

**CITY OF ST. AUGUSTINE CITY COMMISSION  
REGULAR MEETING AGENDA  
MONDAY, MAY 24, 2021 - 5:00 PM  
ALCAZAR ROOM**

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**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. Annual Citizenship Awards - Graduating Seniors/2021:**

- |                    |                                           |
|--------------------|-------------------------------------------|
| • Abigail Huber    | Bartram Trail High School                 |
| • Jacob Douberly   | Creekside High School                     |
| • Ja'Myra Harris   | Florida School for the Deaf and the Blind |
| • Peyton Gatlin    | Pedro Menendez High School                |
| • Lucy Morfit      | Ponte Vedra High School                   |
| • Devon Philcox    | St. Augustine High School                 |
| • Seth Bowman      | St. Johns Technical High School           |
| • Chiara Brambilla | St. Joseph Academy                        |

**3.B. Proclamation 2021-06 - Proclaiming June 2021 as Pride Month. (N. Sikes-Kline, Vice Mayor)**

**Proclamation 2021-11 - Proclaiming May 2021 as National Drug Court Month. (N. Sikes-Kline, Vice Mayor)**

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

- ◆ 3 minutes per individual

**5. CONSENT AGENDA**

**6. APPEALS**

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

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

**7.A. General Public Presentations**

**7.B. Items of Great Public Importance**

**7.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 2021-10:** Amends certain sections of Chapter 8 and updates portions of the City Code. (*R. Schauland, Building Official*)

**9.A.2. Ordinance 2021-11:** Provides for administrative procedures for various categories of real estate acquisitions by the City. (*I. Lopez, City Attorney*)

**9.B. Resolutions**

**10. STAFF REPORTS AND PRESENTATIONS**

**11. ITEMS BY CITY ATTORNEY**

**12. ITEMS BY CITY CLERK**

**13. ITEMS BY CITY MANAGER**

**14. ITEMS BY MAYOR AND COMMISSIONERS**

**15. ADJOURN**

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

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**CONSENT AGENDA - MAY 24, 2021**

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**CA.1.** Preview of upcoming Commission meetings.

**CA.2. THE FOLLOWING ORDINANCES ARE TENTATIVELY SCHEDULED FOR SECOND READING ON JUNE 14, 2021:**

- Ordinance 2021-10
- Ordinance 2021-11

**CA.3. Reminder of Upcoming Meetings:**

- June 14, 2021, 5pm, City Commission Meeting
- June 21, 2021, 3pm, Special Meeting, Discussion of 2022 Budget Assumptions (Revenues)
- June 28, 2021, 5pm, City Commission Meeting

**CA.4. APPROVAL OF MINUTES FROM PRIOR COMMISSION MEETINGS: NONE**

**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 Contract between the City and the School Board for two resource officers for the City elementary schools. *(M. Breidenstein, Assistant City Manager)*

**CA.9.** Annual report evaluating the progress of the implementation of the floodplain management plan. *(R. Franklin, Director Public Works)*

**CA.10.** Invoices for payment:

|                          |              |            |
|--------------------------|--------------|------------|
| Cavendish Partners, P.A. | Marlowe Case | \$1,189.00 |
| Cavendish Partners, P.A. | Masci Case   | \$4,757.08 |

*End Consent Agenda*

**CITY OF ST. AUGUSTINE, FLORIDA**

**MEMORANDUM**

**TO:** Lucy Fountain  
**DATE:** May 11, 2021  
**RE:** **2021 City Commission Citizenship Awards**

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The students and their schools are listed below with regard to the 2021 City Commission Citizenship Awards. Each student will receive a plaque, lapel pin and small stipend check.

|                                                         |                  |
|---------------------------------------------------------|------------------|
| Bartram Trail High School                               | Abigail Huber    |
| Creekside High School                                   | Jacob Douberly   |
| Florida School for the Deaf & Blind-<br>Deaf Department | Ja'Myra Harris   |
| Pedro Menendez High School                              | Peyton Gatlin    |
| Ponte Vedra High School                                 | Lucy Morfit      |
| St. Augustine High School                               | Devon Philcox    |
| St. Johns Technical High School                         | Seth Bowman      |
| St. Joseph Academy                                      | Chiara Brambilla |

All but two county high schools have submitted a candidate this year. I would like this award ceremony placed on the May 24 City Commission meeting agenda.

Let me know if you have any questions.

  
\_\_\_\_\_  
Kimberly Mayo  
Event & Venue Coordinator, Public Affairs  
City of St. Augustine



Est. 1565

# City of St. Augustine

La Lealísima y Valerosa Ciudad de San Agustín de la Florida

## PROCLAMATION

***WHEREAS**, 234 years ago, our founding fathers wrote the United States Constitution whose preamble states, "We the people, in Order to form a more perfect union, establish justice, insure domestic tranquility, provide for the common defense, promote the general welfare, and secure the blessings of liberty to ourselves and our posterity, do ordain and establish this Constitution for the United States of America;" and*

***WHEREAS**, the United States of America has made significant progress toward a more perfect union, this progress has not come all at once, and our country still strives to establish justice, welfare, liberty, and tranquility for all; and*

***WHEREAS**, on June 26, 2015, the United States Supreme Court held that the fundamental right to marry belongs to same-sex couples in all 50 states, a victory for all who fought for equality and recognition of their unions; and*

***WHEREAS**, lesbian, gay, bi-sexual, transgender, queer/questioning, intersex, and asexual (LGBTQIA) people are valued members of our families, community, and history; and*

***WHEREAS**, we must continue to support the rights of every citizen to experience equality and freedom from discrimination and recognize the continued need for education and awareness to end discrimination and prejudice.*

***NOW, THEREFORE**, the City Commission of the City of St. Augustine does hereby proclaim June 2021, as **PRIDE MONTH** in the City of St. Augustine, and urges all our citizens to stand as an ally with our friends and neighbors in the face of prejudice wherever it exists, and to embrace the great diversity within our community.*

***IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the City of St. Augustine to be affixed this 14th day of June in the year of our Lord two thousand and twenty-one and the four hundred and fifty-fifth year of the founding of St. Augustine, the Nation's Oldest City.*

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Tracy Upchurch, Mayor



Est. 1565

# City of St. Augustine

La Lealísima y Valerosa Ciudad de San Agustín de la Florida

## PROCLAMATION

***WHEREAS**, 2021 marks the 32nd Anniversary of the Miami-Dade Drug Court, the first Drug Court in the nation. That court sparked a national revolution that changed the face of the American Justice System; and*

***WHEREAS**, for the past thirty years Drug Courts have served 1.5 million individuals, restored lives, reunited families and made communities across this nation safer; and*

***WHEREAS**, Drug Courts are now recognized as the most successful criminal justice intervention in our nation's history; and*

***WHEREAS**, treatment courts significantly improve substance-abuse treatment outcomes, substantially reduce substance abuse and crime, and do so at less expense than any other criminal justice strategy; and*

***WHEREAS**, 75% of treatment court graduates will never see another pair of handcuffs and saves an average of \$6,000 for every individual served; and*

***WHEREAS**, Drug Courts demonstrate that when one person rises out of drugs and crime, we ALL rise and the time has come to put a Drug Court within reach of every eligible person in need.*

*Now **therefore**, we, the St. Augustine City Commission hereby proclaims May 2021 as “**NATIONAL DRUG COURT MONTH**” in the City of St. Augustine, recognizing the successful work of the practitioners and participants of Drug Court Programs and urges all citizens to join in recognizing the significant contributions of drug courts, and to congratulate drug court graduates this year.*

***IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the City of St. Augustine to be affixed this 24th day of May in the year of our Lord two thousand and twenty-one and the four hundred and fifty-fifth year of the founding of St. Augustine, the Nation's Oldest City.*

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Tracy Upchurch, Mayor

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John Regan, P.E.  
City Manager

DATE: May 24, 2021

RE: **Ordinance 2021-10 -Amending certain sections of Chapter 8 – Buildings and Building Regulations (First Reading)**

Ordinance 2021-10 amends and updates the City Code, Chapter 8, Article V - Floodplain Management. These changes address new requirements from the Federal Emergency Management Agency (FEMA) so that the City can maintain its Class 5 classification in the Community Rating System (CRS).

Ordinance 2021-10 also updates Chapter 8, Article III - Coastal Construction to address the Coastal Construction Control Line as well as updating the Flood Insurance Study date, and finally, it removes regulations that are no longer needed to be referenced in our City Code because they are now requirements of the Florida Building Codes.

The City of St. Augustine participates in the federal CRS which allows for discounts to be given to property owners on their flood insurance. Currently, property owners receive a 25% discount if their property is within the Special Flood Hazard Area because the City has a CRS classification of Class 5. At the beginning of this year, FEMA updated its prerequisites for certain classifications, which requires a local code update.

The FEMA updated prerequisite requires all communities to adopt and enforce a 1-foot freeboard requirement for all residential buildings. The City adopted this requirement in 2017, and it was adopted into the Florida Building Code the following year. This adoption did not include manufactured homes in manufactured home parks or subdivisions. Manufactured homes in manufactured home subdivisions currently have a different building elevation requirement than other residential structures in our ordinance. Ordinance 2021-10 removes this language and requires manufactured homes in manufactured home subdivisions to be elevated in the same manner as any other residential building. The City does not have any manufactured home parks or subdivisions, but it is necessary to keep the City consistent with FEMA requirements

The Coastal Construction Control Line update gives requirements for all construction seaward of the Coastal Construction Control Line. Within the City limits, this control line is only within the dune areas of Anastasia State Park, where new construction on state lands is unlikely. This update will make our City Code consistent with the Florida Building Codes.

Ordinance 2021-10 will identify the date of the currently adopted Flood Insurance Study (FIS) and we have included language to recognize future updates to the FIS that may occur from time to time. The FIS contains the Flood Insurance Rate Maps (FIRM), or flood maps, and the data that is used to determine the flood zones and base flood elevations.

