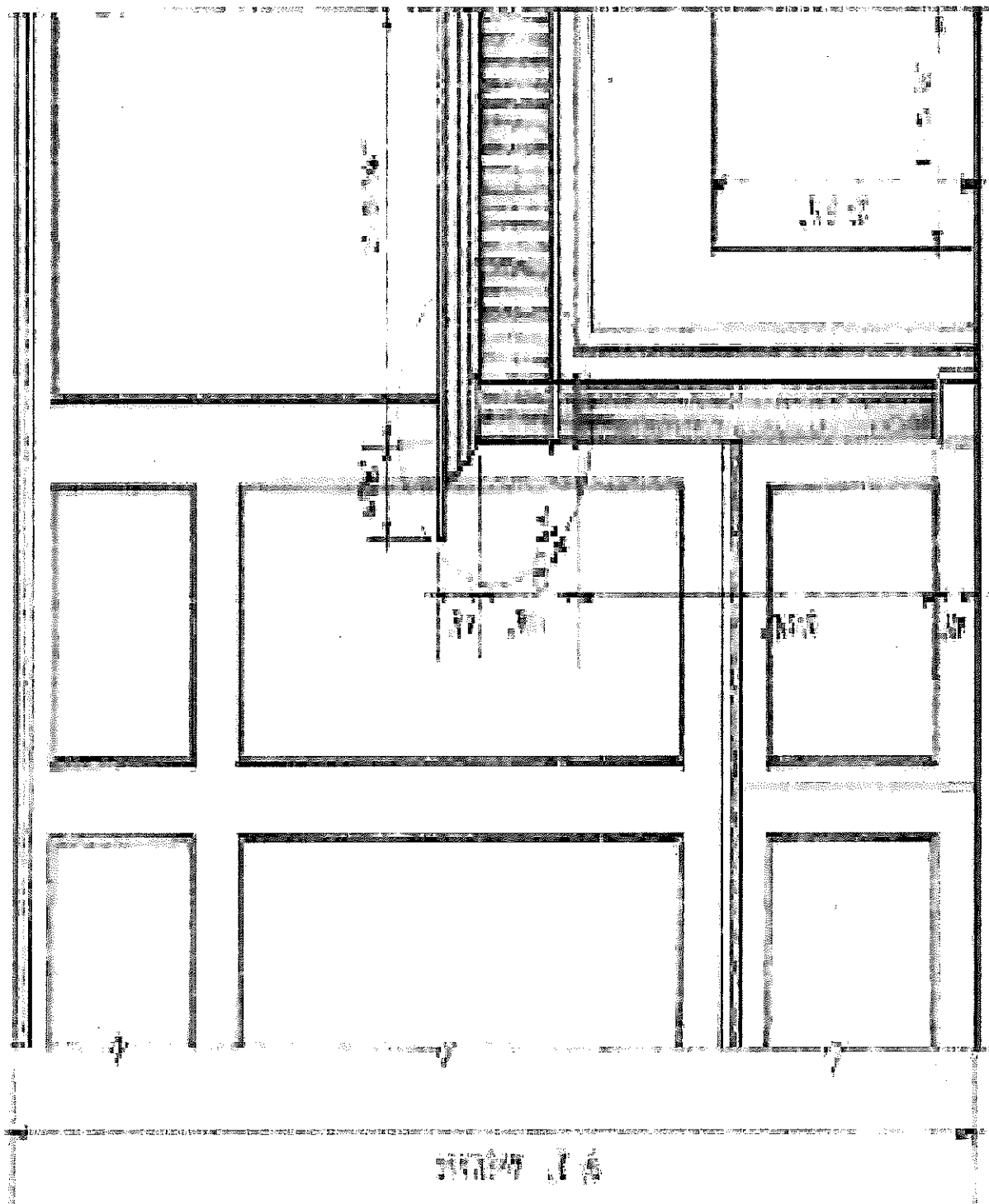
SECOND FLOOR, HABS STAIRHALL, AUGUST, 2020, , PHOTO 27
FACING EAST



SECOND FLOOR, HABS STAIRHALL, AUGUST, 2020, , PHOTO 28
HABS DOOR #7, FACING WEST

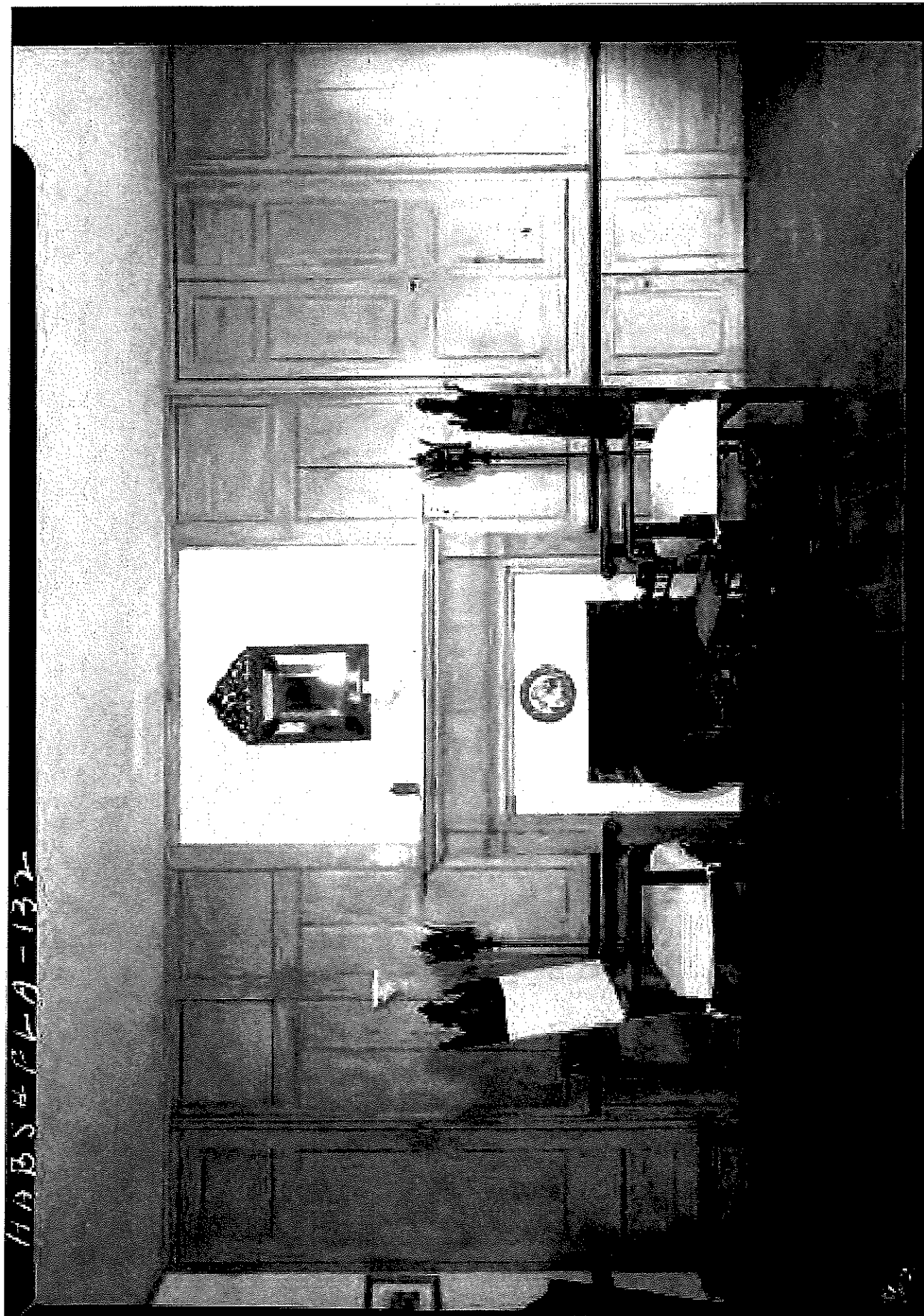


HABS SURVEY FLA 132, 1961, , PHOTO 29
 FIREPLACE IN ROOM 202, FACING SOUTH



FIREPLACE IN ROOM 202
 SCALE 1/4" = 1'-0"

SECOND FLOOR, HABS ROOM 202, 1961, HABS DOOR #11, PHOTO 30
SOUTH WALL, FACING SOUTH



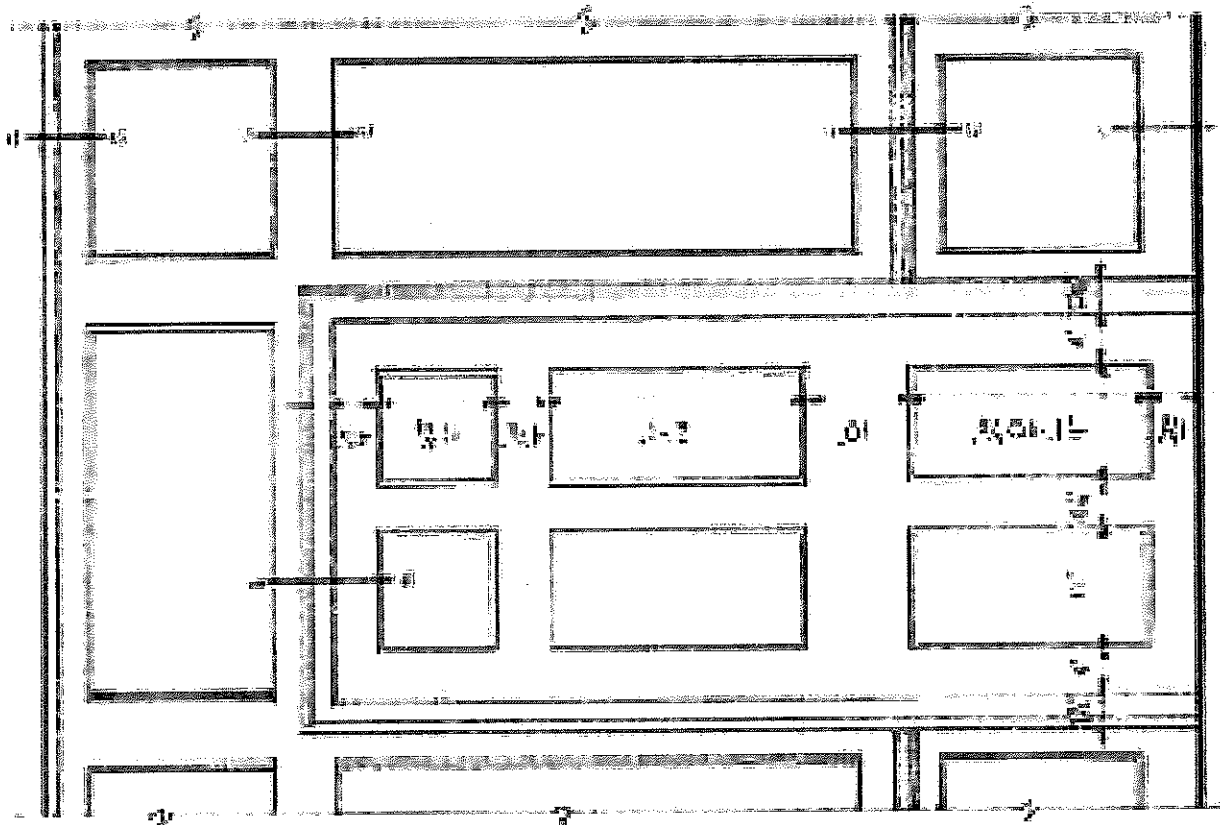
SECOND FLOOR, HABS ROOM 202, AUGUST, 2020, HABS DOOR #11, PHOTO 31
SOUTHWALL, FACING SOUTH



SECOND FLOOR, HABS ROOM 202, AUGUST, 2020, PHOTO 32
FIREPLACE, FACING SOUTH



HABS SURVEY FLA 132, 1961, PHOTO 33
 NORTH WALL PANELING. DOOR NO. 14 ROOM 202. FACING NORTH

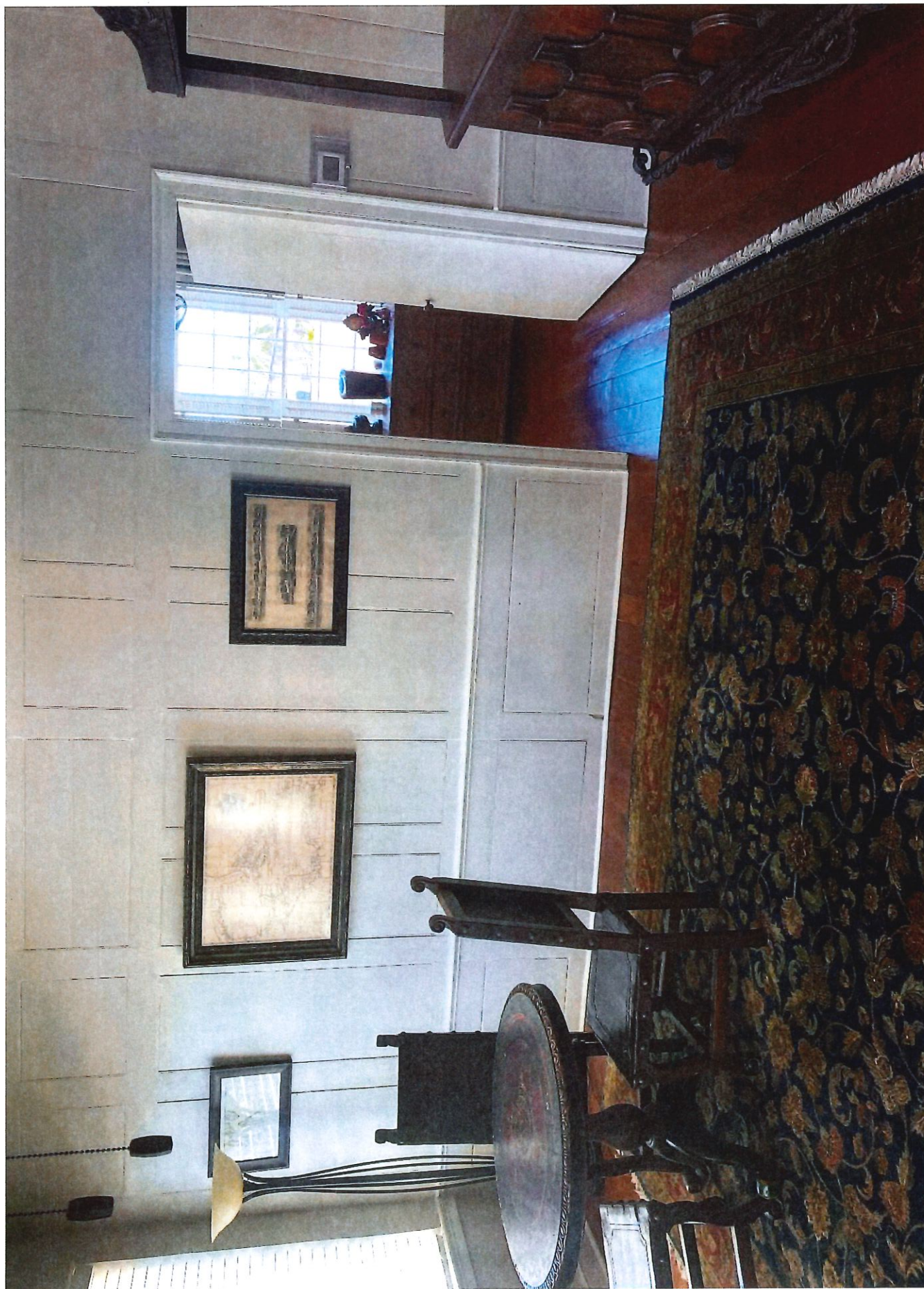


NORTH WALL PANELING IN ROOM 202
 SHOWING DOOR NO. 14
 SCALE 1" = 4'-0"

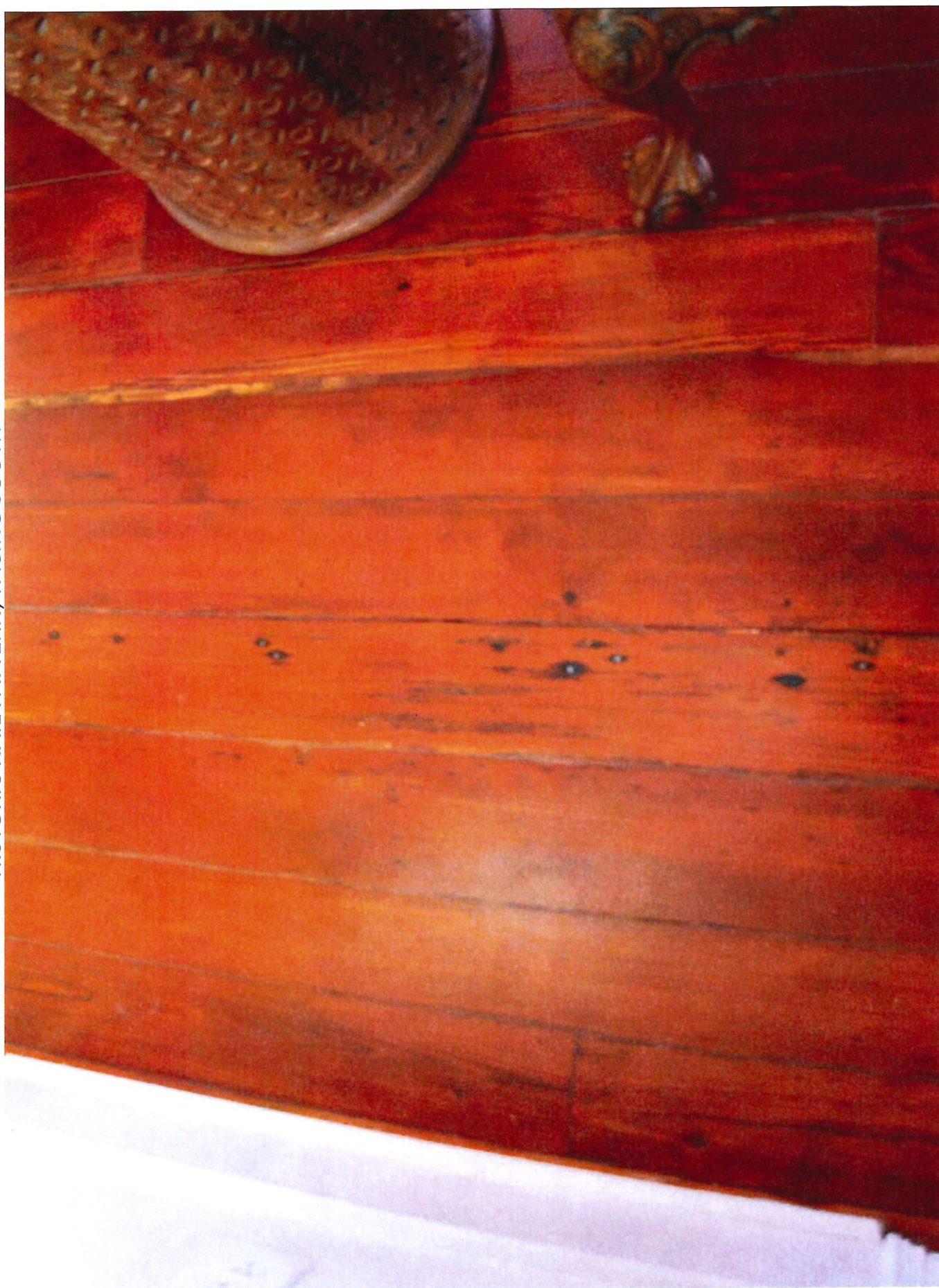
SECOND FLOOR, HABS ROOM 202, 1961, PHOTO 34
NORTH WALL, FACING NORTH



SECOND FLOOR, HABS ROOM 202, AUGUST, 2020, PHOTO 35
NORTH WALL PANELING, C. 1845 , DOOR NO. 14 ROOM 202, WEST DOOR REMOVED
FACING NORTH



SECOND FLOOR, HABS ROOM 202, AUGUST, 2020, PHOTO 36
HISTORIC NAIL PATTERN, FACING SOUTH



SECOND FLOOR, HABS ROOM 203, AUGUST, 2020, PHOTO 37
HABS DOOR NO. 14, FACING EAST
C. 1845 PARTITION WALL ON RIGHT



SECOND FLOOR, HABS ROOM 203, AUGUST, 2020, PHOTO 38
FACING WEST



SECOND FLOOR, HABS ROOM 201, AUGUST, 2020, PHOTO 39
HABS DOOR #5, FACING WEST



STEPS LEADING TO ATTIC, AUGUST, 2020, PHOTO 40
FACING WEST



ATTIC, AUGUST, 2020, PHOTO 41
TRUSSWORK, FACING SOUTH



ATTIC, AUGUST, 2020,
DORMER WINDOW, FACING WEST, PHOTO 42



ATTIC, AUGUST, 2020,
DORMER WINDOW, FACING EAST, PHOTO 43



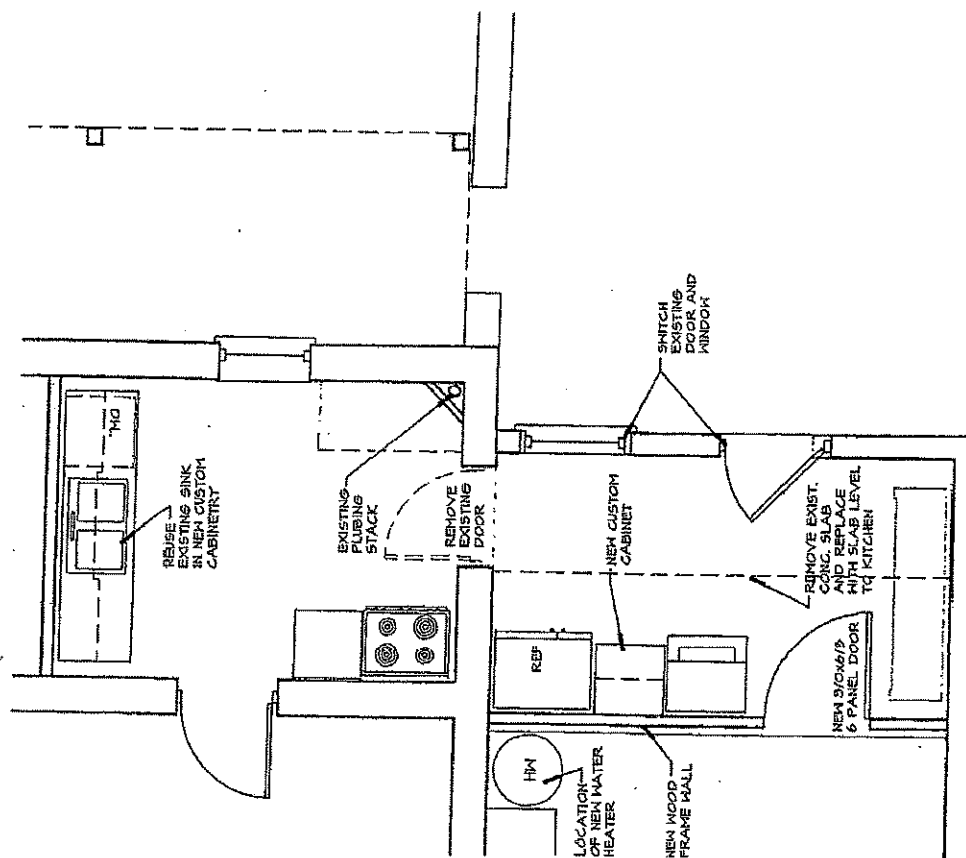
ATTIC, AUGUST, 2020, PHOTO 44
TRUSSWORK, DOWEL, FACING SOUTH



