

AMENDED AGENDA

1. Call the meeting to order.
2. Pledge of Allegiance followed by a moment of silence to honor our Veterans, members of the Armed Forces and First Responders.
3. Proclamations and Awards.
4. Deletions and changes to the agenda.
5. Public comments regarding items not on the agenda. Citizens are encouraged to speak. However, comments should be limited to three minutes. *A thirty-minute allocation of time for public comment on items not on the agenda. Each speaker has up to three-minutes to address the Chair, and one opportunity to speak, no time can be allotted to another speaker.*

CONSENT AGENDA

6. Approve the regular meeting minutes of January 12, 2023.

GENERAL BUSINESS

7. Consider a request for a temporary waiver for a special event as regulated by Chapter 4, Article III, Section 4-129 (b) (4), for a special event – Applicant The Florida Board Riders Club, Staff Assigned Penny Overstreet, City Clerk.
8. Authorize City Attorney and City Manager to negotiate a contract with PC Construction Company, dba PCEO, Inc. the recommended firm from the Request for Qualifications for a Construction Manager at Risk – William Whitson, City Manager and Ben Fries, CPH.
9. Approve a piggy back on a St. Augustine contract with Engineered Spray Solutions (ESS) for the installation of Sanitary Manholes, Rings and Covers, in an amount not to exceed \$182,700 – William Whitson, City Manager, Lee Richards, Project Coordinator for Engineering Services.
10. Approve the emergency procurement of 50 sets of Sanitary Manholes Rings and Covers from Fortiline, Inc. in the amount of \$41,750 – Lee Richards, Project Coordinator for Engineering Services.
11. Approve the submission of a St. Johns River Water Management District (SJRWMD) Cost Share Grant Application for slip lining of lateral sewer lines Phase 4 – Lee Richards, Project Coordinator for Engineering Services.
12. Quarterly Budget Report for period ending December 31, 2022 – Rhonda Allen, Finance Director.
13. Consider direction to HR Director to distribute City Manager evaluation forms to Officials for a 90 -day follow up review – Commissioner Phillips.

PUBLIC HEARINGS

14. Application VAR#23-01-01-212 – A variance application requesting to retain the location of an existing storage shed setback ~~ten (10)~~ five (5) feet from the front yard property line as opposed to the required twenty-five (25) feet as established in the City of Flagler Beach Land Development Regulations, Section 2.05.05 – Minimum yard regulations for accessory structures. Property Address 212 Lambert Avenue, Applicants Mr. & Mrs. Jeffery Ronan.
15. Staff Reports.
 - City Attorney:
 - City Manager:

COMMISSION COMMENTS

16. Commission comments, including reports from meetings attended.
 - Commissioner Sherman – discussion regarding pier revenues and expenses.
 - Commissioner Sherman – consider designated Veteran parking space.
17. Public comments regarding items not on the agenda. Citizens are encouraged to speak. However, comments should be limited to three minutes. *A thirty-minute allocation of time for public comment on items not on the agenda. Each speaker has up to three-minutes to address the Chair, and one opportunity to speak, no time can be allotted to another speaker.*
18. Adjournment.

RECORD REQUIRED TO APPEAL: In accordance with Florida Statute 286.0105 if you should decide to appeal any decision the Commission makes about any matter at this meeting, you will need a record of the proceedings. You are responsible for providing this record. You may hire a court reporter to make a verbatim transcript, or you may buy a CD of the meeting for \$3.00 at the City Clerk's office. Copies of CDs are only made upon request. The City is not responsible for any mechanical failure of the recording equipment. In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the City Clerk at (386) 517-2000 ext 233 at least 72 hours prior to the meeting. The City Commission reserves the right to request that all written material be on file with the City Clerk when the agenda item is submitted.

#6

MINUTES

PRESENT: Mayor Suzie Johnston, Chair Ken Bryan, Vice Chair Deborah Phillips, Commissioners James Sherman, Jane Mealy, and Eric Cooley, City Attorney Patrick Brackins, City Manager William R. Whitson and Deputy City Clerk Jeanelle Jarrah.

ABSENT: None.

1. CALL THE MEETING TO ORDER: Chair Bryan called the meeting to order at 5:30 p.m.
2. PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENCE TO HONOR OUR VETERANS, MEMBERS OF THE ARMED FORCES AND FIRST RESPONDERS: Veteran Quentin Parker led the pledge to the flag.
3. PROCLAMATIONS AND AWARDS.
 - a. 2023 ELECTION PROCLAMATION: Mayor Johnston read the proclamation into record.
 - b. CERTIFICATE OF APPRECIATION TO MARITIME CONSTRUCTION: Mayor Johnston presented the certificate to John Gobler who aided the city in removing a large fender off the beach.
 - c. CERTIFICATES OF APPRECIATION TO THE SANITATION DEPARTMENT: Mayor Johnston read the certificates to all of the members of the Sanitation Department: Rob Smith, David Holman, Louis Rodrigues, Russell Banks, Matt Durrick, Derrick McGee, and Troy Gauvey.
 - d. CITY MANAGERS STAFF RECOGNITION: City Manager Whitson recognized Rob Smith with the Northeast Regional Award for Excellence for Big Blue that was received this week.
 - e. PROCLAMATION HUMAN TRAFFICKING AWARENESS MONTH: Mayor Johnston read the proclamation into record and presented the proclamation to members of the Family Life Center and City of Flagler Beach Victims' Advocates.
 - f. PROCLAMATION NATIONAL STALKING AWARENESS MONTH: Mayor Johnston read the proclamation into record and presented the proclamation to members of the Family Life Center and City of Flagler Beach Victims' Advocates.
4. DELETIONS AND CHANGES TO THE AGENDA: City Manager Whitson requested amending the agenda to include an update on the Dunes Restoration Project from Attorney Scott Spradley, representing Attorney Al Hadeed from Flagler County. Mayor Johnston requested that the golf cart item be moved up in the agenda for the members of the public that were present for just that item. Discussion ensued. The beach renourishment update will be item 4a and item 13 will now be heard after item 9.
 - 4a. UPDATE REGARDING DUNES RESTORATION PROJECT – SCOTT SPRADLEY REPRESENTING AL HADEED, FLAGLER COUNTY ATTORNEY: Scott Spradley provided the update from Flagler County Attorney Al Hadeed regarding the Dune Restoration project. The elected officials posed questioned to Mr. Hadeed who was available over the phone. There is a public community

listening session scheduled for January 24, 2023 at 5:30 p.m. at Santa Maria del Mar Catholic Church, in the parish hall, and everyone is encouraged to attend.

5. PUBLIC COMMENTS REGARDING ITEMS NOT ON THE AGENDA. CITIZENS ARE ENCOURAGED TO SPEAK. HOWEVER, COMMENTS SHOULD BE LIMITED TO THREE MINUTES. *A THIRTY-MINUTE ALLOCATION OF TIME FOR PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA. EACH SPEAKER HAS UP TO THREE-MINUTES TO ADDRESS THE CHAIR, AND ONE OPPORTUNITY TO SPEAK, NO TIME CAN BE ALLOTTED TO ANOTHER SPEAKER:* Public comments were made by E.T. Sharp, Rick Belhumeur, David Holman, Bob Cunningham, Donna Schneider, Sandra Nietubic, David Thornton, Daryl Reynolds, Andre Gallet, John Horan, and Susan Price. Chair Bryan addressed comments about residents verbally abusing staff and deferred to City Attorney Brackins. The City Attorney will work with the City Manager's office and help them with a plan to address this. Commissioner Cooley asked that E.T. Sharp provide the Clerk's office with the list of stop signs he has noted within the city that need repairs. Commissioner Cooley and Commissioner Phillips would like the project tracker updated regularly. Commissioner Sherman and Commissioner Cooley are requesting the end of the fiscal year budget report for 2022. The City Manager confirmed there will be a tailgate meeting held once they are to that step of the project for the stormwater project at the south end of town. Lee Richards, Program Coordinator for Engineering Services for the city, explained that supplies are being waited on for the stormwater project. Chair Bryan asked the City Manager to request updates to any projects in the reports from Department Heads each week. City Attorney Brackins discussed proposals and signed contracts and that the city should consult with their attorney prior to finding different contractors for a job when supplies are hard to obtain. Materials for road stabilization, millings, on Pine Tree Street have come in and staff will be addressing this in the next few weeks. The city will research who has jurisdiction over the waterways in that area for drainage issues, and whether debris should be removed by the City of Flagler Beach or Mosquito Control. Discussion ensued about Oak Street and Pine Tree Street, assessment costs associated with paving a street, traffic flow of this particular area, and adding sewer to this road for these properties. The City Manager is assessing whether they should put the sewer in, then they are laying down the millings, then after this is completed, if the residents still wanted their road paved, the city could assess what these charges would be at that time. City Staff will address the parking spots at S. 19th Street with Oceanside restaurant using public spots for employee parking instead of their own lots and report to the commission. City Manager Whitson explained the process of requesting hazard mitigation funds from the State after a storm and how this process usually takes about a year. Mr. Whitson encouraged residents that are interested in information about requesting hazard mitigation funds to contact the City Manager's office, Lee Richards, or the City Clerk's office to get on a list. Discussion ensued regarding a moratorium on development. City Attorney Brackins explained that moratoriums do not prohibit work that has already been permitted through the city, and broadly covered what litigation could be an issue if the city chose to follow through with a moratorium. Commissioner Cooley requested a list from staff of what is broken within the city, key infrastructure, starting with stormwater issues. Commissioner Cooley would like a report on how it is affecting our residents, and if it is FEMA reimbursable. City Manager Whitson will provide this list to the officials by the February 9, 2023 meeting.

CONSENT AGENDA

6. APPROVE THE REGULAR MEETING MINUTES OF DECEMBER 08, 2022 THE SPECIAL MEETING MINUTES OF DECEMBER 06 AND 13, 2022: Motion by Commissioner Mealy to approve the minutes of the December 8th meeting, December 6th and December 13th, all three minutes.

Commissioner Sherman seconded the motion. Chair Bryan opened public comments. No comments were offered. Chair Bryan closed public comments. The motion carried unanimously.

GENERAL BUSINESS

7. APPLICATION SP#22-09-01: A FINAL SITE APPLICATION HAS BEEN RECEIVED TO DEVELOP A DENTAL OFFICE COMPLEX AT 2400 MOODY BLVD. (BEACH VILLAGE SHOPPING CENTER OUTPARCEL COMPRISED OF 2+/- ACRES).

2420 MOODY BLVD., OWNER: RED PALM COAST LLC - (STAFF: LARRY TORINO, CITY PLANNER): City Planner Larry Torino reviewed the final site plan and the recommendation to approve from the Planning and Architectural Review Board. Motion by Commissioner Phillips to approve application SP#22-09-01. Commissioner Mealy seconded the motion. Chair Bryan opened public comments. Scott Spradley provided comments. Chair Bryan closed public comments. The motion carried unanimously, after a roll call vote.

8. APPLICATION PPT#22-12-01: CONSIDER APPROVAL OF A PRELIMINARY PLAT TITLED BEACH PARK VILLAGE, A PLANNED UNIT DEVELOPMENT SINGLE-FAMILY RESIDENTIAL SUBDIVISION COMPRISED OF 48.17+/- ACRES AND ONE-HUNDRED TWELVE (112) RESIDENTIAL UNITS. (STAFF: LARRY TORINO, CITY PLANNER):

City Planner Larry Torino reviewed the request for the preliminary plat. Discussion ensued and the officials posed questions regarding tree remediation, flooding, the perimeter buffer, flooding in properties next to this plat, and sidewalks in the development. Applicant Derrick Satino was available and addressed questions from the officials. Chair Bryan opened public comments. Sally Arnoff, Bruno O'Connor, Steve Dalley, Brad Labate, Sandra Nietubic, and Quentin Parker provided public comments. Chair Bryan closed public comments. Discussion continued and Mr. Satino responded to questions from the commission. Motion by Commissioner Mealy to approve application PPT#22-12-01 with the condition that until such time that a tree remediation program is submitted and approved by the City, no permit shall be issued. Commissioner Cooley seconded the motion. The motion carried unanimously, after a roll call vote.

Chair Bryan recessed the meeting at 8:45 p.m.

Chair Bryan reconvened the meeting at 8:56 p.m.

9. APPLICATION SP#23-01-01 A REQUEST FOR A FINAL SITE PLAN APPROVAL FOR A RETAIL TIRE AND BRAKE STORE AT BEACH VILLAGE SHOPPING CENTER; OUTPARCEL COMPRISED OF 1.2 ACRES – (STAFF LARRY TORINO, CITY PLANNER.) : City Planner Larry Torino reviewed the final site plan. The applicant was available to address any questions from the commission. Chair Bryan opened public comments. Public comments were made by Ken Aston, Bruno O'Connor, Sally Arnoff, and John Horan. Chair Bryan closed public comments. Motion by Commissioner Phillips to approve application SP#23-01-01. Commissioner Mealy seconded the motion. The motion carried unanimously, after a roll call vote.

The agenda moved to item #13.