Finally, Ordinance 2021-10 will update the code to remove some local higher regulatory standards in our City Code that have become mandatory in the Florida Building Codes. These standards do not need to be spelled out in the City Code anymore since they are State Building Code requirements.

On May 11, 2021, The Code Enforcement Adjustments and Appeals Board reviewed Ordinance 2021-10 and made a positive recommendation to amend the code.

Please place Ordinance 2021-10 on the May 24, 2021 City Commission agenda for first reading.

If you have any questions, please let me know.



Richard "Buddy" Schauland, CBO, CFM  
Building Official

## **ORDINANCE NO. 2021-10**

**AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA AMENDING CHAPTER 8, ARTICLE II ADOPTED BUILDING CODES; ARTICLE III COASTAL CONSTRUCTION, AND ARTICLE V FLOODPLAIN MANAGEMENT OF THE CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING CRITERIA FOR ACCESSORY STRUCTURES IN FLOOD HAZARD AREAS; TO SPECIFY ELEVATION OF MANUFACTURED HOMES IN FLOOD HAZARD AREAS; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Legislature of the State of Florida has, in Section 166.041, Florida Statutes, conferred upon local governments the authority to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

**WHEREAS**, the Federal Emergency Management Agency released FEMA Policy #104-008-03 Floodplain Management Requirements for Agricultural Structures and Accessory Structures and the City Commission has determined it appropriate to adopt regulations that are consistent with the FEMA Policy to allow issuance of permits for wet floodproofed accessory structures that are not larger than the sizes specified in the FEMA Policy; and

**WHEREAS**, City of St. Augustine participates in the National Flood Insurance Program and participates in the NFIP's Community Rating System, a voluntary incentive program that recognizes and encourages community floodplain management activities that exceed the minimum program requirements, achieving a CRS rating of Class 5; and

**WHEREAS**, in 2020 the NFIP Community Rating System established certain minimum prerequisites for communities to qualify for or maintain class ratings of Class 8 or better and to satisfy the prerequisite and for the City to maintain the current CRS rating, all manufactured homes installed or replaced in special flood hazard areas must be elevated such that the lowest floors are at or above at least the base flood elevation plus 1 foot, which necessitates modification of the existing requirements; and

**WHEREAS**, the City Commission determined that it is in the public interest to amend the floodplain management regulations to better protect owners and occupants of

manufactured homes and to continue participating in the Community Rating System at the current class rating.

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

Section 1. Amendment to Chapter 8, Article II, Section 8-117. Chapter 8, Article II, Section 8-117 of the Code of the City of St. Augustine is hereby amended as follows:

**"Sec. 8-117. - Amendments of the Florida Building Code, residential.**

- (a) The Florida Building Code, Residential, ~~7<sup>th</sup> Edition (2020)~~6<sup>th</sup> Edition (2017), and all subsequent amendments and revisions, is adopted and incorporated by reference as the residential building code for the city.

~~(b) R322.2.1 Elevation requirements.~~

- ~~1. Buildings and structures in flood hazard areas not designated as Coastal A Zones shall have the lowest floors elevated to or above the base flood elevation plus 1 foot or the design flood elevation, whichever is higher.~~
- ~~2. Buildings and structures in flood hazard areas designated as Coastal A Zones shall have the lowest floors elevated to or above the base flood elevation plus 1 foot (305 mm), or to the design flood elevation, whichever is higher.~~
- ~~3. In areas of shallow flooding (AO Zones), buildings and structures shall have the lowest floor (including basement) elevated at least as high above the highest adjacent grade as the depth number specified in feet on the FIRM plus 1 foot, or at least 3 feet if a depth number is not specified.~~
- ~~4. Basement floors that are below grade on all sides shall be elevated to or above the base flood elevation plus 1 foot or the design flood elevation, whichever is higher.~~

~~Exception: Enclosed areas below the design flood elevation, including basements whose floors are not below grade on all sides, shall meet the requirements of Section R322.2.2.~~

- ~~(e)~~(b) R322.2.3.1 *Foundation requirements.* In addition to the requirements of this section:

Construction documents shall include documentation that is prepared and sealed by a registered design professional that the design and methods of construction resist flood loads and meet the requirements of this section.

~~(d) R322.3.2 Elevation requirements.~~

- ~~1. All buildings and structures erected within coastal high hazard areas shall be elevated so that the lowest portion of all structural members supporting the lowest floor, with the exception of piling, pile caps, columns, grade beams and bracing, is elevated to or above the base flood elevation plus 1 foot or the design flood elevation, whichever is higher.~~
- ~~2. Basement floors that are below grade on all sides are prohibited.~~
- ~~3. The use of fill for structural support is prohibited.~~

~~4. Minor grading, and the placement of minor quantities of fill, shall be permitted for landscaping and for drainage purposes under and around buildings and for support of parking slabs, pool decks, patios and walkways.~~

~~Exception: Walls and partitions enclosing areas below the design flood elevation shall meet the requirements of Sections R322.3.4 and R322.3.5."~~

Section 2. Amendment to Chapter 8, Article III, Sections 8-201, 8-202, 8-203, and 8-204. Chapter 8, Article III, Sections 8-201, 8-202, 8-203, and 8-204 of the Code of the City of St. Augustine are hereby amended as follows:

**"Sec. 8-201. - Definitions.**

In construing this section, the definitions contained in Chapter 23 of the Code of the City of St. Augustine, and the following definitions shall apply:

...

~~Substantial improvement means any repair, reconstruction, rehabilitation, or improvement of a structure, where the actual cost of the improvement or repair of the structure to its pre-damage condition equals or exceeds, over a five-year period, a cumulative total of fifty (50) percent of the market value of the structure either:~~

~~(1) Before the improvement or repair is started; or~~

~~(2) If the structure has been damaged and is being restored, before the damage occurred.~~

~~The cumulative total cost does not include nonstructural interior finishings or roof coverings except when determining whether the structure has been substantially improved as a result of a single improvement or repair.~~

~~For the purposes of this definition, "substantial improvement" is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure. The term does not, however, include either any project for improvement of a structure to comply with existing state or local health, sanitary, or safety code specifications which are solely necessary to assure safe living conditions or any alteration of a structure listed on the National Register of Historic Places or the state inventory of historic places."~~

**Sec. 8-202. - Construction requirements; major structures.**

The design and construction requirements for major structures are in the Florida Building Code, Section 3109.

~~(a) In addition to conforming to the city building code, all major structures shall be designed, constructed, and located in compliance with National Flood Insurance Program regulations as found in 44 C.F.R. Parts 59 and 60, or the city floodplain management code, whichever is more restrictive. Major structures, except mobile homes, shall, at a minimum be designed and constructed in accordance with the city building code using a fastest mile wind velocity of one hundred ten (110) miles per hour. Mobile homes shall conform to the Federal Mobile Home Construction and Safety Standards or the Uniform Standards Code ANSI book A-119.1, pursuant to F.S. § 320.823.~~

~~(b) Foundation design and construction of a major structure shall consider all anticipated loads resulting from a 100-year storm event, including wave, hydrostatic, and hydrodynamic loads acting simultaneously with live and dead loads. Erosion computations for foundation design shall account for all vertical and lateral erosion and scour-producing forces, including localized scour due to the presence of structural components. Foundation design and construction shall provide for adequate bearing capacity taking into consideration the anticipated loss of soil above the design grade as a result of localized scour. The erosion computations required by this paragraph do not apply landward of coastal construction control lines established pursuant to F.S. Ch. 161, which have been established or updated since June 30, 1980.~~

**Sec. 8-203. - Construction requirements; minor structures.**

Minor structures shall be designed, constructed, and located in compliance with Chapter 8, Article V Floodplain Management with National Flood Insurance Program regulations as found in 44 C.F.R. Parts 59 and 60, or the city floodplain management code, whichever is more restrictive, and the applicable provisions of the city building code. Such structures shall be designed to produce the minimum adverse impact on the beach and the dune system and adjacent properties and to reduce the potential for water or wind blown material. Construction of a rigid coastal or shore protection structure designed primarily to protect a minor structure shall not be permitted.

**Sec. 8-204. - Construction requirements; nonhabitable major structures.**

Nonhabitable major structures shall be designed, constructed, and located in compliance with Chapter 8, Article V Floodplain Management—National Flood Insurance Program regulations as found in 44 C.F.R. Parts 59 and 60 or the city floodplain management code, whichever is more restrictive, and the applicable provisions of the city building code. Such structures shall be designed to produce the minimum adverse impact on the beach and dune system and shall comply with any applicable state and local standards not found in this section. All sewage treatment plants and public water supply systems shall be floodproofed to prevent infiltration of surface water from a 100-year storm event. Underground utilities, excluding pad transformers and vaults, shall be floodproofed to prevent infiltration of surface water from a 100-year storm event or shall otherwise be designed so as to function when submerged by such storm event.”

Section 3. Amendment to Chapter 8, Article V, Section 8-410. Chapter 8, Article V, Section 8-410 of the Code of the City of St. Augustine is hereby amended as follows:

**“Sec. 8-410. - Basis for establishing flood hazard areas.**

The Flood Insurance Study for St. Johns County, Florida and Incorporated Areas dated December 7, 2018—July 18, 2014, and all subsequent amendments and revisions, and the accompanying flood insurance rate maps (FIRM), and all subsequent amendments and revisions to such maps, are adopted by reference as a part of this article and shall serve as the minimum basis for establishing flood hazard areas. Studies and maps that establish flood hazard areas are on file at the Planning and Building Department, 75 King Street.”

Section 4. Amendment to Chapter 8, Article V, Section 8-460. Chapter 8, Article V, Section 8-460 of the Code of the City of St. Augustine is hereby amended as follows:

**“Sec. 8-460. - Definitions.**

Accessory structure. A structure on the same parcel of property as a principal structure and the use of which is incidental to the use of the principal structure. For floodplain management purposes, the term includes only accessory structures used for parking and storage.

...

~~Existing manufactured home park or subdivision.~~ A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before October 6, 1972.