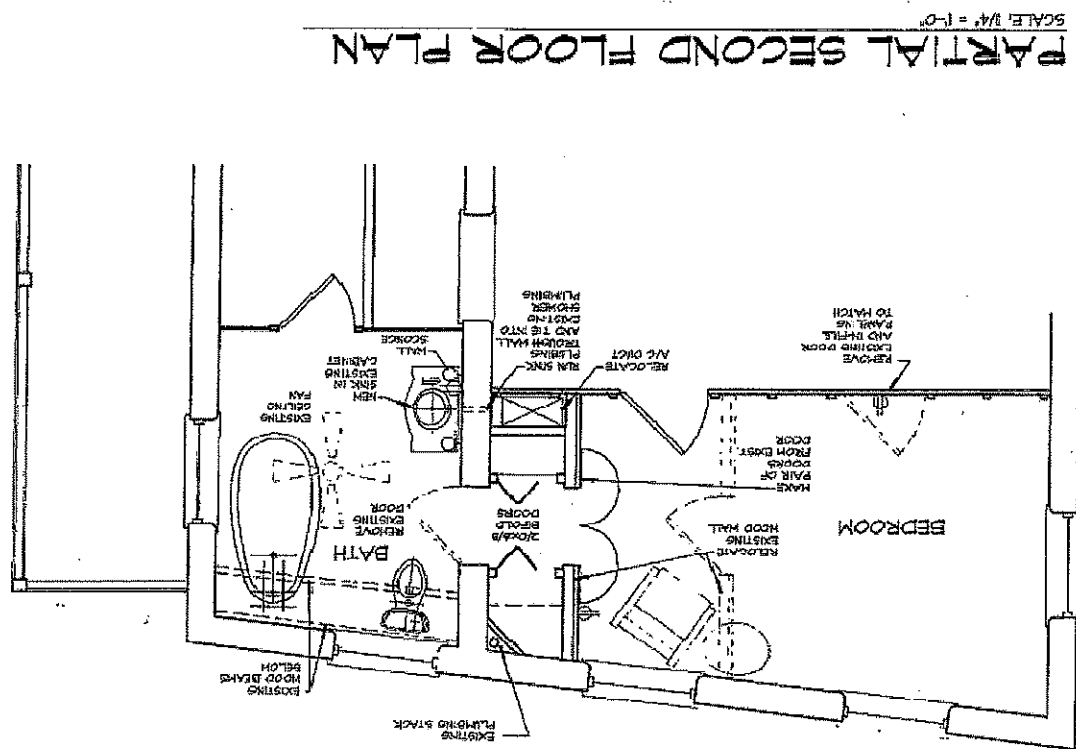
ATTIC, AUGUST, 2020, PHOTO 45
FLOORING, FACING SOUTH



FIRST FLOOR, HABS ROOM 101, 1998 MODIFICATION, PHOTO 46
 HARB1998-0816



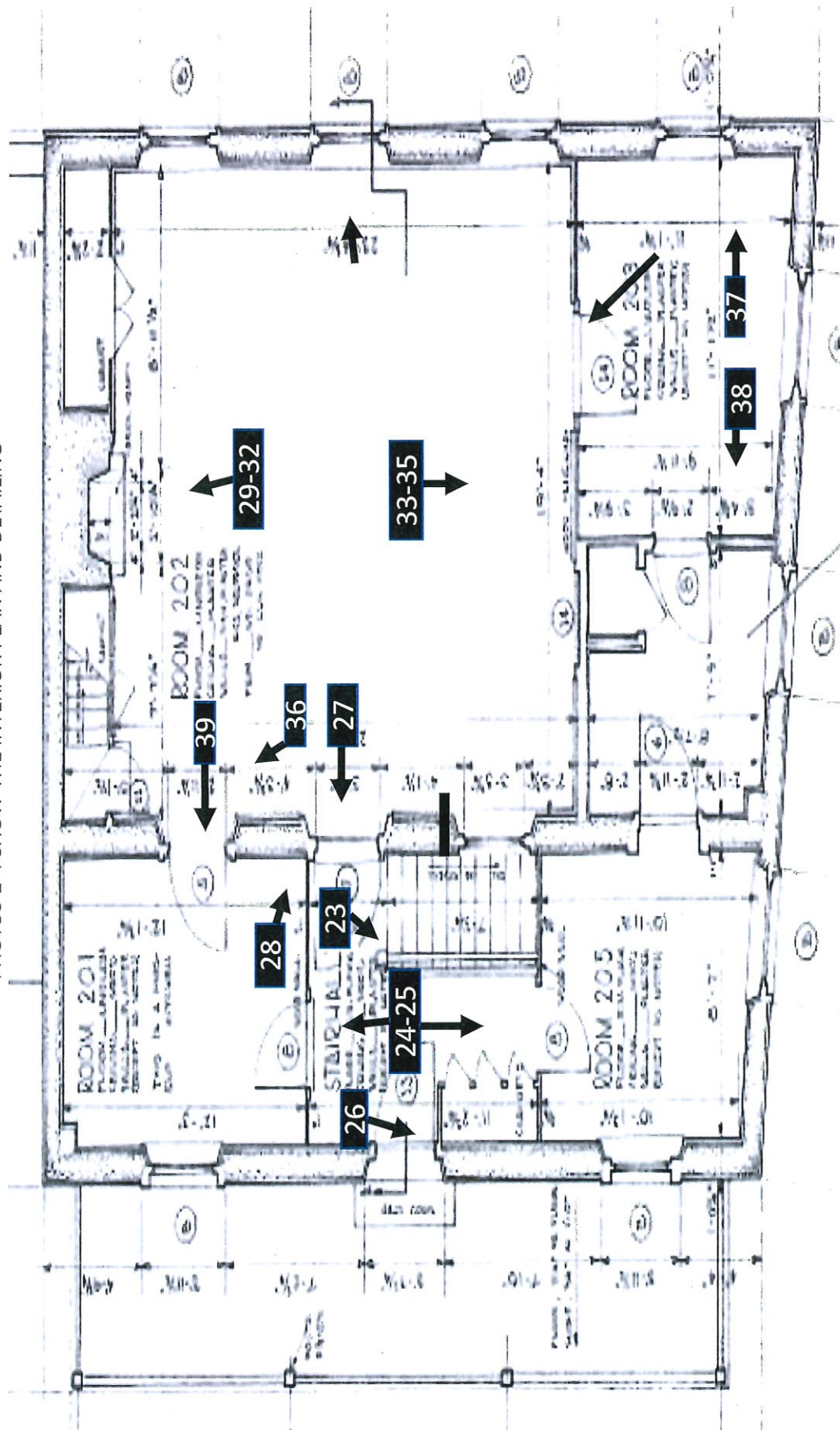
SECOND FLOOR, HABS ROOM 203, PHOTO 47
HARB 98-0816 MODIFICATION



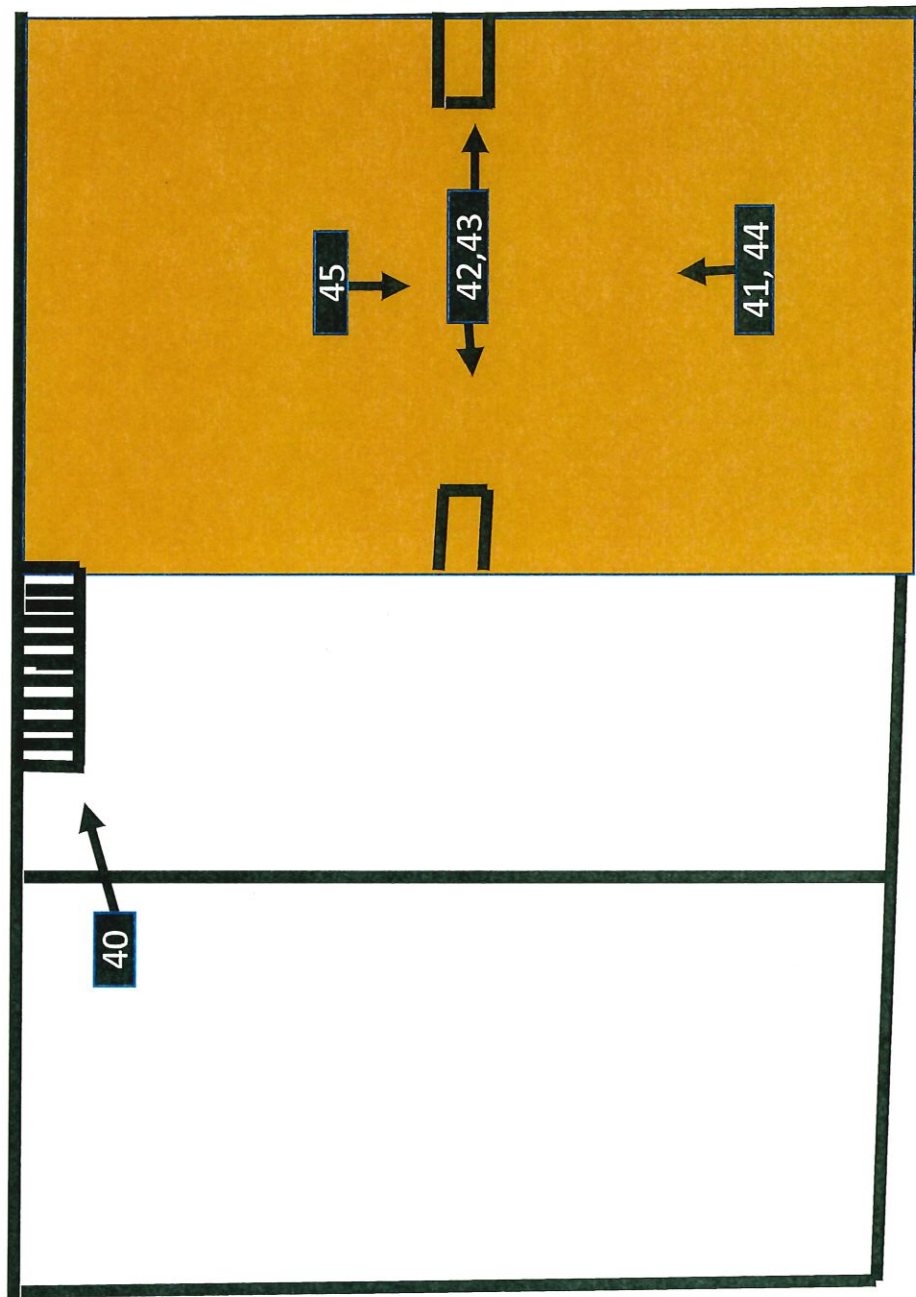
98-089

Architectural floor plan of the interior of the World Trade Center, showing rooms 101 through 105, a central stairwell, and various corridors. The plan is overlaid with a grid and includes numerous dimensions. Arrows point to specific locations labeled with numbers 1 through 22, which correspond to the locations mentioned in the text. The plan is oriented with North at the top.

LONG-SANCHEZ HOUSE, 43 MARINE STREET
 INTERIOR, SECOND FLOOR, PHOTO LOCATIONS, NOS. 1-44
 PHOTOS 1-4 SHOW THE INTERIOR PLAN AND DETAILING



LONG-SANCHEZ HOUSE, 43 MARINE STREET
INTERIOR, ATTIC, PHOTO LOCATIONS , NOS. 1-44
PHOTOS 1-4 SHOW THE INTERIOR PLAN AND DETAILING



CITY OF ST. AUGUSTINE

MEMORANDUM

TO: Mayor and City Commissioners

DATE: November 9, 2020

RE: Request for appointments for the Building Advisory Task Force

The City Commission recently approved the establishment of a Building Advisory Task Force. A request for applications was advertised in the St. Augustine Record and on posted on the City's website. Applications were received from the following:

- Rick Gonzales
- Sarah Ryan
- Rob Matthews
- Robin Moore
- Jon Benoit
- Irene Arriola
- Les Thomas
- John Wooldridge

The applications are attached for your consideration.



Darlene Galambos
City Clerk

Xc: City Clerk Files

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

The undersigned wishes to apply for City Commission appointment to serve in a voluntary capacity on a City of St. Augustine board or committee. In accordance with Ordinance 2003-14 citizen boards that assist in the governing of the City of St. Augustine shall be made up of persons who reside within the City Limits. Exceptions to this City Commission policy may be made for members of ad-hoc committees on a case-by-case basis by the City Commission.

1. APPLICANT Rick Gonzalez, AIA
2. RESIDENCE
(address) 616 Clearwater Park Rd., #913, W. Palm Beach, FL 33401 PHONE (561) 512-3846
3. BUSINESS OWNED (Address) REG Architects, Inc. PHONE (561) 659-2383 ext. 102
4. PROPERTY OWNED (Address) 120 So. Olive Avenue, Suite 210, West Palm Beach, FL 33401
5. MAILING ADDRESS PREFERRED 120 So. Olive Avenue, Suite 210, West Palm Beach, FL 33401
6. E-mail Address rick@regarchitects.com
7. BOARD DESIRED Building Code Committee
8. OCCUPATION (include resume if available) Architect, Historic Preservationist, Community Planner, see resume
9. PROFESSIONAL QUALIFICATIONS: (If necessary, attach additional information)
President and Principal Architect of REG Architects, Inc. for 33 years
State of Florida Architect License #AR0014172 and Architecture Firm License #AR0002447, NCARB #58639
State of North Carolina Architect License # 15319 See attached Biography
10. OTHER COMMENTS OR INFORMATION
I have long had an interest in St. Augustine from my work with the University of Florida Historic St. Augustine, Inc. Board

11. "Ethnicity and race information is requested under the authority of 42 U.S.C. Section 2000e-16 and in compliance with the Office of Management and Budget's 1997 Revisions to the Standards for the Classification of Federal Data on Race and Ethnicity. Providing this information is voluntary and has no impact on your employment status, but in the instance of missing information, your employing agency will attempt to identify your race and ethnicity by visual observation."

Specific Instructions: The two questions below are designed to identify your ethnicity and race. Regardless of your answer to question 1, go to question 2.	
Question 1. Are You Hispanic or Latino? (A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.) ☒ Yes ☐ No	
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 October 21, 2020

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

REG ARCHITECTS

Rick Gonzalez, AIA, President/Principal Architect
City of Residence: West Palm Beach

Professional Experience

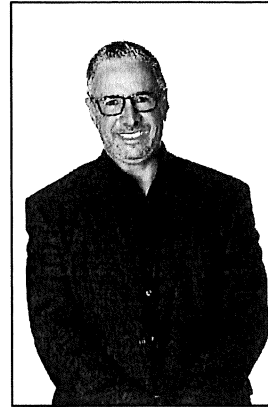
Rick Gonzalez, AIA has over 34 years of experience in the architectural profession. Rick received two architectural degrees from the Catholic University of America in Washington, D.C., with additional course work completed at Miami-Dade College, Francisco Marroquin University in Guatemala City and the Autonomous University of Central America in San Jose, Costa Rica. Mr. Gonzalez is a member of the American Institute of Architects and was appointed to the Florida Historical Commission (FHC) by Governor Charlie Crist in 2008 (Vice-Chair 2011-2015) and to Florida Board of Architecture and Interior Design (BOAID) by Governor Bush for two terms 2000-2007 (Chairman 2005 & 2006). Mr. Gonzalez is an award-winning architect, whose design standards have been used as examples for Palm Beach County's Architectural Guidelines, Florida CNU Guidebook & ULI Land Development Handbook. Mr. Gonzalez was also appointed by President Trump to be an Expert Member of the Advisory Council on Historic Preservation (ACHP) in March 2020.

Government & Municipal Facilities

- Village Hall, Royal Palm Beach, FL
- Fire Station #1, Riviera Beach, FL
- Fire Station #2, Riviera Beach, FL
- Historic Delray Design Guidelines, Delray Beach, FL
- School District of Palm Beach County, Palm Beach County, FL
- Barracuda Bay Aquatic Center, Riviera Beach, FL
- Riviera Beach CRA, 2600 Broadway, Riviera Beach, FL
- Riviera Beach CRA, 11th Street Townhouses, Riviera Beach, FL
- Martin County School Board, Martin County, FL
- Head Start Facility, Riviera Beach, FL
- Lake Park City Hall and Administrative Offices, Lake Park, FL
- Martin County Fire Facilities, Stuart, FL
- Seacoast Utility Authority, Palm Beach Gardens, FL
- West Palm Beach Fire Station #5 & EOC, West Palm Beach, FL
- ECR Wastewater Treatment Plant, West Palm Beach, FL
- Westgate/Belvedere Pump Station, West Palm Beach, FL
- Police Administration Bldg, Parking Garages, West Palm Beach, FL
- Northern Palm Beach EOC, Palm Beach Gardens, FL
- City of Sebastian City Hall and Police Station, Sebastian, FL
- Palm Beach County Solid Waste Transfer Facility, Lantana, FL
- Lake Worth Beach Casino, Lake Worth, FL
- Lake Okeechobee/Palm Beach County LORE Design Guidelines

Community Centers and Parks

- Wellington Civic Campus, Amphitheatre & Park, Wellington, FL
- BayFront Park, St. Augustine, FL
- Lindsey Davis Community Center, Riviera Beach, FL
- Tequesta Community Center, Tequesta, FL
- Boynton Beach Amphitheatre, Boynton Beach FL
- Martin County Regional Park at Halpatiokee, Stuart, FL
- Amphitheatre & Veteran's Park Master Plan, Marco Island, FL
- Loggerhead Marine Life Center of Juno Beach, FL



Registrations
State of Florida – 1992
FL Lic. #AR0014172
NCARB – 1992

Education

The Catholic University of America, Washington, D.C. Bachelor of Science in Architecture - 1984
Bachelor of Architecture - 1985
Miami-Dade College, Miami, FL
Associate of Arts Degree - 1982
Francisco Marroquin University, Guatemala City, Guatemala, Architectural Studies - 1980
Autonomous University of Central America, San Jose, Costa Rica, Architectural Studies – 1979

Awards

2020

- AIA Palm Beach James Anstis Award for lifetime achievement
- Historic Award for Boynton Beach Cultural Center

2019

- Halsey Building for Florida Trust of Historic Preservation

2018

- Halsey Building AIA Palm Beach Excellence 2017

- Judge Knott Historical Contribution Award from the Historical Society of Palm Beach County
- City of West Palm Beach Excellence in Service in Historic Preservation Award

2016

- City of Lake Worth Rehabilitation/ Restoration Award for "J" Street

2015

- AIA Palm Beach Chapter Excellence Award, Palm Beach Towers
- Florida Trust Award (FTHP) Gulfstream Goodwill Preservation Award

2013

- Florida Trust for Historic Preservation Award for Cultural Council of Palm Beach County
- AIA Palm Beach Chapter Excellence Award for Cultural Council of Palm Beach County

FFlorida Redevelopment Award for Outstanding Reuse for "Little House" Restaurant



Historic Preservation & Adaptive Reuse

- 1916 Palm Beach County Courthouse Restoration, W. Palm Beach, FL
- St. Ann's Church and School, West Palm Beach, FL
- The Harriet Himmel Theatre at CityPlace, West Palm Beach, FL
- Harris Music Lofts, Downtown West Palm Beach, FL
- Mar-A-Lago Private Club, Palm Beach, FL
- Lunt Cottage, Palm Beach, FL
- Old Boynton Beach High School, Boynton Beach, FL
- Palm Beach County Cultural Council Headquarters, Lake Worth, FL
- Old Ft. Pierce Post Office, Ft. Pierce, FL
- Old St. Anastasia School, Ft. Pierce, FL
- Historic Ruth Jones Cottage/ Restaurant, Boynton Beach, FL
- Old Belle Glade City Hall, Belle Glade, FL
- Sunset Lounge & Jazz Park, West Palm Beach, FL

Mixed Use/Urban & Master Planning

- DDA Downtown Facades, West Palm Beach, FL
- Yesteryear Village at the South Florida Fair, West Palm Beach, FL
- Northwood Facades Study, West Palm Beach, FL
- Town Architect for Abacoa POA, & Admiral's Cove POA, Jupiter, FL
- Juno Pointe, Juno Beach, FL
- Testa's, Palm Beach, FL
- Blue Harbor, Ft. Pierce, FL
- Landmark Town Center at Doral, FL
- Vista del Lago Town Center, Cutler Bay, FL
- Melody Place, Downtown Ft. Pierce, FL
- Transit Village, West Palm Beach, FL
- Delray Beach CRA, 9th Avenue Redevelopment, Delray Beach, FL
- Virginia Key Master Plan, Virginia Key, FL
- Pahokee Main Street, Pahokee, FL
- Los Cielos Master Plan and Parrot Pointe Resort, Costa Rica

Office/Retail

- Boysaw & Associates Law Office Building, W. Palm Beach, FL
- Bill Bone Professional Building, West Palm Beach, FL
- Iberia Bank formerly Orion Bank, West Palm Beach, FL
- Havana Restaurant, West Palm Beach, FL
- Jon Smith Subs, Jupiter, FL
- Baer's Furniture, North Palm Beach, FL
- Addison Place, Delray Beach, FL
- Corporate Place at Tradition Office Campus, Port St. Lucie, FL
- PNC Bank, formerly Fidelity Federal Bank, Delray Beach, FL
- Mirasol Town Center, Palm Beach Gardens, FL

Churches, Schools & Institutions

- Northwood University School of Business, W. Palm Beach, FL
- Cardinal Newman High School, West Palm Beach, FL
- Grace Episcopal Church, West Palm Beach, FL
- Poinciana Day School Master Plan, West Palm Beach, FL
- St. Jude Catholic Church Multi-purpose Hall, Boca Raton, FL
- Holy Cross Catholic Church, Indiantown, FL

2009

- AIA Palm Beach Firm of the Year Award
- AIA Palm Beach Chapter Recognition Award for Corporate Place at Tradition
- Silver National Excellence Award for the Palm Beach County SWA Transfer Station at I-95 and Lantana Rd.