10. DISCUSSION AND DIRECTION TO STAFF REGARDING USE OF WICKLINE COURTS: TENNIS/PICKLE BALL: Mr. Whitson explained the situation at the tennis courts and sharing the courts with Pickle

ball players. One of the players drafted an agreement so that both groups could use the courts and both parties held a positive meeting to discuss the agreement. Chair Bryan opened public comments. Donna Sabatino, Andre Gallet, Barry Harris, Susan Horvath, and Sandy Cippeloni provided public comments. Chair Bryan closed public comments. There was a suggestion from Mayor Johnston that they have a courtesy agreement only, and not put it in writing. There was a consensus from the elected officials to move forward for staff to stripe the courts, and for the players to work together without a written agreement. Vice Chair Phillips requested Wickline restrooms be regularly cleaned and stocked.

After item 10, Mayor Johnston asked City Attorney Brackins to use her veto power on the golf cart item. Attorney Brackins reviewed the City of Flagler Beach Code and explained that Sec 2.03 of the City's code states the Mayor's veto authority only extends to ordinances and resolutions.

11. CONSIDER A CHANGE ORDER IN THE AMOUNT OF \$826.73 FOR THE PIER DUMPSTER ENCLOSURE RENOVATION PROJECT: Mr. Whitson explained that there was a change in materials and design of the project. Chair Bryan opened public comments. No comments were offered. Chair Bryan closed public comments. Motion by Commissioner Phillips to approve change order in the amount of \$826.73 for the Pier dumpster enclosure renovation project. Commissioner Mealy seconded the motion. The motion passed 4 to 1, with Commissioner Cooley voting no.
12. DISCUSSION AND DIRECTION TO STAFF REGARDING IMPROVED COMMUNICATION- COMMISSIONERS PHILLIPS & SHERMAN: This item was postponed to the January 19, 20232 workshop.
13. GOLF CART REGISTRATION/RENEWAL/INSPECTION DISCUSSION- COMMISSIONER COOLEY: Commissioner Cooley reviewed the history of the golf cart registration process. Mr. Whitson provided a memo to the commission with suggestions for the registration process. City Attorney Brackins reiterated that this is a policy issue, everything is legal and changing the policy is possible and legal as well. Discussion covered the following topics: safety, staggering inspections or renewals, having inspections every two years, the difference between golf carts and motor vehicles, electric bikes, and outsourcing inspections. Vice Chair Phillips asked for Police Chief Doughney to provide his recommendation and thoughts on the issue. Chief Doughney reiterated why inspections for safety should continue, that the Police Department will continue to inspect golf carts Monday through Friday from 8:00 a.m. to 6:00 p.m. and will have Saturday hours January 21st from 10:00 a.m. to 2:00 p.m. Chair Bryan opened public comments. Comments were heard from Bruno O'Connor for inspections, and Brad Labate, Robbie Roberts, Paul Eik, Andre Gallet, and Donna Sabatino either against inspections, or for providing other solutions. Chair Bryan closed public comments. Discussion continued between the officials and Chair Bryan asked the elected officials for a show of hands of who would like to see two-year inspections. Chair Bryan, Vice-Chair Phillips, and Commissioner Mealy raised their hands in agreement of having two-year inspections. Commissioners Cooley and Sherman did not. There was a consensus for the City Manager to put the changes into writing for the commission to approve on a future agenda and for the City Manager to provide revenue information and what fund the golf cart fees go into. Chair Bryan addressed Brad Labate who requested the number of violations for golf carts, what they were for, and how many did not have stickers. Chair Bryan requested Mr. Labate provide his information to the City Manager, or City Clerk, to provide him with the information he has requested. Commissioner Mealy reviewed the budget line for golf carts after this item and shared that the golf cart funds go into the general fund.

The agenda moved back to item #10.

14. STAFF REPORTS.

- CITY ATTORNEY: City Attorney Brackins gave an update on Flagler Golf Management lawsuit. Chapter 51 proceedings will commence. There is potential for a trial in March regarding possession.
- CITY MANAGER: The City Manager presented the elected officials with a memo prior to the meeting that covered a number of topics. The biggest issue is about the hazard mitigation grant that was granted for the Wickline Center. Originally, the City of Flagler Beach was awarded 304k, and now the Federal Government has rerun numbers and are now saying the City is no longer eligible to receive the grant. The State of Florida sides with the City of Flagler Beach and will aid in trying to get reimbursement for the City. Mr. Whitson is asking the officials for direction regarding the windows that have been custom made and ordered and will be delivered any day. The commission requested that the City Attorney review the FEMA grant information and the contract with the windows and doors company, WinTech Products, and come back with his opinion and direction.

COMMISSION COMMENTS

15. COMMISSION COMMENTS, INCLUDING REPORTS FROM MEETINGS ATTENDED: Mayor Johnston encouraged residents to come to the Centennial Planning Meeting on the 17th from 4:30 p.m. to 6:00 p.m. and to the Pier design meeting on January 31st at 5:30 p.m. Commissioner Sherman then requested that everyone table their commission comments until the January 19 workshop due to the fact that it was past 11:00 p.m. Commissioner Cooley questioned why the City Manager has not adjusted employee pay rates in response to a market study. City Manager Whitson responded that the study was just being completed. Commissioner Cooley requested the City Manager job performance be placed on the January 26, 2023 agenda. Commissioner Phillips advised she had already requested the item. Commissioner Phillips invited everyone to the Silver Lake Park cleanup Saturday at 9:00 a.m.
16. PUBLIC COMMENTS REGARDING ITEMS NOT ON THE AGENDA. CITIZENS ARE ENCOURAGED TO SPEAK. HOWEVER, COMMENTS SHOULD BE LIMITED TO THREE MINUTES. *A THIRTY-MINUTE ALLOCATION OF TIME FOR PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA. EACH SPEAKER HAS UP TO THREE-MINUTES TO ADDRESS THE CHAIR, AND ONE OPPORTUNITY TO SPEAK, NO TIME CAN BE ALLOTTED TO ANOTHER SPEAKER:* Public comments were made by Bob Cunningham, John Horan, and Denise Streit.
17. ADJOURNMENT: Commissioner Phillips motioned to adjourn the meeting at 11:21 p.m.

Attest:

Ken Bryan, Chair

Jeanelle Jarrah, Deputy City Clerk



FLAGLER BEACH CITY COMMISSION

Item No. 7

City Manager's Report

Meeting Date: January 26, 2023

Issue: Consider a request for a temporary waiver for a special event as regulated by Chapter 4, Article III, Section 4-129 (b) (4), for a special event.

From: Applicant Dane Jefferys and Kelly Brasol (Representing the Flagler Beach members of the FL Board Riders)

Staff Assigned: Penny Overstreet, City Clerk

Organization: The Florida Board Riders Club

RECOMMENDATION: Approve the request for alcohol in a fenced off area designated "Beer Garden", staff will ensure all other regulations are met.

BACKGROUND: The application is for the Florida Board Riders FL Cup State Championship event to be held on the beach on March 25, 2023 from 8:00 a.m. to 8:00 p.m. The applicant is requesting that alcohol samples be allowed and provided to persons over 21 in a beer garden. The beer garden will be bartended by Fat Tire Staff for sampling, and the beer (not for sale) area will be fenced off with security blocking the exit, not allowing beer to leave designated area. The applicant is not seeking co-sponsorship of the event. The request contains a request for alcohol consumption.

Sec. 4-129. Temporary waivers from certain Code provisions.

(a) The city commission may grant temporary waivers from the provisions of the Code of Ordinances as provided herein. Such waivers shall apply for the duration of the special event permit unless the city commission includes a shorter duration for the temporary waiver as a condition of approval of the waiver. In no event shall a waiver granted herein apply beyond the duration of the special event permit. The city commission shall not grant a temporary waiver to any provision of the Code of Ordinances not specifically contained herein.

(b) The provisions of the Code of Ordinances for which waivers may be granted and the criteria for granting such waivers are:

(c) Upon written request of the applicant the city commission shall conduct a quasi-judicial hearing to consider waivers of certain provisions of the Code of Ordinances. The applicant's request for a hearing to consider waivers shall include: The Code provisions for which a waiver is sought, the specific activity for which the waiver is needed and a sworn statement explaining how the criteria for the requested waiver stated herein are or will be satisfied. At the hearing on the request for waivers the city commission shall hear testimony related to the criteria for waiver stated herein from the applicant, city staff and the public. After receiving testimony, the city commission may grant the requested waiver in full or in part, grant the requested waiver with conditions or deny the requested waiver. The city commission's decision shall be based on competent substantial evidence received at the hearing.

(4) A temporary waiver from the prohibition on consumption and dispensing alcoholic beverages in public parks and recreation areas and upon the municipal pier provided in Sections 6-73 and 6-27 of the Code of Ordinances shall be granted upon a showing by competent substantial evidence that:

- (i) all necessary licenses for any sale or distribution of alcoholic beverages have been or will be obtained;
- (ii) the applicant will take appropriate measures to ensure compliance with Section 4-111 herein; and
- (iii) the consumption of alcoholic beverages will comply with all other Federal, State and local laws and regulations.

BUDGETARY IMPACT:

LEGAL CONSIDERATIONS/SIGN-OFF: N/A

PERSONNEL: Police, City Clerk, Finance

POLICY/REQUIREMENT FOR BOARD ACTION:

IMPLEMENTATION/COORDINATION: Clerk will coordinate with applicant and police.

Attachments

- Application, site plan, sections from Code, Police Chief recommendation

City of Flagler Beach
SPECIAL EVENTS APPLICATION



105 South 2nd Street,
Post Office Box 70
Flagler Beach, Florida 32136
Phone (386) 517-2000 Fax (386) 517-2008

INSTRUCTIONS:

Please print or type all information. The application must be filled out accurately and completely. Answer all questions. Do not leave an item blank. If an item does not apply, write N/A (not applicable). Incomplete applications will not be considered. All statements made on the application are subject to verification.

If you have a 5013 C exemption certificate please attach a copy to this application for the application fee waiver.

OFFICE USE ONLY

DATE REC'D _____

FEE REC'D \$ _____

INITIALS: _____

APPROVED

DISAPPROVED

REASONS: _____

PX _____

BY: _____

CITY SPONSOR: YES

NO

**Please type or print legibly
Required Information**

Name of Event

Producer/Promoter: Florida Board Riders

Type of Organization: non-profit _____ profit _____ charitable _____ government _____

Will the City be asked to sponsor or co-sponsor? _____ Yes No

Contact Person: DANE JEFFERYS

Address: 720 BONITA ROAD

City: ATLANTIC BEACH **State:** FL **Zip:** 32233

Work Phone: _____ **Home Phone:** _____

Fax: _____ **Mobile Phone:** 904-707-7531

E-Mail Address: DANE@FLORIDABOARDRIDERS.COM

Billing Information

Is the party responsible for billing same as above? Yes _____ No

If No, please provide the proper information below:

Attention: _____

Address: _____

City _____ **State** _____ **Zip** _____

Work Phone: _____ **Fax:** _____

EVENT INFORMATION

Event Name: FLORIDA BOARD RIDERS FL CUP CHAMPIONSHIP

Date(s) Requested: MARCH 25, 2023

Location: SOUTH 5TH STREET BEACH/BOARDWALK/PARKING

Brief Description of

Event: STATE CHAMPIONSHIP FOR THE FLORIDA BOARD RIDERS FEATURING TEAMS FROM 5 DIFFERENT CITIES

Site Plan Attached? Yes No

If No, explain here:

Will admission fee be charged for event? Yes No

Event Time: Date MARCH 25 Start 8AM End 8:00 PM

Date _____ Start _____ End _____

Date _____ Start _____ End _____

Set Up: Date MARCH 24 Start 4:00 PM End 9:00 PM

Break Down: Date MARCH 25 Start 8:00 PM End 10:00 PM

Rain Date: Date MARCH 26 Start 8:00 AM End 4:00 PM

Total Number of Expected attendees\participants: 150

Age Breakdown: 0 _____ 1-10 45 11-18 25 19-25 30 26-40 55 Over 40 _____

Have you held this event previously? No Yes

If Yes, Previous Date(s): OCTOBER 23, 2022

Location: SOUTH 5TH STREET

Does this event differ from previous years? No Yes

If Yes, explain how: STATE CHAMPIONSHIP INSTEAD OF REGIONAL

SIGNS\BANNERS

Will you require signs and banners at your event? No Yes

If Yes, list # and dimensions of each:

2'X10' VERTICAL FLAGS

Proposed locations:

ON BEACH TO MARK SURF ZONES

PARADES

Parade permits for SR A1A or SR 100 are provided by FDOT. The City will apply for the permit but can not guarantee approval. A map of the route designating requested street closures must be attached.

Estimated number of parade units in each category:

<u>NA</u> Bands	<u>NA</u> Floats	<u>NA</u> Cars	<u>NA</u> Marching units	<u>NA</u> Miscellaneous
Parade time	Date: <u>NA</u>	Start _____ am/pm	End _____ am/pm	
Set-up time	Date: <u>NA</u>	Start _____ am/pm	End _____ am/pm	
Break down	Date: <u>NA</u>	Start _____ am/pm	End _____ am/pm	
Rain date	Date: <u>NA</u>	Start _____ am/pm	End _____ am/pm	

TRAFFIC

Will normal traffic patterns be altered by the event? No

If Yes, explain: _____

Will public parking, streets, sidewalks, etc. be restricted or obstructed?

No Yes (If yes, designate on site sketch)

Does your plan include on-site parking? No Yes (If yes, designate on site sketch)

Does your plan include off-site parking? No Yes (If yes, designate on site sketch)

Will shuttles be used to transport? No Yes

FACILITY REQUIREMENTS

Will you utilize temporary structures at event? No Yes

If yes, indicate # of each: Stages Tents Scaffolding Booths Fences

Concession Stands Miscellaneous

Location of these structures on site sketch required.