~~Expansion to an existing manufactured home park or subdivision.~~ The preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

...

~~Market value.~~ The price at which a property will change hands between a willing buyer and a willing seller, neither party being under compulsion to buy or sell and both having reasonable knowledge of relevant facts. As used in this article, the term refers to the market. ~~The~~ value of buildings and structures, excluding the land and other improvements on the parcel. Market value ~~may be established by a qualified independent appraiser,~~ is the actual cash value (like-kind replacement cost depreciated for age, wear and tear, neglect, and quality of construction) determined by a qualified independent appraiser, or tax assessment value established by the St. Johns County Property Appraiser plus ten (10) percent. Appraisals by qualified independent appraisers shall not use the "income capitalization approach," which based value on the use of the property and not on the structure.

...

~~New manufactured home park or subdivision.~~ A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after October 6, 1972.

...”

Section 5. Amendment to Chapter 8, Article V, Sections 8-475, 8-477, 8-480, and 8-481. Chapter 8, Article V, Sections 8-475, 8-477, 8-480, and 8-481 of the Code of the City of St. Augustine are hereby amended as follows:

**“Sec. 8-475. - Foundations.**

All new manufactured homes and replacement manufactured homes installed in flood hazard areas shall be installed on permanent, reinforced foundations that:

- (1) In flood hazard areas (zone A) other than coastal high hazard areas, are designed in accordance with the foundation requirements of the Florida Building Code, Residential Section R322.2 and this article. ~~Foundations for manufactured homes subject to section 8-479 of this article are permitted to be reinforced piers or other foundation elements of at least equivalent strength.~~
- (2) In coastal high hazard areas (zone V), are designed in accordance with the foundation requirements of the Florida Building Code, Residential Section R322.3 and this article."

**"Sec. 8-477. - Elevation.**

~~All manufactured homes that are placed, replaced, or substantially improved in flood hazard areas shall be elevated such that the bottom of the frame is at or above the elevation required, as applicable to the flood hazard area, in the Florida Building Code, Residential Section R322.2 (Zone A) or R322.3 (Zone V and Coastal A Zone). Manufactured homes that are placed, replaced, or substantially improved shall comply with section 8-478 of this article, as applicable.~~

**Sec. 8-478. - General elevation requirement.**

~~Unless subject to the requirements of section 8-479 of this article, all manufactured homes that are placed, replaced, or substantially improved on sites located: (a) outside of a manufactured home park or subdivision; (b) in a new manufactured home park or subdivision; (c) in an expansion to an existing manufactured home park or subdivision; or (d) in an existing manufactured home park or subdivision upon which a manufactured home has incurred "substantial damage" as the result of a flood, shall be elevated such that the bottom of the frame is at or above the elevation required, as applicable to the flood hazard area, in the Florida Building Code, Residential Section R322.2 (Zone A) or Section R322.3 (Zone V).~~

**Sec. 8-479. - Elevation requirement for certain existing manufactured home parks and subdivisions.**

~~Manufactured homes that are not subject to section 8-478 of this article, including manufactured homes that are placed, replaced, or substantially improved on sites located in an existing manufactured home park or subdivision, unless on a site where substantial damage as result of flooding has occurred, shall be elevated such that either the:~~

- ~~(1) Bottom of the frame of the manufactured home is at or above the elevation required, as applicable to the flood hazard area, in the Florida Building Code, Residential Section R322.2 (Zone A) or Section R322.3 (Zone V); or~~
- ~~(2) Bottom of the frame is supported by reinforced piers or other foundation elements of at least equivalent strength that are not less than thirty-six (36) inches in height above grade."~~

**"Sec. 8-~~480~~478. - Enclosures.**

Enclosed areas below elevated manufactured homes shall comply with the requirements of the Florida Building Code, Residential Section R322.2 or R322.3 for such enclosed areas, as applicable to the flood hazard area.

**Sec. 8-481479. - Utility equipment.**

Utility equipment that serves manufactured homes, including electric, heating, ventilation, plumbing, and air conditioning equipment and other service facilities, shall comply with the requirements of the Florida Building Code, Residential Section R322, as applicable to the flood hazard area."

Section 6. Creation of Chapter 8, Article V, Section 8-499. Chapter 8, Article V, Section 8-499 of the Code of the City of St. Augustine is hereby created as follows:

**Sec. 8-499. – Accessory structures.**

Accessory structures are permitted below the base flood elevation provided the accessory structures are used only for parking or storage and:

- (1) If located in special flood hazard areas (Zone A/AE) other than coastal high hazard areas, are one-story and not larger than 600 sq. ft. and have flood openings in accordance with Section R322.2 of the Florida Building Code, Residential.
- (2) If located in coastal high hazard areas (Zone V/VE), are not located below elevated buildings and are not larger than 100 sq. ft.
- (3) Are anchored to resist flotation, collapse or lateral movement resulting from flood loads.
- (4) Have flood damage-resistant materials used below the base flood elevation plus one (1) foot.
- (5) Have mechanical, plumbing and electrical systems, including plumbing fixtures, elevated to or above the base flood elevation plus one (1) foot.

Section 7. 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 repealed language shall be removed and that the sections of this ordinance may be re-numbered 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 8. Conflict with Other Ordinances. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

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

**PASSED** by the City Commission of the City of St. Augustine, Florida, this \_\_\_\_\_  
day of \_\_\_\_\_, 2021.

ATTEST:

\_\_\_\_\_  
Tracy Upchurch, Mayor-Commissioner

\_\_\_\_\_  
Darlene Galambos, City Clerk  
(SEAL)

# City Commission

May 24, 2021

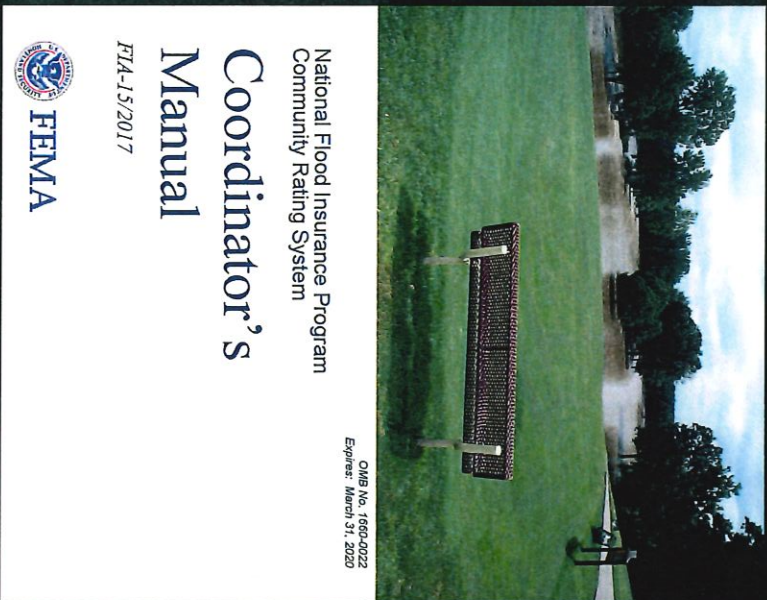


# City Commission

## Ordinance No. 2021-10



## Ordinance No. 2021-10



## Ordinance No. 2021-10

# Chapter 8 – Building and Building Regulations

## Article III – Coastal Construction



## Ordinance No. 2021-10



CITY OF  
**STAUGUSTINE**  
— 181 1566 —

## Ordinance No. 2021-10

### COASTAL CONSTRUCTION CONTROL LINE.

The line established by the State of Florida pursuant to Section 161.053, Florida Statutes, and recorded in the official records of the respective county and which defines that portion of the beach-dune system subject to severe fluctuations based on a 100-year storm surge, storm waves or other predictable weather conditions.



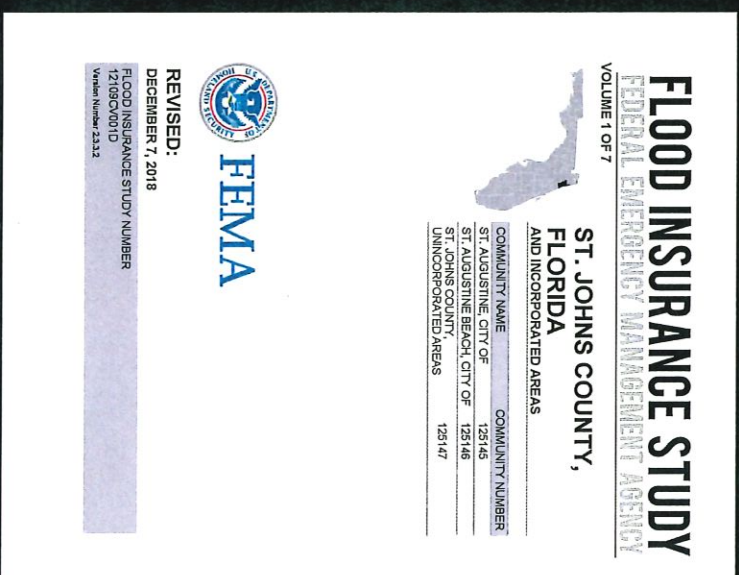
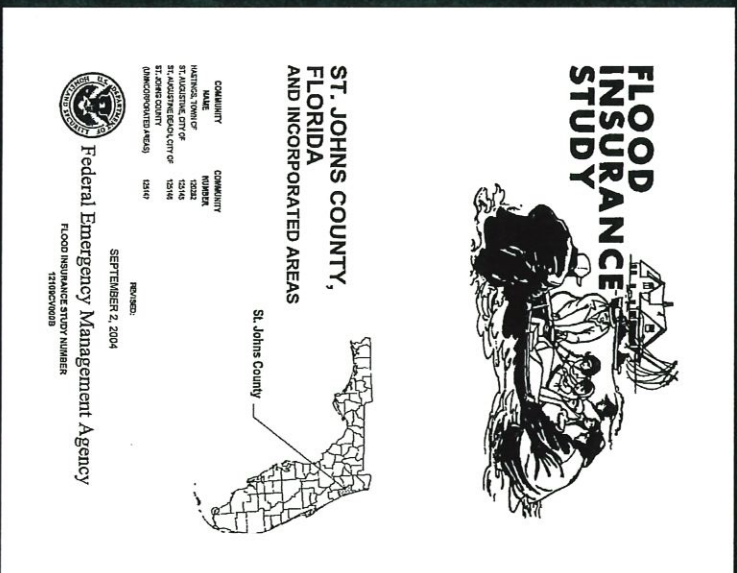
## Ordinance No. 2021-10