2008

- Florida Trust Award (FTHP) & AIA Palm Beach Historic Restoration Excellence Award for the 1916 Palm Beach County Historic Court House, West Palm Beach, FL
- AGC's "Build Florida Award" for \$4m and above category for the 1916 Palm Beach County Court House, West Palm Beach, FL
- DBA's Historic Preservation Test of Time Award for the Mar-A-Lago Club work done for Donald Trump 1995-2005 in Palm Beach, FL
- ABC's Design Award for Public Works under \$5m; Northern Palm Beach County Improvement District Admin/EOC in Palm Beach Gardens, FL
- PBC Hispanic Chamber's Business Leader of the Year Award

2007

- The Delray Beach Site Plan Review & Appearance Board (SPRAB) Award for Excellence in Design in the category of New Residential Development for "Old Palm Grove" Estate Homes & Apartments

2006

- AIA Palm Beach Community Service Award Sebastian City Hall & Police Station

2005

- Excalibur Award - Small Business *Sun Sentinel* Newspaper
- *SE Construction News* Best Municipal Complex

2004

- AIA Palm Beach Award for Miami Beach, (Bayshore) Golf Clubhouse, Miami Beach, FL.

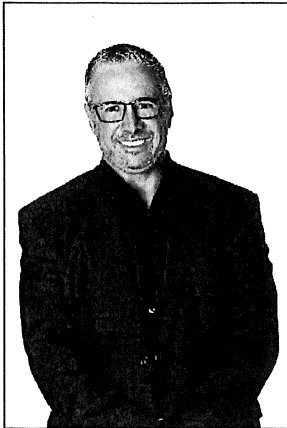
2003

- AIA Palm Beach - Honor Award for Design of the Harriet Himmel Theatre at CityPlace
- The Delray Beach Site Plan Review and Appearance Board Award for Excellence in Design in the Category of New Commercial Development for Fidelity Federal Bank at 5th Avenue (SPRAB)

2001

- Florida Trust for Historic Preservation- Outstanding Achievement Award in Non-Residential Restoration/Rehabilitation for the Harriet Himmel Theatre at CityPlace & Outstanding Achievement Award in Restoration / Rehabilitation for the Mar-A-Lago Conversion to a Private Club





Rick Gonzalez, AIA, President of **REG Architects, Inc.**, opened his architecture office in West Palm Beach with his father Ricardo in the Spring of 1988, and has been in Downtown ever since. Rick received two architectural degrees from the Catholic University of America in Washington, D.C., with additional university course work at Miami-Dade College, Francisco Marroquin University in Guatemala City, Autonomous University of Central America in San Jose, Costa Rica. and continuing education course work under Andres Duany at Harvard Graduate School of Design and Manuel Ponce's Venice, Florence, and Veneto Classic Design in Italy. Rick has also studied Historic Places of Bogota, Colombia and Havana, Cuba.

Professional and Architectural awards include: **2020 AIA Palm Beach James Anstis Award** for lifetime achievement and **Historic Award for Boynton Beach Cultural Center**, **2019 AIA Historic Preservation Award for Halsey Place**, **2017 Judge Knott Historical Contribution Award** from the Historical Society of Palm Beach County, **2017 City of West Palm Beach Excellence in Service in Historic Preservation Award**, **2016 City of Lake Worth Rehabilitation/Restoration Award** for "J" Street, **2015 Florida Trust Award for Adaptive Reuse** for the Gulfstream Goodwill Complex, **2014 AIA "Best Small Project" Award** for Palm Beach Towers, **2013 AIA Palm Beach and Florida Trust for Historic Preservation Awards** for the Cultural Council of Palm Beach County Headquarters; **2013 AIA Palm Beach Award** for Equestrian Estate in Wellington; **2009 Architectural Firm of the Year Award** from AIA Palm Beach; **2009 AIA Palm Beach Award** for Corporate Place at Tradition; **2009 SWANA's WESTCON Silver Excellence Award** for Solid Waste Authority Transfer Station; **2008 Honor Design Award AIA Palm Beach and Florida Trust for Historic Preservation** for the Palm Beach County 1916 Court House Restoration; the **Associated Builders & Contractors Best of 2007 Award** for Northern Palm Beach County EOC & HQ in Palm Beach Gardens; the **ABC's Award 2006 and Southeast Construction Award of 2005 for Best Public Building**, City of Sebastian Municipal Complex; **2005 Sun Sentinel's Excalibur Award**; **2004 AIA Palm Beach Design Award** for City of Miami Beach Golf Club House; **2003 Award for Excellence in Design for New Commercial Development** (5th Ave. PNC Bank) from the City of Delray Beach SPRAB; **2003 AIA Palm Beach Honor Award for Design** for the Harriet Himmel Theater at City Place; **2001 Florida Trust for Historic Preservation Award** also for "The Harriet"; **1998 Florida Trust for Historic Preservation Award** for Donald Trump's Mar-a-Lago Club in Palm Beach.

In the Fall of 2019 Rick was nominated by President Trump to serve on the **Advisory Council for Historic Preservation** and he presently acts as the Vice Chairman. In 2008 Rick was appointed by then Governor Crist to the **Florida Historical Commission (FHC)** for a three-year term and in 2012 reappointed by Governor Scott for a second term, (Vice Chair in 2013-2017). Presently, he is serving as a board member. Former Governor Bush appointed him to the State of Florida's **Board of Architecture and Interior Design (BOAID)** in 2000 and he served another term in 2004 with a two-year period as Chairman (2005-2006). Rick's community involvement has included: **UF Historic St. Augustine, Inc. Board**; **CUA School of Architecture Development Board**, Washington D.C.; **University of Florida, School of Architecture**, Historical Preservation Board of Advisors; Past President of the **Florida Trust for Historic Preservation**; **City of West Palm Beach Culture Committee**; former Board Member of Palm Beach County Cultural Council and **United Way**. Most recently, he was asked to join an esteemed panel to serve as a Judge for the Best Urban Block in South Florida Contest sponsored by the Miami Herald newspaper. He has also been involved with the Historic Society of Palm Beach County, the Planning Board for the Cities of West Palm Beach and Juno Beach, Hispanic Cultural Arts and Fiesta on Flagler, Center for Creative Education, Aspira, the Palm Beach Opera, Economic Council, SunFest, the Centennial Celebration of the City of West Palm Beach and St. Ann School.

Major projects include: Mar-a-lago Club, Harriet Himmel Theater, Seacoast Utility Authority, Historic Boynton Beach High School, The 200 Condominium Tower, The Waterway Apartments Towers, and 1916 Historic Palm Beach County Courthouse.

m:\resumes\rick gonzalez aia\bios\historic\rick's bio w photo 2020-General.docx

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

The undersigned wishes to apply for City Commission appointment to serve in a voluntary capacity on a City of St. Augustine board or committee. In accordance with Ordinance 2003-14 citizen boards that assist in the governing of the City of St. Augustine shall be made up of persons who reside within the City Limits. Exceptions to this City Commission policy may be made for members of ad-hoc committees on a case-by-case basis by the City Commission.

1. APPLICANT Sarah Ryan
2. RESIDENCE
(address) 252 S. Matanzas Blvd. PHONE 904-547-9430
3. BUSINESS OWNED (Address) Sarah Ryan, Architect PHONE 904-547-9430
4. PROPERTY OWNED (Address) above
5. MAILING ADDRESS PREFERRED above
6. E-mail Address Sshipp@gmail.com
7. BOARD DESIRED Building Code Advisory Committee
8. OCCUPATION (include resume if available) Architect

9. PROFESSIONAL QUALIFICATIONS: (If necessary, attach additional information)

- 6 yrs. architect in St. Augustine working on historic + new construction
- 2 yrs. architect in Norway working on residential + schools
- 1 yrs. architect in Washington DC working on historic properties +
- P213 (St. Augustine) member 2014 - current residential

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

S Ryan DATE 10.27.20

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.

SSR
Initial

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

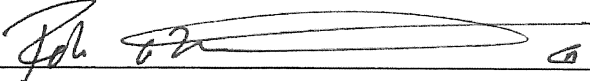
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1. APPLICANT ROB A. MATTHEWS III P.E.
2. RESIDENCE (address) 215 20th ST 32086 PHONE 904-315-2471
3. BUSINESS OWNED (Address) MATTHEWS Design Group PHONE 904-826-1334
4. PROPERTY OWNED (Address) 7 WAREDO ST
5. MAILING ADDRESS PREFERRED P.O. Box 3126 ST. Aug FL 32085
6. E-mail Address rob@mdginc.com
7. BOARD DESIRED Building Code Advisory Board
8. OCCUPATION (include resume if available) Civil Engineer
9. PROFESSIONAL QUALIFICATIONS: (If necessary, attach additional information)
BS Civil Engineering
MS Civil Engineering
Approx 25 years of Experience
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."

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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 27 Oct 20

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.

1. APPLICANT Robin E. Moore
2. RESIDENCE
(address) 2029 Vista Cove Rd, St Augustine, FL 32084 PHONE 904 466-4135
3. BUSINESS OWNED (Address) _____ PHONE _____
4. PROPERTY OWNED (Address) 2029 Vista Cove Rd, St Augustine, FL 32084
5. MAILING ADDRESS PREFERRED 2029 Vista Cove Rd, St Augustine, FL 32084
6. E-mail Address rmooresalm@yahoo.com
7. BOARD DESIRED Building Code Advisory Committee
8. OCCUPATION (include resume if available) Historic Resources Management
9. PROFESSIONAL QUALIFICATIONS: (If necessary, attach additional information)
28 year career in historic resources/historic preservation; formerly 11 years with local government planning dept as the cultural resources manager including development of code ordinances for historic preservation; broad experience in private, government, and non-profit positions in historic resources; working knowledge of how building codes and historic preservation articulate

10. OTHER COMMENTS OR INFORMATION

My broad experience gives me a professional perspective on the challenges and opportunities associated with historic preservation and modern building codes. I am interested in volunteering my time working with others to develop modern solutions for our city.

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."

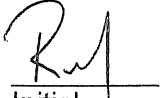
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12. SIGNATURE OF APPLICANT

Robin E. Moore

DATE 10/28/20

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Initial

Robin E. Moore, MA/RPA

2029 Vista Cove Rd
St. Augustine, FL 32084
(904) 466-4135
rmooresalm@yahoo.com

CURRENT POSITION:

US Army Corps of Engineers, South Atlantic Jacksonville (SAJ) District (2016-Present)

Archaeologist, Regulatory Division

- Responsible for assessing across the State of Florida and Puerto Rico the SAJ District's Regulatory Division's responsibilities for cultural resource identification, evaluation, and management plans.
- Develop and maintain relationships with State, Tribal, and local agencies and partners.
- Serve as the primary subject matter expert for the SAJ District Regulatory's 100+ project managers in Section 106 of the National Historic Preservation Act, and in Florida archaeological and historic resources.
- Subject matter expert on underwater archaeological resources.
- Regulatory Tribal Liaison responsibilities.
- Develop and prioritize short term and long-range goals for refining compliance permitting procedures related to historic and archaeological resources for a division of over 120 staff.
- Coordinate intensively with agencies on cultural resources matters. Common agencies include the Advisory Council on Historic Preservation, the Florida State Historic Preservation Officer, the Seminole Tribe of Florida, and the Miccosukee Tribe of Indians of Florida, and the Puerto Rico State Historic Preservation Officer.
- Advise the SAJ Regulatory administration and legal counsel on cultural resources and heritage-related issues.

PAST POSITIONS:

St. Johns County Planning Department, Environmental Division (April 2005-2016)

Historic Resources Manager

Advise the Board of County Commissioners and Administration on cultural resources and heritage-related issues.

Responsible for the development and management of cultural resources preservation programs for the County and general management and documentation of historic structures and archaeological sites throughout the county.

Represent the County in governmental affairs related to cultural resources management (Certified Local Government, Section 106 requirements, NEPA, and others).

Work with varied community and private groups and interests to facilitate preservation and heritage tourism goals on a regional scale.

Review and draft changes to the County's Land Development Code ordinances for Cultural Resources and other related zoning and land-use regulations that integrate with preservation.

Engage with the County's Parks and Recreation Department in developing heritage-based recreational opportunities through long-range planning, grant writing, and outreach or interpretive activities.

Conduct archaeological surveys and testing on County lands and state waters, and assess archaeological and historic preservation contractors' work within the county.

Advise and support private property owners in historic preservation and restoration of their properties.

Staff liaison and advisor to the County's 9-member Historic Resource Review Board.

Lighthouse Archaeological Maritime Program (May 2002- April 2005)

Underwater Archaeology Field Director

Responsible for managing the field operations of the museum's archaeological research entity. Research includes sites within the varied marine environments of St. Johns County, Florida.

Develop management recommendations for state and county, produce technical reports, and interpret investigated sites for public.

Conducted extensive community outreach programs including elementary and high school class instruction, and numerous presentations to Elderhostel and other civic groups (over 30 annually).

Conducted conservation of metal, organic, and ceramic artifacts from marine environments.

St. Augustine Lighthouse and Museum, Inc. (May 2002 – April 2005)

Director of Collections

Responsible for the development and management of the museum's archives, collections and exhibits.

Developed and implemented new accession system for all collections (over 1200 curated objects).

British colonial shipwreck exhibit - wrote and was awarded a State exhibit grant for the 18th century shipwreck *Industry*.

Developed protocol for environmental monitoring and artifact conservation needs.

Affiliations/Organizations:

Florida Public Archaeology Network, Board of Directors 2005-2016

Lighthouse Archaeological Maritime Program, Dive Safety Board Member

Flagler College, Adjunct Faculty in Anthropology

Florida Trust for Historic Preservation, Annual Meeting Planning Committee

Society for Historical Archaeology, Annual Meeting Planning Committee

Florida Public Archaeology Network St. Augustine Regional Center, Advisory Board Member

Historic Preservation Advisory Committee, former Chair, City of St. Augustine

St. Augustine Archaeological Association, former President

Florida Archaeological Council, former Board of Directors

Register of Professional Archaeologists

Selected Projects/Activities:

Flagler College, Adjunct Faculty in Anthropology - Developed and taught the following classes: Introduction to Archaeology, Florida Archaeology, Maritime Archaeology (2010 – 2016)

Historic Preservation Policies and Land Development Code updates. Development of policy related updates to historic preservation laws in St Johns County, and a complete rewriting of the Cultural/Historic Resources code for St. Johns County including Comprehensive Plan.

Certified Local Government Status - Promoted, sought, and obtained CLG status from the National Park Service for St. Johns County. This involved securing support from all levels of county government, re-writing county historic ordinances, and coordinating with advisory boards and the State. Completed in 2013.

St. Johns County Passive Parks Analysis, **wrote and secured grant funding**, and developed the goals and scope of work for a project that assesses the assets, current use, and potential uses of the County's passive parks in order to develop more effective management practices for the natural, cultural, and recreational resources in these parks. 2015-2016

West Augustine Oral History Project, Project originator, **wrote and secured grant funding** and developed scope of work and RFP; responsible for project vision and oversight for 25 oral history recordings of lifelong residents in a historic African-American neighborhood; coordinated with Flagler College to create a video and website for the project, 2015-2016.

Nation's Oldest Port National Heritage Area, served as the local government representative on the planning group to establish a National Heritage Area. Promoted the effort through community outreach presentations, facilitated community and professional input on development of heritage themes; coordinated scholarly contributions of authors for the NHA application document. 2011 to 2016

Hastings Elktion Historic Farmstead Survey. Project originator, secured funding and developed scope of work, and RFP; responsible for project oversight for the identification and assessment of turn-of-the-century farmhouses within these historical farming communities., 2010.

West Augustine Historic District Assessment, Project originator, **wrote and secured grant funding** and developed scope of work and RFP; responsible for project oversight for the identification and assessment of historic structures within a historically African-American neighborhood in St. Johns County, 2008.

Vilano Beach Town Center Overlay, Transfer of Density Rights. Developed a transfer of density rights document for Comprehensive Plan amendments for the VBTC overlay district in order to encourage adaptive re-use of historic structures, 2006.

AL Lewis Arch Relocation and Restoration, Project manager/oversight, and developed preferred options in communication with Florida Memorial University, and scope of work, 2008-2010.

Whitney Island Archaeological Investigations, principal investigator for the investigation of archaeological sites located on an island in the San Sebastian River, 2010.

Canopy Shores Archaeological Survey, principal investigator for the identification and recording of a 23-acre, multi-component archaeological site. Site included Timucuan and Spanish components, and Native American burials. Also developed preservation and interpretive plan for the site which is located within a county park.

Remarkable Coastal Places/Maritime Heritage Regional Designation Asssement; providing county support and leadership in identifying maritime historic resources and potential public partners for a designation. 2008

St. Johns County Archaeological Predictive Model Update. Secured funding, developed scope of work, oversaw the update contract, and implemented the model as a management tool, 2007.

Tolomato Anchorage Site Identification and Recording, and Tolomato Anchorage Vessel Recording and Recovery. Field Director/site drafting/author, 2005.

Late 19th Century, Centerboard Vessel excavation and recording, offshore, St. Augustine, FL. Field Director/Site Drafting/author, 2005.

Regional Maritime Survey Identification and Recording of Sites in Inland and Offshore Waters, St. Johns County, FL. Field Director/site drafting/artifact and historical analyses/author, 2001-2005.

GRANTS/AWARDS:

Special Categories Grant, Restoration Alpine Park Farmhouse, State of Florida Division of Historical Resources 2016-2017 (\$72,000)

Department of Economic Opportunity Grant, St. Johns County Passive Parks Assessment, State of Florida 2015-2016 (\$23,000)

Certified Local Government Grant, West Augustine Oral History Project, State of Florida Division of Historical Resources 2015-2016 (\$29,000)

Florida Communities Trust Grants, co-author, for acquisition and planning of: Nease Beachfront Park, Beluthahatchee Park, Vaill Point Park, Canopy Shores Park 2005-2007

Survey and Planning Grant, West Augustine Historic District Assessment, State of Florida Division of Historical Resources 2006-2007 (\$24,000)

EDUCATION:

University of West Florida: M.A. Historical Archaeology, 2001

University of Florida: B.A. Anthropology, 1992

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1. APPLICANT Jon Benoit
2. RESIDENCE
(address) 21-D Casanova Rd. PHONE (904) 540-3065
3. BUSINESS OWNED (Address) 900-D Anastasia Blvd. PHONE (904) 217-7091
4. PROPERTY OWNED (Address) 21-D Casanova Rd.
5. MAILING ADDRESS PREFERRED 21-D Casanova Rd.
6. E-mail Address jon@behstbuilders.com
7. BOARD DESIRED Building Code Review
8. OCCUPATION (include resume if available) Certified Building Contractor LIC #CBC1252053

9. PROFESSIONAL QUALIFICATIONS: (If necessary, attach additional information)

Building Contractor with experience renovating flooded homes, including lifting homes to higher elevations.

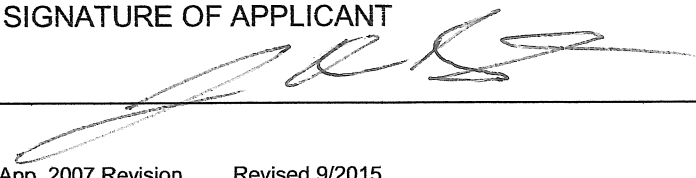
10. OTHER COMMENTS OR INFORMATION

My wife and I have lived and worked in the City for over 15 years. My office location flooded in Matthew. We have a passion for planning and community development.

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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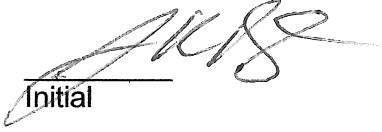
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DATE

10/27/20

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Initial

JON R. BENOIT

900-D Anastasia Blvd
St. Augustine, FL 32080
(904) 217-7091 office
(904) 540-3065 cell
jonbenoit@behstbuilders.com



EXPERIENCE

BEHST Builders, Inc.
FOUNDER and PRESIDENT

August, 2004 to present

- BEHST Builders, Inc is a residential and commercial contracting company focusing on custom construction, reconstruction and remodeling.
- Portfolio includes several custom residences and major residential rehabilitations in and around downtown St. Augustine.

Benchmark Custom Luxury Homes
Ponte Vedra Beach, FL
PROJECT MANAGER / SUPERINTENDENT

July, 2003 – July, 2004

- Managed all daily on-site construction activities
- Developed and tracked schedules in Microsoft Project Manager

Better Housing Coalition
Richmond, VA
SINGLE FAMILY AFFORDABLE HOUSING PROJECT MANAGER

June, 2001 – June, 2003

- Oversaw rehabilitations adhering to NPS Standards of Historic Preservation
- Oversaw construction of Energy Star rated homes
- Managed acquisitions, designs, and permitting for in-fill residential

Capital One Financial, Richmond, VA
Richmond, VA
PROJECT MANAGER and OPERATIONS MANAGER

July, 1997 – July, 2000

- Managed large project teams representing different departments
- Designed and implemented business process improvements

SERVICE

Board Member
Historic Architectural Review Board, City of St. Augustine

March, 2018 – present

Board Member
St. Augustine Society, dba St. Francis House
Served as President from Dec, 2012 to Sept. 2015.

July, 2008 to Sept, 2016

EDUCATION

VIRGINIA COMMONWEALTH UNIVERSITY, Richmond, VA
Master of Arts in Urban and Regional Planning

May 2003

VANDERBILT UNIVERSITY, Nashville, TN
Bachelor of Science in Economics

May 1997

CITY OF ST. AUGUSTINE
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1. APPLICANT Les Thomas
2. RESIDENCE
(address) 32 Cordova Street PHONE 904 824-9508
3. BUSINESS OWNED (Address) Les Thomas Architect, Inc. PHONE 904 824-9508
4. PROPERTY OWNED (Address) 32 Cordova Street, St. Augustine, FL 32084
5. MAILING ADDRESS PREFERRED 32 Cordova Street, St. Augustine, FL 32084
6. E-mail Address lesthomasarchitect@gmail.com
7. BOARD DESIRED Building Code Advisory Committee
8. OCCUPATION (include resume if available) Architect
9. PROFESSIONAL QUALIFICATIONS: (If necessary, attach additional information)

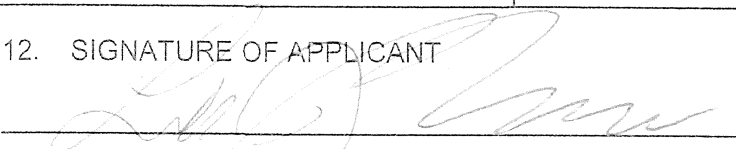
Architect in the City of St. Augustine for the past 38 years.