Note: Special Permits are required for tents exceeding 200 sq.ft. Special Building permits are required for temporary structures 700 or more sq.ft in area and those that are four feet above grade.

How many tents exceeding 200 sq.ft. will be used? NA List tent location and size: _____

8 TENTS IN PARKING SPACES (IN FRONT OF 7-11); 10'X10' EACH; 5 TENTS ON THE BEACH 10'X10' EACH

Will you need electric? No Yes

If yes, type of equipment: SELF-PROVIDED GENERATOR # of Amps needed: NA

Will you employ an electrician? No Yes

If yes, provide name & phone number: _____ NA

PROPOSED RETAIL SALES

*** Note: All vendors are required to complete an Itinerant Merchants License application**

Estimated total number of vendors: NA Estimated # of each type of vending: NA Crafts
NA Clothing NA Food/Beverage NA Jewelry NA Misc (Describe in detail below.)

Prepared Food and Alcoholic Beverages\Liquor Liability

Will food\beverage be prepared\sold at this event? No Yes (If yes, see below.)

Note: Fire extinguishers are required and will be inspected by the Flagler Beach Fire Department, Department of Business & Professional Regulation or Department of Agriculture licenses are required and copies must be provided to the City, additional liability insurance required as set by Special Events Ordinance.

Will alcoholic beverages be dispensed, provided or served? No Yes (If yes, see below.)

Note: Liquor Liability Coverage required.

Name of Organization licensed to serve alcohol at this event: FAT TIRE *

This organization is for profit not for profit

*BEER GARDEN WILL BE BARTENDED BY FAT TIRE STAFF FOR SAMPLING BEER (NOT FOR SALE) AREA WILL BE FENCED OFF WITH SECURITY BLOCKING THE EXIT, NOT ALLOWING BEER TO LEAVE DESIGNATED AREA

RESTROOM FACILITIES

Toilet Facilities available?* No If Yes, how many:

Will you provide Port-o-lets?* No If Yes, how many: (Designate on site plan.)

**Note: ADA requires one handicapped restroom in each group of restrooms*

AMERICANS WITH DISABILITIES ACT

ADA requires with accessibility guidelines as adopted by the State of Florida are now in effect.

SANITATION

Please review the Special Events Ordinance, and Resolution 2008-32 regarding fees for sanitary requirements.

POLICE SERVICES\CROWD CONTROL

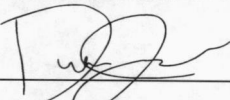
Please review the Special Events Ordinance for Police\Security requirements.

LIABILITY INSURANCE WILL BE REQUIRED

See Special Events Ordinance for insurancelindemnity requirements

SIGNATURE(S)

I understand this is an application only and does not obligate the City in any fashion to reserve any facility location or approve an event. I also understand that if application is approved, non-compliance with event ordinances and agreements within these pages, could impact future event terms or approvals.

Signature of Applicant  Date 1/13/23

Title of Applicant EXECUTIVE DIRECTOR

Affiliation FLORIDA BOARD RIDERS

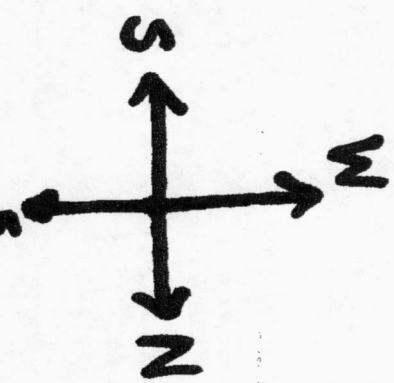
CITY OFFICIALS

To be signed after review of application by department heads or at Special Event Planning Meeting, if required.

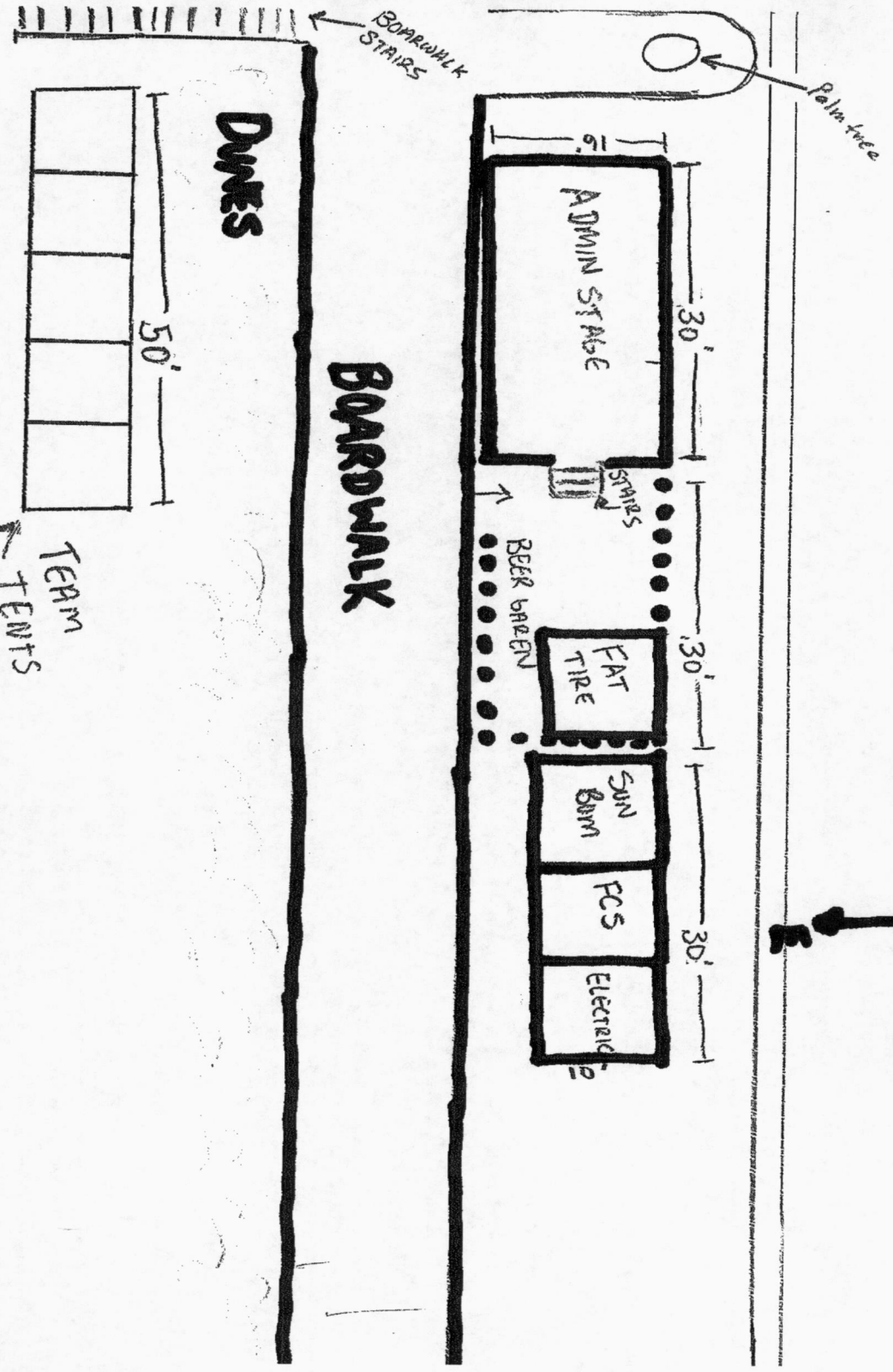
Chief of Police	_____	Date	_____
Fire Chief	_____	Date	_____
Sanitation	_____	Date	_____
City Manager	_____	Date	_____
City Commission Chair	_____	Date	_____

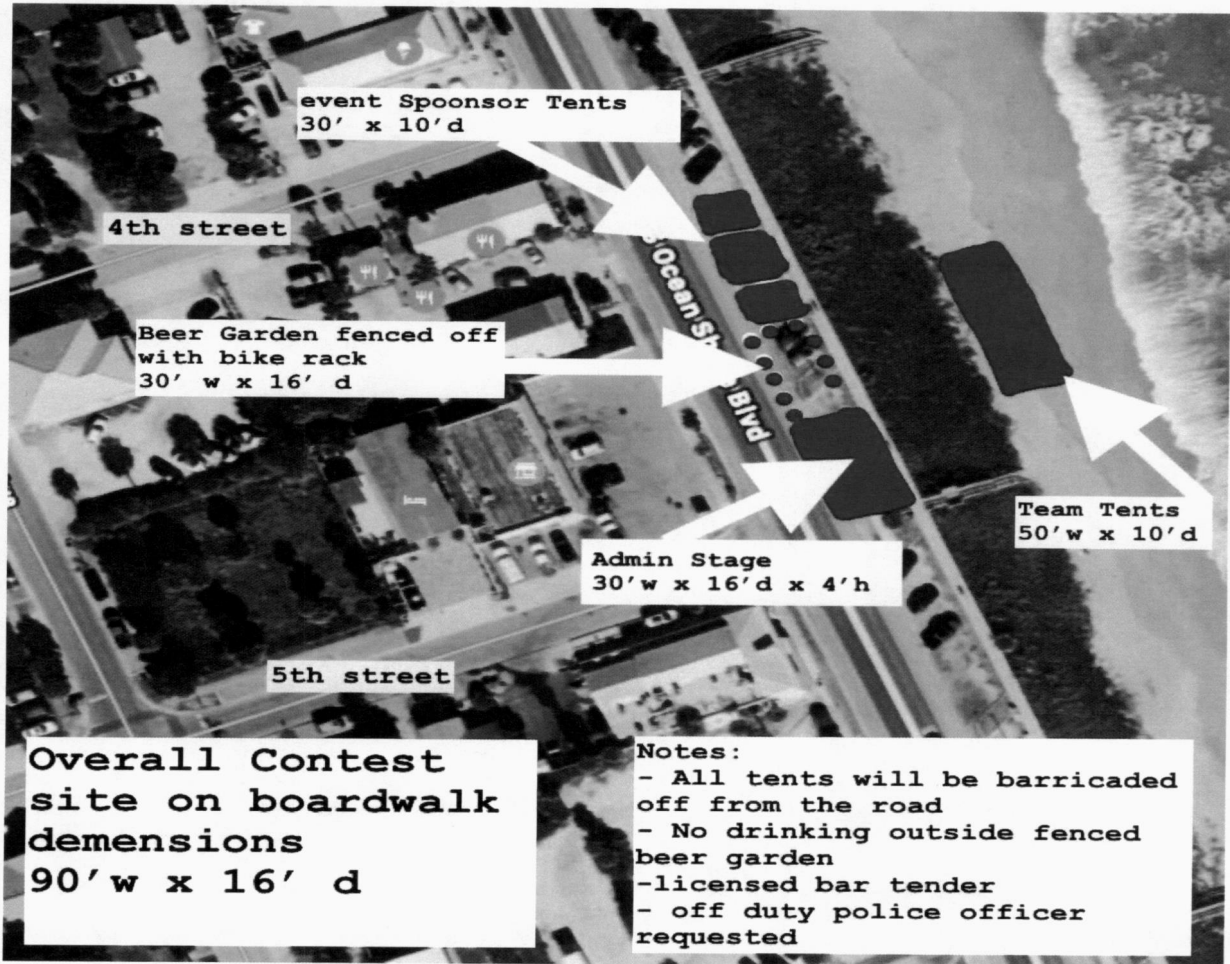
Site Map

ALA



ALA





Jeanelle Jarrah

From: Matthew Doughney <MDoughney@fbpd.org>
Sent: Tuesday, January 17, 2023 2:05 PM
To: Jeanelle Jarrah
Cc: Lance Blanchette
Subject: FW: FLORIDA BOARD RIDERS PERMIT 3/25 OR 3/26
Attachments: FL Board Riders March 25 FINAL PERMIT.pdf; Site map flagler.pdf; Site map Flagler 2.pdf

Jeanelle,

If the Commission approves of alcohol for the beer garden, then this event will require two (2) Officers. One (1) for pedestrian crossings and the other at the garden to insure that prevent a or address any underage drinking.

Matt

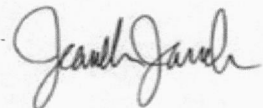
From: Jeanelle Jarrah <JJarrah@CityofFlaglerBeach.com>
Sent: Tuesday, January 17, 2023 9:01 AM
To: Matthew Doughney <MDoughney@fbpd.org>; Robert Pace <RPace@fbfire.org>; Tom Gillin <TGillin@CityofFlaglerBeach.com>
Subject: FW: FLORIDA BOARD RIDERS PERMIT 3/25 OR 3/26

[NOTICE: This message originated outside of City of Flagler Beach PD -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

Good morning,

Please see the attached application for the Florida Board Riders FL Cup Championship for March 25, 2023 and provide your recommendations.

Thank you!