# Ordinance No. 2021-10



# Ordinance No. 2021-10



## Ordinance No. 2021-10

### **Sec. 8-410. - Basis for establishing flood hazard areas.**

The Flood Insurance Study for St. Johns County, Florida and Incorporated Areas dated July 18, 2011, and **all subsequent amendments and revisions...**



## Ordinance No. 2021-10

### ORDINANCE NO. 2021-10

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA AMENDING CHAPTER 8, ARTICLE II ADOPTED BUILDING CODES; ARTICLE III COASTAL CONSTRUCTION, AND ARTICLE V FLOODPLAIN MANAGEMENT OF THE CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING CRITERIA FOR ACCESSORY STRUCTURES IN FLOOD HAZARD AREAS; TO SPECIFY ELEVATION OF MANUFACTURED HOMES IN FLOOD HAZARD AREAS; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING AN EFFECTIVE DATE.



## Ordinance No. 2021-10

### **Section 1. Amendment to Chapter 8, Article II, Section 8-117:**

- Update to the current code cycle.
- Remove the freeboard requirement due to it being required in FBC, Residential:
  - R322.2.1 – requirement for A flood zones.
  - R322.3.2 – requirement for V flood zones.



## Ordinance No. 2021-10



## Ordinance No. 2021-10

### **Section 2. Amendment to Chapter 8, Article III, Sections 8-201, 8-202, 8-203, and 8-204:**

- Sec. 8-201 – removes definition of substantial improvement from this section.
- Sec. 8-202 – removes all the language. Refers construction requirements to FBC.
- Sec. 8-203 and 8-204 – directs to Floodplain Management article.



## Ordinance No. 2021-10

### **Section 3. Amendment to Chapter 8, Article V, Section 8-410:**

- Updates the Flood Insurance Study date.



## Ordinance No. 2021-10

### **Section 4. Amendment to Chapter 8, Article V, Section 8-460:**

- Adds definition for accessory structures.
- Removes definitions for:
  - Existing manufactured home park and subdivision.
  - Expansion of an existing manufactured home park and subdivision.
  - New manufactured home park and subdivision.
- Updates definition of market value.



## Ordinance No. 2021-10

### **Section 5. Amendment to Chapter 8, Article V, Sections 8-475, 8-477, 8-480, and 8-481:**

- Sec. 8-475 – removes foundation requirement.
- Sec. 8-477 – removes separate elevation requirement, adds elevation requirement as all other residential structures.
- Sec. 8-478 and 8-479 – separate elevation requirements language removed.
- Sec. 4-480 and 4-481 – renumbered to 8-478 and 8-479.



## Ordinance No. 2021-10

### **Section 6. Amendment to Chapter 8, Article V, Section 8-499:**

- Added to identify requirements for accessory structures.



## Ordinance No. 2021-10

If this amendment to Chapter 8 is adopted:

- It is sent to the Florida Department of Emergency Management (FDEM)
- FDEM approves the change, sends to FEMA
- FEMA approves the change



## Ordinance No. 2021-10

### ORDINANCE NO. 2021-10

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA AMENDING CHAPTER 8, ARTICLE II ADOPTED BUILDING CODES; ARTICLE III COASTAL CONSTRUCTION, AND ARTICLE V FLOODPLAIN MANAGEMENT OF THE CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING CRITERIA FOR ACCESSORY STRUCTURES IN FLOOD HAZARD AREAS; TO SPECIFY ELEVATION OF MANUFACTURED HOMES IN FLOOD HAZARD AREAS; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING AN EFFECTIVE DATE.



**CITY OF ST. AUGUSTINE**

**MEMORANDUM**

TO: John P. Regan, City Manager

DATE: May 13, 2021

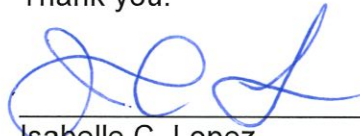
RE: **ORDINANCE 2021-11: REAL ESTATE ACQUISITION PROCEDURES**

Ord. 2021-11 provides for administrative procedures for various categories of real estate acquisitions by the City. The procedures are progressive in that smaller purchases, those below \$50,000, would be delegated to the City Manager's authority, while larger purchases require City Commission approval. Small purchases may include easements needed for roadway or utility projects, or small fee simple purchases to address the siting of utilities or traffic control devices. Purchases between \$50,000 and \$250,000 would come to the City Commission for approval with evidence of valuation and a staff analysis, but would not require a formal appraisal. Purchases between \$250,000-1,000,000 would require a formal appraisal, and those beyond \$1,000,000 would require two appraisals.

The proposed ordinance also creates an additional category for purchases of real estate that are deemed of a paramount public purpose or essential to the needs of the City. Those purchases would give the City Commission the latitude it has under Florida law and our Charter to negotiate a price from a willing seller without necessarily requiring the appraisal valuation to meet the purchase price. There are situations where a particular location or type of real estate interest may be more valuable to the City than a static appraisal would suggest, and this would outline the process to address these situations by providing the City Commission with a staff analysis, evidence of valuation and broad flexibility to address key City needs.

Please place Ordinance 2021-11 on the regular City Commission agenda for first reading on May 24, 2021.

Thank you.



Isabelle C. Lopez  
City Attorney

Attachment

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

**Agenda Title:**

Administrative procedures for various categories of real estate acquisitions by the City.

## ORDINANCE NO. 2021-11

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA, CREATING CHAPTER 2, ARTICLE I, SECTION 2-2 PROVIDING PROCEDURES FOR REAL ESTATE ACQUISITIONS BY THE CITY; PROVIDING FOR SEVERABILITY OF PROVISIONS; PROVIDING FOR CODIFICATION; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE.

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

**WHEREAS**, the Municipal Home Rule Powers Act provides for the broad exercise of home rule powers granted by the Florida Constitution; and,

**WHEREAS**, the City Charter at Section 3.02(c) provides that the City of St. Augustine may acquire property for any of the uses, needs, and purposes of the City; and,

**WHEREAS**, the City Charter at Section 2.02 vests in the members of the City Commission the authority of the governing body of the City; and,

**WHEREAS**, the City Charter at Sections 4.11-4.13 provides that the City Manager is delegated the authority to properly administer the affairs of the City at the direction of the City Commission, to be the chief purchasing agent for the City, and to manage all public works and public buildings; and,

**WHEREAS**, the City Commission for the City of St. Augustine finds that it is in the best interest of public health, safety, and general welfare that the following amendments be adopted consistent with the requirements of Section 166.021(4), Florida Statutes.

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

Section 1. Creating Chapter 2, Article I, Section 2-2. Chapter 2, Article I, Section 2-2 of the Code of the City of St. Augustine, Florida, is hereby created as follows:

**"Sec. 2-2. – Real estate acquisition procedures.**

**The following procedures are hereby adopted for the purchase of real property by the City of St. Augustine, whether for fee simple or other property rights in the subject real property, such as, but not limited to, easements:**

- 1) Purchase price not to exceed \$50,000.00: Staff analysis of need for the property, negotiated agreement with seller, approval by the City Manager.**
- 2) Purchase price over \$50,000.00 but not more than \$250,00.00: Evidence of valuation, staff analysis of need for the property, negotiated agreement with seller, approval by the City Commission.**

- 3) Purchase price over \$250,000.00 but not more than \$1,000,000.00: Minimum of one (1) appraisal, negotiated agreement with seller, approval by the City Commission.
- 4) Purchase price of over \$1,000,000.00: Minimum of two (2) appraisals, negotiated agreement with seller, approval by the City Commission.
- 5) Paramount public purpose or essential government need real estate purchase: Evidence of valuation, justification by City Manager of paramount public purpose or essentiality needs of the City for the particular purchase, negotiated agreement with seller, findings and approval by the City Commission. This category of real estate purchase may be approved by the City Commission due to an identified essential need for the purchase even if the purchase price exceeds the evidence of valuation.

If the City chooses to utilize the public records exemption for appraisals, offers and counteroffers it receives relating to the purchase of real property it must comply with the monetary thresholds and the requirements of Chapter 166.045, Florida Statutes.

These procedures are intended to apply only in instances of voluntary negotiations of a willing buyer and willing seller, and are not intended to apply in eminent domain proceedings.

These procedures are adopted pursuant to the city commission's broad home rule powers and charter authority, and are intended to be in addition to any other statutory authority, including but not limited to, public-private partnerships."

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

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

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

Section 5. Effective Date. This ordinance shall become effective 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 \_\_\_\_\_, 2021.

ATTEST:

\_\_\_\_\_  
Tracy Upchurch, Mayor-Commissioner

\_\_\_\_\_  
Darlene Galambos, City Clerk  
(SEAL)

CITY OF ST. AUGUSTINE

MEMORANDUM

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

FROM: Meredith Breidenstein  
Assistant City Manager

RE: Contract for School Resource Officers

DATE: May 14, 2021

The St. Augustine Police Department is requesting approval of an updated agreement between the St. Johns County School Board and the City to share the cost of two police (2) officers. This update reflects the cost adjustments for the upcoming year.

These two officers will continue to serve the school district for the period of time that the schools are in regular session at R.B. Hunt Elementary School and Ketterlinus Elementary School as Youth Resource Officers. The officers are utilized for security, education and enhance the public safety and welfare of City residents.

If you concur, please place this item on the Consent Agenda for the May 24, 2021 City Commission Agenda.