10. OTHER COMMENTS OR INFORMATION

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LJT

Initial

CITY OF ST. AUGUSTINE
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1. APPLICANT Irene Arriola
2. RESIDENCE (address) 81 Magnolia Ave, St A, 32084 PHONE 904.669.0691
Place of
3. BUSINESS OWNED (Address) 81 King St, Suite B, St A PHONE 904.669.0691
4. PROPERTY OWNED (Address) 81 Magnolia Ave, St A
5. MAILING ADDRESS PREFERRED 81 Magnolia Ave, St Augustine FL 32084
6. E-mail Address arriola.irene@gmail.com
7. BOARD DESIRED Building Code Advisory Committee
8. OCCUPATION (include resume if available) Real estate broker/associate for 23 years with an office inside the city limits the entire time.
9. PROFESSIONAL QUALIFICATIONS: (If necessary, attach additional information)
Please see attached

10. OTHER COMMENTS OR INFORMATION

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Irene Arriola

DATE 10/28/2020 1:19 PM EDT

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IA

Initial

I have practiced real estate full-time with an emphasis inside the city limits for over 20 years, have served for almost 9 years on the CEA&AB (8 as chairperson) where flood variance cases were often decided by the board and have been appointed by previous Mayors and/or Commissioners to serve on task forces with issues such as the aggregation of lots and subsequent setback, lot coverage and height amendments for non-conforming lots of record.

For 4 months after Hurricane Matthew I was an advocate for many people whom I had represented and who were negatively affected by flooding and I did the same, although to a lesser degree, after Irma. Since then I have watched a number of homes be demolished and new ones built – some which have alarmed me for the potential impact to the existing adjacent homes. The threat of flooding along with king tides and sunny day flooding plus the associated disclosures are a constant presence in my business and I have seen firsthand the shifts in the population as people come and go.

Thanks to long professional relationships with local general contractors as well as insurance agents, I have a bird's eye view of construction, both old and new, and the implications of each.

The purpose of this advisory committee is very important to me and I would welcome the opportunity to both learn and to contribute.

Many thanks for your consideration.

Rcd. from Irene Arriola

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

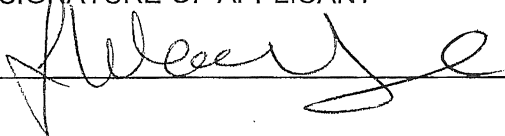
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1. APPLICANT John Wooldridge
2. RESIDENCE
(address) 170 M. L. King Ave PHONE 434 242 2771
3. BUSINESS OWNED (Address) _____ PHONE _____
4. PROPERTY OWNED (Address) _____
5. MAILING ADDRESS PREFERRED 170 M. L. King Ave
6. E-mail Address Jwool1205@yahoo.com
7. BOARD DESIRED Building Code Advisory Committee
8. OCCUPATION (include resume if available) Lab Manager / Educator
9. PROFESSIONAL QUALIFICATIONS: (If necessary, attach additional information)
Experienced in the design of residential stormwater best practices, such as rain gardens. Taught adults and college students about all aspects of the water cycle and how to manage runoff.
10. OTHER COMMENTS OR INFORMATION
I am able to communicate with builders and engineers, but I also offer a more global perspective on these issues.

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SW
Initial

John Wooldridge
170 M. L. King Ave
St. Augustine, FL 32084

October 28, 2020

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

Dear Ms. Galambos:

I would like to offer my time as a member of the Building Code Advisory Committee. My experience on these issues gives me knowledge and perspective that I think would be of service to the city. As an extension agent in North Carolina I helped landscapers implement best practices to mitigate runoff from rain. I was at the time certified by NC State University in the design of raingardens and the maintenance of stormwater control measures. While I am not a landscape contractor, I have taken and passed the landscape contractor certification exam. Since 2010 I have lived in St Augustine and worked at Flagler College. As part of my responsibilities I have taught Environmental Science, and I have a thorough understanding of the water cycle and water issues. I can participate in technical conversations, but I can also engage with a non-technical audience. I hope I will be able to serve and help the community find solutions to flooding in St Augustine.

Thank you for your time and consideration!

A handwritten signature in black ink, appearing to read 'J. Wooldridge', with a long, sweeping horizontal line extending to the right.

John Wooldridge

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: Mayor and Commissioners

DATE: October 28, 2020

RE: Summary of Highlights for Fiscal Year 2019/2020

The purpose of this memo is to provide highlights for last fiscal year (FY19/20) as you reflect on my role as City Manager in your annual evaluation of my performance. This year, more than others, has been an ongoing series of unforeseen circumstances that by themselves, can be all-consuming of the organization. While we have had many unexpected challenges, we continue to maintain a high level of drive towards our long-term goals as identified in our strategic plan. It is my job to provide the leadership to work on the objectives of the strategic plan and our community vision.

We opened the fiscal year recovering from Hurricane Dorian. Fortunately, this event was least impactful, compared to the weather conditions of Hurricane Matthew and Hurricane Irma; however, our recovery still required extensive effort. The improvements in our infrastructure and operations management has proven to make us a more resilient community and was evident with almost no break in water and sewer service to our businesses and residents.

Throughout the year, we saw protests calling for the removal of the Confederate Memorial, an act that served as a symbol of addressing social injustice and systemic racism. To date, we have managed 25 independent protests on this topic. Overall, there has been no violence except for the attack on Jeremy Patterson, the city's contractor, during the General Loring monument relocation and the vandalism of the City's Confederate Memorial at Trout Creek. We also had arrests at the first Flagler College protest that, without quick police intervention, could have become violent.

Police Chief Barry Fox and I have kept open lines of communication with all parties in these situations. We constantly evaluate policing strategies and have led with the purpose of executing the will of the commission, and, executing your decision to relocate the memorial. Also, are constantly evaluating our communications plan to de-escalate tension. I credit Melissa Wissel, Communications Director, for her communications role in keeping us safe during the relocation of the memorial and Chief Fox for his leadership of the Police Department.

In early March 2020 COVID-19 met the definition of community spread. The City Commission adopted an emergency declaration form of governance which changes the role and responsibility of the

City Manager. I hope that I met your expectations during the declared state of emergency while not over-stepping my role both in fact and appearance.

The pandemic took decisive action on our part to “flatten the curve”. Everything we did followed the science, keeping the end result in mind, which was to reestablish the economy as quickly as possible. We cancelled major events, revised our labor policies, revised City Hall operations, increased communications, implemented a mask mandate, ordered personal protective equipment and supplied it to our businesses so that they could have a quick reopening. We developed new tools to monitor COVID-19 such as the Kinsa thermometer program and wastewater monitoring protocols. We communicated to our workforce that they are “essential” and have a social responsibility beyond the average person. To date, we have had 12 COVID-19 positive cases in our workforce of 360.

We took a proactive science-based approach to our testing, contact tracing and isolation protocols and increased internet technology to deliver services. All efforts were directed to limit spread in the workforce. I credit Fire Chief Carlos Aviles for creating a third fire station at the Florida School for the Deaf and the Blind. This was an innovative solution to keep his workforce safe. Other cities had COVID-19 transmission that closed entire fire stations! Our COVID-19 positive case by department are the following:

<u>Department</u>	<u>COVID-19 Cases</u>
Fire Department	1
Police Department	5
Utilities	3
General Services	3

Unfortunately, COVID-19 policy implementation has become politicized and emotionally charged. Despite constant efforts by staff, we were never able to create a unified government response with the City of St. Augustine Beach, St. Johns County, the State of Florida or the federal government. This has been a disappointment in the COVID-19 fight.

Despite this reality, the collective effort did work to “flatten the curve.” Flagler Hospital has managed the COVID-19 caseload without exceeding capacity and our economy has been out-performing the state and national economies. However, we must never forget those who are sick, or suffering economic hardship, as we continue to face the COVID-19 challenge that is still in front of us.

It has been a year of constant test of leadership and core values. I do not want to relive the experience of the deep racism and hatred on the memorial decision any time soon. We have all been subjected to a heightened level of animosity surrounding our decisions that has made us reassess our personal safety. I have questioned, “is it worth it?” To answer the question, I think of the life experience of people of color and other minority groups that are subjected to hatred every day. The short answer is “yes, it is worth it.” I have hardened my resolve to do my part to address systemic

racism. As the City Commission, your response is the same by virtue of adopting the new strategic plan objective on Diversity, Equity, & Inclusion.

At the City Commission and City Manager level it is easy to overlook that our organization is filled with highly qualified, dedicated employees who stay focused on the long-term vision while we focus on the immediacy of the contemporary social issues. I have provided a few highlights below that illustrate our joint staff and elected official commitment to the strategic plan.

I have also attached an evaluation form that we customized using the International City Manager's Association (ICMA) template. It identified those qualities that a City Manager should strive for throughout the year. You can use it directly or as a guidance document in your assessment of my performance for the past fiscal year.

OBJECTIVE 1: Infrastructure Planning and Construction

1. Established West Augustine Sewer Expansion and implemented connection fee grant program
2. Completed West 2nd St. sanitary sewer construction
3. Completed Phase 1 of West 5th Street sanitary sewer
4. Began Phase 2 of West 5th Street sanitary sewer construction
5. Completed entire rebuild of Lift Station #3
6. Completed CDBG funds/LCRA and city funds of rebuild of DeHaven and South Street
7. Completed entire rebuild of Charlotte St. from King St. to Bridge St.
8. Completed design of 13 FEMA-funded lift station entire rebuilds (now under construction)
9. Focused repaving in western city limits
10. Completed replacement of 14,000 ft. of North City Water lines
11. Numerous other projects

OBJECTIVE 2: Mobility Planning and Construction

1. Adopted Long Range Mobility Plan
2. Promoted bicycle mobility as epitomized by the St. Johns River to Sea Loop
3. Completed Valencia Street Crosswalk
4. Completed Malaga crosswalk
5. Year over year growth of shuttling use increased 64% during Nights of Lights
6. Design contract executed for Phase 2 of downtown curbside complete streets
7. Private/Public agreement to rebuild Cuna St. between Charlotte and Avenida Menendez
8. Approved crosswalk at Anastasia Blvd. and Zorayda (under design)
9. Completed King Street Masterplan and conducted 5 workshops

OBJECTIVE 3: Zoning Update & Building Code Update

1. Completed Short Term Rental (STR) legislation and started registration

2. Defended Home Rule on STR legislation
3. Completed update to the Comprehensive Plan
4. Rezoned 415 S. Ponce Street property from PUD
5. Established criteria for Corridor Review Committee
6. Implemented internet customer service as part of COVID-19 plan

OBJECTIVE 4 : Resiliency, Sustainability & Sea Level Rise Planning and Implementation

1. Obtained Class 5 rating in the National Flood Insurance Program Community Rating System
2. Completed and approved Comprehensive Plan “Perils of Flood” section
3. Implemented tree mitigation fund to aid canopy replacement
4. Completed construction of Coquina Park
5. Repaired critical storm lines and installed additional stormwater backwater valves
6. Obtained grant to study “Vulnerability of Septic Tanks to Seal Level Rise and Storm Surge”
7. Completed Fish Island lease agreement, property clean up and management plan development
8. Flood-proofed the Wastewater Treatment Plant
9. Conducted sustainability workshop with the City Commission
10. Completed “Resilient Heritage in the Nation’s Oldest City” study
11. Advanced Maria Sanchez design
12. Created 2 new legal instruments to work with private property owners to construct berms

OBJECTIVE 5: Arts, Education and Community

1. Donation of Stanley Paris gift of residential property adjacent to St. Augustine Yacht Club
2. Renewed Sister Cities relationship with Aviles and Menorca
3. Renamed Bravo Street to Carrie Johnson Way
4. Relocated the Confederate Memorial
5. Established Herbie and Annett Wiles Park
6. Initiated Lighthouse Community Garden

OBJECTIVE 6: Enhance our Community Partnerships to Affect Change in Affordable/Workforce Housing and Homelessness

1. Homeless outreach services as previously reported by Chief Fox
2. Continued contractual relationship with St. Francis House for standby bed capacity to enforce the no camping ordinance
3. Continued support for St. Johns Home Again
4. Discussion with St. Johns County on joint agency initiative to construct workforce housing on City-owned property. Initial City Commission discussion with St. Johns County staff scheduled for November 9, 2020.

OBJECTIVE 7: Proactive Planning to Preserve our Downtown Character

1. Implemented a quadrupling of downtown street cleaning and solid waste control
2. Established private partnership to construct new street lighting
3. Increased police presence downtown
4. Increased homeless outreach services and community-oriented policing
5. Successful implementation of the “time, place, manner” panhandling ordinance with no legal challenges

OBJECTIVE 8: Event, Planning and Management

1. Adjusted event management for COVID-19 response
2. Cancelled major events that could increase COVID-19 transmission
3. Adjusted the lighting schedule for Nights of Lights to jump-start the holiday economy

OBJECTIVE 9: Capital Plan Financing

1. Took immediate budget steps to balance declining revenues due to COVID-19
2. Completed fiscal year with a balanced budget that included the unanticipated expense to relocate the Confederate Memorial
3. Created a balanced FY20/21 budget with COVID-19 impact on declining revenues
4. Maintained Capital Plan financing plan with declining revenues
5. Completed the Certified Annual Financial Report (CAFR) and received an “Excellence in Financial Reporting” with a complete upper management transition
6. Hired the Community Redevelopment Agency Administrator
7. The LCRA has encumbered \$997,000 for the program

KEY PERFORMANCE INDICATORS BY DEPARTMENT

We track a multitude of performance metrics within each department and operational divisions of the City. These key performance indicators will provide an understanding of the direction of the City, by department:

FIRE DEPARTMENT

<u>Year</u>	<u>Calls (4.5% Decrease)</u>	<u>Building Fires (50% increase)</u>	<u>Total Fires (36% increase)</u>
FY 18/19	4,202	42	92
FY19/20	4,009	63	125

POLICE DEPARTMENT

<u>Year</u>	<u>Total Crime Index (34% decrease from 2015 to 2019)</u>
2015	829
2016	758
2017	612
2018	664
2019	547
2020	*Calendar year not complete

UTILITIES

<u>Year</u>	<u>Water Quality Complaints (2019 is 80% decrease from 2015)</u>
2014	228
2015	266
2018	42
2019	51
2020	43

PUBLIC WORKS

<u>Private Development Projects</u>	<u>FY 2019</u>	<u>FY2020</u>
Projects Submitted for Review	29	39
Projects Approved	32	36
Projects Starting Construction	19	22
Projects Completed/Closed Out	10	19

PLANNING AND BUILDING

	<u>Building Permits Issued</u>	<u>Total Valuation</u>
FY 17/18	1900	\$95,261,887.50
FY 18/19	1851	\$138,669,294.37
FY 19/20	1668	\$63,799,935.83

Note: FY 2019/2020 reflects the impact of COVID-19 and national uncertainty. Also, hurricane recovery contributed to the high volume of permitting of FY17/18 and FY18/19.

GENERAL SERVICES

Closed 13 grants for a total value of \$1,799,210.

<u>Year</u>	<u>Vehicle Repair Orders</u> <u>(72% increase from FY17/18)</u>	<u>Purchase Orders Issued</u>
FY 17/18	1,097	1,781
FY 18/19	1,418	1,778
FY 19/20	1,891	1,543

Note: Purchase order decrease due to COVID-19 spending slow down for a variety of reasons including management policy to cut spending. Also, hurricane recovery contributed to high purchase order volume of FY17/18 and FY18/19.

COMMUNICATIONS

We have broadened the scope of outreach of the Communications Department and made changes to media protocol in 2020. The Communications Director screens media inquiries and coordinates staff interviews at the convenience of our subject matter experts. This ensures that staff are not directly contacted by media, and that our Communications Department acts as the gatekeeper of all outgoing communications. The City is represented on the VCB Board by the Communications Director.

In a snapshot, here are the growth numbers of our followers on social media and subscribers of our weekly e-newsletter, *News & Notes*:

Facebook	25%
Twitter	28%
Instagram	194%
News & Notes	26%

I look forward to discussing my annual performance appraisal with each of you.



John P. Regan, P.E.
City Manager

Enclosure

City Manager Performance Evaluation

City of St. Augustine

Evaluation period: _____ to _____

Prepared for John Regan, P.E., City Manager

By _____
(Printed Name)

Mayor/Commissioner Signature

Date

Received by: _____
City Manager's Signature

Date

INSTRUCTIONS

This evaluation form contains ten categories of evaluation criteria. Each category contains a statement to describe a behavior standard in that category. For each statement, use the following scale to indicate your rating of the city manager's performance.

- 5 = Excellent** (almost always exceeds the performance standard)
- 4 = Above average** (generally exceeds the performance standard)
- 3 = Average** (generally meets the performance standard)
- 2 = Below average** (usually does not meet the performance standard)
- 1 = Poor** (rarely meets the performance standard)

Any item left blank will be interpreted as a score of "3 = Average"

This evaluation form also contains a provision for entering narrative comments, including an opportunity to enter responses to specific questions and an opportunity to list any comments you believe appropriate and pertinent to the rating period. Please write legibly.

Leave all pages of this evaluation form attached. Initial each page. Sign and date the cover page. On the date space of the cover page, enter the date the evaluation form was submitted. All evaluations presented prior to the deadline identified on the cover page will be summarized into a performance evaluation to be presented by the governing body to the city manager as part of the agenda for the meeting indicated on the cover page.

PERFORMANCE CATEGORY SCORING

1. INDIVIDUAL CHARACTERISTICS

- _____ Diligent and thorough in the discharge of duties, "self-starter"
- _____ Exercises good judgment
- _____ Displays enthusiasm, cooperation, and will to adapt
- _____ Mental and physical stamina appropriate for the position
- _____ Exhibits composure, appearance and attitude appropriate for executive position

Comments: _____

Add the values from above and enter the subtotal _____ $\div 5 =$ _____ score for this category

2. PROFESSIONAL SKILLS AND STATUS

- _____ Maintains knowledge of current developments affecting the practice of local government management
- _____ Demonstrates a capacity for innovation and creativity
- _____ Anticipates and analyzes problems to develop effective approaches for solving them
- _____ Willing to try new ideas proposed by governing body members and/or staff
- _____ Sets a professional example by handling affairs of the public office in a fair and impartial manner

Comments: _____

Add the values from above and enter the subtotal _____ $\div 5 =$ _____ score for this category

3. RELATIONS WITH ELECTED MEMBERS OF THE COMMISSION

- _____ Carries out directives of the body as a whole as opposed to those of any one member or minority group
- _____ Sets meeting agendas that reflect the guidance of the commission and avoids unnecessary involvement in administrative actions
- _____ Disseminates complete and accurate information equally to all members in a timely manner
- _____ Assists by facilitating decision making without usurping authority
- _____ Responds well to requests, advice, and constructive criticism

Comments: _____

Add the values from above and enter the subtotal _____ $\div 5 =$ _____ score for this category

4. POLICY EXECUTION

- _____ Implements governing body actions in accordance with the intent of council
- _____ Supports the actions of the governing body after a decision has been reached, both inside and outside the organization
- _____ Understands, supports, and enforces local government's laws, policies, and ordinances
- _____ Reviews ordinance & policy procedures periodically to suggest improvements to their effectiveness
- _____ Offers workable alternatives to the governing body for changes in law or policy when an existing policy or ordinance is no longer practical

Comments: _____

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

5. REPORTING

- _____ Provides regular information & reports to the governing body concerning matters of importance to the local government, using the city charter as guide
- _____ Responds in a timely manner to requests from the governing body for special reports
- _____ Takes the initiative to provide information, advice, and recommendations to the governing body on matters that are non-routine and not administrative in nature
- _____ Reports produced by the manager are accurate, comprehensive, concise & written to their intended audience
- _____ Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny

Comments: _____

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

6. CITIZEN RELATIONS

- _____ Responsive to requests from citizens
- _____ Demonstrates a dedication to service to the community and its citizens
- _____ Maintains a nonpartisan approach in dealing with the news media
- _____ Meets with and listens to members of the community to discuss their concerns and strives to understand their interests
- _____ Gives an appropriate effort to maintain citizen satisfaction with city services

Comments: _____

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

7. STAFFING

- _____ Recruits and retains competent personnel for staff positions
- _____ Applies an appropriate level of supervision to improve any areas of substandard performance
- _____ Stays accurately informed and appropriately concerned about employee relations
- _____ Professionally manages the compensation and benefits plan
- _____ Promotes training and development opportunities for employees at all levels of the organization

Comments: _____

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

8. SUPERVISION

- _____ Encourages heads of departments to make decisions within their jurisdictions with minimal city manager involvement, yet maintains general control of operations by providing the right amount of communication to the staff
- _____ Instills confidence and promotes initiative in subordinates through supportive rather than restrictive controls for their programs while still monitoring operations at the department level
- _____ Develops and maintains a friendly and informal relationship with the staff and work force in general, yet maintains the professional dignity of the city manager's office
- _____ Sustains or improves staff performance by evaluating the performance of staff members at least annually, setting goals and objectives for them, periodically assessing their progress, and providing appropriate feedback
- _____ Encourages teamwork, innovation, and effective problem-solving among the staff members

Comments: _____

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

9. FISCAL MANAGEMENT

- _____ Prepares a balanced budget to provide services at a level directed by the commission
- _____ Makes the best possible use of available funds, conscious of the need to operate the local government efficiently and effectively
- _____ Prepares a budget and budgetary recommendations in an intelligent and accessible format
- _____ Ensures actions and decisions reflect an appropriate level of responsibility for financial planning and accountability
- _____ Appropriately monitors and manages fiscal activities of the organization

Comments: _____

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

10. COMMUNITY

- _____ Shares responsibility for addressing the difficult issues facing the city
- _____ Avoids unnecessary controversy
- _____ Cooperates with neighboring communities and the county
- _____ Helps the council address future needs and develop adequate plans to address long term trends
- _____ Cooperates with other regional, state and federal government agencies

Comments: _____

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

NARRATIVE EVALUATION

What would you identify as the manager's strength(s), expressed in terms of the principle results achieved during the rating period? (Optional)

What performance area(s) would you identify as most critical for improvement? (Optional)

What constructive suggestions or assistance can you offer the manager to enhance performance? (Optional)

What other comments do you have for the manager; e.g., priorities, expectations, goals or objectives for the new rating period? (Optional)



Bartram Trail Conference

<http://www.bartramtrail.org>

Bartram Trail Conference seeks national recognition of Bartram Trail National Heritage Corridor

October 27, 2020

By the Board of the Bartram Trail Conference

The Bartram Trail Conference is pleased to announce that it is seeking national heritage status for parts of seven southern states explored by early American botanist William Bartram. The National Park Service awards National Heritage Area/Corridor status through legislative action of the U.S. Congress, a process involving collaboration of federal, state, local, private, and Native American agencies within the area. The area, to be designated the William Bartram National Heritage Corridor, will promote the contributions of William Bartram to natural science, Native American studies, and literature; and will include recreational facilities, botanical gardens, Bartram specific sites, related historical sites, Bartram heritage cities, visitor centers and museums that interpret William Bartram's travels in the Southeast at the end of the colonial period and the onset of the Revolutionary War. William Bartram's book, *Travels*, describes his four-year journey in North Carolina, South Carolina, Georgia, Florida, Alabama, Mississippi and Louisiana and is one of America's first literary masterpieces.