Jeanelle Jarrah, CMC
Deputy City Clerk

City of Flagler Beach
105 S 2nd St
Flagler Beach, FL 32136

(386) 517-2000 x235

jjarrah@cityofflaglerbeach.com

Florida has a very broad Public Records Law. Virtually all written communications to or from State and Local Officials and employees are public records available to the public and media upon request. The City of Flagler Beach's policy does not differentiate between personal and business emails. This means email messages, including your e-mail

address and any attachments and information we receive online might be disclosed to any person or media making a public records request. E-mail sent on the City system will be considered public and will only be withheld from disclosure if deemed confidential or exempt pursuant to State Law. If you are an individual whose identifying information is exempt under 119.071, Florida Statutes, please so indicate in your email or other communication. If you have any questions about the Florida public records law refer to Chapter 119 Florida Statutes.
Website: www.cityofflaglerbeach.com

From: Dane Jefferys <dane@floridaboardriders.com>
Sent: Monday, January 16, 2023 10:21 AM
To: Jeanelle Jarrah <JJarrah@CityofFlaglerBeach.com>
Cc: Flagler Board Riders <flaglerboardriders@gmail.com>; Kelly Walker-Brasol <kellybrasol@gmail.com>
Subject: FLORIDA BOARD RIDERS PERMIT 3/25 OR 3/26

Jeanelle,

Hope all is well and happy new year! We have been working with the Flagler Board Riders on a permit for our championship event on 3/25 or 3/26. This event is a one day surfing contest with the exact same format as our event in October. We have attached the permit application and two site maps. We are asking to utilize the parking area for this event. Please take a look at the attached and let us know if you have any questions or concerns?

Thank you,

#RecycleTheStoke
Dane Jefferys



@Florida_Board_Riders | 904.707.7531
www.FloridaBoardRiders.com

#8

Penny Overstreet

From: William Whitson
Sent: Monday, January 23, 2023 5:19 PM
To: Elected Officials
Cc: Candidate Group; Drew Smith; Department Heads; Benjamin M. Fries
Subject: FW: WWTF Operations Building / Master Planning Scope of Services
Attachments: Flagler Beach WWTP - Operations Building Project.pdf

Team:

FYI.....Please add this information for the discussion on Thursday at the Commission meeting. This is currently in our CIP. However, given the crazy prices increases we have seen in the construction process bidding it separately as a CIP item is not recommended. Instead, moving forward under the CMAR process may save us significant funding since we need to do this project as part of the new WWTP facility.

Mr. Fries will be with us on Thursday to explain the logic of proceeding now as oppose to waiting on a separate bid process.

Sincerely,

W W

From: Benjamin M. Fries <bfries1@brighthouse.com>
Sent: Sunday, January 22, 2023 10:36 PM
To: William Whitson <wwhitson@cityofflaglerbeach.com>
Subject: WWTF Operations Building / Master Planning Scope of Services

William,

Attached please find the Scope of Services for the new Operations Building at the WWTF and master planning of the facility site.

As you know, time is of the essence as these professional engineering services need to be completed by the time the CMAR - Preconstruction Phase contract for the WWTF improvements is negotiated and executed as the new Operations Building will be constructed as part of the Flagler Beach WWTF Expansion and BNR Improvements Project (CMAR Contract). It would be greatly appreciated if you could expedite this scope of services, as City and CPH, LLC staff have previously agreed to the work, project scope, and the notice to proceed. As you know, we have already had two (2) meetings with City staff, have conceptually laid out the operations building, begun the engineering work to ensure that it is completed on-time to meet the CMAR timeframe requirements associated with the WWTF improvements, and have completed the majority of the master planning.

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

Thanks, and have a great day!

Benjamin M. Fries

January 22, 2023



Mr. William Whitson
City Manager
City of Flagler Beach
105 South 2nd Street
Flagler Beach, FL 32136

Re: City of Flagler Beach WWTP - New Operations Building and Master Planning of WWTF
Professional Engineering Services Contract

Dear William:

Per our previous discussions and in accordance with the City's Capital Improvements Program (CIP), please find the attached Scope of Services for the design of the new Operations Building at the Flagler Beach WWTF and long-term master planning of the Flagler Beach WWTF site to identify the efficient use of the property for the City's wastewater treatment, lift stations, public works, and sanitation operations.

Time is of the essence as these professional engineering services need to be completed by the time the CMAR - Preconstruction Phase contract for the WWTF improvements is negotiated and executed as the new Operations Building will be constructed as part of the Flagler Beach WWTF Expansion and BNR Improvements Project (CMAR Contract). It would be greatly appreciated if you could expedite this scope of services, as City and CPH, LLC staff have previously agreed to the work, project scope and the notice to proceed. As you know, we have already had two (2) meetings with City staff, have conceptually laid out the building, begun the work to ensure that it is completed on-time to meet the CMAR timeframe requirements associated with the WWTF improvements, and have completed the majority of the master planning.

If you have any questions or wish to discuss this scope of services, please do not hesitate to call me directly by phone at (407) 620-4398 or via e-mail. We thank you and City Staff for all the hard work and effort that you have put forth to date and look forward to completing this critical wastewater infrastructure project for the City.

Sincerely,

CPH, LLC

A handwritten signature in cursive script that reads "Benjamin M. Fries".

Benjamin M. Fries
Vice-President / Project Design Manager
500 West Fulton Street
Sanford, FL 32771

bfries@cphcorp.com
bfries1@brighthouse.com

CITY OF FLAGLER BEACH WASTEWATER TREATMENT FACILITY

New Operations Building and Master Planning of the WWTF Site

1. GENERAL

- A. In accordance with the City of Flagler Beach Capital Improvements Program (CIP), a new Operations Building is budgeted this fiscal year for construction at the Flagler Beach WWTF. The new Operations Building will provide a safe working environment (health safety) during tropical events as the WWTF operators are required to man the facility during said events. The new Operations Building will be designed to meet 150-mph wind speeds, constructed of tinted split-face block with a water repellent coating to minimize building maintenance (no painting), and will consist of the following rooms/infrastructure:
- Main Entryway
 - Operations Room
 - Two (2) staff offices
 - Break Room
 - Laboratory
 - Unisex ADA Bathroom
 - Unisex ADA Shower Room
 - Locker Room
 - Mechanical Room
 - Electrical Room
- B. CPH, LLC shall provide professional engineering services (structural, mechanical, electrical, architectural, plumbing, HVAC, environmental, and civil engineering) for the preliminary and final engineering design and permitting of the new Operations Building at the Flagler Beach WWTF.
- C. CPH shall provide professional engineering services associated with the long-term master planning of the Flagler Beach WWTF site to identify the efficient use of the property for the City's wastewater treatment, lift stations, public works, and sanitation operations.
- D. ***Time is of the essence as these professional engineering services need to be completed by the time the CMAR - Preconstruction Phase contract is negotiated and executed*** as the new Operations Building will be constructed as part of the Flagler Beach WWTF Expansion and BNR Improvements Project (CMAR Contract).

2. PROFESSIONAL CONSULTING SERVICES

- A. Workshop No. 1 - Conceptual Planning
- 1) Conduct a meeting with City Operations and Management Staff to discuss the following:

- a. Conceptual space planning within the new Operations Building at the Flagler Beach WWTF.
- b. Optimal location for the new Operations Building at the Flagler Beach WWTF site based on current and future treatment infrastructure requirements.

B. Preliminary Engineering Design of the Proposed Operations Building

- 1) Preliminary engineering of the new tinted, split-face block Operations Building at the Flagler Beach WWTF including the following:
 - a. Operations Building Rooms/Areas
 - (1) Main entryway.
 - (2) Horseshoe-shaped operations room for the operations staff.
 - (3) Two staff offices.
 - (4) Break room.
 - (5) Facility laboratory and associated equipment and glassware.
 - (6) Unisex ADA bathroom.
 - (7) Unisex ADA shower room.
 - (8) Locker room.
 - (9) Mechanical and electrical rooms.
 - b. Electrical, controls, instrumentation and SCADA system modifications.
 - c. Stormwater management system improvements.
 - d. Site, sidewalk, parking stalls, and roadway modifications.
 - e. Potable water and sanitary sewer system modifications
 - f. Landscaping and irrigation system improvements.
 - g. Building security system.
 - h. Demolition plan for existing infrastructure located in the area proposed for the new Operations Building.
- 2) Environmental evaluation of the location for the Operations Building to ensure there are no endangered species (flora/fauna) in the area (scrub jays, gopher tortoises, etc.).
- 3) The Operations Building will be designed to meet 150-mph hurricane force winds. All windows shall be shatter resistant.

- 4) The Operations Building will be elevated to ensure that against flooding and anticipated sea-level rise (to be determined in accordance with the current Resiliency Study and/or best information available).

C. Workshop No. 2 - Preliminary Engineering Design Review

- 1) Conduct a meeting with City Operations and Management Staff to discuss the preliminary engineering design of the new Operations Building to include the following elements:
 - a. Civil and environmental engineering elements.
 - b. Structural components.
 - c. Mechanical components.
 - d. Electrical, controls, instrumentation, and SCADA system modifications.
 - e. Landscaping and irrigation system layout.
 - f. Security system elements.
 - g. Operations and maintenance considerations.
- 2) Incorporate any City comments into the final engineering design of the Operations Building.

D. Final Engineering Design of the Proposed Operations Building

- 1) Prepare a final site layout for the proposed infrastructure improvements at the Flagler Beach WWTF in accordance with all local, FDEP, and EPA regulations.
 - 2) Prepare design calculations for the proposed improvements and set final grades for all required facility structures.
 - 3) Meet with Operations and Management Staff and finalize the *basis of design* for the proposed improvements based on operational experience, energy-efficiency, manpower requirements and facility continuity.
 - 4) Final design of the proposed improvements at the Flagler Beach WWTF, identified in Article 2B, and preparation of Project Contract Drawings for incorporation into the Flagler Beach WWTF Expansion and BNR improvements project (CMAR).
 - 5) Prepare stormwater calculations, design any required stormwater management system improvements and assist the City in obtaining an Environmental Resources Permit, from FDEP, for any proposed improvements at the Flagler Beach WWTF.
 - 6) Preparation of the Technical Specifications for the proposed improvements at the Flagler Beach WWTF for permitting, CMAR evaluation and pricing, and construction.
- E. Work with the CMAR Contractor, in a value engineering workshop, to finalize the design of the new Operations Building for final pricing and incorporation into the Task Order No. 2 (construction of the WWTF improvements), per the CMAR contract.

F. Master Planning of the Flagler Beach WWTF Facility Site

- 1) Development of a long-term master plan of the Flagler Beach WWTF site to identify the efficient use and subdivision of the property for the following City Departments:
 - a. Wastewater treatment.
 - b. Lift stations and wastewater collection/transmission.
 - c. Public works (partial use of the site).
 - d. Sanitation (garbage) and recycling operations.
- 2) Master planning of the Flagler Beach WWTF site for current and future infrastructure projects and use of a portion of the site by other City departments is critical to ensuring that infrastructure is located properly on the facility site to minimize capital, operations and maintenance costs. The Consultant will work with City operations and management staff to:
 - a. Define the current and potential future infrastructure projects.
 - b. Strategically locate current and potential future infrastructure projects on the WWTF site to minimize infrastructure costs.
 - c. Strategically subdivide the site for use by the City departments identified in Article 2(F)(1) and maximize the use of the treatment facility site.
 - d. Minimize the footprint of the proposed infrastructure improvements.
 - e. Ensure sufficient area is available for current and future stormwater management ponds for storage and treatment of runoff.
 - f. Identify fencing, motorized gates and security needs associated with the master planning of the WWTF site.

3. ITEMS NOT INCLUDED IN THIS SCOPE OF SERVICES

- A. This Scope of Services **does not include** the following professional engineering services:
 - 1) Post Design Services and Construction Engineering, Inspection and Management (CEIM) Services associated with the construction of the new Operations Building and associated improvements at the Flagler Beach WWTF.
- B. These professional engineering services (CPH, LLC) will be added, at a later date, under a separate Scope of Services associated with the overall construction of the Flagler Beach WWTF Expansion and BNR Improvements project.

4. PAYMENT

CPH, LLC agrees to perform the professional engineering services outlined above for an lump sum (fixed) fee of \$81,560, inclusive of out-of-pocket expenses as identified in the table below.

Professional Engineering Services	Fixed Fee
Engineering Design of the new Operations Building	\$77,295
Flagler Beach WWTF Master Planning	\$3,015
Environmental Subconsultant	\$1,250
Total Cost for Professional Engineering Services:	\$81,560

5. ACCEPTANCE

In witness whereof, this 22nd day of January, 2023.