Meredith Breidenstein  
Assistant City Manager

## YOUTH RESOURCE OFFICER AGREEMENT

THIS AGREEMENT, made and entered into this \_\_\_\_ of June, 2021 and between the St. Johns County School Board (referred to herein as the School Board) and the City of St. Augustine (referred to herein as City).

### RECITALS

The School Board and the City, through the St. Augustine Police Department (SAPD), intend to provide law enforcement and related services to the public schools of St Johns County as hereafter described.

This Agreement sets forth the terms of the provision by SAPD of Youth Resource Officers (YROs) to the School Board for School Year 2021-2022.

The School Board and SAPD will mutually benefit from the YRO Program.

NOW THEREFORE, in consideration of the mutual covenants, the receipt and sufficiency of which are acknowledged, the parties agree:

### ARTICLE I.

A. **Provision of YROs.** The SAPD shall assign one regularly appointed and commissioned Police Officer to each of the following (2) schools for the period of time and days that the schools are in regular session, on the terms set forth in this Agreement.

#### 1. CONTRACT PERSONNEL ASSIGNMENTS

The SAPD agrees to provide, and the School Board agrees to pay the SAPD through the City for the cost of two (2) YROs to serve the School Board at the following schools.

- a) Ketterlinus Elementary School
- b) R.B. Hunt Elementary School

#### 2. FISCAL ISSUES

- a) A contract Unit for a Certified Officer is equal to \$53,783 (2 x \$53,783 = \$107,566).

### B. **Total Fiscal Impact.**

- 1. In consideration of the services provided herein, the School Board shall pay the sum of \$107,566 for the Youth Resource Program to the SAPD through the City.

**C. Selection of Youth Resource Officer.** The SAPD Police Chief or Police Chief's designee shall select the YRO on the basis of the following evaluation criteria:

1. The YRO must have the ability to deal effectively with students. The ages and social-economic, cultural, and racial composition the students of the particular school should be considered in making this evaluation.
2. The YRO must have the ability to present a positive image and symbol of the entire SAPD. A goal of the YRO Program is to foster a positive image of law enforcement officers among young people. Therefore, the personality, grooming and communication skills of the YRO should be of such nature so that a positive image of the SAPD is reflected. The YRO should sincerely want to work with the staff and students at the particular school to which he or she is assigned.
3. The YRO must have the ability to provide good quality education services in the area of law enforcement. The education, background, experience, interest level, and communication skills of the YRO must be of high caliber so that the YRO can effectively and accurately provide resource-teaching services.
4. The YRO must have the desire and ability to work cooperatively with the school Principal and his/her administrative staff.
5. The YRO must be a State Certified Law Enforcement Officer.

**D. Regular duty hours of Youth Resource Deputies.** Each YRO will be assigned to his/her school on a full-time basis of eight (8) hours on those days and during those hours that school is in regular session. The YRO may be temporarily reassigned at the direction of the Police Chief during school holidays and vacations, or during a period of law enforcement emergency.

If it is necessary for the assigned YRO to be absent from one of the (2) designated contract school sites for a full day, the SAPD shall give the school Principal immediate notification and will assign another Officer to the contracted school site.

**E. Duties of Youth Resource Officer.** While on duty, each YRO shall perform the following duties.

1. Speak to classes on the law, including search and seizure, criminal law, motor vehicle law, and other topics when arranged with the school Principal, or Principal's designee.
2. Act as a resource person in the area of law enforcement education at the request of the school Principal, or Principal's designee.

3. Conduct criminal investigations of violations of law on School Board property.
4. Provide school-based security and maintain the peace on School Board property.
5. Make arrests and referrals of criminal law violators.
6. Appear at State Attorney investigations, depositions, trials, and sentencing.
7. Coordinate Emergency Medical Service (EMS), crowd, and traffic control in cases of emergency.
8. Provide counseling to students on the request of the student, Principal or his/her designee.
9. Secure, handle, and preserve evidence.
10. Recover School Board property through cooperating with other law enforcement agencies.
11. Make referrals to social agencies.
12. Investigate bus stop incidents.
13. Provide special truancy investigations and prepare for prosecution.
14. Wear official SAPD uniform which shall be provided at the expense of the SAPD. However, civilian attire may be worn on such occasions as may be mutually agreed upon by the school Principal and the YRO with approval of the SAPD supervisor.
15. Perform such other duties as agreed upon by the school Principal and the YRO, so long as the performance of such duties are legitimately and reasonably related to the YRO program as described in the Agreement and so long as such duties are consistent with state and federal law and the policies of the SAPD.
16. Follow and conform to all School Board policies and procedures that do not conflict with the policies or procedures of the SAPD, and in particular, School Board Rule 5.13: Zero Tolerance for Crimes and Victimization.
17. Maintain Records and Reports according to SAPD Policy.

F. **Support services to be provided by the SAPD.** The SAPD will provide the following support services:

1. Maintain and deliver evidence to laboratories and court.

2. Maintain and file Uniform Crime Reporting records according to law.
3. Maintain a dispatch log with respect to calls for assistance.
4. Process all law enforcement related reports.
5. Provide each YRO with a vehicle and all other necessary or appropriate law enforcement equipment. The cost of purchasing, maintaining, and repairing such equipment provided under this Agreement shall be the responsibility of the SAPD.
6. Receive and dispatch complaints via telephone, walk-in, and radios.
7. Maintain copies of reports generated by YRO's in compliance with State and Federal laws.
8. Maintain fingerprints and photographs of arrestees in compliance with State and Federal laws.
9. Develop, implement, and evaluate security and emergency programs in cooperation with the School Board.
10. Conduct active shooter response drills at each site in cooperation with the School Board.
11. Coordinate with school administrators, staff, law enforcement agencies, and courts to promote order on school campuses.
12. Coordinate at the request of the Principal, or his/her designee, the scheduling of SAPD personnel at extracurricular activities including such after school security activities occurring on site for which reimbursement is due pursuant to SAPD Policy on Off Duty rates for a police officer and supervisor.
13. Make presentations to civic groups.
14. Provide and coordinate necessary in-service training for personnel.
15. Maintain Criminal Justice Standards as required by law.
16. Coordinate and participate with the School Safety Committee and Threat Assessment Team.
17. Coordinate with School Board in conducting annual FSSAT at school sites.
18. Provide a victim assistance program

19. Provide for emergency response after regular school hours.
20. Any activity requiring the services of the YRO occurring off campus shall be contingent on the approval of the Police Chief or his designee.
21. Work cooperatively with School Board Personnel in matters of mutual concern, including, but not limited to, school safety plans, matters of concern with personnel, at the direction of the Police Chief or his designee.
22. Provide quarterly statistical information to the School Board concerning law enforcement reports and/or activity related to the School Board.

**ARTICLE II.** The YRO shall be a commissioned Police Officer of the SAPD and not an employee of the School System. The SAPD shall be responsible for the appointment, training, discipline, and dismissal of its personnel.

**ARTICLE III.** The SAPD will be responsible for filing Workman's Compensation claims when accident or malicious intent inflicts an injury while the YRO is engaged in any law enforcement duty as outlined in this Agreement.

**A. Benefits.** The SAPD will provide the YRO with all benefits as commonly provided all members/appointees of the SAPD.

**ARTICLE IV.** The parties, their agents and employees will cooperate in good faith in fulfilling the terms of this Agreement. Unforeseen difficulties or questions will be resolved by negotiation between the Superintendent and the Sheriff or their designees.

**ARTICLE V.** Changes in the terms of this Agreement may be accomplished only by formal amendment in writing approved by the City on behalf of the SAPD and the School Board. This Agreement shall be reviewed each year, prior to renewal, for revisions or necessary amendments. This shall be accomplished in writing as provided for under Article IX.

**ARTICLE VI.** Any conflict with YRO and school administrators should be first addressed with school Principal and YRO Supervisor. If not resolved by Principal or YRO Supervisor, the issue can be addressed up the Chain of Command to the School Board's Superintendent and Police Chief. To dismiss a YRO from his/her position at his/her assigned school, the following procedure must be followed: The Principal will recommend to the Superintendent that the YRO be removed from the program at his/her school, stating the reasons for recommendation in writing. Within a reasonable period of time after receiving the recommendation to remove a YRO, the Superintendent, or designee, will meet with the Police Chief, or designee, to mediate or resolve any problem that may exist between the YRO and the staff at his/her assigned school. With the agreement of the Superintendent and the Police Chief, or their designees, the YRO or specified members of the staff from the school may be required to be present at the mediation meeting. If within a reasonable amount of time after commencement of mediation, the problem cannot be resolved or mediated in the opinion of both the Superintendent and Police Chief, or their designees, then the YRO will be

removed from the program at that school and a replacement will be selected as provided elsewhere in the Agreement.

**ARTICLE VII.** The term of this Agreement is one year, from July 1, 2021 through June 30, 2022. The school shall receive the YRO services described in ARTICLE I for the full term of this Agreement. The SAPD will provide emergency service at all times.

**ARTICLE VIII.** The School Board shall provide the YRO in each contracted and primary assignment school the following materials and facilities necessary to perform his/her duties:

1. If available, a private office, which is air-conditioned and properly lighted, with a telephone to be used for confidential business purposes. Confidential space will be provided for all law enforcement activity.
2. A location for files and records, which can be properly locked and secured.
3. A desk with drawers, a chair, worktable, filing cabinet, and office supplies (i.e., paper, pencils, pens, etc.)

**ARTICLE IX.** This Agreement may be terminated by either party upon (7) day's written notice that the other party failed substantially to perform in accordance with the terms and conditions of this Agreement through no fault of the party initiating termination. Either party upon (30) day's written notice may terminate this Agreement without cause. Termination of this Agreement may only be accomplished as provided herein. In the event this Agreement is terminated, compensation will be made to the SAPD for all services performed to the date of termination. The School Board shall be entitled to a prorated refund in accordance with the following formula for each day that YRO services are not provided because of the termination of this Agreement

1. FORMULA: *(contract amount per officer divided by the period of time that school is in regular session, multiplied by the amount of days remaining in the regular session of the school year funded)*

**ARTICLE X.** Within the limitations imposed by law, the City on behalf of SAPD shall pay any judgment rendered against the YRO as a result of any act, event, or action in the scope of the YROs employment or function as a Police Officer, unless the YRO acted in bad faith or with malicious purpose as in a manner exhibiting wanton and willful disregard of human rights, safety, or property.