The Bartram Trail Heritage Corridor

In the 1970s the Bartram Trail Conference established a corridor along which William Bartram travelled from April, 1773 to January, 1777. This corridor is roughly 50 miles wide, over 2,000 miles long, and includes existing National Recreation Trails, National Scenic and Historic Trails, National Parks, local hiking and biking trails, wildlife management areas, state and local parks, towns, highways, hiking trails, waterways, historical sites, botanical areas, geological features, museums, visitor centers, and cultural features that foster an appreciation and understanding of William Bartram's historic travels.

The Benefits of a Bartram Heritage Corridor

The benefits of a national Bartram Heritage Area are economic, recreational, historical, cultural, and educational.

- Many parts of the Southeast through which William Bartram travelled are still sparsely populated and economically disadvantaged. Recognition of a heritage area surrounding William Bartram's route in the Southeast can benefit these areas with increased tourism and attention.
- A William Bartram Heritage Area will promote the preservation of natural areas and an appreciation of the natural history of the Southeast.
- William Bartram was an early ethnographer of the Southeastern Indians and a national heritage area devoted to William Bartram would create an advantageous collaboration with the Cherokees, Choctaws, Creeks, and Seminoles.
- A William Bartram Heritage Area will promote the colonial heritage of the region that includes contributions of Native Americans, European Americans, and African Americans.

Resources

Bartram Trail Conference, www.bartramtrail.org

Bartram Trail Interactive Map,
https://www.google.com/maps/d/viewer?mid=1JSaaiHnemeuLmR_vUljnM-N_F4&ll=32.41360767340725%2C-82.73632049560553&z=6

Bartram Heritage, 1979,
http://books.google.com/books?id=YgYrifxa5_oC&pg=PA117&dq=Bartram+Heritage+report&hl=en&sa=X&ei=L2z6UbDaHarj2wVbn4CIDw&ved=0CCgQ6AEwAA#v=onepage&q=Bartram%20Heritage%20report&f=false

The Bartram Trail National Scenic/Historic Trail Study, 1982,
https://www.nps.gov/parkhistory/online_books/trails/bartram_trail.pdf

National Heritage Area Act of 2006, <http://uscode.house.gov/statutes/pl/109/338.pdf>

National Heritage Area Act of 2015, H.R. 581, <https://www.congress.gov/bill/114th-congress/house-bill/581>

National Heritage Areas Act of 2017, <https://www.congress.gov/bill/115th-congress/house-bill/1002/text?format=txt>

Gullah Geechee Cultural Heritage Corridor, an example

Gullah-Geechee National Heritage Area Study,
https://www.nps.gov/ethnography/research/docs/ggsrs_book.pdf

William Bartram

William Bartram was America's first native born naturalist/artist and the first author in the modern genre of writers who portrayed nature through personal experience as well as scientific observation. Bartram's momentous southern journey took him from the foothills of the Appalachian mountains to Florida, through the southeastern interior all the way to the Mississippi River. His work thus provides descriptions of the natural, relatively pristine eighteenth-century environment of eight modern states: North and South Carolina, Georgia, Florida, Alabama, Mississippi, Louisiana and Tennessee. William Bartram published an account of his adventure in 1791.



William Bartram, c. 1808
by Charles Wilson Peale
used by permission of
Independence National Historical Park

It quickly became an American classic and Bartram's *Travels* has been described by one scholar as the most astounding verbal artifact of the early republic. Bartram's book became an immediate success in Europe where it influenced the romantic poets and armchair travelers who savored the descriptions of exotic, sub-tropical Florida as well as the relatively unexplored southeastern interior.

Particularly enlightening and appealing were Bartram's accounts of the Seminole, Creek and Cherokee Indians. During the first quarter of the 19th century William Bartram became the grand old man of American natural science, advising and mentoring the first generation of naturalists who were beginning to explore the new territories being added to the young nation.

Cultivating the Wild: The Enduring Legacy of William Bartram, America's First Environmentalist

This film explores the influence of William Bartram upon modern-day environmentalists.

Click [here](#) for the brochure

Contact [Dorinda Dallmeyer](#) to arrange a screening

The 2019 [Bartram Trail Conference](#) was held in Montgomery, Alabama!

October 25–27, 2019

Check back for details.

The Bartram Trail Conference held its biennial meeting on October 25 & 26 in Montgomery, Alabama.

[Bartram Trail Map](#)

Use our online map to explore the Bartram Trail

The Summer 2019 issue of [Traveller](#) is available online
Download the current issue of the Bartram Trail Conference newsletter

[Explore Bartram:](#)

Finding Bartram in Today's World

This interactive project created by University of Georgia New Media Institute students looks at the many facets of William Bartram's legacy.

Follow the [Bartram Trail Conference](#) on FaceBook

Follow [William Bartram](#) on FaceBook

[Donate](#) to the Bartram Trail Conference

The Bartram Trail Conference, Inc., founded in 1976, has sought to identify and mark Bartram's southern journey and works to promote interest in developing recreational trails and botanical gardens along the route. The BTC also seeks to encourage the study, preservation and interpretation of the William Bartram heritage at both cultural and natural sites in Bartram Trail states.

Contact us

admin@bartramtrail.org



Bartram Trail Conference

www.bartramtrail.org

AFFILIATION AGREEMENT

The Bartram Trail Conference seeks to establish AFFILIATE MEMBERSHIPS with collaborative groups/organizations who share our interests towards developing the Bartram Trail National Heritage Area.

The Bartram Trail Conference was established in 1976 as part of America's Bicentennial observance to locate and mark the route of the pioneering Philadelphia naturalist William Bartram (1739-1823) through eight southern states for the purpose of developing the Bartram Trail where feasible and to coordinate a regionally unified effort to that end. Additionally, the Conference works to encourage the study, preservation and interpretation of the William Bartram heritage.

The Bartram Trail Conference also works to promote interest in developing public access recreational trails (hiking, paddling, biking and equestrian) and botanical gardens within the corridor of Bartram's route through and in the individual states. The Bartram Trail Conference employs a "string of pearls" concept by highlighting significant natural areas and culturally significant locations along Bartram's route.

The following is for consideration.

Affiliate Member Benefits Include:

1. One individual membership without fees assigned at the Affiliate Organization's discretion. The official representative receives the same membership benefits as individual members, including a subscription to the *Traveller*. Affiliate Organization may terminate its membership upon written notice and BTC agrees to remove references to Affiliation Organization on its website and in its materials as reasonably practicable.
2. Recognition as an Affiliate Organization in our effort to establish the Bartram Trail National Heritage Area
3. The ability to network and collaborate with other members to discuss issues, solve problems, and share resources in the Bartram community.
4. The Affiliate Organization would be featured in BTC newsletters and website as time and circumstance allow; provided that Affiliate Organization shall approve any use of its name and logo.
5. Inclusion of the Affiliate Organization's website/link in the online List of Affiliate Members.
6. Placement on the official Bartram Trail Map located on our website as appropriate.
7. Invitations and encouragement to participate in BTC activities. The official representative will be eligible for the members' registration fee at the biennial Bartram Trail Conference.

The following information is needed to process the Affiliate Membership application:

BARTRAM TRAIL CONFERENCE AFFILIATE MEMBERSHIP APPLICATION

Organization _____

First name _____

Last name _____

e-Mail _____

Phone _____

Address1 _____

Address2 _____

City _____

State _____ Zip _____

Organization Website _____

Reason for Affiliation Application – Your interest in the Bartram Trail Conference.

Authorized Signature & Title

Return to: Sam Carr
108 Riverside Drive
Satsuma, FL 32189
-or- Scarr304gm@gmail.com

CITY OF ST. AUGUSTINE

Regular City Commission Meeting
Monday, September 28, 2020

The City Commission met by means of Communications Media Technology (CMT) Monday, September 28, 2020 at 5:00 P.M. The meeting was called to order by Mayor Tracy Upchurch, and the following were present:

1. Roll Call: Tracy Upchurch, Mayor/City Commissioner
Leanna S. A. Freeman, Vice Mayor/City Commissioner
Roxanne Horvath, City Commissioner
Nancy Sikes-Kline, City Commissioner
John Valdes, City Commissioner

John Regan, City Manager
Isabelle Lopez, City Attorney
Darlene Galambos, City Clerk
Meredith Breidenstein, Assistant City Manager
David Birchim, Director, Planning and Building
Reuben Franklin, Director, Public Works
Melissa Wissel, Communications Manager
Barry Fox, Police Chief
Carlos Aviles, Fire Chief
Candice Seymour, Recording Secretary
Laura Morse, Recording Secretary
Marie Lopes, Office Assistant

INVOCATION AND PLEDGE OF ALLEGIANCE

Father Matt Marino, Trinity Episcopal Church, delivered the invocation, and Commissioner Freeman led the Pledge of Allegiance.

2. ADMINISTRATIVE ITEMS

2.A. Modification and Approval of Regular Agenda

MOTION

Commissioner Sikes-Kline MOVED to approve the Agenda. The motion was SECONDED by Commissioner Horvath and APPROVED BY UNANIMOUS VOICE VOTE.

3. Special Presentations, Recognitions and Proclamations

3.A. Proclamation 2020-11: Proclaims October 4-10, 2020 as National Fire Prevention Week.

Mayor Upchurch reviewed the Proclamation.

Bob Growick, Fire Marshal, thanked the Commission and John Regan, City Manager, for their continued support of first responders. Chief Growick noted the following from the campaign 'Serve up Safety in the Kitchen':

- Never leave cooking unattended
- Keep items that could catch fire a minimum of three feet from the stovetop

- Do not use stove or stovetop if sleepy or have consumed alcohol

Chief Growick advised that the hearing-impaired community could obtain a free smoke alarm installation by contacting the St. Augustine Fire Department at 904-825-1098.

Mayor Upchurch expressed his sincere appreciation on behalf of the City and the citizens for the work of first responders.

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:

In person:

- Maureen Long
- Brittany Vidal
- Emily Genovar
- Jozef Vaurek
- Anthony Brown
- Blake Souder
- BJ Kalaidi
- Shawn Morrisson
- Doug Russo

Email:

- Susan Hill
- Roger & Tracy Van Dusen

Public comment was closed.

5. Consent Agenda

Mayor Upchurch read the Consent Agenda.

CONSENT AGENDA – SEPTEMBER 28, 2020

CA.1. THE FOLLOWING ORDINANCES ARE TENTATIVELY SCHEDULED FOR SECOND READING ON OCTOBER 12, 2020:

- Ordinance 2020-25
- Ordinance 2020-26

CA.2. REMINDER OF UPCOMING MEETINGS:

- October 12, 2020, Regular City Commission Meeting
- October 26, 2020, Regular City Commission Meeting
- November 9, 2020, Regular City Commission Meeting
- December 7, 2020, City Commission Reorganization Meeting
- December 14, 2020, Regular City Commission Meeting

CA.3. APPROVAL OF MINUTES FROM PRIOR COMMISSION MEETINGS:

- August 10, 2020, Regular City Commission Meeting

CA.4. RELEASES OF LIEN FOR UNIT CONNECTION FEE MORTGAGE(S):

(None)

CA.5. PROPOSED PROCLAMATIONS, CERTIFICATES OF APPRECIATION/ RECOGNITION. (COMMISSION APPROVAL REQUIRED). (TO BE READ AT A SUBSEQUENT MEETING).

(None)

CA.6. NOTIFICATION OF PROCLAMATIONS/CERTIFICATES OF RECOGNITION ISSUED:

(None)

CA.7. Approval of a 60-day extension of the Franchise Agreement between the City and Ripley Entertainment, Inc. (M. Breidenstein, Assistant City Manager)

CA.8. Approval of the Cost Share Agreement between the City and Ormond Land Development, LLC for the construction of facility improvements at Prawn and Heron Streets as a result of the proposed construction of the Tribute Hotel

to be located at 5 Prawn Street. The City's proportionate fair share of the public facilities improvements is equal to the amount of \$100,000. (*R. Franklin, Director Public Works*)

CA.9. Approval and authorization for the City Manager to execute the Interlocal Agreement between the City and the University of Florida required to conduct a grant funded study which will assess the vulnerability of on-site treatment and disposal systems to sea level rise and storm surge. (*R. Franklin, Director Public Works*)

CA.10. Approval of request to name a public park in Lighthouse Park. (*M. Wissell, Communications Manager*)

End of Consent Agenda

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

(None)

5.B. Approval of Consent Agenda

MOTION

Commissioner Sikes-Kline MOVED to approve the Consent Agenda. The motion was SECONDED by Commissioner Freeman and APPROVED BY UNANIMOUS VOICE VOTE.

Commissioner Freeman commended Lighthouse Neighborhood Park for working together for the name dedication.

6. Appeals

6.A. Appeal of the Planning and Zoning Board's denial of the construction of a new dock at 34 North St. Augustine Boulevard.

David Birchim, Director, Planning and Building, reviewed the topic and requested the Commission to proceed with affirming,

overturning or remanding the case to Planning and Zoning Board (PZB) with instructions for reconsideration.

Mr. Birchim advised the Commission to determine whether due process was afforded, the correct law applied and if the decision was based on competent and substantial evidence. He noted that the Commission could consider modifications to what PZB reviewed on July 7, 2020.

Mr. Birchim introduced those involved with the project who were present for questions:

- Sidney Ansbacher, attorney for property owner
- Ryan Carter, Carter Environmental Services, representative for property owner

Mr. Carter reviewed the topic and suggested that the Commission remand this back to PZB to avoid an exhaustive graphical analysis presentation. He stated the new proposed dock was extended 13 feet for State compliance, and the dock contractor did not review the depth assessment on the previous layout.

Ms. Lopez noted the following options available to the Commission:

- Open a hearing to review proposed modifications
- Remand back to PZB

Ms. Lopez advised that ex parte communication should be disclosed in either decision.

There was Commission consensus to remand the issue back to PZB for review of the new proposal.

The Commission provided ex parte communication.

MOTION

Mayor Upchurch MOVED to remand the new proposal back to the Planning and

Zoning Board. The motion was SECONDED by Commissioner Horvath and approved by UNANIMOUS VOICE VOTE.

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. Report and discussion on flood elevations experienced during the nor'easter on September 19 - 23, 2020.¹

Reuben Franklin, Director, Public Works, reviewed recent king tide and nor'easter events which caused City-wide flooding. He stated the City wanted a more proactive approach with providing community information on neighborhoods challenged with flooding.

The Commission and Mr. Franklin discussed:

- More neighborhood meetings for public awareness welcomed by Commissioners and community
- Questioned police reports on West King Street closure due to rain or tidal flood event
- Would methodically review and respond to the 42 flood reports received from the City's website
- Assured community the City was utilizing all resources to handle the flooding issue
- Did not expect a disaster declaration concerning this nor'easter flood event
- Rainwater permeation and flood waters were two separate issues
- Required change to building codes to address construction

development that covered open ground and promoted flooding

Commissioner Sikes-Kline requested that she or Mr. Regan visit or contact Castagna Auto Sales located at 15 Ferry Place, where 85 vehicles had been recently flooded, as noted by Jozef Vaurek during public comment.

Commissioner Valdes stated his availability by phone to the community for anyone requesting clarification or information on area construction and flooding issues.

Mayor Upchurch requested that Commissioner Valdes, Mr. Regan and Mr. Birchim advance the topic of building code modification regarding construction and flooding issues and determine an expeditious way for the Commission and the community to address the topic.

7.C. Other Items Requiring Public Hearing

(None)

8. Ordinances and Resolutions – Public Hearing Required.

8.A. Ordinances – Second Reading

8.A.1. Ordinance 2020-26: Amends Section 3-23 of the City Code to provide the start and end dates for the display of Nights of Lights.

Ms. Lopez reviewed the Ordinance.

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

MOTION

Mayor Upchurch MOVED to pass Ordinance 2020-26 on second reading read by title only. The motion was SECONDED by Commissioner Horvath.

Ms. Lopez read the title as follows:

¹ Attached to Commission packet

ORDINANCE NO. 2020-26

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA, AMENDING SECTION 3-23 OF THE CODE OF THE CITY OF ST. AUGUSTINE PROVIDING FOR THE START AND END DATES FOR DISPLAY OF THE NIGHTS OF LIGHTS; PROVIDING FOR INCLUSION IN THE CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

VOTE ON MOTION

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

NAYES: None

MOTION APPROVED UNANIMOUSLY

Commissioner Sikes-Kline reminded the public that November 14, 2020 was the start date for Nights of Lights.

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

(None)

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

(None)

9. Ordinances and Resolutions - No Public Hearing Required

9.A. Ordinances – First Reading

9.A.1. Ordinance 2020-25: Removes a requirement for certain roof pitch for structures built on non-conforming lots in single-family districts (RS-I and RS-2).

Amy Skinner, Deputy Director, Planning and Building, reviewed the Ordinance.

Mayor Upchurch requested a layman's interpretation of the reason this was implemented.

Sarah Ryan, PZB member, replied that the aggregate rule from nearly 20 years ago stated that removing a house, even with multiple lots, allowed replacement of only one house. She noted the pitch roof slope was tied to this rule to maintain the scale of the street; however, property owners were raising their homes because of flooding, and the 5/12 slope compliance made construction difficult to maintain the 30-foot height limit. She concluded that removing the 5/12 slope language would not affect other components, but allow for more creativity, since the community did not advocate three-story homes.

The Commission discussed:

- Concern for historic preservation, neighborhood character and development
- Proposed Ordinance did not change the aggregate rule, but addressed elevation requirements for higher finished floors
- Discuss in entirety recent code evolution with flooding, lot coverage, impervious and pervious surfaces and potential changes to those zoning laws so the ordinance changes complement one another
- Piecemealing code changes encouraged towering and three-story homes
- Needed a workshop to review other proposed ordinances that required change, for ability to explain to the public what to expect 'next door'
- Change of roof pitch increased lot coverage by 29%, which was not in character of the neighborhood
- A 30-foot height limit meant a 30-foot building, whether it had a flat roof or a pitched roof
- If concerned about the architectural style and integrity of neighborhoods, then needed an architectural overview indicating the

allowed buildable styles and avoid controlling with roof pitch

- 5/12 minimum roof pitch destroyed Mediterranean revivals and contemporary homes with flat roofs
- Davis Shores would have many eventual rebuilds, since homes would become unviable due to being too low
- Permeable and impermeable surfaces important to the flooding issue and related proposals should be reviewed quickly
- Easier to name non-flood prone areas than flood prone ones
- Code change needed for construction of all buildings with a suspended floor system, unless adequate flow proven
- Eliminate buildings that continue to create less permeable surface
- Feedback needed from public on these very important issues

As the result of the discussion, Mayor Upchurch suggested that Ordinance 2020-25 be tabled, that staff develop a workshop to discuss the topic, review Commissioner Valdes' suggestions and receive public comment.

MOTION

Mayor Upchurch MOVED to table Ordinance 2020-25. The motion was SECONDED by Commissioner Horvath and approved by UNANIMOUS VOICE VOTE.

9.A.2. Ordinance 2020-28: Amends the boundaries of commercial sign zone 4.

Mr. Birchim reviewed the Ordinance and provided a presentation on the topic.²

Mr. Birchim noted that James Whitehouse, attorney for Hilton Homewood Suites' owners at 10 Prawn Street, was present to answer any questions from the Commission.

² Attached to Commission packet

The Commission discussed:

- Concerns with sign elevation setting a precedent outside the zone
- Applicant was not committing to a specific sign but requesting to place it higher on the building for better visibility, due to the building location
- Suggestion to paint letters directly on the building with letters affixed over paint to create a billboard effect
- Maximum size for each sign was 110 square feet, whether composed of channel letters or not
- Sign presented had illuminated channel letters which was PZB's concern; however if necessary, the sign could be restricted further

Ms. Lopez advised the Commission this was a code change and not approval of a particular sign package. She stated the addition by PZB was to further restrict the illumination, and they were not bound to the design presented, as long as it complied with the proposed code change.

MOTION

Mayor Upchurch MOVED to pass Ordinance 2020-28 be read by title only and moved to second reading.

Motion FAILED for lack of a second.

The Commission discussed:

- Based on conversations with Mr. Whitehouse, PZB wanted to move forward with a recommendation
- August 2020 packet did not show individual sign letters and since it was done at Flagler College, it made sense for this property
- Language stated illuminated channel letters, but discussion with PZB reflected on how they were illuminated

- Clarification requested on illuminated channel letters being top or bottom, and not backlit

Based on the discussion, Ms. Lopez suggested modifying Section 3-66(i) by adding:

- “....this is further restricted to ‘individual channel letters’ externally illuminated back lit, externally illuminated up lit.....

MOTION

Commissioner Freeman MOVED that Ordinance 2020-28 incorporate the words ‘individual channel letters’ as noted, read by title only, passed and moved to second reading. The motion was SECONDED by Commissioner Valdes.

Ms. Lopez read the title as follows:

ORDINANCE NO. 2020-28

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA, AMENDING CHAPTER 3, ARTICLE II, DIVISION 1 OF THE CODE OF THE CITY OF ST. AUGUSTINE RELATING TO ADVERTISING AND SIGNS; AMENDING SECTION 3-22, DEFINITIONS; AMENDING THE DEFINITION OF COMMERCIAL ZONE 4; PROVIDING FOR INCLUSION IN THE CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

VOTE ON MOTION

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

NAYES: None

MOTION APPROVED UNANIMOUSLY

9.B. Resolutions

9.B.1. Resolution 2020-27: Adopts a fee schedule for the registration fees, annual renewal fees, late fees and re-inspection fees for short term (vacation) rentals.