City of Flagler Beach, Florida

CPH, LLC



William Whitson
City Manager
City of Flagler Beach, FL

Benjamin M. Fries
Vice-President/Program Manager
CPH, LLC

January 21, 2023



Mr. William Whitson
City Manager
City of Flagler Beach
105 South 2nd Street
Flagler Beach, Florida 32136

Re: Recommendation to Award CMAR Contract for the
Flagler Beach WWTF Expansion and BNR Improvements Project
RFQ No. FB-22-0901

Dear William:

The City of Flagler Beach issued RFQ Solicitation No. FB-22-0901 on December 9, 2022 requesting Contractors to submit sealed qualifications for Construction Manager at Risk (CMAR) Services - Flagler Beach WWTF Expansion and BNR Improvements in accordance with FDEP SRF requirements. Only one (1) submittal was received by the City Clerk prior to the submittal due date due to the following: the majority of the contractors building these types of projects are extremely busy; there is a severe shortage of skilled labor to construct these types of projects; one contractor who was going to submit won another job and decided not to submit; and another decided not to submit as they were going after two other large wastewater projects. The one Proposer who submitted, based on the City's RFQ solicitation, is a joint venture of PC Construction (lead) and Sawcross Contractors & Engineers (sub). In reviewing the RFQ submittal, the three (3) City of Flagler Beach selection committee members scored the firm independently and collectively awarded the joint venture team with 289 points (out of possible 300 points). The selection committee made the following comments based on reviewing the RFQ submittal document and/or visiting a few treatment facilities built by the construction firms:

- Met the president and project manager of Sawcross previously on projects that they completed for the City of Flagler Beach at the WWTF. They were very knowledgeable, their crews did a great job in completing the work, and the firm is easy to work with.
- The PC/Sawcross Team is very qualified for this type of wastewater treatment plant work based on their expertise and the projects that they have completed for other municipalities.
- Their project approach is very well thought out and they have the skills available to conduct a detailed value engineering analysis of the proposed improvements.
- Last summer, I visited the Palm Coast Water Reclamation Facility No. 2 (constructed by PC Construction); and the Sanford North Water Reclamation Facility, Sanford South Water Reclamation Center, and the Sanford Main WTP (constructed by Sawcross Contractors & Engineers). The facilities were all very well built and the management team and facility operators were very happy with the design, construction, equipment and operations of the facility.
- They realize the short-time frame to complete the project and have the labor force to get the job done.

- Local references are very impressive.
- They are proposing to bring the same construction and management team that was recently used to construct the new Sanford Main WTP - very impressive work completed by the team (designed by CPH, LLC).

CPH, LLC has worked with both firms (PC Construction and Sawcross Contractors & Engineers) on wastewater and water treatment projects throughout Florida as indicated below:

Contractor	Recent CPH Design Projects Constructed by the Firms
PC Construction	Palm Coast MBR WRF No. 2
SawCross Contractors & Engineers	Sanford Main WTP Improvements
	Sanford North WRF - Tertiary Filtration System Improvements
	Sanford North WRF - Ground Storage Tank Site Work
	Sanford Vacuum Collection System Improvements
	Flagler Beach WWTF - Valve Replacements and Secondary Clarifier Modifications
	Flagler Beach WWTF - Screw Press Improvements (current project - State Grant)

We have reviewed the RFQ submittal by the PC/Sawcross Team, and based on our knowledge of the firms and their capabilities, we recommend that the City of Flagler Beach accept and authorize award of the CMAR contract to them for the Flagler Beach Expansion and BNR Improvements Project. Upon approval of the award recommendation by the City Commission, the next step will be to begin negotiations with them to develop a price to complete Task Order No. 1, per the CMAR RFQ document (Article 15.2), for preconstruction services for the proposed WWTF improvements.

If you have any questions or need additional information from regarding this matter, please do not hesitate to contact me.

Sincerely,

CPH, LLC



Benjamin M. Fries
 Vice-President/Program Manager
 CPH, LLC
 500 West Fulton Street
 Sanford, FL 32771

bfries@cphcorp.com
bfries1@briighthouse.com

CITY OF FLAGLER BEACH, FL

REQUEST FOR QUALIFICATIONS (RFQ) No. FB-22-0901

CONSTRUCTION MANAGEMENT AT RISK SERVICES (CMAR) -
FLAGLER BEACH WWTF EXPANSION AND BNR IMPROVEMENTS

EVALUATION OF RFQ SUBMITTALS - **PC/SAWCROSS CONSTRUCTION**

RFQ Tab	Evaluation Criteria	Available RFQ Points	City of Flagler Beach Reviewer		
			A	B	C
3	Qualifications and Experience of the Project Team	35	34	34	34
4	Approach to the Engagement and Project Management	25	24	23	25
5	Value Engineering, Project Scheduling, Estimating and Communication	20	20	18	18
6	Quality Control, Sanctions and Adverse Litigation	5	5	4	5
8	Proposer's Availability	5	5	5	5
10	References	5	5	5	5
---	Quality of RFQ Submittal	5	5	5	5
Total Proposal Points Allocation (Per Evaluation Committee Member):		100	98	94	97
Overall Total Points Awarded (Sum of Reviewers) - Max Score is 300:				289	
Average Points for the CMAR Proposer (PC/Sawcross):				96.3	

There was only one RFQ Submittal for the CMAR Services (PC/Sawcross) associated with the Flagler Beach WWTF Expansion and BNR Improvements project. Good RFQ submittal, very qualified team to perform the work, detailed project approach and excellent references. The CMAR Team (PC/Sawcross) are highly qualified in building wastewater treatment facilities. One reviewer has toured the Palm Coast WRF constructed by PC Construction and various wastewater/water treatment projects constructed by Sawcross Construction (Sanford North WRF, Sanford South WRC and Sanford Main WTP) and was very pleased with the construction and the comments made by the operators of the facilities. CPH, LLC was also the Engineer of Record (EOR) for the above referenced facilities that the reviewer toured and has worked with both construction firms (PC and Sawcross) and was very pleased with their work. Thus, **the Flagler Beach CMAR Review Committee recommends award of the CMAR Contract for the Flagler Beach WWTF Expansion and BNR Improvements to the PC/Sawcross Construction Team.**

#8

Penny Overstreet

From: Katie Dockhorn
Sent: Tuesday, January 10, 2023 1:16 PM
To: Penny Overstreet
Cc: William Whitson
Subject: Fw: WWTP CMAR Review Committee 1/20, 9:00 am

FYI

Penny, Mr. Whitson would like to include the CMAR RFQ and the one bid package that was received with the material packet for the Regular Commission meeting on 1/26. He will add the scoresheet from the 1/20 meeting and analysis to the materials packet as soon as available to add to 1/26 materials.

Many thanks,
Katie

From: Katie Dockhorn
Sent: Tuesday, January 10, 2023 1:04 PM
To: William Whitson <wwhitson@cityofflaglerbeach.com>; Benjamin M. Fries <bfries1@brighthouse.com>; Johnny Lynn <JLynn@CityofFlaglerBeach.com>; Rick McFadden <RMcFadden@CityofFlaglerBeach.com>
Subject: WWTP CMAR Review Committee 1/20, 9:00 am

Good afternoon,

We are scheduling the review committee meeting for the Wastewater Treatment Plant CMAR request for proposals for Friday, January 20th from 9:00 am-11:00 am .

I will follow this email with a calendar invitation for that date and time.

Best,
Katie

Katie Dockhorn
Assistant to the City Manager
City of Flagler Beach
PO Box 70
Flagler Beach, FL 32136
386-517-2000 ext. 238
kdockhorn@cityofflaglerbeach.com



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FLAGLER BEACH CITY COMMISSION

Item No: 9

Meeting Date: January 26, 2023

Issue: Award Bid for Installing 50 Sets of Sanitary Manholes Rings & Covers to Engineered Spray Solutions (ESS) in the amount of \$182,700.

From: Dr. Lee Richards, Project Coordinator for Engineering Services

Organization: Engineering/Utility Sewer Collection

RECOMMENDATION: Award this contract to ESS in the amount not to exceed \$182,700.

BACKGROUND:

Many of the sanitary sewer manholes have outdated and ill-fitted cast iron covers and rings. This situation has led to loose manhole covers that allow stormwater to penetrate the manholes increasing the I&I that goes to the wastewater treatment plant. This exacerbates the costs for treating this effluent at the plant. Also, the covers are constantly causing annoying reverberation and continuous deterioration as vehicles drive over them.

This project will replace approximately 50 of the old cast iron components that were inundated with stormwater by Hurricanes Ian and Nicole. They will be replaced with new 24" diameter Cap One Composite Manhole Covers and Rings. Thirty (30) of them are located in paved areas and twenty (20) are in the city rights-of-way – the former are about \$800 (apiece) more expensive than the latter. The departmental budget included \$750,000 to go toward sewer rehabilitation, of which, this project is an integral part.

The project will be piggy-backed to ESS's current contract with St. Augustine. ESS will be charging the city the exact same component prices as they have contracted with St. Augustine. The firm has the capacity to accomplish the project and can start work soon after an award is made.

BUDGETARY IMPACT: Included in the FY 22-23 Utility budget.

LEGAL CONSIDERATIONS/SIGN-OFF:

PERSONNEL: Dr. Lee Richards, Gerald Mahedeo

POLICY/REQUIREMENT FOR BOARD ACTION:

IMPLEMENTATION/COORDINATION: Gerald Mahedeo

Attachments

- Cost Breakdown from COSA – In Right-of-Way
- Cost Breakdown from COSA – In Paved Roads
- Copy of Statement Guaranteeing St. Augustine Prices

FINAL BID FORM 1 - COATING METHOD - POLYURETHANE

9/16/2020

UNIT PRICE SCHEDULE FOR SANITARY AND STORM MANHOLE & STRUCTURES REHABILITATION BID RFP#PW2020-05

Final /R2

Bidders must provide prices for each line item for their bid to be considered responsive. City of Flagler Beach R&C Replacement In Right of Way

ROW

Item No.	Description	Unit	Qty	Unit Price(\$)	Amount (\$)
A - MANHOLE & STRUCTURES COATING - POLYURETHANE					
1	Manhole Protective Resin Based Lining 48" Diameter 1/8" Minimum Thickness	VF	0.00	\$ 328.00	\$ -
2	Manhole Structural Resin Based Lining 48" Diameter 1/4" Minimum Thickness	VF	0.00	\$ 376.00	\$ -
3	Manhole Structural Resin Based Lining 48" Diameter 1/2" Minimum Thickness	VF	0.00	\$ 521.00	\$ -
4	Manhole Structural Resin Based Lining 48" Diameter 1" Minimum Thickness	VF	0.00	\$ 811.00	\$ -
5	Manhole Protective Resin Based Lining 60" Diameter 1/8" Minimum Thickness	VF	0.00	\$ 410.00	\$ -
6	Manhole Structural Resin Based Lining 60" Diameter 1/4" Minimum Thickness	VF	0.00	\$ 470.00	\$ -
7	Manhole Structural Resin Based Lining 60" Diameter 1/2" Minimum Thickness	VF	0.00	\$ 651.25	\$ -
8	Manhole Structural Resin Based Lining 60" Diameter 1" Minimum Thickness	VF	0.00	\$ 1,013.75	\$ -
9	Structure / Manhole Protective Resin Based Lining 1/8" Minimum Thickness	SF	0.00	\$ 26.50	\$ -
10	Structure / Manhole Structural Resin Based Lining 1/4" Minimum Thickness	SF	0.00	\$ 31.00	\$ -
11	Structure / Manhole Structural Resin Based Lining 1/2" Minimum Thickness	SF	0.00	\$ 42.00	\$ -
12	Structure / Manhole Structural Resin Based Lining 1" Minimum Thickness	SF	0.00	\$ 65.00	\$ -
SUBTOTAL A - MANHOLE & STRUCTURES LINING - POLYURETHANE					\$ -
B - MANHOLE & STRUCTURES REPAIR					
13	Removal of Existing Manhole or Wetwell Lining System (Excluding T-Lock Epoxy or Polyurea Liners)	SF	0.00	\$ 9.00	\$ -
14	Removal of Existing Manhole or Wetwell T-Lock, Epoxy or Polyurea Liners	SF	0.00	\$ 22.00	\$ -
15	Patching & Profiling - Cementitious Grout Only	SF	0.00	\$ 12.00	\$ -
16	Infiltration Control - Chemical Grout	GAL	0.00	\$ 125.00	\$ -
17	Surface Preparation - Sand Blasting	SF	0.00	\$ 10.00	\$ -
18	Bench and Invert Channel Repair	LF	0.00	\$ 225.00	\$ -
19	Chimney Repairs	VF	1.00	\$ 225.00	\$ 225.00
20	Chimney Replacement	VF	0.00	\$ 675.00	\$ -
21	Chimney sealing (Construction Joint at Ring and Cover)	EA	0.00	\$ 285.00	\$ -
22	Manhole Rim & Cover Replacement (STD 24" Diameter) - Paved Areas	EA	0.00	\$ 1,150.00	\$ -
23	Manhole Rim & Cover Replacement (STD 24" Diameter) - Grassed Areas	EA	1.00	\$ 950.00	\$ 950.00
24	Manhole Rim & Cover Replacement (3PC COSA DETAIL SS1)- Paved Areas	EA	0.00	\$ 1,550.00	\$ -
25	Manhole Rim & Cover Replacement (3PC COSA DETAIL SS1)- Grassed Areas	EA	0.00	\$ 1,250.00	\$ -
26	Raise / Re-Level Existing Frame and Cover for Street Adjustment (up to 4")	EA	0.00	\$ 600.00	\$ -
27	Provide and Install Manhole Cover lid & Pick Hole seals	EA	0.00	\$ 275.00	\$ -
28	Install Rain Water Protector STD 24" Stainless	EA	0.00	\$ 365.00	\$ -
29	Install Rain Water Protector Large 31.5" Stainless	EA	0.00	\$ 485.00	\$ -
30	Install Rain Water Protector STD 24" HDPE	EA	0.00	\$ 135.00	\$ -
31	Install Rain Water Protector Large 31.5" HDPE	EA	0.00	\$ 190.00	\$ -
SUBTOTAL B - MANHOLE & STRUCTURES REPAIR					\$ 1,175.00