**ARTICLE XI.** This Agreement between the School Board and the City on behalf of the SAPD is the result of a needs assessment. It was determined that establishing the YRO positions could provide better Law Enforcement and related services. In so doing, the following factors were considered:

1. Familiarity with one YRO who would handle services as opposed to calling Law Enforcement each time with a different deputy responding.
2. Availability of the YRO to become a resource for students, staff, faculty, and

parents.

3. Awareness to a greater degree by the YRO of School Board policies.
4. Increased time for the fostering of student-YRO rapport.
5. Successful experiences by the other school boards that entered into a contract with local law enforcement to provide services.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date written above.

ATTEST (WITNESS):

THE SCHOOL BOARD OF ST. JOHNS  
COUNTY, FLORIDA

By: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

By: \_\_\_\_\_  
James Forson  
Superintendent  
Date Approved: \_\_\_\_\_

ATTEST (WITNESS):

CITY OF ST. AUGUSTINE, FLORIDA

By: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

By: \_\_\_\_\_  
John P. Regan  
City Manager  
Date Approved: \_\_\_\_\_

FY 2021 Officer Salary  
Personnel Cost

|                                              | 1st Officer | 2nd Officer | Total      |
|----------------------------------------------|-------------|-------------|------------|
| Salary                                       | \$48,619    | \$48,619    | \$97,238   |
| OT                                           | \$275       | \$275       | \$550      |
| Incentive                                    | \$600       | \$600       | \$1,200    |
| Holiday                                      | \$55        | \$55        | \$110      |
| Sick Leave                                   | \$0         | \$0         | \$0        |
| FICA                                         | \$3,790     | \$3,790     | \$7,581    |
| Retirement                                   | \$4,215     | \$4,215     | \$8,429    |
| Life & Health                                | \$8,248     | \$8,248     | \$16,496   |
| Workers Comp                                 | \$2,080     | \$2,080     | \$4,160    |
| Unemployment                                 | \$93        | \$93        | \$186      |
| Total Personnel                              | \$67,975    | \$67,975    | \$135,949  |
| Equipment                                    |             |             |            |
| Uniforms                                     |             |             |            |
| Cleaning                                     |             |             |            |
| Vehicles                                     | \$43,260    | \$43,260    | \$86,520   |
| Vehicle Reduction (replaced every 6 years)   | (\$36,050)  | (\$36,050)  | (\$72,100) |
| Equipment                                    | \$8,240     | \$8,240     | \$16,480   |
| Equipment Reduction (replaced every 5 years) | (\$6,592)   | (\$6,592)   | (\$13,184) |
| Total Equipment                              | \$8,858     | \$8,858     | \$17,716   |
| Total Personnel &<br>Equipment               | \$76,833    | \$76,833    | \$153,665  |
| 70% of time at<br>school district            | 53,783      | 53,783      | 107,566    |

## CITY OF ST. AUGUSTINE

### MEMORANDUM

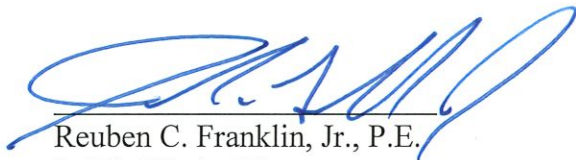
TO: John P. Regan, P.E.  
City Manager

DATE: May 11, 2021

RE: Consent Agenda Item for May 24, 2021 Commission Meeting  
2020 Floodplain Management Plan Annual Progress Report

The intent of this memo is to inform you of the submittal of the City's annual report on evaluating progress toward implementing the floodplain management plan. This yearly progress report is required under Community Rating System (CRS) Activity 510 to be submitted to the City Commission, released to the media, made available to the public and included as part of the City's CRS recertification.

If you have any questions, please don't hesitate to ask.



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

Enclosure

Cc: Darlene Galambos, City Clerk  
Meredith Breidenstein, Assistant City Manager  
David Birchim, Planning & Building Director

# Floodplain Management Plan Annual Progress Report

# 2020

Annual report on evaluating progress toward implementing the Floodplain Management Plan's objectives and/or the recommendations for the City of St. Augustine. The evaluation report must be submitted to the governing body, released to the media, made available to the public and included as part of the community's annual Community Rating System (CRS) recertification.



City of St. Augustine  
P.O. Box 210 | St. Augustine, FL | 32085 | (904) 825-1040

Prepared By  
Jessica L. Beach, P.E. | Chief Resilience Officer

Approved By  
Reuben C. Franklin, Jr., P.E. | Public Works Director

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### Appendix A: St. Johns County LMS Inventory of Ranked Projects

## Introduction

The St. Johns County Local Mitigation Strategy (LMS) serves as the City's Floodplain Management Plan under the Community Rating System (CRS) of the National Flood Insurance Program (NFIP).

Under CRS Activity 510, the City is required to complete a Floodplain Management Plan Annual Progress Report that includes:

1. A description of how the evaluation report was prepared and how it is submitted to the governing body, released to the media and made available to the public.
2. How the reader can obtain a copy of the original plan or area analysis report.
3. A review of each recommendation or action item in the action plan or area analysis report, including a statement on how much was accomplished during the previous year.
4. A discussion of why any objectives were not reached or why implementation is behind schedule.
5. Recommendations for new projects or revised recommendations.

This document serves as that report. The report was prepared by City staff and will be placed on the May 24, 2021 City Commission Meeting Agenda for review and approval. A hardcopy of the report is available to the public at the Public Works Department and a PDF of the report is available for viewing and/or downloading at the City's website.

## Adoption of the LMS

The St. Johns County LMS was adopted by *Resolution No. 2005-14* by the City Commission on July 11, 2005. The LMS is required to be updated every five years. The most recently revised LMS was adopted by *Resolution 2020-17* by the City Commission on May 11, 2020. The updated LMS plan for the next five-year cycle was approved by FEMA on June 8, 2020. The current five-year cycle ends June 1, 2025. A copy of the LMS document is made available at the Northeast Florida Regional Council offices and the St. Johns County Emergency Management office and website.

## Purpose and Goals of the LMS

The purpose of the LMS is to provide guidance to the County and municipal governments in building a safer and more resilient community by identifying and dealing with hazards and hazard management problems, including flooding, in the St. Johns County area. The following goals are provided in ranked order, where the first goal is paramount:

1. Protect the lives of the residents of St. Johns County and its Municipalities.
2. Protect property to ensure that its intrinsic value is preserved.
3. Protect infrastructure so that it is available during and after a disaster.
4. Protect business activities so that they continue to provide economic strength to the community.
5. Protect the environment to ensure that quality of life and economic wellbeing are preserved.

These goals are used as part of the project prioritization methodology. Projects recommended by this Strategy must first meet one of the goals to be considered, then will receive points based on which goals they will routinely further.

### **LMS Task Force**

A task force has been established to review and make recommendations concerning the LMS. The task force consists of representatives of the City of St. Augustine's Public Works, Planning & Building and Fire Departments, other local municipalities, local organizations and County departments, and is coordinated by staff of the St. Johns County Emergency Management Division. The task force meets on a quarterly basis and is responsible for developing and implementing new mitigation initiatives. The task force also looks for possible federal and/or state funding (i.e. Hazard Mitigation Grant Program (HMGP), Flood Mitigation Assistance (FMA), etc.) to implement the mitigation initiatives.

### **St. Johns County LMS Inventory of Ranked Projects**

The LMS task force has established a list of ranked projects or mitigation initiatives that are given priority based on the goals stated above. The list contains projects that are eligible for HMGP, FMA and other federal and state funding. The majority of the projects focus on the mitigation of known or potential flood hazards. Specifically, the City of St. Augustine is involved with the following mitigation initiatives:

- 1) Adapting to Sea Level Rise: Planning Process Development
  - a) Project Status – Completed. Two reports were released in 2017, (1) Florida Community Resiliency Initiative Pilot Project: Adaptation Plan for St. Augustine, and (2) Coastal Vulnerability Assessment: City of St. Augustine. Another will be completed in 2021, "Vulnerability Assessment of Onsite Treatment and Disposal Systems (OSTDS or septic systems) to Sea Level Rise and Storm Surge to Develop Adaptation Plans in St. Augustine"

- 2) Flood Mitigation on King Street
  - a) Project Status (FDOT) – Started. Phase 2 design from Malaga Street to Avenida Menendez is at 60%. The Florida Department of Transportation (FDOT) is reconstructing King Street to improve drainage. The project is currently in the design phase and intends to fund the project for construction in 2022-2023.
- 3) Drainage Improvements at Oyster Creek Basin Project Status – Started. This includes 2 pilot projects in the Stormwater Master Plan (Sidney Street Drainage Improvements and South Dixie Highway Improvements) and the South Whitney/West King Flood Mitigation project.
  - a) The Sidney Street Drainage project was completed in 2016-2017.
  - b) The South Dixie Highway Improvements project is described under the next item number.
  - c) Flood Mitigation on South Whitney and West King Street project is ongoing. It is currently funded through FEMA's Hazard Mitigation Grant Program (HMGP). Phase 1 design is completed. Phase 2 for construction is pending approval by FEMA. If approved by FEMA, the project construction would be approximately 1 year.
  - d) Additional projects are being identified in this basin.
- 4) South Dixie Highway Improvements – Construction of a new storm sewer collection system, road base, traffic lanes including bike lanes, sidewalks and replacement of the existing box culvert. This will involve the segment of road between King Street and State Road 207.
  - a) Project Status – Started. Preliminary engineering evaluation study has been completed. The box culvert replacement (Phase 1) was completed in 2018 (see next bullet). The second phase (roadway design and construction) is contingent upon additional funding (State and/or Federal) that can be secured.
  - b) So. Dixie Box Culvert Replacement (Phase 1) – completed. Due to deterioration of the box culvert and damage associated with Hurricane's Matthew and Irma, design and construction of the box culvert was completed in 2018 and partially funded through the St. Johns River Water Management District's cost share program.
- 5) Lake Maria Sanchez Flood Mitigation and Drainage Improvements – will serve 200 acres of the City's downtown core.
  - a) Project Status – Started. FEMA HMGP grant funding was awarded in 2018. Design and permitting for Phase 1 is currently underway and expected to be completed in 2021. Phase 2 construction will be determined by FEMA. If approved by FEMA, the project construction would be approximately 2 years.
- 6) May Street Drainage Improvements
  - a) Project Status (FDOT) – Started. Construction for the drainage improvements is scheduled to be completed in 2021.
- 7) Avenida Menendez Outfall Improvements – Retrofit storm sewer outfalls between the Bridge of Lions and the Fort with backflow valves to prevent tidal influence by the Matanzas River.