Mr. Birchim reviewed the Resolution.

Commissioner Horvath stated the tiered rate based on bedrooms was well reviewed; however, she suggested a rate reduction tied to the number of rentals based on COVID-19 related business issues.

Commissioner Sikes-Kline noted the following:

- Tourist Development Council (TDC) data showed tax collections down 14% from previous year
- A recent Visitor and Convention Bureau (VCB) industry meeting showed hotels, motels and bed and breakfasts (bnbs) not doing well
- Although Airbnbs, short-term and apartment rentals were hindered, they held up more than their share of the bed tax collections
- Short-term rentals were booming in her neighborhood

Commissioner Freeman echoed the information presented by Commissioner Sikes-Kline and added that neighborhood meetings had expressed sentiment to move forward with short-term rental fees.

Mayor Upchurch noted the proposal was excellent and what he envisioned; however, with the difficulties experienced over past six months and with several months ahead, he preferred to temporarily postpone the program.

MOTION

Commissioner Sikes-Kline MOVED to pass Resolution 2020-27. The motion was SECONDED by Commissioner Freeman.

Mayor Upchurch inquired from the Commissioners whether he could get three votes to table the Resolution, otherwise he would vote to pass it. He noted this was good work product and he wanted to support it and the will of the Commission.

VOTE ON MOTION

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

NAYES: None

MOTION APPROVED UNANIMOUSLY

9.B.2. Resolution 2020-34: Sets the dates for the traditional Nights of Lights celebration and the specific dates for Nights of Lights 2020.

Mr. Regan reviewed the Resolution which set the Nights of Lights dates to November 14, 2020 through January 31, 2021.

Ms. Lopez advised the Ordinance's default position was the traditional third Saturday of November through January 31.

MOTION

Commissioner Sikes-Kline **MOVED** to pass Resolution 2020-34 establishing the specific dates for the Nights of Lights for 2020. The motion was **SECONDED** by Commissioner Valdes.

VOTE ON MOTION

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

NAYES: None

MOTION APPROVED UNANIMOUSLY

10. Staff Reports and Presentations

10.A. Discussion and requested approval of the lease agreement between the Florida Department of Environmental Protection and the City for the management of Fish Island; providing an update on the status of the work done on Fish Island, discussion

regarding the opening, public workshop and management plan, results from the website questionnaire and recommendation of name for the property.

Mr. Franklin reviewed the topic.

J.B. Miller, Land Management Coordinator, provided a presentation on the topic.

Mayor Upchurch advised that a motion to approve the Lease Agreement and a motion to name the property were required.

MOTION

Commissioner Freeman **MOVED** to approve the Lease Agreement. The motion was **SECONDED** by Mayor Upchurch.

VOTE ON MOTION

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

NAYES: None

MOTION APPROVED UNANIMOUSLY

MOTION

Commissioner Horvath **MOVED** to name the property Fish Island Preserve. The motion was **SECONDED** by Commissioner Valdes.

VOTE ON MOTION

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

NAYES: None

MOTION APPROVED UNANIMOUSLY

Mayor Upchurch thanked Mr. Miller and Mr. Franklin for their continued work and leadership with the project and noted it was a positive community asset and a great success story.

10.B. Presentation of a perpetual easement at the intersection of Zorayda Avenue and Anastasia Boulevard to the

**Florida Department of Transportation
for the construction and maintenance of
a crosswalk.**

Mr. Franklin reviewed the topic and advised this would be an on-demand pedestrian crossing.

MOTION

Commissioner Sikes-Kline MOVED to pass the perpetual easement presented by the FDOT. The motion was SECONDED by Commissioner Horvath and APPROVED BY UNANIMOUS VOICE VOTE.

Commissioner Sikes-Kline stated her appreciation for staff's tenacity with the project and the amazing improvement to the boulevard. She indicated concern for pedestrians blocking the intersection.

Mr. Franklin noted that signage would be put in place requesting pedestrians to avoid blocking the intersection.

11. ITEMS BY CITY ATTORNEY

11.A. Sunshine, Public Records and Ethics Minute.

Ms. Lopez advised she was required to bring awareness and announce a public hearing for a proposed brownfield designation. She stated the following:

- Developer for Old Flagler Crossing PUD area requested the process for brownfield designation for West San Sebastian brownfield area, as required in section 376.80, Florida Statutes
- Proposal was for area referenced as West San Sebastian brownfield
- Applicant and Public Works would provide a full presentation
- Commission would receive a memo explaining the procedure and statutory authority

- Designated as Resolution 2020-35 with a public hearing at the October 12, 2020 City Commission meeting

12. ITEMS BY CITY CLERK

12.A. Request for two appointments to the Planning and Zoning Board.

Darlene Galambos, City Clerk, reviewed the topic and the applicant names.

The Commission unanimously voted for the following appointees:

- Jon DePreter
- William Masson

12.B. Request for one appointment to the Civil Service Board.

Ms. Galambos reviewed the topic and the applicant names:

MOTION

Mayor Upchurch MOVED to reappoint Mr. Les Stern to the Civil Service Board. The motion was SECONDED by Commissioner Sikes-Kline and APPROVED BY UNANIMOUS VOICE VOTE.

13. ITEMS BY CITY MANAGER

(None)

14. Items by Mayor and Commissioners

14.A. Discussion regarding the creation of a Resolution concerning the management and stewardship of Fish Island.

Commissioner Freeman reviewed the Resolution and noted it was an extension of the City's vision plan and represented core values. She requested Commission consensus to pass the proposal or place on the next Commission meeting agenda.

Commissioner Sikes-Kline indicated her enthusiasm for the webpage.

There was Commission consensus for the item to return as a formal Resolution at the October 12, 2020 meeting.

Commissioner Sikes-Kline reviewed the topic of Bartram Trail conference fees and her hope for a future presentation on the topic.

Mayor Upchurch requested an update on Governor DeSantis' recent Executive Order and the implications to the City.

Ms. Lopez noted the following:

- Executive Order 20-244 placed the State into expansive Phase Three which removed all prior restrictions on restaurants and other facilities
- The City had not adopted a restrictive local order; therefore, it did not affect City operations
- The section of Executive Order suspending fine collections and penalties did not affect the City's mask mandate which was structured as a civil infraction, and civil citations would be issued
- If Governor DeSantis did not extend previous Order, October 1, 2020 the City would return to in person meetings
- Businesses maintained the right to require patrons to wear masks

Mr. Regan noted that an air handling system for the Alcazar room was being researched and the room was set up to accommodate social distancing.

The Commission discussed other venue locations for future meetings and the County Commission room, National Guard Armory and Fullerwood School were suggested.

Ms. Lopez noted the challenge with having meetings outside of City limits based on

statute requirements; however, she was reviewing the topic.

15. Adjournment

There being no further business, the meeting was adjourned at 7:55 P.M.³

Tracy Upchurch, MAYOR

Darlene Galambos, CITY CLERK

³ Transcribed by Laura Morse

CITY OF ST. AUGUSTINE

Regular City Commission Meeting
Monday, October 12, 2020

The City Commission met by means of Communications Media Technology (CMT) Monday, October 12, 2020 at 5:00 P.M. The meeting was called to order by Mayor Tracy Upchurch, and the following were present:

1. Roll Call: Leanna S. A. Freeman, Vice Mayor/City Commissioner
Roxanne Horvath, City Commissioner
Nancy Sikes-Kline, City Commissioner
John Valdes, City Commissioner

Absent: Tracy Upchurch, Mayor/City Commissioner

Staff: John Regan, City Manager
Isabelle Lopez, City Attorney
Darlene Galambos, City Clerk
Meredith Breidenstein, Assistant City Manager
David Birchim, Director, Planning and Building
Todd Grant, Director, Utilities
Reuben Franklin, Director, Public Works
Jim Piggot, Director, General Services
Mark Simpson, Director, Financial Services
Barry Fox, Police Chief
Jenny Wolfe, Historic Preservation Officer
Melissa Wissel, Communications Manager
Candice Seymour, Recording Secretary
Laura Morse, Recording Secretary
Marie Lopes, Office Assistant

INVOCATION AND PLEDGE OF ALLEGIANCE

Reverend Tim Fleming, Christ Church, delivered the invocation, and Vice-Mayor Freeman led the Pledge of Allegiance.

2. ADMINISTRATIVE ITEMS

2.A. Modification and Approval of Regular Agenda

MOTION

Commissioner Freeman **MOVED** to approve the Agenda. The motion was **SECONDED** by Commissioner Sikes-

Kline and **APPROVED BY UNANIMOUS VOICE VOTE.**

3. Special Presentations, Recognitions and Proclamations

3.A. Proclamation 2020-12: Proclaiming the week of October 19-25 as Florida City Government Week.

Vice-Mayor Freeman read the Proclamation.

4. General Public Comments (3 minutes per individual)

The Commission heard from the following members of the public:

- BJ Kalaidi

Public comment was closed.

5. Consent Agenda

CONSENT AGENDA OCTOBER 12, 2020

John Regan, City Manager, read the Consent Agenda.

CA.1. Preview of upcoming Commission meetings.

CA.2. THE FOLLOWING ORDINANCES ARE TENTATIVELY SCHEDULED FOR SECOND READING ON OCTOBER 26, 2020:

- Ordinance 2020-26
- Ordinance 2020-27
- Ordinance 2020-28
- Ordinance 2020-29
- Ordinance 2020-30

CA.3. Reminder of Upcoming Meetings:

- October 26, 2020, 5:00pm, Regular City Commission Meeting
- November 9, 2020, 5:00pm, Regular City Commission Meeting
- December 7, 2020, 7:30pm, Special City Commission Meeting
- December 14, 2020, 5:00pm, Regular City Commission Meeting

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

- August 14, 2020, Community Redevelopment Agency Special Meeting
- September 3, 2020, Community Redevelopment Agency Special Budget Meeting
- September 3, 2020, City Commission Special Meeting
- September 17, 2020, City Commission Special Budget 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).

(None)

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

(None)

CA.8. Approval of Interlocal Agreement: Utility Service Area Update. (*T. Grant, Director Utilities*)

CA.9. Approval of grant funds to purchase specific items by the St. Augustine Police Department. (*B. Fox, Chief St. Augustine Police Department*)

CA.10. Fourth quarter 2019-2020 action report by the office of the City Attorney. (*I. Lopez, City Attorney*)

End of Consent Agenda

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

Commissioner Sikes-Kline corrected the November 14, 2020 Commission meeting date read from the Consent Agenda to November 9, 2020.

5.B. Approval of Consent Agenda

MOTION

Commissioner Horvath MOVED to approve the Consent Agenda as corrected. The motion was SECONDED by Commissioner Valdes.

VOTE ON MOTION

AYES: Horvath, Valdes, Freeman,
Sikes-Kline

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

(None)

**7.C. Other Items Requiring Public
Hearing**

(None)

**8. Ordinances and Resolutions – Public
Hearing Required.**

8.A. Ordinances – Second Reading

(None)

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

(None)

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

(None)

**9. Ordinances and Resolutions - No
Public Hearing Required**

9.A. Ordinances – First Reading

**9.A.1. Ordinance 2020-27: Repeals a
section of the city code that provided**

**for mandatory retirement age and
inconsistent provisions regarding
normal and early retirement age.**

Isabelle Lopez, City Attorney, reviewed the
Ordinance.

MOTION

**Commissioner Sikes-Kline MOVED to
place Ordinance 2020-27 on second
reading, read by title only and passed.
The motion was SECONDED by
Commissioner Valdes.**

Ms. Lopez read the title as follows:

ORDINANCE NO. 2020-27

AN ORDINANCE OF THE CITY OF ST.
AUGUSTINE, FLORIDA, REPEALING
SECTION 20-82 OF THE CODE OF THE
CITY OF ST. AUGUSTINE THAT
PROVIDED FOR A MANDATORY
RETIREMENT AGE AND EMPLOYMENT
BEYOND NORMAL RETIREMENT;
PROVIDING FOR INCLUSION IN THE
CODE OF THE CITY OF ST.
AUGUSTINE; PROVIDING FOR REPEAL
OF CONFLICTING ORDINANCES;
PROVIDING FOR SEVERANCE OF
INVALID PROVISIONS; AND PROVIDING
FOR AN EFFECTIVE DATE.

VOTE ON MOTION

AYES: Sikes-Kline, Valdes, Freeman,
Horvath

NAYES: None

MOTION APPROVED UNANIMOUSLY

**9.A.2. Ordinance 2020-29: Ordinance
defining professional and occupational
qualifications for HARB membership
and provides for new artisan, trade and
occupational categories.**

Ms. Lopez reviewed the Ordinance, noted
that it was developed due to the continued
struggle to find qualified HARB applicants,
and stated the Board was amiable to
recruit from specialty fields. She asked the

Commission to advise if they were amiable to the suggested categories.

The Commission discussed:

- Citizen residency preference preferred; however qualified candidates could be appointed
- Easier to sustain legal challenges with experts on the HARB Board
- Required one architect on Board, despite other positions
- Architectural historian preferred but difficult to find, although goal was to obtain the best qualified people in their respective field
- Consider 'construction and trades' with a restoration contractor with proven and timely track record
- Suggested language 'at a minimum require construction trades, historian and architect'
- Better communication needed between HARB, historic districts and real estate community because of misinformation
- Intent of real estate was to market property and the intent of HARB was to preserve property in specific historic attributes
- Commission had ultimate approval of members; therefore, were they hindering their flexibility with the appointee's qualifications
- Commission would select the best candidate from applicants and should not condition on specificity

There was Commission consensus that 'Item (9) Construction' would include verbiage that contractors would require a minimum of five years of experience.

MOTION

Commissioner Horvath MOVED to place Ordinance 2020-29 on second reading, read by title only and passed with an amendment that included the five-year requirement on construction. The motion was SECONDED by Commissioner Valdes.

Ms. Lopez read the title as follows:

ORDINANCE NO. 2020-29

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA AMENDING CHAPTER 2, ARTICLE II, DIVISION 3, SECTIONS 28-81 AND 28-82 OF THE CODE OF THE CITY OF ST. AUGUSTINE TO DEFINE SPECIFIC PROFESSIONAL AND OCCUPATIONAL QUALIFICATIONS FOR MEMBERSHIP IN HARB; PROVIDING FOR INCLUSION IN THE CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

VOTE ON MOTION

AYES: Horvath, Valdes, Sikes-Kline, Freeman

NAYES: None

MOTION APPROVED UNANIMOUSLY

9.A.3. Ordinance 2020-30: Creates HARB alternate members and provides for standards and procedures for their participation.

Ms. Lopez reviewed the Ordinance.

MOTION

Commissioner Horvath MOVED to place Ordinance 2020-30 on second reading, read by title only and passed. The motion was SECONDED by Commissioner Valdes.

Ms. Lopez read the title as follows:

ORDINANCE NO. 2020-30

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA AMENDING CHAPTER 2, ARTICLE II, DIVISION 3, SECTION 28-81 OF THE CODE OF THE CITY OF ST. AUGUSTINE TO CREATE ALTERNATE MEMBERS OF HARB AND

TO PROVIDE STANDARDS AND PROCEDURES FOR THEIR PARTICIPATION; PROVIDING FOR INCLUSION IN THE CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

VOTE ON MOTION

AYES: Horvath, Valdes, Freeman, Sikes-Kline

NAYES: None

MOTION APPROVED UNANIMOUSLY

9.B. Resolutions

9.B.1. Resolution 2020-37: Management and stewardship of Fish Island.

Ms. Lopez reviewed the Resolution.

Vice-Mayor Freeman stated the Resolution re-iterated the City's core values, the vision plan goals, and the effort and work completed to save Fish Island.

MOTION

Commissioner Freeman MOVED to pass Resolution 2020-37. The motion was SECONDED by Commissioner Horvath.

VOTE ON MOTION

AYES: Freeman, Horvath, Valdes, Sikes-Kline

NAYES: None

MOTION APPROVED UNANIMOUSLY

9.B.2. Resolution 2020-38: Grants ad valorem tax exemption for the historic property located at 127 Oneida Street.

Jenny Wolfe, Historic Preservation Officer, reviewed the Resolution.

There was Commission consensus for appreciation of the excellent work,

perseverance and dedication completed by the property owners, Joe and Theresa Segal.

Mr. and Mrs. Segal thanked the Commission and Ms. Wolfe for their consistent support throughout the project's challenges.

MOTION

Commissioner Horvath MOVED to pass Resolution 2020-38. The motion was SECONDED by Commissioner Sikes-Kline.

VOTE ON MOTION

AYES: Horvath, Sikes-Kline, Freeman, Valdes

NAYES: None

MOTION APPROVED UNANIMOUSLY

Vice-Mayor Freeman conveyed that these types of projects requiring the creation of ordinances and exemptions were the excitement of being part of the City.

10. Staff Reports and Presentations

10.A. Discussion regarding the creation of a citizen advisory committee to review and consider amendments to the city's building code, flood mitigation code and land development code.

David Birchim, Director, Planning and Building, reviewed the topic and noted that it originated from Commission discussions regarding flood protection, new home construction and impervious surface ratios.

Mr. Birchim stated the following:

- Several public meetings necessary to gather broad input with open debate on key issues
- A final report would be created for the Commission, and if accepted, the following would occur:
 - Proposed zoning code changes would pass to PZB

- Proposed building code changes would pass to the Code Enforcement Board
- Proposed building and flood mitigation code changes would be presented before the State Building Commission
- Once lower boards had public hearings, topic would return to the Commission with formal recommendations

Mr. Birchim requested the Commission's input on holding Committee meetings in December 2020 or waiting until 2021, since the holidays were a risky time to promote new initiatives. He advised that more than three hearings may be required for optimal input, due to social distancing measures.

The Commission discussed:

- Commission would ultimately select the focus of the Committee
- Allow Committee members to work on scheduling, but suggested a December 2020 meeting and January 2021 meeting
- 60 day goal to have public meetings was restrictive during COVID and it could take up to a year; however, there was flexibility without a specific deadline
- Meeting topic examples could profoundly change the character of historic neighborhoods
- Amiable to suggested specialties list for Committee, with emphasis on experts in historic preservation
- Amiable to idea Committee was a short-term 'task force' which dissolved after achieving goals
- Create incentives for building techniques which limited flooding
- Create impervious surface ratios tied to building height or lot coverage
- Mandatory requirement needed for constructing suspended floor systems in historic areas which would assist with flooding issue, as monolithic slabs were destroying

North City, Lincolnville and Davis Shores neighborhoods

- Fast track solving the flooding issues, since dozens of homes would be constructed during the next year and citizens demanded flooding solutions
- Add landscape architect to Committee member list
- Committee was sufficient with only five members, not seven
- Goal was modifying building code to allow maximum permeable surface to remain
- Actual flooding problem numbers requested, such as unbuilt lots and new construction numbers in Davis Shores
- Although very costly, suggested lifting homes from concrete slabs in lieu of tearing homes down
- Every house in Davis Shores with elevation of 6' or less would require reconstruction in the future

There was Commission consensus to proceed with advertising for the Committee.

Mr. Birchim noted he would advertise for citizen volunteers and return with more precise key issues at the November 9, 2020 City Commission meeting.

Commissioner Valdes volunteered to Chair the Committee.

MOTION

Commissioner Horvath MOVED to appoint Commissioner Valdes as Chair of the Citizen Advisory Committee. The motion was SECONDED by the Commission and APPROVED BY UNANIMOUS VOICE VOTE.

11. ITEMS BY CITY ATTORNEY

11.A. Announcement of rescheduled Brownfields Area designation for West San Sebastian by applicant CLDG Hendricks Commercial, LLC per F.S.

376.80, to the October 26th, 2020 City Commission meeting.

Ms. Lopez reviewed the item and advised that she was required to inform the Commission and the public regarding the upcoming Resolution on the topic.

12. ITEMS BY CITY CLERK

12.A. Request for one appointment to the St. Augustine Police Officers' Retirement Board of Trustees.

Darlene Galambos, City Clerk, reviewed the topic and noted one application was received for the two available positions.

There was Commission consensus to re-appoint Douglas Hernandez.

12.B. Request for two appointments to the Lincolnville Community Redevelopment Area Steering Committee.

Ms. Galambos reviewed the topic and the applicants and stated that Sue Agresta withdrew her application. She requested the Commission's decision whether to appoint applicant Julie Risenhoover, or to postpone the vote to allow the positions to be re-advertised.

Commissioner Sikes-Kline noted the great opportunity for Jaime Perkins, newly hired CRA Administrator, to obtain more applications through community outreach.

Vice-Mayor Freeman advised Ms. Galambos to re-advertise the position with a hopeful return of multiple applicants.

13. ITEMS BY CITY MANAGER

Mr. Regan advised the October 26 Commission meeting would be virtual, as the Governor extended the ability to hold virtual meetings through October 31, 2020.

14. Items by Mayor and Commissioners

Vice-Mayor Freeman acknowledged Abby Pedigo, Fire Safety Inspector, for her involvement in the successful *Fire Prevention Week* video.

Vice-Mayor Freeman requested the re-instatement of a City-wide mask mandate and the feedback Commissioners had received. She noted that local businesses and employees were getting customer backlash for requiring masks, and they felt isolated without a City mandate.

Commissioner Horvath stated she had received similar feedback and that businesses were on the front line.

Commissioner Valdes concurred with the other comments, believed a mask mandate should be re-instated and that the City should stand behind local businesses.

Commissioner Sikes-Kline stated this topic was another example of why the City needed Home Rule.

Vice-Mayor Freeman stated the Governor previously handed the Commission a leadership role with ability to impose a mandatory mask mandate, that COVID-19 numbers should be monitored, and available legal options explored.