C - CLEANING, TELEVISIONING AND ASSESSMENT

32	Cleaning Manholes for Rehabilitation	EA	1.00	\$ 150.00	\$ 150.00
33	Cleaning Structures for Rehabilitation	EA	0.00	\$ 1,000.00	\$ -
34	Pre and Post Photographs(USB) Manholes for Rehabilitation	EA	1.00	\$ 150.00	\$ 150.00
35	Pre and Post Photographs(USB) Structures for Rehabilitation	EA	0.00	\$ 300.00	\$ -
36	Mobilization (Inspection only)	WK	0.00	\$ 1,500.00	\$ -
37	Manhole Inspection Level 1	EA	0.00	\$ 125.00	\$ -
38	Manhole Inspection Level 2	EA	0.00	\$ 185.00	\$ -
39	Structure (Wet Well) Inspection Level 1	EA	0.00	\$ 1,300.00	\$ -
40	Structure (Wet Well) Inspection Level 2 (Includes scan)	EA	0.00	\$ 1,750.00	\$ -
41	Cleaning Sewer Manholes (CCTV purposes only)	EA	0.00	\$ 45.00	\$ -
42	Cleaning Stormwater Structures (CCTV purposes only)	EA	0.00	\$ 65.00	\$ -
43	Cleaning Wetwells (CCTV / Inspection purposes only)	EA	0.00	\$ 600.00	\$ -
44	Light Storm Drain Cleaning From ROW (Right of way) 8"-10"	LF	0.00	\$ 4.75	\$ -
45	Light Storm Drain Cleaning From ROW (Right of way) 12"-15"	LF	0.00	\$ 8.25	\$ -
46	Light Storm Drain Cleaning From ROW (Right of way) 16"-24"	LF	0.00	\$ 12.25	\$ -
47	Light Storm Drain Cleaning From ROW (Right of way) 30"-36"	LF	0.00	\$ 29.00	\$ -
48	Light Storm Drain Cleaning From Side and Rear Easements 8"-10"	LF	0.00	\$ 9.40	\$ -
49	Light Storm Drain Cleaning From Side and Rear Easements 12"-15"	LF	0.00	\$ 16.40	\$ -
50	Light Storm Drain Cleaning From Side and Rear Easements 16"-24"	LF	0.00	\$ 24.75	\$ -
51	Light Storm Drain Cleaning From Side and Rear Easements 30"-36"	LF	0.00	\$ 58.50	\$ -
52	Increase for "Medium" cleaning of storm drain to above line items 44-51	LF	0.00	\$ 1.75	\$ -
53	Increase for "Heavy" cleaning of storm drain to above line items 44-51	LF	0.00	\$ 3.50	\$ -
54	Storm Drain CCTV 8" - 10"	LF	0.00	\$ 3.75	\$ -
55	Storm Drain CCTV 12" - 18"	LF	0.00	\$ 3.75	\$ -
56	Storm Drain CCTV 18" - 24"	LF	0.00	\$ 3.75	\$ -
57	Storm Drain CCTV 24" - 30"	LF	0.00	\$ 3.75	\$ -
58	Storm Drain CCTV 30" - 42"	LF	0.00	\$ 3.75	\$ -
59	Storm Drain CCTV 42" - 54"	LF	0.00	\$ 3.75	\$ -
60	Storm Drain CCTV 54" - 66"	LF	0.00	\$ 3.75	\$ -
61	Box Culvert Top Scan	LF	0.00	\$ 10.50	\$ -
62	Box Culvert Bottom Debris Mapping scan	LF	0.00	\$ 5.50	\$ -
63	CCTV Sanitary pipe inspection - includes light cleaning 8"-10" Diameter	LF	0.00	\$ 3.00	\$ -
64	CCTV Sanitary pipe inspection - includes light cleaning 12"-15" Diameter	LF	0.00	\$ 3.25	\$ -
65	CCTV Sanitary pipe inspection - includes light cleaning 16"-24" Diameter	LF	0.00	\$ 6.50	\$ -
66	Dye Testing of Sewer	EA	0.00	\$ 850.00	\$ -
67	Dye Flooding of Sewer	EA	0.00	\$ 1,250.00	\$ -
68	Wastewater Flow Monitoring Equipment Rental and Installation in existing Structures	EA	0.00	\$ 2,750.00	\$ -
69	Wastewater Flow Monitoring Monitoring and Maintenance	EA / Month	0.00	\$ 650.00	\$ -
70	Rainfall Monitoring Equipment Rental and Installation in existing Structures	EA	0.00	\$ 850.00	\$ -
71	Rainfall Monitoring Monitoring and Maintenance	EA / Month	0.00	\$ 300.00	\$ -
72	Line cleaning / Jetting for Sanitary	LF	0.00	\$ 3.25	\$ -
73	Increase for "Medium" cleaning of sanitary sewer line, ADD to above line item 72	LF	0.00	\$ 1.25	\$ -
74	Increase for "Heavy" cleaning of sanitary sewer line, ADD to above line item 72	LF	0.00	\$ 2.50	\$ -
75	GPS Mapping of Requested Manholes	EA	0.00	\$ 150.00	\$ -
SUBTOTAL C - CLEANING, TELEVISIONING AND ASSESSMENT					\$ 300.00

D - ANCILLARY SERVICES						
76	Plug Rental 6" - 10"	DAY	0.00	\$	125.00	\$ -
77	Plug Rental 10" - 16"	DAY	0.00	\$	150.00	\$ -
78	Plug Rental 16" - 24"	DAY	0.00	\$	200.00	\$ -
79	Plug Rental 24" - 36"	DAY	0.00	\$	250.00	\$ -
80	Bypass Pumper Truck	HOUR	0.00	\$	325.00	\$ -
81	Bypass Vac-Truck	HOUR	0.00	\$	325.00	\$ -
82	Maintenance of Traffic (MOT) -Arterial (single lane closure)	EA	1.00	\$	1,250.00	\$ 1,250.00
83	Maintenance of Traffic (MOT) - FDOT (single lane closure)	EA	0.00	\$	1,500.00	\$ -
84	Maintenance of Traffic (MOT) - Neighborhood (Simple MOT including Flagmen)	EA	0.00	\$	600.00	\$ -
85	Mobilization Standard (per Crew)	WK	0.10	\$	2,450.00	\$ 245.00
86	Mobilization Emergency (per crew)	EA	0.00	\$	3,750.00	\$ -
87	Meals/Hotel/Lodging (per crew)	DAY	0.34	\$	600.00	\$ 204.00
SUBTOTAL D - ANCILLARY SERVICES						\$ 1,699.00
E - COST OF INVOICE PLUS OH/P ON MISCELLANEOUS SERVICES				BUDGET		
88	Bypass Pumping Services		0.00	15% OH/P	\$	-
89	Maintenance of Traffic CUSTOM INDEX		0.00	15% OH/P	\$	-
90	Bypassing Plug (HAVE TO ORDER)		0.00	15% OH/P	\$	-
91	Miscellaneous / Unexpected Materials or Services		0.00	15% OH/P	\$	-
92	Extra / Miscellaneous		0.00	15% OH/P	\$	-
93	Extra / Miscellaneous		0.00	15% OH/P	\$	-
SUBTOTAL E - COST PLUS ON MISCELLANEOUS SERVICES						\$ -
SUMMARY OF BID FORM 1 - LINING METHOD - POLYURETHANE						
SUBTOTAL BID PRICE (A) MANHOLE AND STRUCTURES COATING - POLYURETHANE (SUM ITEMS 1 -12)						\$ -
SUBTOTAL BID PRICE (B) MANHOLE AND STRUCTURES REPAIR (SUM ITEMS 13 - 31)						\$ 1,175.00
SUBTOTAL BID PRICE (C) CLEANING, TELEVISIONING AND ASSESSMENT (SUM ITEMS 32-75)						\$ 300.00
SUBTOTAL BID PRICE (D) ANCILLARY SERVICES (SUM ITEMS 76-87)						\$ 1,699.00
SUBTOTAL BID PRICE (E) COST PLUS ON MISCELLANEOUS SERVICES (SUM ITEMS 88-93)						\$ -
TOTAL BID PRICE 1-LINING METHOD - POLYURETHANE						\$3,174.00
Bond amount calculated at 3% of total bid Price 1			3%			
Bond Amount	Multiplier 3% (for use on projects over \$100,000.00)			Total project	\$	3,174.00

FINAL BID FORM 1 - COATING METHOD - POLYURETHANE

9/16/2020

UNIT PRICE SCHEDULE FOR SANITARY AND STORM MANHOLE & STRUCTURES REHABILITATION BID RFP#PW2020-05

Final /R2

Bidders must provide prices for each line item for their bid to be considered responsive. City of Flagler Beach R&C Replacement In Roadway

Paved Roads

Item No.	Description	Unit	Qty	Unit Price(\$)	Amount (\$)
A - MANHOLE & STRUCTURES COATING - POLYURETHANE					
1	Manhole Protective Resin Based Lining 48" Diameter 1/8" Minimum Thickness	VF	0.00	\$ 328.00	\$ -
2	Manhole Structural Resin Based Lining 48" Diameter 1/4" Minimum Thickness	VF	0.00	\$ 376.00	\$ -
3	Manhole Structural Resin Based Lining 48" Diameter 1/2" Minimum Thickness	VF	0.00	\$ 521.00	\$ -
4	Manhole Structural Resin Based Lining 48" Diameter 1" Minimum Thickness	VF	0.00	\$ 811.00	\$ -
5	Manhole Protective Resin Based Lining 60" Diameter 1/8" Minimum Thickness	VF	0.00	\$ 410.00	\$ -
6	Manhole Structural Resin Based Lining 60" Diameter 1/4" Minimum Thickness	VF	0.00	\$ 470.00	\$ -
7	Manhole Structural Resin Based Lining 60" Diameter 1/2" Minimum Thickness	VF	0.00	\$ 651.25	\$ -
8	Manhole Structural Resin Based Lining 60" Diameter 1" Minimum Thickness	VF	0.00	\$ 1,013.75	\$ -
9	Structure / Manhole Protective Resin Based Lining 1/8" Minimum Thickness	SF	0.00	\$ 26.50	\$ -
10	Structure / Manhole Structural Resin Based Lining 1/4" Minimum Thickness	SF	0.00	\$ 31.00	\$ -
11	Structure / Manhole Structural Resin Based Lining 1/2" Minimum Thickness	SF	0.00	\$ 42.00	\$ -
12	Structure / Manhole Structural Resin Based Lining 1" Minimum Thickness	SF	0.00	\$ 65.00	\$ -
SUBTOTAL A - MANHOLE & STRUCTURES LINING - POLYURETHANE					\$ -
B - MANHOLE & STRUCTURES REPAIR					
13	Removal of Existing Manhole or Wetwell Lining System (Excluding T-Lock Epoxy or Polyurea Liners)	SF	0.00	\$ 9.00	\$ -
14	Removal of Existing Manhole or Wetwell T-Lock, Epoxy or Polyurea Liners	SF	0.00	\$ 22.00	\$ -
15	Patching & Profiling - Cementitious Grout Only	SF	0.00	\$ 12.00	\$ -
16	Infiltration Control - Chemical Grout	GAL	0.00	\$ 125.00	\$ -
17	Surface Preparation - Sand Blasting	SF	0.00	\$ 10.00	\$ -
18	Bench and Invert Channel Repair	LF	0.00	\$ 225.00	\$ -
19	Chimney Repairs	VF	1.00	\$ 225.00	\$ 225.00
20	Chimney Replacement	VF	0.00	\$ 675.00	\$ -
21	Chimney sealing (Construction Joint at Ring and Cover)	EA	0.00	\$ 285.00	\$ -
22	Manhole Rim & Cover Replacement (STD 24" Diameter) - Paved Areas	EA	1.00	\$ 1,150.00	\$ 1,150.00
23	Manhole Rim & Cover Replacement (STD 24" Diameter) - Grassed Areas	EA	0.00	\$ 950.00	\$ -
24	Manhole Rim & Cover Replacement (3PC COSA DETAIL SS1)- Paved Areas	EA	0.00	\$ 1,550.00	\$ -
25	Manhole Rim & Cover Replacement (3PC COSA DETAIL SS1)- Grassed Areas	EA	0.00	\$ 1,250.00	\$ -
26	Raise / Re-Level Existing Frame and Cover for Street Adjustment (up to 4")	EA	0.00	\$ 600.00	\$ -
27	Provide and Install Manhole Cover lid & Pick Hole seals	EA	0.00	\$ 275.00	\$ -
28	Install Rain Water Protector STD 24" Stainless	EA	0.00	\$ 365.00	\$ -
29	Install Rain Water Protector Large 31.5" Stainless	EA	0.00	\$ 485.00	\$ -
30	Install Rain Water Protector STD 24" HDPE	EA	0.00	\$ 135.00	\$ -
31	Install Rain Water Protector Large 31.5" HDPE	EA	0.00	\$ 190.00	\$ -
SUBTOTAL B - MANHOLE & STRUCTURES REPAIR					\$ 1,375.00