- a) Project Status (FDOT) – completed. This project was part of the FDOT re-surfacing project for San Marco completed in 2019.
- 8) North and South Davis Shores Outfall Improvements - Retrofit storm sewer outfalls in the neighborhoods with backflow valves to prevent tidal influence by the Matanzas River and Salt Run.
  - a) Project Status – Completed. The City retrofitted and installed a total of 30 tide check valves into existing stormwater outfall pipes. A majority of the retrofits were grant funded as part of a cost share program with the St. Johns River Water Management District and the Florida Department of Environmental Protection’s (FDEP) Florida Resilient Coastlines Program.
- 9) Macaris Stormwater Outfall Resiliency Retrofit – Retrofit two (2) storm sewer outfalls in this neighborhood with backflow valves to prevent tidal influence.
  - a) Project Status – completed. This included the installation of two tide check valves in the storm sewer outfall. One of the outfalls is the largest in the City at 66-inches in diameter. Project was completed in 2019 as part of a cost share project with the St. Johns River Water Management District.
- 10) Drainage Improvements by Retrofitting Stormwater Outfalls Citywide – The City currently has over 100 stormwater outfalls that are being targeted for retrofitting with backflow valves to prevent tidal influence.
  - a) Project Status – in progress. The City currently has a total of 43 stormwater outfalls that have been retrofitted with tide check valves. Concurrent with these efforts, the City has a Stormwater Outfall Resiliency Retrofit Master Plan in development that will be completed in 2021. This will prioritize the remaining outfalls within the City.
- 11) Flood Mitigation at Avenida Menendez Seawall Connectivity Project – Reinforce and elevate approximately 240 linear feet of the south section of the seawall to match higher existing seawall elevations of 7 feet NAVD88.
  - a) Project Status – started. This project was awarded a contract by the State to initiate Phase 1 design in 2020. This will be funded through FEMA’s Hazard Mitigation Grant Program (HMGP). Phase 1 design is expected to be completed in 2021. Phase 2 construction will be determined by FEMA. If approved by FEMA, the project construction would be approximately 2 years.
- 12) Wastewater Treatment Plant Flood Proofing – Install dry and wet flood proofing methods at the wastewater treatment plant to provide protection during storm surge events.
  - a) Project status – completed. Efforts are completed to provide dry and wet flood proofing of critical equipment and/or processes up to elevation 12 feet NAVD88. This was completed in 2020.
- 13) City of St. Augustine Stormwater Master Plan

- a) Project Status – Completed. The City’s stormwater master plan from 1995 was updated in 2012. Three pilot projects were identified as part of the plan, which includes:
    - i) Sidney Street Pilot Project is completed.
    - ii) South Dixie Pilot Project has started. Phase 1 is the box culvert replacement which is completed. Phase 2 involves completing the design and then construction which is contingent upon additional funding (State and/or Federal) that can be secured.
    - iii) Lake Maria Sanchez project is in progress.
  - b) The Master Plan is available for download on the City’s website. The City intends to expand upon the current master plan through a future update. The update will take into consideration results from the Coastal Vulnerability Assessment and Strategic Adaptation Plan. The plan will also take into consideration factors such as: changes in climatic patterns, ground water levels, rainfall, sea level rise projections, water quality, salt water intrusion, storm surge, land use, resilient natural and built coastal features and infrastructure, current and future regulatory environments, desired levels of service. The City intends to initiate the process for updating the stormwater master plan in 2022.
- 14) Expand/enhance/improve utilities – various projects were identified to address aging utility infrastructure to make it more resilient. A status update for each project is listed below:
- a) Flood Mitigation Improvements to St. Augustine Sanitary Sewer Pumping Stations – started. This project is also known as the FEMA 13 Sanitary Sewer Lift (or Pump) Stations. This project includes the design and rehabilitation, hardening and/or floodproofing of 13 sanitary sewer lift (or pump) stations that were damaged in Hurricane Matthew. This is being funded through FEMA’s Public Assistance program. Design is complete. Construction is scheduled to begin in 2021 for approximately 2 years.
  - b) Cured-In-Place-Pipe Lining of Sanitary Sewer Laterals – started. This project is now part of the City’s Capital Improvement Program (CIP) to address Infiltration and Inflow (I&I). Each year funding is allocated to inspect and rehabilitate this infrastructure. This will be an on-going program budgeted each year in the City’s CIP.
  - c) Cured-In-Place-Pipe lining of Sanitary Sewer Gravity Mains – started. This project is now part of the City’s Capital Improvement Program (CIP) to address Infiltration and Inflow (I&I). Each year funding is allocated to inspect and rehabilitate this infrastructure. This will be an on-going program budgeted each year in the City’s CIP.
  - d) Manhole Lid Inserts - Reduction of Infiltration & Inflow to the City’s Sanitary Sewer System – started. This project is now part of the City’s Capital Improvement Program (CIP) to address Infiltration and Inflow (I&I). Each year funding is allocated to inspect and rehabilitate this infrastructure. This will be an on-going program budgeted each year in the City’s CIP.
  - e) Rehabilitation of existing sewer system in Oyster Creek – completed. This project was completed as part of the South Dixie Highway Box Culvert Replacement (Phase 1) project.

- f) Seal and Coat Sanitary Sewer Manholes to prevent groundwater infiltration – started. This project is now part of the City’s Capital Improvement Program (CIP) to address Infiltration and Inflow (I&I). Each year funding is allocated to inspect and rehabilitate this infrastructure. This will be an on-going program budgeted each year in the City’s CIP.

The entire St. Johns County LMS Inventory of Ranked Projects can be found in **Appendix A**.

### CRS Program Participation

The CRS provides a flood insurance discount incentive to the City for undertaking flood protection measures beyond the minimum requirements of the NFIP. In 2019 the City's Community Rating System (CRS) was increased from a Class 7 rating to a Class 5 rating, resulting in up to a 25% discount in flood insurance premium. The program's goal is to create an overall comprehensive outreach strategy focused on flood information that encourages flood protection and raises awareness of the City's unique environment.

The following table lists all of the CRS activities that the City is credited under the current certification:

| CRS Activity No. | Activity Description           | Departments                                                    |
|------------------|--------------------------------|----------------------------------------------------------------|
| 310              | Elevation Certificates         | Planning & Building                                            |
| 320              | Map Information Service        | Planning & Building                                            |
| 330              | Outreach Projects              | City/Local Representatives                                     |
| 350              | Flood Protection Information   | Planning & Building                                            |
| 420              | Open Space Preservation        | Planning & Building                                            |
| 430              | Higher Regulatory Standards    | Planning & Building/<br>Public Works                           |
| 450              | Stormwater Management          | Public Works                                                   |
| 502              | Repetitive Loss Category       | Planning & Building                                            |
| 510              | Floodplain Management Planning | St. Johns County/<br>Planning & Building/<br>Public Works/Fire |
| 540              | Drainage System Maintenance    | Public Works                                                   |
| 610              | Flood Warning Program          | St. Johns County/<br>Fire                                      |

### **Certified Floodplain Manager Program**

The Association of State Floodplain Managers (ASFPM) has established a national program for professional certification of floodplain managers. The program recognizes continuing education and professional development that enhances the knowledge and performance of local, state, federal and private-sector floodplain managers. There is currently one (1) member of City staff that have achieved the status of Certified Floodplain Manager (CFM), which reflects the City's commitment to professional services in implementing the City's Floodplain Management Plan.

### **Ordinance Revisions Improve Building Resiliency**

In 2017, the City adopted higher standards for development that will provide greater flood protection. Ordinances 2017-08 and 2017-09 adopted new standards that are in keeping with the updated Florida Building Code, effective December 31, 2017. The ordinance requires additional freeboard for finished floors above the base flood elevation and engineered and sealed foundation plans designed to resist flood loads. With the adoption of these new ordinances the city has improved its resiliency against flood damages.

### **Stormwater Master Plan**

The City completed Phase 1 of the Stormwater Master Plan in 2012. The master plan proposes solutions to three large projects and smaller neighborhood projects that experience flooding and other stormwater issues. A hard copy is available to view at the City's Public Works Department and an electronic copy of the master plan is available for download at the City's website. Sidney Street, one of the master plan pilot projects, is completed. The other two pilot projects identified, South Dixie Highway and Lake Maria Sanchez, are under way. The City intends to expand upon the current master plan through a future update. The update will take into consideration results from the Coastal Vulnerability Assessment and Strategic Adaptation Plan. The plan will also take into consideration factors such as: changes in climatic patterns, ground water levels, rainfall, sea level rise projections, water quality, salt water intrusion, storm surge, land use, resilient natural and built coastal features and infrastructure, current and future regulatory environments, desired levels of service. The City intends to initiate the process for updating the stormwater master plan in 2022.