15. Adjournment

There being no further business, the meeting was adjourned at 6:29 P.M.¹

Tracy Upchurch, MAYOR

Darlene Galambos, CITY CLERK

¹ Transcribed by Laura Morse

CITY OF ST. AUGUSTINE

Regular City Commission Meeting
Monday, September 28, 2020

The City Commission met by means of Communications Media Technology (CMT) Monday, September 28, 2020 at 5:00 P.M. The meeting was called to order by Mayor Tracy Upchurch, and the following were present:

1. Roll Call: Tracy Upchurch, Mayor/City Commissioner
Leanna S. A. Freeman, Vice Mayor/City Commissioner
Roxanne Horvath, City Commissioner
Nancy Sikes-Kline, City Commissioner
John Valdes, City Commissioner

John Regan, City Manager
Isabelle Lopez, City Attorney
Darlene Galambos, City Clerk
Meredith Breidenstein, Assistant City Manager
David Birchim, Director, Planning and Building
Reuben Franklin, Director, Public Works
Melissa Wissel, Communications Manager
Barry Fox, Police Chief
Carlos Aviles, Fire Chief
Candice Seymour, Recording Secretary
Laura Morse, Recording Secretary
Marie Lopes, Office Assistant

INVOCATION AND PLEDGE OF ALLEGIANCE

Father Matt Marino, Trinity Episcopal Church, delivered the invocation, and Commissioner Freeman led the Pledge of Allegiance.

2. ADMINISTRATIVE ITEMS

2.A. Modification and Approval of Regular Agenda

MOTION

Commissioner Sikes-Kline MOVED to approve the Agenda. The motion was SECONDED by Commissioner Horvath and APPROVED BY UNANIMOUS VOICE VOTE.

3. Special Presentations, Recognitions and Proclamations

3.A. Proclamation 2020-11: Proclaims October 4-10, 2020 as National Fire Prevention Week.

Mayor Upchurch reviewed the Proclamation.

Bob Growick, Fire Marshal, thanked the Commission and John Regan, City Manager, for their continued support of first responders. Chief Growick noted the following from the campaign 'Serve up Safety in the Kitchen':

- Never leave cooking unattended
- Keep items that could catch fire a minimum of three feet from the stovetop

- Do not use stove or stovetop if sleepy or have consumed alcohol

Chief Growick advised that the hearing-impaired community could obtain a free smoke alarm installation by contacting the St. Augustine Fire Department at 904-825-1098.

Mayor Upchurch expressed his sincere appreciation on behalf of the City and the citizens for the work of first responders.

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:

In person:

- Maureen Long
- Brittany Vidal
- Emily Genovar
- Jozef Vaurek
- Anthony Brown
- Blake Souder
- BJ Kalaidi
- Shawn Morrisson
- Doug Russo

Email:

- Susan Hill
- Roger & Tracy Van Dusen

Public comment was closed.

5. Consent Agenda

Mayor Upchurch read the Consent Agenda.

CONSENT AGENDA – SEPTEMBER 28, 2020

CA.1. THE FOLLOWING ORDINANCES ARE TENTATIVELY SCHEDULED FOR SECOND READING ON OCTOBER 12, 2020:

- Ordinance 2020-25
- Ordinance 2020-26

CA.2. REMINDER OF UPCOMING MEETINGS:

- October 12, 2020, Regular City Commission Meeting
- October 26, 2020, Regular City Commission Meeting
- November 9, 2020, Regular City Commission Meeting
- December 7, 2020, City Commission Reorganization Meeting
- December 14, 2020, Regular City Commission Meeting

CA.3. APPROVAL OF MINUTES FROM PRIOR COMMISSION MEETINGS:

- August 10, 2020, Regular City Commission Meeting

CA.4. RELEASES OF LIEN FOR UNIT CONNECTION FEE MORTGAGE(S):

(None)

CA.5. PROPOSED PROCLAMATIONS, CERTIFICATES OF APPRECIATION/ RECOGNITION. (COMMISSION APPROVAL REQUIRED). (TO BE READ AT A SUBSEQUENT MEETING).

(None)

CA.6. NOTIFICATION OF PROCLAMATIONS/CERTIFICATES OF RECOGNITION ISSUED:

(None)

CA.7. Approval of a 60-day extension of the Franchise Agreement between the City and Ripley Entertainment, Inc. (M. Breidenstein, Assistant City Manager)

CA.8. Approval of the Cost Share Agreement between the City and Ormond Land Development, LLC for the construction of facility improvements at Prawn and Heron Streets as a result of the proposed construction of the Tribute Hotel

to be located at 5 Prawn Street. The City's proportionate fair share of the public facilities improvements is equal to the amount of \$100,000. (*R. Franklin, Director Public Works*)

CA.9. Approval and authorization for the City Manager to execute the Interlocal Agreement between the City and the University of Florida required to conduct a grant funded study which will assess the vulnerability of on-site treatment and disposal systems to sea level rise and storm surge. (*R. Franklin, Director Public Works*)

CA.10. Approval of request to name a public park in Lighthouse Park. (*M. Wissell, Communications Manager*)

End of Consent Agenda

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

(None)

5.B. Approval of Consent Agenda

MOTION

Commissioner Sikes-Kline MOVED to approve the Consent Agenda. The motion was SECONDED by Commissioner Freeman and APPROVED BY UNANIMOUS VOICE VOTE.

Commissioner Freeman commended Lighthouse Neighborhood Park for working together for the name dedication.

6. Appeals

6.A. Appeal of the Planning and Zoning Board's denial of the construction of a new dock at 34 North St. Augustine Boulevard.

David Birchim, Director, Planning and Building, reviewed the topic and requested the Commission to proceed with affirming,

overturning or remanding the case to Planning and Zoning Board (PZB) with instructions for reconsideration.

Mr. Birchim advised the Commission to determine whether due process was afforded, the correct law applied and if the decision was based on competent and substantial evidence. He noted that the Commission could consider modifications to what PZB reviewed on July 7, 2020.

Mr. Birchim introduced those involved with the project who were present for questions:

- Sidney Ansbacher, attorney for property owner
- Ryan Carter, Carter Environmental Services, representative for property owner

Mr. Carter reviewed the topic and suggested that the Commission remand this back to PZB to avoid an exhaustive graphical analysis presentation. He stated the new proposed dock was extended 13 feet for State compliance, and the dock contractor did not review the depth assessment on the previous layout.

Ms. Lopez noted the following options available to the Commission:

- Open a hearing to review proposed modifications
- Remand back to PZB

Ms. Lopez advised that ex parte communication should be disclosed in either decision.

There was Commission consensus to remand the issue back to PZB for review of the new proposal.

The Commission provided ex parte communication.

MOTION

Mayor Upchurch MOVED to remand the new proposal back to the Planning and

Zoning Board. The motion was SECONDED by Commissioner Horvath and approved by UNANIMOUS VOICE VOTE.

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. Report and discussion on flood elevations experienced during the nor'easter on September 19 - 23, 2020.¹

Reuben Franklin, Director, Public Works, reviewed recent king tide and nor'easter events which caused City-wide flooding. He stated the City wanted a more proactive approach with providing community information on neighborhoods challenged with flooding.

The Commission and Mr. Franklin discussed:

- More neighborhood meetings for public awareness welcomed by Commissioners and community
- Questioned police reports on West King Street closure due to rain or tidal flood event
- Would methodically review and respond to the 42 flood reports received from the City's website
- Assured community the City was utilizing all resources to handle the flooding issue
- Did not expect a disaster declaration concerning this nor'easter flood event
- Rainwater permeation and flood waters were two separate issues
- Required change to building codes to address construction

development that covered open ground and promoted flooding

Commissioner Sikes-Kline requested that she or Mr. Regan visit or contact Castagna Auto Sales located at 15 Ferry Place, where 85 vehicles had been recently flooded, as noted by Jozef Vaurek during public comment.

Commissioner Valdes stated his availability by phone to the community for anyone requesting clarification or information on area construction and flooding issues.

Mayor Upchurch requested that Commissioner Valdes, Mr. Regan and Mr. Birchim advance the topic of building code modification regarding construction and flooding issues and determine an expeditious way for the Commission and the community to address the topic.

7.C. Other Items Requiring Public Hearing

(None)

8. Ordinances and Resolutions – Public Hearing Required.

8.A. Ordinances – Second Reading

8.A.1. Ordinance 2020-26: Amends Section 3-23 of the City Code to provide the start and end dates for the display of Nights of Lights.

Ms. Lopez reviewed the Ordinance.

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

MOTION

Mayor Upchurch MOVED to pass Ordinance 2020-26 on second reading read by title only. The motion was SECONDED by Commissioner Horvath.

Ms. Lopez read the title as follows:

¹ Attached to Commission packet

ORDINANCE NO. 2020-26

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA, AMENDING SECTION 3-23 OF THE CODE OF THE CITY OF ST. AUGUSTINE PROVIDING FOR THE START AND END DATES FOR DISPLAY OF THE NIGHTS OF LIGHTS; PROVIDING FOR INCLUSION IN THE CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

VOTE ON MOTION

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

NAYES: None

MOTION APPROVED UNANIMOUSLY

Commissioner Sikes-Kline reminded the public that November 14, 2020 was the start date for Nights of Lights.

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

(None)

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

(None)

9. Ordinances and Resolutions - No Public Hearing Required

9.A. Ordinances – First Reading

9.A.1. Ordinance 2020-25: Removes a requirement for certain roof pitch for structures built on non-conforming lots in single-family districts (RS-I and RS-2).

Amy Skinner, Deputy Director, Planning and Building, reviewed the Ordinance.

Mayor Upchurch requested a layman's interpretation of the reason this was implemented.

Sarah Ryan, PZB member, replied that the aggregate rule from nearly 20 years ago stated that removing a house, even with multiple lots, allowed replacement of only one house. She noted the pitch roof slope was tied to this rule to maintain the scale of the street; however, property owners were raising their homes because of flooding, and the 5/12 slope compliance made construction difficult to maintain the 30-foot height limit. She concluded that removing the 5/12 slope language would not affect other components, but allow for more creativity, since the community did not advocate three-story homes.

The Commission discussed:

- Concern for historic preservation, neighborhood character and development
- Proposed Ordinance did not change the aggregate rule, but addressed elevation requirements for higher finished floors
- Discuss in entirety recent code evolution with flooding, lot coverage, impervious and pervious surfaces and potential changes to those zoning laws so the ordinance changes complement one another
- Piecemealing code changes encouraged towering and three-story homes
- Needed a workshop to review other proposed ordinances that required change, for ability to explain to the public what to expect 'next door'
- Change of roof pitch increased lot coverage by 29%, which was not in character of the neighborhood
- A 30-foot height limit meant a 30-foot building, whether it had a flat roof or a pitched roof
- If concerned about the architectural style and integrity of neighborhoods, then needed an architectural overview indicating the

allowed buildable styles and avoid controlling with roof pitch

- 5/12 minimum roof pitch destroyed Mediterranean revivals and contemporary homes with flat roofs
- Davis Shores would have many eventual rebuilds, since homes would become unviable due to being too low
- Permeable and impermeable surfaces important to the flooding issue and related proposals should be reviewed quickly
- Easier to name non-flood prone areas than flood prone ones
- Code change needed for construction of all buildings with a suspended floor system, unless adequate flow proven
- Eliminate buildings that continue to create less permeable surface
- Feedback needed from public on these very important issues

As the result of the discussion, Mayor Upchurch suggested that Ordinance 2020-25 be tabled, that staff develop a workshop to discuss the topic, review Commissioner Valdes' suggestions and receive public comment.

MOTION

Mayor Upchurch MOVED to table Ordinance 2020-25. The motion was SECONDED by Commissioner Horvath and approved by UNANIMOUS VOICE VOTE.

9.A.2. Ordinance 2020-28: Amends the boundaries of commercial sign zone 4.

Mr. Birchim reviewed the Ordinance and provided a presentation on the topic.²

Mr. Birchim noted that James Whitehouse, attorney for Hilton Homewood Suites' owners at 10 Prawn Street, was present to answer any questions from the Commission.

² Attached to Commission packet

The Commission discussed:

- Concerns with sign elevation setting a precedent outside the zone
- Applicant was not committing to a specific sign but requesting to place it higher on the building for better visibility, due to the building location
- Suggestion to paint letters directly on the building with letters affixed over paint to create a billboard effect
- Maximum size for each sign was 110 square feet, whether composed of channel letters or not
- Sign presented had illuminated channel letters which was PZB's concern; however if necessary, the sign could be restricted further

Ms. Lopez advised the Commission this was a code change and not approval of a particular sign package. She stated the addition by PZB was to further restrict the illumination, and they were not bound to the design presented, as long as it complied with the proposed code change.

MOTION

Mayor Upchurch MOVED to pass Ordinance 2020-28 be read by title only and moved to second reading.

Motion FAILED for lack of a second.

The Commission discussed:

- Based on conversations with Mr. Whitehouse, PZB wanted to move forward with a recommendation
- August 2020 packet did not show individual sign letters and since it was done at Flagler College, it made sense for this property
- Language stated illuminated channel letters, but discussion with PZB reflected on how they were illuminated

- Clarification requested on illuminated channel letters being top or bottom, and not backlit

Based on the discussion, Ms. Lopez suggested modifying Section 3-66(i) by adding:

- “....this is further restricted to ‘individual channel letters’ externally illuminated back lit, externally illuminated up lit.....

MOTION

Commissioner Freeman MOVED that Ordinance 2020-28 incorporate the words ‘individual channel letters’ as noted, read by title only, passed and moved to second reading. The motion was SECONDED by Commissioner Valdes.

Ms. Lopez read the title as follows:

ORDINANCE NO. 2020-28

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA, AMENDING CHAPTER 3, ARTICLE II, DIVISION 1 OF THE CODE OF THE CITY OF ST. AUGUSTINE RELATING TO ADVERTISING AND SIGNS; AMENDING SECTION 3-22, DEFINITIONS; AMENDING THE DEFINITION OF COMMERCIAL ZONE 4; PROVIDING FOR INCLUSION IN THE CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

VOTE ON MOTION

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

NAYES: None

MOTION APPROVED UNANIMOUSLY

9.B. Resolutions

9.B.1. Resolution 2020-27: Adopts a fee schedule for the registration fees, annual renewal fees, late fees and re-inspection fees for short term (vacation) rentals.

Mr. Birchim reviewed the Resolution.

Commissioner Horvath stated the tiered rate based on bedrooms was well reviewed; however, she suggested a rate reduction tied to the number of rentals based on COVID-19 related business issues.

Commissioner Sikes-Kline noted the following:

- Tourist Development Council (TDC) data showed tax collections down 14% from previous year
- A recent Visitor and Convention Bureau (VCB) industry meeting showed hotels, motels and bed and breakfasts (bnbs) not doing well
- Although Airbnbs, short-term and apartment rentals were hindered, they held up more than their share of the bed tax collections
- Short-term rentals were booming in her neighborhood

Commissioner Freeman echoed the information presented by Commissioner Sikes-Kline and added that neighborhood meetings had expressed sentiment to move forward with short-term rental fees.

Mayor Upchurch noted the proposal was excellent and what he envisioned; however, with the difficulties experienced over past six months and with several months ahead, he preferred to temporarily postpone the program.

MOTION

Commissioner Sikes-Kline MOVED to pass Resolution 2020-27. The motion was SECONDED by Commissioner Freeman.

Mayor Upchurch inquired from the Commissioners whether he could get three votes to table the Resolution, otherwise he would vote to pass it. He noted this was good work product and he wanted to support it and the will of the Commission.

VOTE ON MOTION

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

NAYES: None

MOTION APPROVED UNANIMOUSLY

9.B.2. Resolution 2020-34: Sets the dates for the traditional Nights of Lights celebration and the specific dates for Nights of Lights 2020.

Mr. Regan reviewed the Resolution which set the Nights of Lights dates to November 14, 2020 through January 31, 2021.

Ms. Lopez advised the Ordinance's default position was the traditional third Saturday of November through January 31.

MOTION

Commissioner Sikes-Kline **MOVED** to pass Resolution 2020-34 establishing the specific dates for the Nights of Lights for 2020. The motion was **SECONDED** by Commissioner Valdes.

VOTE ON MOTION

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

NAYES: None

MOTION APPROVED UNANIMOUSLY

10. Staff Reports and Presentations

10.A. Discussion and requested approval of the lease agreement between the Florida Department of Environmental Protection and the City for the management of Fish Island; providing an update on the status of the work done on Fish Island, discussion

regarding the opening, public workshop and management plan, results from the website questionnaire and recommendation of name for the property.

Mr. Franklin reviewed the topic.

J.B. Miller, Land Management Coordinator, provided a presentation on the topic.

Mayor Upchurch advised that a motion to approve the Lease Agreement and a motion to name the property were required.

MOTION

Commissioner Freeman **MOVED** to approve the Lease Agreement. The motion was **SECONDED** by Mayor Upchurch.

VOTE ON MOTION

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

NAYES: None

MOTION APPROVED UNANIMOUSLY

MOTION

Commissioner Horvath **MOVED** to name the property Fish Island Preserve. The motion was **SECONDED** by Commissioner Valdes.

VOTE ON MOTION

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

NAYES: None

MOTION APPROVED UNANIMOUSLY

Mayor Upchurch thanked Mr. Miller and Mr. Franklin for their continued work and leadership with the project and noted it was a positive community asset and a great success story.

10.B. Presentation of a perpetual easement at the intersection of Zorayda Avenue and Anastasia Boulevard to the

**Florida Department of Transportation
for the construction and maintenance of
a crosswalk.**

Mr. Franklin reviewed the topic and advised this would be an on-demand pedestrian crossing.

MOTION

Commissioner Sikes-Kline MOVED to pass the perpetual easement presented by the FDOT. The motion was SECONDED by Commissioner Horvath and APPROVED BY UNANIMOUS VOICE VOTE.

Commissioner Sikes-Kline stated her appreciation for staff's tenacity with the project and the amazing improvement to the boulevard. She indicated concern for pedestrians blocking the intersection.

Mr. Franklin noted that signage would be put in place requesting pedestrians to avoid blocking the intersection.

11. ITEMS BY CITY ATTORNEY

11.A. Sunshine, Public Records and Ethics Minute.

Ms. Lopez advised she was required to bring awareness and announce a public hearing for a proposed brownfield designation. She stated the following:

- Developer for Old Flagler Crossing PUD area requested the process for brownfield designation for West San Sebastian brownfield area, as required in section 376.80, Florida Statutes
- Proposal was for area referenced as West San Sebastian brownfield
- Applicant and Public Works would provide a full presentation
- Commission would receive a memo explaining the procedure and statutory authority

- Designated as Resolution 2020-35 with a public hearing at the October 12, 2020 City Commission meeting

12. ITEMS BY CITY CLERK

12.A. Request for two appointments to the Planning and Zoning Board.

Darlene Galambos, City Clerk, reviewed the topic and the applicant names.

The Commission unanimously voted for the following appointees:

- Jon DePreter
- William Masson

12.B. Request for one appointment to the Civil Service Board.

Ms. Galambos reviewed the topic and the applicant names:

MOTION

Mayor Upchurch MOVED to reappoint Mr. Les Stern to the Civil Service Board. The motion was SECONDED by Commissioner Sikes-Kline and APPROVED BY UNANIMOUS VOICE VOTE.

13. ITEMS BY CITY MANAGER

(None)

14. Items by Mayor and Commissioners

14.A. Discussion regarding the creation of a Resolution concerning the management and stewardship of Fish Island.

Commissioner Freeman reviewed the Resolution and noted it was an extension of the City's vision plan and represented core values. She requested Commission consensus to pass the proposal or place on the next Commission meeting agenda.

Commissioner Sikes-Kline indicated her enthusiasm for the webpage.

There was Commission consensus for the item to return as a formal Resolution at the October 12, 2020 meeting.

Commissioner Sikes-Kline reviewed the topic of Bartram Trail conference fees and her hope for a future presentation on the topic.

Mayor Upchurch requested an update on Governor DeSantis' recent Executive Order and the implications to the City.

Ms. Lopez noted the following:

- Executive Order 20-244 placed the State into expansive Phase Three which removed all prior restrictions on restaurants and other facilities
- The City had not adopted a restrictive local order; therefore, it did not affect City operations
- The section of Executive Order suspending fine collections and penalties did not affect the City's mask mandate which was structured as a civil infraction, and civil citations would be issued
- If Governor DeSantis did not extend previous Order, October 1, 2020 the City would return to in person meetings
- Businesses maintained the right to require patrons to wear masks

Mr. Regan noted that an air handling system for the Alcazar room was being researched and the room was set up to accommodate social distancing.

The Commission discussed other venue locations for future meetings and the County Commission room, National Guard Armory and Fullerwood School were suggested.

Ms. Lopez noted the challenge with having meetings outside of City limits based on

statute requirements; however, she was reviewing the topic.

15. Adjournment

There being no further business, the meeting was adjourned at 7:55 P.M.³

Tracy Upchurch, MAYOR

Darlene Galambos, CITY CLERK

³ Transcribed by Laura Morse

CITY OF ST. AUGUSTINE

Regular City Commission Meeting
Monday, October 12, 2020

The City Commission met by means of Communications Media Technology (CMT) Monday, October 12, 2020 at 5:00 P.M. The meeting was called to order by Mayor Tracy Upchurch, and the following were present:

1. Roll Call: Leanna S. A. Freeman, Vice Mayor/City Commissioner
Roxanne Horvath, City Commissioner
Nancy Sikes-Kline, City Commissioner
John Valdes, City Commissioner

Absent: Tracy Upchurch, Mayor/City Commissioner

Staff: John Regan, City Manager
Isabelle Lopez, City Attorney
Darlene Galambos, City Clerk
Meredith Breidenstein, Assistant City Manager
David Birchim, Director, Planning and Building
Todd Grant, Director, Utilities
Reuben Franklin, Director, Public Works
Jim Piggot, Director, General Services
Mark Simpson, Director, Financial Services
Barry Fox, Police Chief
Jenny Wolfe, Historic Preservation Officer
Melissa Wissel, Communications Manager
Candice Seymour, Recording Secretary
Laura Morse, Recording Secretary
Marie Lopes, Office Assistant

INVOCATION AND PLEDGE OF ALLEGIANCE

Reverend Tim Fleming, Christ Church, delivered the invocation, and Vice-Mayor Freeman led the Pledge of Allegiance.

2. ADMINISTRATIVE ITEMS

2.A. Modification and Approval of Regular Agenda

MOTION

Commissioner Freeman **MOVED** to approve the Agenda. The motion was **SECONDED** by Commissioner Sikes-

Kline and **APPROVED BY UNANIMOUS VOICE VOTE.**

3. Special Presentations, Recognitions and Proclamations

3.A. Proclamation 2020-12: Proclaiming the week of October 19-25 as Florida City Government Week.

Vice-Mayor Freeman read the Proclamation.

4. General Public Comments (3 minutes per individual)

The Commission heard from the following members of the public:

- BJ Kalaidi

Public comment was closed.

5. Consent Agenda

CONSENT AGENDA OCTOBER 12, 2020

John Regan, City Manager, read the Consent Agenda.