C - CLEANING, TELEVISIONING AND ASSESSMENT

32	Cleaning Manholes for Rehabilitation	EA	1.00	\$ 150.00	\$ 150.00
33	Cleaning Structures for Rehabilitation	EA	0.00	\$ 1,000.00	\$ -
34	Pre and Post Photographs(USB) Manholes for Rehabilitation	EA	1.00	\$ 150.00	\$ 150.00
35	Pre and Post Photographs(USB) Structures for Rehabilitation	EA	0.00	\$ 300.00	\$ -
36	Mobilization (Inspection only)	WK	0.00	\$ 1,500.00	\$ -
37	Manhole Inspection Level 1	EA	0.00	\$ 125.00	\$ -
38	Manhole Inspection Level 2	EA	0.00	\$ 185.00	\$ -
39	Structure (Wet Well) Inspection Level 1	EA	0.00	\$ 1,300.00	\$ -
40	Structure (Wet Well) Inspection Level 2 (Includes scan)	EA	0.00	\$ 1,750.00	\$ -
41	Cleaning Sewer Manholes (CCTV purposes only)	EA	0.00	\$ 45.00	\$ -
42	Cleaning Stormwater Structures (CCTV purposes only)	EA	0.00	\$ 65.00	\$ -
43	Cleaning Wetwells (CCTV / Inspection purposes only)	EA	0.00	\$ 600.00	\$ -
44	Light Storm Drain Cleaning From ROW (Right of way) 8"-10"	LF	0.00	\$ 4.75	\$ -
45	Light Storm Drain Cleaning From ROW (Right of way) 12"-15"	LF	0.00	\$ 8.25	\$ -
46	Light Storm Drain Cleaning From ROW (Right of way) 16"-24"	LF	0.00	\$ 12.25	\$ -
47	Light Storm Drain Cleaning From ROW (Right of way) 30"-36"	LF	0.00	\$ 29.00	\$ -
48	Light Storm Drain Cleaning From Side and Rear Easements 8"-10"	LF	0.00	\$ 9.40	\$ -
49	Light Storm Drain Cleaning From Side and Rear Easements 12"-15"	LF	0.00	\$ 16.40	\$ -
50	Light Storm Drain Cleaning From Side and Rear Easements 16"-24"	LF	0.00	\$ 24.75	\$ -
51	Light Storm Drain Cleaning From Side and Rear Easements 30"-36"	LF	0.00	\$ 58.50	\$ -
52	Increase for "Medium" cleaning of storm drain to above line items 44-51	LF	0.00	\$ 1.75	\$ -
53	Increase for "Heavy" cleaning of storm drain to above line items 44-51	LF	0.00	\$ 3.50	\$ -
54	Storm Drain CCTV 8" - 10"	LF	0.00	\$ 3.75	\$ -
55	Storm Drain CCTV 12" - 18"	LF	0.00	\$ 3.75	\$ -
56	Storm Drain CCTV 18 - 24"	LF	0.00	\$ 3.75	\$ -
57	Storm Drain CCTV 24" - 30"	LF	0.00	\$ 3.75	\$ -
58	Storm Drain CCTV 30" - 42"	LF	0.00	\$ 3.75	\$ -
59	Storm Drain CCTV 42" - 54"	LF	0.00	\$ 3.75	\$ -
60	Storm Drain CCTV 54" - 66"	LF	0.00	\$ 3.75	\$ -
61	Box Culvert Top Scan	LF	0.00	\$ 10.50	\$ -
62	Box Culvert Bottom Debris Mapping scan	LF	0.00	\$ 5.50	\$ -
63	CCTV Sanitary pipe inspection - includes light cleaning 8"-10" Diameter	LF	0.00	\$ 3.00	\$ -
64	CCTV Sanitary pipe inspection - includes light cleaning 12"-15" Diameter	LF	0.00	\$ 3.25	\$ -
65	CCTV Sanitary pipe inspection - includes light cleaning 16"-24" Diameter	LF	0.00	\$ 6.50	\$ -
66	Dye Testing of Sewer	EA	0.00	\$ 850.00	\$ -
67	Dye Flooding of Sewer	EA	0.00	\$ 1,250.00	\$ -
68	Wastewater Flow Monitoring Equipment Rental and Installation in existing Structures	EA	0.00	\$ 2,750.00	\$ -
69	Wastewater Flow Monitoring Monitoring and Maintenance	EA / Month	0.00	\$ 650.00	\$ -
70	Rainfall Monitoring Equipment Rental and Installation in existing Structures	EA	0.00	\$ 850.00	\$ -
71	Rainfall Monitoring Monitoring and Maintenance	EA / Month	0.00	\$ 300.00	\$ -
72	Line cleaning / Jetting for Sanitary	LF	0.00	\$ 3.25	\$ -
73	Increase for "Medium" cleaning of sanitary sewer line, ADD to above line item 72	LF	0.00	\$ 1.25	\$ -
74	Increase for "Heavy" cleaning of sanitary sewer line, ADD to above line item 72	LF	0.00	\$ 2.50	\$ -
75	GPS Mapping of Requested Manholes	EA	0.00	\$ 150.00	\$ -
SUBTOTAL C - CLEANING, TELEVISIONING AND ASSESSMENT					\$ 300.00

D - ANCILLARY SERVICES

76	Plug Rental 6" - 10"	DAY	0.00	\$ 125.00	\$ -
77	Plug Rental 10" - 16"	DAY	0.00	\$ 150.00	\$ -
78	Plug Rental 16" - 24"	DAY	0.00	\$ 200.00	\$ -
79	Plug Rental 24" - 36"	DAY	0.00	\$ 250.00	\$ -
80	Bypass Pumper Truck	HOUR	0.00	\$ 325.00	\$ -
81	Bypass Vac-Truck	HOUR	0.00	\$ 325.00	\$ -
82	Maintenance of Traffic (MOT) -Arterial (single lane closure)	EA	1.00	\$ 1,250.00	\$ 1,250.00
83	Maintenance of Traffic (MOT) - FDOT (single lane closure)	EA	0.00	\$ 1,500.00	\$ -
84	Maintenance of Traffic (MOT) - Neighborhood (Simple MOT including Flagmen)	EA	1.00	\$ 600.00	\$ 600.00
85	Mobilization Standard (per Crew)	WK	0.10	\$ 2,450.00	\$ 245.00
86	Mobilization Emergency (per crew)	EA	0.00	\$ 3,750.00	\$ -
87	Meals/Hotel/Lodging (per crew)	DAY	0.34	\$ 600.00	\$ 204.00

SUBTOTAL D - ANCILLARY SERVICES \$ **2,299.00**

E - COST OF INVOICE PLUS OH/P ON MISCELLANEOUS SERVICES

BUDGET

88	Bypass Pumping Services		0.00	15% OH/P	\$ -
89	Maintenance of Traffic CUSTOM INDEX		0.00	15% OH/P	\$ -
90	Bypassing Plug (HAVE TO ORDER)		0.00	15% OH/P	\$ -
91	Miscellaneous / Unexpected Materials or Services		0.00	15% OH/P	\$ -
92	Extra / Miscellaneous		0.00	15% OH/P	\$ -
93	Extra / Miscellaneous		0.00	15% OH/P	\$ -

SUBTOTAL E - COST PLUS ON MISCELLANEOUS SERVICES \$ -

SUMMARY OF BID FORM 1 - LINING METHOD - POLYURETHANE

SUBTOTAL BID PRICE (A) MANHOLE AND STRUCTURES COATING - POLYURETHANE (SUM ITEMS 1 -12) \$ -

SUBTOTAL BID PRICE (B) MANHOLE AND STRUCTURES REPAIR (SUM ITEMS 13 - 31) \$ 1,375.00

SUBTOTAL BID PRICE (C) CLEANING, TELEVISIONING AND ASSESSMENT (SUM ITEMS 32-75) \$ 300.00

SUBTOTAL BID PRICE (D) ANCILLARY SERVICES (SUM ITEMS 76-87) \$ 2,299.00

SUBTOTAL BID PRICE (E) COST PLUS ON MISCELLANEOUS SERVICES (SUM ITEMS 88-93) \$ -

TOTAL BID PRICE 1-LINING METHOD - POLYURETHANE \$3,974.00

Bond amount calculated at 3% of total bid Price 1 \$ -

Bond Amount Multiplier 3% (for use on projects over \$100,000.00) 3% Total project \$ 3,974.00

Reply Reply All Forward

Wed 1/18/2023 1:45 PM



Jim Collier <jcollier@ess-1.net>

Work up for R&C on COSA Piggyback contract

To Lee Richards

Cc Shane Castro; Gerald Vinny Mahadeo; William Whitson; Rick McFadden; Rhonda Allen; Penny Overstreet

You replied to this message on 1/18/2023 2:11 PM.



COSA City of Flagler Beach R&C Replacement (In Right-of-Way)_SWC_R2.pdf
125 KB



COSA City of Flagler Beach R&C Replacement (In Roadway)_SWC_R2.pdf
125 KB

Some people who received this message don't often get email from jcollier@ess-1.net. [Learn why this is important](#)

Dr. Lee, Please see the attached proposal breakdowns for the work associate with the Ring and Cover replacement assignment you are working on. We have a standing piggyback contract with the City of Flagler Beach to accommodate this request. Please reach out to me or Shane if you have any further needs or questions.

Thanks,
Jim



James J. Collier

Mobile: 863-661-6123

Office: 800-329-3889

www.engineeredspraysolutions.net



FLAGLER BEACH CITY COMMISSION

Item No: 10

Meeting Date: January 26, 2023

Issue: Approve the emergency procurement of 50 Sets of Sanitary Manholes Rings & Covers from Fortiline, Inc. in the amount of \$41,750.

From: Dr. Lee Richards, Project Coordinator for Engineering Services

Organization: Engineering/Utility Sewer Collection

RECOMMENDATION: Approve this procurement to ESS in the amount not to exceed \$41,750.

BACKGROUND:

Many of the sanitary sewer manholes have outdated and ill-fitted cast iron covers and rings. This situation has led to loose manhole covers that allow stormwater to penetrate the manholes increasing the I&I that goes to the wastewater treatment plant. This exacerbates the costs for treating this effluent at the plant. Also, the covers are constantly causing annoying reverberation and continuous deterioration as vehicles drive over them.

This project will replace approximately 50 of the old cast iron components that were inundated with stormwater by Hurricanes Ian and Nicole. They will be replaced with new 24" diameter Cap One Composite Manhole Covers and Rings. The departmental budget included \$750,000 to go toward sewer rehabilitation, of which, this project is an integral part.

This request needed to be expedited due to the flooding of 50 of the worst manholes in the city. The flooding of stormwater into the sanitary system was due to the poor condition of the covers and rings and were budgeted to be replaced in this year's utility budget. Due to the timing and circumstances, it was necessary to procure these materials so installation could occur as soon as possible. The department solicited three (3) quotes and received two. We ask the Commission to approve this procurement as it is a companion to the request to approve the installation of these materials and time is of the essence.

BUDGETARY IMPACT: Included in the FY 22-23 Utility budget.

LEGAL CONSIDERATIONS/SIGN-OFF:

PERSONNEL: Dr. Lee Richards, Gerald Mahedeo

POLICY/REQUIREMENT FOR BOARD ACTION:

IMPLEMENTATION/COORDINATION: Gerald Mahedeo

Attachments

- Quotes to supply 50 Manhole Covers and Rings.



FEL-SANFORD WATERWORKS #1113
 1470 BOBBY LEE POINT
 SANFORD, FL 32771-8077

Phone: 407-859-7473
 Fax: 407-302-3327

Deliver To: From: 0 Comments:

08:19:11 DEC 14 2022

Page 1 of 1

FEL-SANFORD WATERWORKS #1113

Price Quotation
 Phone: 407-859-7473
 Fax: 407-302-3327

Bid No: B564299
Bid Date: 12/14/22
Quoted By: KJR

Cust Phone: 386-517-2000
Terms: NET 10TH PROX

Customer: CITY OF FLAGLER BEACH
 105 S SECOND STREET
 FLAGLER BEACH, FL 32136

Ship To: CITY OF FLAGLER BEACH
 105 S SECOND STREET
 ATTN: GERALD MAHADEO
 FLAGLER BEACH, FL 32136

Cust PO#:

Job Name: 24" CAPONE MH RING

Item	Description	Quantity	Net Price	UM	Total
SP-24MHRNGCVR(FB)	24"COMP MH RNG/CVR (FLAGLER BEACH)	50	860.570	EA	43028.50
SP-FLGRBCHPLTFEE	1 TIME PLT FEE(CITY OF FLAGLER BCH)	1	1250.000	EA	1250.00
Net Total:					\$44278.50
Tax:					\$0.00
Freight:					\$0.00
Total:					\$44278.50

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. QUOTES FOR PRODUCTS SHIPPED FOR RESALE ARE NOT FIRM UNLESS NOTED OTHERWISE.

CONTACT YOUR SALES REPRESENTATIVE IMMEDIATELY FOR ASSISTANCE WITH DBE/MBE/WBE/SMALL BUSINESS REQUIREMENTS.

Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at <https://www.ferguson.com/content/website-info/terms-of-sale>
 Govt Buyers: All items are open market unless noted otherwise.

LEAD LAW WARNING: It is illegal to install products that are not "lead free" in accordance with US Federal or other applicable law in potable water systems anticipated for human consumption. Products with "NP" in the description are NOT lead free and can only be installed in non-potable applications. Buyer is solely responsible for product selection.
 COVID-19 ORDER: ANY REFERENCE TO OR INCORPORATION OF EXECUTIVE ORDER 14042 AND/OR THE EO-IMPLEMENTING FEDERAL CLAUSES (FAR 52.223-99 AND/OR DFARS 252.223-7999) IS EXPRESSLY REJECTED BY SELLER AND SHALL NOT APPLY AS SELLER IS A MATERIALS SUPPLIER AND THEREFORE EXEMPT UNDER THE EXECUTIVE ORDER.