### **Adapting to Sea Level Rise (SLR)**

The City is keenly aware of the challenges posed by climate change and as a low-lying coastal community especially sensitive to the effects of future sea level rise. The Florida Department of

Economic Opportunity (DEO) Community Resiliency Initiative selected the City of St. Augustine to participate as one of three pilot communities to study the city's vulnerability to coastal flooding and to assist the city in identifying steps that can be taken to help the city adapt to those vulnerabilities. The project began in 2016 with a series of meetings and workshops with the DEO consultant, Dewberry. With a majority of the city being located in a flood plain, the city is proactively identifying areas of risks, as presented in the two papers that were published in 2017, (1) Florida Community Resiliency Initiative Pilot Project: Adaptation Plan for St. Augustine, and (2) Coastal Vulnerability Assessment: City of St. Augustine. Additionally, a grant funded study through FDEP's Florida Resilient Coastlines Program to conduct a "Vulnerability Assessment of Onsite Treatment and Disposal Systems (OSTDS or septic systems) to Sea Level Rise and Storm Surge to Develop Adaptation Plans in St. Augustine" will be completed in 2021. Given the vulnerability of the City with respect to sea level rise and changing coastal conditions, it is expected that projects to protect and maintain infrastructure subject to adverse conditions created by SLR to be very costly and will require the assistance of state and federal programs to provide supplemental funding to implement.

## Capital Improvement Projects

The City of St. Augustine has also undertaken Capital Improvement Projects (CIPs) included in and also outside of the LMS that provide stormwater improvements in the form of water quality treatment and localized flood reduction. The following is a list of CIPs that the City is currently working on:

- Downtown Improvements District – Phase 1 (Hypolita, Treasury & Spanish).
  - Project Status – Completed in February 2015.
- Downtown Improvements District – Phase 2 (Spanish, Cuna and Tolomato).
  - Project status – Started. The project is currently under design, estimated to complete design in 2021.
- South Dixie Highway Corridor Improvements
  - Project Status – Preliminary evaluation complete. Box culvert replacement was completed in 2018. The roadway design and associated construction is contingent upon additional funding (State and/or Federal) that can be secured.
- Sidney Street Stormwater Improvements
  - Project Status – Completed in 2016.
- Lake Maria Sanchez Flood Mitigation and Drainage Improvement Project
  - Project Status – Started. FEMA HMGP grant funding awarded in 2018. Design for Phase 1 is underway, expected to be completed in 2021. Phase 2 construction will be contingent upon FEMA approval. If approved, it would be approximately 2 years. Project also identified as a CIP in the Master Stormwater Plan.
- Coquina Ditch Drainage Improvements
  - Project Status – Completed in 2016.
- Lincolnville Storm Sewer and Collection Expansion
  - Project Status – Phase 1 (Duero Street) completed in 2019. Phase 2 (South and DeHaven Streets) construction completed in 2020. Phase 3 (Duero and Cerro) is expected to complete design in 2021.
- Hermosa Outfall Study
  - Project Status – Study completed.
- Isla Drive Drainage Improvements
  - Project Status – Completed in 2016.
- Prawn Street Drainage Improvements
  - Project Status – Under construction, scheduled to be completed 2021.
- Court Theophelia/Edna Neighborhood Drainage Improvements
  - Project Status – Project area will be evaluated as part of the Stormwater Master Plan Update in 2022.

- Atlantic/Fern/Althea/Seminole Neighborhood Drainage Improvements
  - Project Status – Project area will be evaluated as part of the Stormwater Master Plan Update in 2022.
- Outfall Backflow Prevention
  - Project Status – Started. A total of 43 valves have been installed city wide. The City is also developing a Master Stormwater Outfall Retrofit Plan for the remaining stormwater outfalls, which will be completed in 2021. The City will continue retrofitting outfalls based on the Master Plan as funds become available.
- South Whitney and West King Flood Mitigation
  - Project Status – Started. FEMA HMGP grant funding awarded in 2018. Design and permitting for Phase 1 was completed in 2020. Phase 2 for construction is currently under review by FEMA and contingent upon FEMA approval.
- Coquina Park
  - Project Status – completed. The City purchased property in South Davis Shores in 2019 to serve as a park and flood protection project. The construction for the project was completed in 2020.
- Sevilla Street Brick, Roadway and Utility Improvements
  - Project Status – started. This project will include the complete rehabilitation of the existing utilities (water, sewer), stormwater improvements, brick and roadway reconstruction. Design for this project is underway and expected to be completed in 2021.
- West Augustine Conversion of Septic to Sewer
  - Project status – started. The City has completed West 5<sup>th</sup> Street Sewer Extension (Phase 1). This was a state grant (FDEP) funded project that installed new gravity sewer (mains, manholes and services) on West 5<sup>th</sup> Street between Duval and Nassau Streets and connected area residents to the new sewer system. A total of 12 existing septic systems were abandoned. Phase 2 is in progress and scheduled to complete construction in 2021 to abandon an additional 13 septic systems and connections. Previous septic to sewer connections were completed by the City for a total of 57 existing septic systems abandoned and connecting those residents to the existing sewer system. Future areas are being evaluated to determine feasibility of connections. This will be accomplished through the development of the West Augustine Sewer Master Plan. Initial scope development for the master plan is scheduled to begin in 2021.

## **Drainage System Maintenance**

The City utilizes detailed inspection and maintenance forms for storm drains, manholes and outfalls as a supplemental report to support the *Drainage Structure Inspection and Maintenance Program* document that is currently on record with the CRS and used by the CRS to rate the City's drainage system. The forms were designed to collect more detailed information during the routine inspections and maintenance of the existing drainage system. In addition, the City now has a dedicated stormwater maintenance crew that conducts the inspection and maintenance for the entire City's stormwater system. This includes the cleaning of thirteen (13) stormwater vaults located throughout the City that capture sediment and pollutants preventing them from reaching receiving waterbodies.

## **Conclusion**

In 2020, the City of St. Augustine has implemented its Floodplain Management Plan through participation in the St. Johns County LMS as an active task force member and by continuing to meet the requirements of the CRS for all of the activities listed in this report. In addition to the above, the City has also pursued and implemented CIPs that provide quality stormwater improvements for its citizens.

## **Recommendation**

The City will remain an active member of the LMS task force and continue to pursue federal and/or state funding for future flood mitigation projects. CIPs identified in the Stormwater Master Plan Update will follow the scheduled implementation proposed in the plan. The City will also pursue backflow improvements for the major stormwater outfalls and implement smaller neighborhood projects to address local/nuisance flooding issues reported by residents. In the long term, the City must plan for and create adaptive management policies and strategies for sea level rise including seeking assistance from state and federal programs.

## APPENDIX A

**CITY OF ST. AUGUSTINE**

**MEMORANDUM**

TO: John P. Regan, City Manager

DATE: May 4, 2021

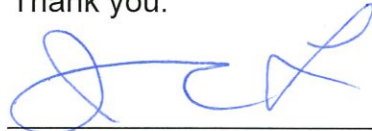
RE: **MARLOWE V. CITY OF ST. AUGUSTINE – INVOICE FOR PROFESSIONAL SERVICES**

Enclosed please find Invoice No. 04-2021-13-1743 dated May 1, 2021 from Cavendish Partners, P.A. for legal services rendered in March and April 2021 regarding the Marlowe v. City of St. Augustine matter.

The amount currently due is **\$1,189.00**. We have reviewed the billing and submit same to you for placement on the consent agenda for the May 24, 2021 City Commission meeting.

*WITH THIS INVOICE THE TOTAL EXPENDED TO DATE FOR ATTORNEY'S  
FEES AND COSTS ON THIS MATTER EQUALS \$70,456.40.*

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 1300  
Jacksonville, FL 32202

## INVOICE

**Date:** 05/01/2021  
**Invoice #:** 04-2021-13-1743  
**Matter:** Marlowe  
**File #:** 1743

**INVOICE TOTAL AND BALANCE DUE \$1,189.00**

### **Bill To:**

Isabelle Lopez, City Attorney  
75 King Street  
P.O. Box 210  
St Augustine, FL 32085

**Due Date:** 06/02/2021

### **Please Remit Payment To:**

Cavendish Partners, P.A.  
200 West Forsyth Street  
Suite 1300  
Jacksonville, FL 32202

**PAYMENTS RECEIVED AFTER 05/01/2021 ARE  
NOT REFLECTED IN THIS BALANCE DUE INVOICE**

**CITY OF ST. AUGUSTINE**

**MEMORANDUM**

TO: John P. Regan, City Manager

DATE: May 4, 2021

RE: **MASCI v. CITY OF ST. AUGUSTINE – INVOICE FOR PROFESSIONAL SERVICES**

Enclosed please find Invoice No. 04-2021-04-2026 dated April 30, 2021 from Cavendish Partners, P.A. for legal services rendered in April 2021 regarding the MASCI General Contractor, Inc. v. City of St. Augustine matter.

The amount currently due is **\$4,757.08**. We have reviewed the billing and submit same to you for placement on the consent agenda for the May 24, 2021 City Commission meeting.

*WITH THIS INVOICE THE TOTAL EXPENDED TO DATE FOR ATTORNEY'S  
FEES AND COSTS ON THIS MATTER EQUALS \$18,356.58.*

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 1300  
Jacksonville, FL 32202

## INVOICE

**Date:** 05/01/2021  
**Invoice #:** 04-2021-04-2026  
**Matter:** Masci  
**File #:** 2026

**INVOICE TOTAL AND BALANCE DUE \$4,757.08**

### Bill To:

Isabelle Lopez, City Attorney  
75 King Street  
P.O. Box 210  
St Augustine, FL 32085

**Due Date:** 06/02/2021

### Please Remit Payment To:

Cavendish Partners, P.A.  
200 West Forsyth Street  
Suite 1300  
Jacksonville, FL 32202

**PAYMENTS RECEIVED AFTER 05/01/2021 ARE  
NOT REFLECTED IN THIS BALANCE DUE INVOICE**