CA.1. Preview of upcoming Commission meetings.

CA.2. THE FOLLOWING ORDINANCES ARE TENTATIVELY SCHEDULED FOR SECOND READING ON OCTOBER 26, 2020:

- Ordinance 2020-26
- Ordinance 2020-27
- Ordinance 2020-28
- Ordinance 2020-29
- Ordinance 2020-30

CA.3. Reminder of Upcoming Meetings:

- October 26, 2020, 5:00pm, Regular City Commission Meeting
- November 9, 2020, 5:00pm, Regular City Commission Meeting
- December 7, 2020, 7:30pm, Special City Commission Meeting
- December 14, 2020, 5:00pm, Regular City Commission Meeting

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

- August 14, 2020, Community Redevelopment Agency Special Meeting
- September 3, 2020, Community Redevelopment Agency Special Budget Meeting
- September 3, 2020, City Commission Special Meeting
- September 17, 2020, City Commission Special Budget 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).

(None)

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

(None)

CA.8. Approval of Interlocal Agreement: Utility Service Area Update. (*T. Grant, Director Utilities*)

CA.9. Approval of grant funds to purchase specific items by the St. Augustine Police Department. (*B. Fox, Chief St. Augustine Police Department*)

CA.10. Fourth quarter 2019-2020 action report by the office of the City Attorney. (*I. Lopez, City Attorney*)

End of Consent Agenda

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

Commissioner Sikes-Kline corrected the November 14, 2020 Commission meeting date read from the Consent Agenda to November 9, 2020.

5.B. Approval of Consent Agenda

MOTION

Commissioner Horvath MOVED to approve the Consent Agenda as corrected. The motion was SECONDED by Commissioner Valdes.

VOTE ON MOTION

AYES: Horvath, Valdes, Freeman,
Sikes-Kline

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

(None)

7.C. Other Items Requiring Public Hearing

(None)

8. Ordinances and Resolutions – Public Hearing Required.

8.A. Ordinances – Second Reading

(None)

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

(None)

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

(None)

9. Ordinances and Resolutions - No Public Hearing Required

9.A. Ordinances – First Reading

9.A.1. Ordinance 2020-27: Repeals a section of the city code that provided

for mandatory retirement age and inconsistent provisions regarding normal and early retirement age.

Isabelle Lopez, City Attorney, reviewed the Ordinance.

MOTION

Commissioner Sikes-Kline MOVED to place Ordinance 2020-27 on second reading, read by title only and passed. The motion was SECONDED by Commissioner Valdes.

Ms. Lopez read the title as follows:

ORDINANCE NO. 2020-27

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA, REPEALING SECTION 20-82 OF THE CODE OF THE CITY OF ST. AUGUSTINE THAT PROVIDED FOR A MANDATORY RETIREMENT AGE AND EMPLOYMENT BEYOND NORMAL RETIREMENT; PROVIDING FOR INCLUSION IN THE CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

VOTE ON MOTION

AYES: Sikes-Kline, Valdes, Freeman,
Horvath

NAYES: None

MOTION APPROVED UNANIMOUSLY

9.A.2. Ordinance 2020-29: Ordinance defining professional and occupational qualifications for HARB membership and provides for new artisan, trade and occupational categories.

Ms. Lopez reviewed the Ordinance, noted that it was developed due to the continued struggle to find qualified HARB applicants, and stated the Board was amiable to recruit from specialty fields. She asked the

Commission to advise if they were amiable to the suggested categories.

The Commission discussed:

- Citizen residency preference preferred; however qualified candidates could be appointed
- Easier to sustain legal challenges with experts on the HARB Board
- Required one architect on Board, despite other positions
- Architectural historian preferred but difficult to find, although goal was to obtain the best qualified people in their respective field
- Consider 'construction and trades' with a restoration contractor with proven and timely track record
- Suggested language 'at a minimum require construction trades, historian and architect'
- Better communication needed between HARB, historic districts and real estate community because of misinformation
- Intent of real estate was to market property and the intent of HARB was to preserve property in specific historic attributes
- Commission had ultimate approval of members; therefore, were they hindering their flexibility with the appointee's qualifications
- Commission would select the best candidate from applicants and should not condition on specificity

There was Commission consensus that 'Item (9) Construction' would include verbiage that contractors would require a minimum of five years of experience.

MOTION

Commissioner Horvath MOVED to place Ordinance 2020-29 on second reading, read by title only and passed with an amendment that included the five-year requirement on construction. The motion was SECONDED by Commissioner Valdes.

Ms. Lopez read the title as follows:

ORDINANCE NO. 2020-29

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA AMENDING CHAPTER 2, ARTICLE II, DIVISION 3, SECTIONS 28-81 AND 28-82 OF THE CODE OF THE CITY OF ST. AUGUSTINE TO DEFINE SPECIFIC PROFESSIONAL AND OCCUPATIONAL QUALIFICATIONS FOR MEMBERSHIP IN HARB; PROVIDING FOR INCLUSION IN THE CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

VOTE ON MOTION

AYES: Horvath, Valdes, Sikes-Kline, Freeman

NAYES: None

MOTION APPROVED UNANIMOUSLY

9.A.3. Ordinance 2020-30: Creates HARB alternate members and provides for standards and procedures for their participation.

Ms. Lopez reviewed the Ordinance.

MOTION

Commissioner Horvath MOVED to place Ordinance 2020-30 on second reading, read by title only and passed. The motion was SECONDED by Commissioner Valdes.

Ms. Lopez read the title as follows:

ORDINANCE NO. 2020-30

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA AMENDING CHAPTER 2, ARTICLE II, DIVISION 3, SECTION 28-81 OF THE CODE OF THE CITY OF ST. AUGUSTINE TO CREATE ALTERNATE MEMBERS OF HARB AND

TO PROVIDE STANDARDS AND PROCEDURES FOR THEIR PARTICIPATION; PROVIDING FOR INCLUSION IN THE CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

VOTE ON MOTION

AYES: Horvath, Valdes, Freeman,
Sikes-Kline

NAYES: None

MOTION APPROVED UNANIMOUSLY

9.B. Resolutions

9.B.1. Resolution 2020-37: Management and stewardship of Fish Island.

Ms. Lopez reviewed the Resolution.

Vice-Mayor Freeman stated the Resolution re-iterated the City's core values, the vision plan goals, and the effort and work completed to save Fish Island.

MOTION

Commissioner Freeman MOVED to pass Resolution 2020-37. The motion was SECONDED by Commissioner Horvath.

VOTE ON MOTION

AYES: Freeman, Horvath, Valdes,
Sikes-Kline

NAYES: None

MOTION APPROVED UNANIMOUSLY

9.B.2. Resolution 2020-38: Grants ad valorem tax exemption for the historic property located at 127 Oneida Street.

Jenny Wolfe, Historic Preservation Officer, reviewed the Resolution.

There was Commission consensus for appreciation of the excellent work,

perseverance and dedication completed by the property owners, Joe and Theresa Segal.

Mr. and Mrs. Segal thanked the Commission and Ms. Wolfe for their consistent support throughout the project's challenges.

MOTION

Commissioner Horvath MOVED to pass Resolution 2020-38. The motion was SECONDED by Commissioner Sikes-Kline.

VOTE ON MOTION

AYES: Horvath, Sikes-Kline, Freeman,
Valdes

NAYES: None

MOTION APPROVED UNANIMOUSLY

Vice-Mayor Freeman conveyed that these types of projects requiring the creation of ordinances and exemptions were the excitement of being part of the City.

10. Staff Reports and Presentations

10.A. Discussion regarding the creation of a citizen advisory committee to review and consider amendments to the city's building code, flood mitigation code and land development code.

David Birchim, Director, Planning and Building, reviewed the topic and noted that it originated from Commission discussions regarding flood protection, new home construction and impervious surface ratios.

Mr. Birchim stated the following:

- Several public meetings necessary to gather broad input with open debate on key issues
- A final report would be created for the Commission, and if accepted, the following would occur:
 - Proposed zoning code changes would pass to PZB

- Proposed building code changes would pass to the Code Enforcement Board
- Proposed building and flood mitigation code changes would be presented before the State Building Commission
- Once lower boards had public hearings, topic would return to the Commission with formal recommendations

Mr. Birchim requested the Commission's input on holding Committee meetings in December 2020 or waiting until 2021, since the holidays were a risky time to promote new initiatives. He advised that more than three hearings may be required for optimal input, due to social distancing measures.

The Commission discussed:

- Commission would ultimately select the focus of the Committee
- Allow Committee members to work on scheduling, but suggested a December 2020 meeting and January 2021 meeting
- 60 day goal to have public meetings was restrictive during COVID and it could take up to a year; however, there was flexibility without a specific deadline
- Meeting topic examples could profoundly change the character of historic neighborhoods
- Amiable to suggested specialties list for Committee, with emphasis on experts in historic preservation
- Amiable to idea Committee was a short-term 'task force' which dissolved after achieving goals
- Create incentives for building techniques which limited flooding
- Create impervious surface ratios tied to building height or lot coverage
- Mandatory requirement needed for constructing suspended floor systems in historic areas which would assist with flooding issue, as monolithic slabs were destroying

North City, Lincolnville and Davis Shores neighborhoods

- Fast track solving the flooding issues, since dozens of homes would be constructed during the next year and citizens demanded flooding solutions
- Add landscape architect to Committee member list
- Committee was sufficient with only five members, not seven
- Goal was modifying building code to allow maximum permeable surface to remain
- Actual flooding problem numbers requested, such as unbuilt lots and new construction numbers in Davis Shores
- Although very costly, suggested lifting homes from concrete slabs in lieu of tearing homes down
- Every house in Davis Shores with elevation of 6' or less would require reconstruction in the future

There was Commission consensus to proceed with advertising for the Committee.

Mr. Birchim noted he would advertise for citizen volunteers and return with more precise key issues at the November 9, 2020 City Commission meeting.

Commissioner Valdes volunteered to Chair the Committee.

MOTION

Commissioner Horvath MOVED to appoint Commissioner Valdes as Chair of the Citizen Advisory Committee. The motion was SECONDED by the Commission and APPROVED BY UNANIMOUS VOICE VOTE.

11. ITEMS BY CITY ATTORNEY

11.A. Announcement of rescheduled Brownfields Area designation for West San Sebastian by applicant CLDG Hendricks Commercial, LLC per F.S.

376.80, to the October 26th, 2020 City Commission meeting.

Ms. Lopez reviewed the item and advised that she was required to inform the Commission and the public regarding the upcoming Resolution on the topic.

12. ITEMS BY CITY CLERK

12.A. Request for one appointment to the St. Augustine Police Officers' Retirement Board of Trustees.

Darlene Galambos, City Clerk, reviewed the topic and noted one application was received for the two available positions.

There was Commission consensus to re-appoint Douglas Hernandez.

12.B. Request for two appointments to the Lincolnville Community Redevelopment Area Steering Committee.

Ms. Galambos reviewed the topic and the applicants and stated that Sue Agresta withdrew her application. She requested the Commission's decision whether to appoint applicant Julie Risenhoover, or to postpone the vote to allow the positions to be re-advertised.

Commissioner Sikes-Kline noted the great opportunity for Jaime Perkins, newly hired CRA Administrator, to obtain more applications through community outreach.

Vice-Mayor Freeman advised Ms. Galambos to re-advertise the position with a hopeful return of multiple applicants.

13. ITEMS BY CITY MANAGER

Mr. Regan advised the October 26 Commission meeting would be virtual, as the Governor extended the ability to hold virtual meetings through October 31, 2020.

14. Items by Mayor and Commissioners

Vice-Mayor Freeman acknowledged Abby Pedigo, Fire Safety Inspector, for her involvement in the successful *Fire Prevention Week* video.

Vice-Mayor Freeman requested the re-instatement of a City-wide mask mandate and the feedback Commissioners had received. She noted that local businesses and employees were getting customer backlash for requiring masks, and they felt isolated without a City mandate.

Commissioner Horvath stated she had received similar feedback and that businesses were on the front line.

Commissioner Valdes concurred with the other comments, believed a mask mandate should be re-instated and that the City should stand behind local businesses.

Commissioner Sikes-Kline stated this topic was another example of why the City needed Home Rule.

Vice-Mayor Freeman stated the Governor previously handed the Commission a leadership role with ability to impose a mandatory mask mandate, that COVID-19 numbers should be monitored, and available legal options explored.

15. Adjournment

There being no further business, the meeting was adjourned at 6:29 P.M.¹

Tracy Upchurch, MAYOR

Darlene Galambos, CITY CLERK

¹ Transcribed by Laura Morse

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John Regan

DATE: October 15, 2020

RE: deAviles Award Nomination

Please consider this my formal written nomination of Brian Bowman, as the de Aviles Award recipient for his life-time leadership and dedication to the city through the re-enactment of the Spanish civilian and military lifestyles and culture of citizens that once lived in St. Augustine.

In this nomination and award, I hope to recognize Mr. Bowman for his long standing service and to bringing awareness to the fact that historic preservation is more than saving historic structures and sites. Historic preservation is also about preserving cultures in tangible ways through "living history".

Mr. Bowman's personal dedication of over 35 years of service to the preservation and restoration efforts of St. Augustine's living history, stand out as one of the most continuously visible efforts in our community.

He has nurtured and supported many volunteer organizations over his lifetime and is highly worthy of the type of recognition that this award bestows. His service stands as a testament to the value of voluntarism, as well.

I ask you to place this nomination on the next available agenda for approval by the City Commission.

Thank you.

Nancy Sikes-Kline

Nancy Sikes-Kline
Commissioner

CITY OF ST. AUGUSTINE

CITY COMMISSION MEETING & HOLIDAY SCHEDULE – 2021

JANUARY

NEW YEAR'S DAY – FRIDAY, JANUARY 1, 2021

City Commission Meeting – January 11, 2021

MARTIN LUTHER KING, JR. DAY – MONDAY, JANUARY 18, 2021

City Commission Meeting – January 25, 2021

FEBRUARY

City Commission Meeting – February 8, 2021

PRESIDENT'S DAY – MONDAY, FEBRUARY 15, 2021

City Commission Meeting – February 22, 2021

MARCH

Daylight Savings Time BEGINS – Sunday, March 14, 2021

City Commission Meeting – March 8, 2021

City Commission Meeting – March 22, 2021

APRIL

GOOD FRIDAY – FRIDAY, APRIL 2, 2021/EASTER SUNDAY APRIL 4, 2021

City Commission Meeting – April 12, 2021

City Commission Meeting – April 26, 2021

MAY

City Commission Meeting – May 10, 2021

City Commission Meeting – May 24, 2021

MEMORIAL DAY – MONDAY, MAY 31, 2021

JUNE

City Commission Meeting – June 14, 2021

City Commission Meeting – June 28, 2021

JULY

INDEPENDENCE DAY – SUNDAY, JULY 4, 2021
(OBSERVED – MONDAY, JULY 5, 2019)

City Commission Meeting – July 12, 2021

City Commission Meeting – July 26, 2021

AUGUST

City Commission Meeting – August 9, 2021

City Commission Meeting – August 23, 2021

SEPTEMBER

LABOR DAY – MONDAY, SEPTEMBER 6, 2021

City Commission Meeting – September 13, 2021

City Commission Meeting – September 27, 2021

OCTOBER

City Commission Meeting – October 11, 2021

City Commission Meeting – October 25, 2021

NOVEMBER

Daylight Savings Time ENDS – Sunday, November 7, 2021

City Commission Meeting - November 8, 2021

VETERAN'S DAY – THURSDAY, NOVEMBER 11, 2021

THANKSGIVING HOLIDAYS – THURSDAY & FRIDAY, NOVEMBER 25-26, 2021

★City Commission Meeting – November 22, 2021 (Cancelled)

DECEMBER

City Commission Meeting – December 13, 2021

CHRISTMAS HOLIDAYS – THURSDAY & FRIDAY, DECEMBER 23-24, 2021

★City Commission Meeting – December 27, 2021 (Cancelled)

NEW YEAR'S EVE HOLIDAY – FRIDAY, DECEMBER 31, 2021

CITY OF ST. AUGUSTINE

HOLIDAY SCHEDULE – 2021

	<u>DATE OBSERVED</u>
NEW YEARS DAY	JANUARY 1, 2021
MARTIN LUTHER KING DAY	JANUARY 18, 2021
PRESIDENT’S DAY	FEBRUARY 15, 2021
GOOD FRIDAY	APRIL 2, 2021
MEMORIAL DAY	MAY 31, 2021
INDEPENDENCE DAY	JULY 5, 2021
LABOR DAY	SEPTEMBER 6, 2021
VETERAN’S DAY	NOVEMBER 11, 2021
THANKSGIVING HOLIDAYS	NOVEMBER 25-26, 2021
CHRISTMAS HOLIDAYS	DECEMBER 23 & 24, 2021
NEW YEARS EVE/DAY	DECEMBER 31, 2021

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John P. Regan, City Manager

DATE: October 20, 2020

RE: **ORDER RELEASING CODE ENFORCEMENT LIEN: 171 INLET DRIVE**

Please find enclosed an Order Releasing Lien for 171 Inlet Drive, owned by Ann C. Antonatos. This release reflects the previously outstanding Code Enforcement lien levied against this property. The outstanding balance of \$50,000.00 has been paid in full.

Please place the Order Releasing Lien on the consent agenda for consideration and execution at the November 9, 2020, City Commission meeting.

Should you have any questions or comments, please do not hesitate to contact me. Thank you.



Denise C. May
Assistant City Attorney

/sl
Attachment

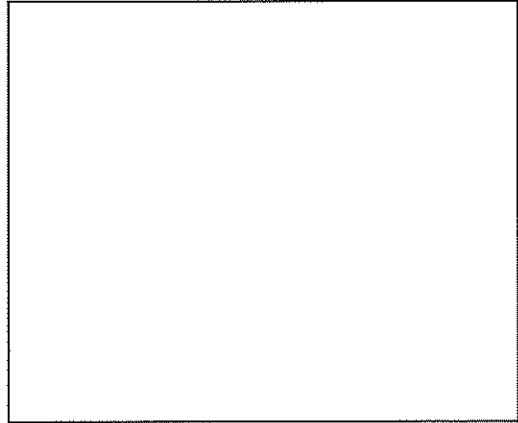
xc: Meredith Breidenstein, Assistant City Manager
David Birchim, Planning & Building Director
Isabelle C. Lopez, City Attorney
Darlene Galambos, City Clerk (*with original*)

Agenda Title:

Order releasing the Code Enforcement lien levied against 171 Inlet Drive as paid in full.

BEFORE THE
CODE ENFORCEMENT,
ADJUSTMENTS & APPEALS BOARD
OF THE CITY OF ST. AUGUSTINE, FLORIDA

ORDER RELEASING LIEN
CEAAB CASE NO. 2018-0608



IN THE MATTER OF: **ANN C. ANTONATOS**
 171 INLET DRIVE
 ST. AUGUSTINE, FLORIDA 32080

VIOLATION OF SECTION(S): Code of Law and Ordinances of St. Augustine, Florida:
 CITY CODE, CHAPTER 19, SECTIONS 19-3 & 19-4
 CITY CODE, CHAPTER 8, SECTION 8-302
 STANDARD HOUSING CODE, CHAPTER 305.7

LIEN FILED AGAINST: **ANN C. ANTONATOS**

VIOLATION SITE: **171 INLET DRIVE, ST. AUGUSTINE, FLORIDA 32080**

LEGAL DESCRIPTION: **3-97 DAVIS SHORES LOTS 62 63.**

PARCEL NUMBER: **213830-0000**

ORDER

THIS MATTER having come to be heard before the Code Enforcement, Adjustments and Appeals Board of the City of St. Augustine on November 8, 2016, and this Board having entered the following Order:

➤ **ORDER IMPOSING A FINE AND CLOSING CASE**

- Dated January 15, 2019
- Recorded in O.R. Book 4674, Page 1830 on February 1, 2019

And the Board, being fully advised in the premises, hereby finds:

➤ **THE ABOVE REFERENCED LIEN HAS BEEN PAID IN FULL.**

THEREFORE, it is hereby ordered that the lien against the property, as established in the Orders referenced herein, is hereby released.

*** * * SIGNATURES APPEAR ON THE FOLLOWING PAGE * * ***

IN WITNESS WHEREOF, this Order Releasing Lien has been duly signed and executed by the Lienor, this _____ day of _____, 2020.

**CITY OF ST. AUGUSTINE, FLORIDA,
a municipal corporation**

ATTEST:

By: _____
Tracy Upchurch, Mayor-Commissioner

Darlene Galambos, City Clerk
(S E A L)

.....

I HEREBY CERTIFY that on this day, personally appeared before me, an officer duly authorized to administer oaths and take acknowledgments, **TRACY UPCHURCH**, by means of [] physical presence or [] online notarization, 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 _____, 2020.

Notary Public, State of Florida
(S E A L)

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John P. Regan, City Manager

DATE: October 30, 2020

RE: **MARLOWE V. CITY OF ST. AUGUSTINE – INVOICE FOR PROFESSIONAL SERVICES**

Enclosed please find Invoice No. 10-2020-10-1743 dated October 30, 2020 from Cavendish Partners, P.A. for legal services rendered in August, September, and October 2020 regarding the Marlowe v. City of St. Augustine matter.

The amount currently due is **\$14,761.00**. We have reviewed the billing and submit same to you for placement on the consent agenda for the November 9, 2020 City Commission meeting.

*WITH THIS INVOICE THE TOTAL EXPENDED TO DATE FOR ATTORNEY'S
FEES AND COSTS ON THIS MATTER EQUALS \$56,565.40.*

Thank you.



Isabelle C. Lopez
City Attorney

/sl
Attachment

xc: Meredith Breidenstein, Assistant City Manager
Denise C. May, Assistant City Attorney
Darlene Galambos, City Clerk
Mark Simpson, Financial Services

CAVENDISH PARTNERS

P.A.

200 West Forsyth Street, Suite 1610
Jacksonville, FL 32202

INVOICE

Date: 10/30/2020
Invoice #: 10-2020-10-1743
Matter: Marlowe
File #: 1743

INVOICE TOTAL AND BALANCE DUE **\$14,761.00**

Bill To:
Isabelle Lopez, City Attorney
75 King Street
P.O. Box 210
St Augustine, FL 32085

Due Date: 11/30/2020

Please Remit Payment To:
Cavendish Partners, P.A.
200 West Forsyth Street
Suite 1610
Jacksonville, FL 32202

**PAYMENTS RECEIVED AFTER 10/30/2020 ARE
NOT REFLECTED IN THIS BALANCE DUE INVOICE**