HOW ARE WE DOING? WE WANT YOUR FEEDBACK!

Scan the QR code or use the link below to complete a survey about your bids:

<https://survey.medallia.com/?bidsorder&fc=149&on=54870>

QUOTE



Due to the continued cost and supply challenges in the DUCTILE IRON PIPE, PVC and HDPE markets, the pricing of these products will be based solely on the availability at the time of shipment. Also, given the volatility in these markets we will not be responsible for product availability and shipment delays, as they are out of our control. Bid prices should be considered an estimate, materials will only be priced at time of shipment until the current supply chain challenges are resolved. These terms are in lieu of our standard terms. We appreciate your partnership.

CUSTOMER NO	QUOTING BRANCH	QUOTE NO	QUOTE DATE	PAGE
214362	FORTILINE JACKSONVILLE	6280057	12/14/22	1

CUSTOMER
CITY OF FLAGLER BEACH PO BOX 70 FLAGLER BEACH, FL 32136

PROJECT INFORMATION
CAP ONE MANHOLE RING AND COVER

LINE	QTY	UOM	DESCRIPTION	UNIT PRICE	TOTAL PRICE
20	50	EA	<p>***** GIVEN THE CURRENT PRICING AND SUPPLY CHAIN CHALLENGES ALL MATERIAL WILL BE PRICED AT TIME OF SHIPMENT AND THE PRICES BELOW ARE TO BE USED AS AN ESTIMATE FOR BID PURPOSES ONLY ***** 24" CAP ONE COMPOSITE MANHOLE RING AND COVER, MARKED SEWER STANDARD 4 BOLT LID LOCK DOWN</p>	835.0000	41,750.00
				Subtotal:	41,750.00
				Tax:	.00
				Bid Total:	41,750.00

ALL STOCK DELIVERIES ARE SUBJECT TO SHIPPING CHARGES

All PVC and HDPE material is quoted for shipment within 7 days of quote/bid date. All other material is quoted for shipment within 30 days of quote/bid date. After 7 days for PVC and HDPE or 30 days for all other material, ALL quoted prices are subject to review based on current market conditions.

Ent By BPV 12/14/22 10:24:35

QUOTE

FORTILINE
WATERWORKS
a **MORSCO** brand



Due to the continued cost and supply challenges in the DUCTILE IRON PIPE, PVC and HDPE markets, the pricing of these products will be based solely on the availability at the time of shipment. Also, given the volatility in these markets we will not be responsible for product availability and shipment delays, as they are out of our control. Bid prices should be considered an estimate, materials will only be priced at time of shipment until the current supply chain challenges are resolved. These terms are in lieu of our standard terms. We appreciate your partnership.

CUSTOMER NO	QUOTING BRANCH	QUOTE NO	QUOTE DATE	PAGE
214362	FORTILINE JACKSONVILLE	6280067	12/14/22	1

CUSTOMER
CITY OF FLAGLER BEACH PO BOX 70 FLAGLER BEACH, FL 32136

PROJECT INFORMATION
CAP ONE NAME SET UP CHARGE

LINE	QTY	UOM	DESCRIPTION	UNIT PRICE	TOTAL PRICE
20	1	EA	***** GIVEN THE CURRENT PRICING AND SUPPLY CHAIN CHALLENGES ALL MATERIAL WILL BE PRICED AT TIME OF SHIPMENT AND THE PRICES BELOW ARE TO BE USED AS AN ESTIMATE FOR BID PURPOSES ONLY ***** ONE TIME SET UP FEE FOR NAME PLATE "CITY OF FLAGLER BEACH" FOR CUSTOMIZED CITY LOGO.	1,350.0000	1,350.00
				Subtotal:	1,350.00
				Tax:	.00
				Bid Total:	1,350.00

ALL STOCK DELIVERIES ARE SUBJECT TO SHIPPING CHARGES

All PVC and HDPE material is quoted for shipment within 7 days of quote/bid date. All other material is quoted for shipment within 30 days of quote/bid date. After 7 days for PVC and HDPE or 30 days for all other material, ALL quoted prices are subject to review based on current market conditions.

Ent By BPV 12/14/22 10:26:19



FLAGLER BEACH CITY COMMISSION

Item No: 11

Meeting Date: January 26, 2023

Issue: Approve the submission of a St. Johns River Water Management District (SJRWMD) Cost Share Grant Application for slip lining of lateral sewer lines Phase 4.

From: Lee Richards, Program Coordinator of Engineering Services

Organization: COFB

RECOMMENDATION: Approve the submission of an application for a cost share grant from SJRWMD for the slip lining of lateral sewer lines.

BACKGROUND: Over the last few years, the City has been awarded three similar grants from SJRWMD to clean, photograph, and slip line or cured in place pipe (CIPP) the entire network of gravity sanitary sewer mains (15,893 LF). The City also slip lined 60 laterals that were deemed in poor condition and allowing inflow and infiltration (I&I) to seep salt water into the wastewater treatment plant. It is estimated that the City has over 4,500 lateral sewer connections, of which it is assumed many are also in poor condition. The City was awarded an identical grant for Phase 3 which is currently in progress.

This grant will provide up to \$500,000 with a City match of \$250,000 to continue the slip lining program for as many laterals that can be lined for the total funding available. This would line an estimated 150 - 200 laterals.

The grant writing and engineering services will be done by a consultant to the City and paid with budgeted engineering consulting funding. The project management and coordination with the SJRWMD will be provided by City personnel.

BUDGETARY IMPACT: If awarded the grant the project will be included in the 2023/2024 FY budget. The cost share grant awards are up to 50% of project cost with a maximum of \$500,000.

LEGAL CONSIDERATIONS/SIGN-OFF:

PERSONNEL: William R. Whitson, City Manager, Lee Richards, Program Coordinator for Engineering Services, Vinny Mahadeo, Engineering Technician, and Kathleen Doyle, Finance Director.

POLICY/REQUIREMENT FOR BOARD ACTION: Motion to approve the submission of a 2023/2024 Cost Share Grant Application for the slip lining of sewer laterals.

IMPLEMENTATION/COORDINATION:

Attachments

-
-

#12

Penny Overstreet

From: William Whitson
Sent: Monday, January 23, 2023 5:10 PM
To: Elected Officials
Cc: Candidate Group; Department Heads
Subject: FW: Sept 2022 Report
Attachments: Sept Budget Report 2022_NOT FINAL.pdf; Re: Quick Question

Team Flagler Beach:

FYI.....Staff is sharing this information even though **it is not complete**. In the past (according to Kathleen) we did not even produce such a report due to the same issues being pointed out here. However, in an effort to try and accommodate recent questions we have prepared the attached information. This is supplemental to the email transaction information we sent out on December 7, 2022.

In addition, we will also be happy to send all the detailed transaction data for Oct 1, 2022 to December 31, 2022, however, please Be advised that that report is over 600 pages.

Sincerely,

W W

From: Rhonda Allen <rallen@CityofFlaglerBeach.com>
Sent: Monday, January 23, 2023 12:51 PM
To: William Whitson <wwhitson@cityofflaglerbeach.com>
Cc: Katie Dockhorn <KDockhorn@cityofflaglerbeach.com>
Subject: Sept 2022 Report

Mr. Whitson,

Attached is a snapshot of YE Sept 2022 as of today. **THIS IS NOT COMPLETE**. There is still quite a bit of work that needs to be done as we go through the audit process and that audit process has just begun. Invoices are still coming in, accruals are not complete and transaction review is in process to make sure that all revenue and expenses are captured properly. Only when the audit is completed will the final results be published. So please take that into consideration when reviewing this report.

Also, I had emailed Kathleen and she had stated that she did not complete a September report. She considered the Audit to be the final report. Her email is attached.

Rhonda Allen



Finance Director
rallen@CityofFlaglerBeach.com
Office: 386.517.2000 x220

Penny Overstreet

From: Kathleen Doyle
Sent: Friday, January 13, 2023 1:50 PM
To: Rhonda Allen
Subject: Re: Quick Question

I never did a September report. Just considered the Audit to be the final report. Mainly because I was still tying down YE adjustments well into January.

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From: Rhonda Allen <rallen@CityofFlaglerBeach.com>
Sent: Friday, January 13, 2023 1:26:25 PM
To: Kathleen Doyle <KDoyle@CityofFlaglerBeach.com>
Subject: Quick Question

When did you supply the commission the fiscal YE reporting?

Rhonda Allen



Finance Director
rallen@CityofFlaglerBeach.com
Office: 386.517.2000 x220

September 2022

General Fund - DRAFT

	ORIGINAL BUDGET	AMENDED BUDGET	DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
REVENUES						
Total Dept 3100-	5,581,694	5,581,694	5,935,476	106.34%	100.00%	6.34%
Total Dept 3200-	160,450	307,912	212,733	69.09%	100.00%	-30,911
Total Dept 3300-	718,728	779,575	836,562	107.31%	100.00%	7.31%
Total Dept 3400-	15,522	15,522	11,006	70.91%	100.00%	-29,099
Total Dept 3500-	58,300	58,300	82,314	141.19%	100.00%	41.19%
Total Dept 3600-	91,700	357,822	75,943	21.22%	100.00%	-78,788
TOTAL Revenues	6,626,394	7,100,825	7,154,035	100.75%	100.00%	0.75%
EXPENDITURES						
Total Dept 5111-	93,104	113,400	110,410	97.36%	100.00%	-2,644
Total Dept 5122-	163,705	176,258	163,757	92.91%	100.00%	-7,099
Total Dept 5123-	332,342	362,746	332,472	91.65%	100.00%	-8,356
Total Dept 5124-	102,074	103,074	91,725	88.99%	100.00%	-11,011
Total Dept 5131-	267,659	329,885	329,184	99.78%	100.00%	-0,222
Total Dept 5141-	182,000	182,000	174,979	96.14%	100.00%	-3,861
Total Dept 5191-	493,518	585,251	478,763	81.80%	100.00%	-18,206
Total Dept 5192-	1,137,859	2,427,640	1,330,657	54.81%	100.00%	-45,199
Total Dept 5214-	2,040,029	2,138,664	1,892,045	88.47%	100.00%	-11,533
Total Dept 5215-	128,763	132,600	120,515	90.89%	100.00%	-9,111
Total Dept 5221-	1,721,800	1,793,521	1,696,488	94.59%	100.00%	-5,411
Total Dept 5241-	192,811	326,386	209,571	64.21%	100.00%	-35,799
Total Dept 5411-	387,743	402,242	158,085	39.30%	100.00%	-60,706
Total Dept 5711-	167,757	170,496	138,653	81.32%	100.00%	-18,688
Total Dept 5712-	8,340	8,340	4,963	59.51%	100.00%	-40,499
Total Dept 5722-	273,244	288,093	263,221	91.37%	100.00%	-8,636
Total Dept 5800-	130,344	721,753	637,741	88.36%	100.00%	-11,644
TOTAL Expenditures	7,822,432	10,262,359	8,133,230	79.25%	100.00%	-20,754

September 2022

CRA Fund - DRAFT

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
REVENUES						
Total Dept 3100- AD VALOREM TAXES	374,773	374,773	379,033	101.14%	100.00%	1.14%
Total Dept 3300- INTERGOVERNMENTAL	-	-	-	#DIV/0!	100.00%	#DIV/0!
Total Dept 3400- CHARGES FOR SERVICES	-	-	2,823			
TOTAL Revenues	374,773	374,773	381,856	101.89%	100.00%	1.89%

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
EXPENDITURES						
Total Dept 5391- FUND EXPENSE	372,867	435,067	231,642	53.24%	100.00%	-46.76%
Total Dept 5392- REDEVELOPMENT GRANTS	-	-	-			
Total Dept 5392- DEBT SERVICE	-	-	-	#DIV/0!	100.00%	#DIV/0!
Total Dept 5392- CAPITAL IMPROVEMENTS	45,000	-	-	#DIV/0!	100.00%	#DIV/0!
TOTAL Expenditures	417,867	435,067	231,642	53.24%	100.00%	-46.76%

Building Code Inspection Fund - DRAFT

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
REVENUES						
Total Dept 3200- LICENSE & PERMITS	292,000	292,000	460,850	157.83%	100.00%	57.83%
Total Dept 3600- MISC REVENUE (PASS THRU REVENUE)	1,000	4,970	3,970	79.88%	100.00%	-20.12%
TOTAL Revenues	293,000	296,970	464,820	156.52%	100.00%	56.52%

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
EXPENDITURES						
Total Dept 5242- BUILDING CODE INSPECTION	358,608	367,930	343,146	93.26%	100.00%	-6.74%
TOTAL Expenditures	358,608	367,930	343,146	93.26%	100.00%	-6.74%

September 2022 Pier Fund - DRAFT

	ORIGINAL BUDGET		AMENDED BUDGET		ACTUAL YEAR TO DATE		PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
REVENUES									
Total Dept 3400-	CHARGES FOR SERVICE	299,000	299,000	351,004	117.39%	100.00%	17.39%		
	INTERGOVERNMENTAL	0	857,500	5,000	0.58%	100.00%	-99.42%		
Total Dept 3600-	MISCELLANEOUS REVENUE	135,000	135,000	151,814	112.45%	100.00%	12.45%		
TOTAL Revenues		434,000	1,291,500	507,818	39.32%	100.00%	-60.68%		

	ORIGINAL BUDGET		AMENDED BUDGET		ACTUAL YEAR TO DATE		PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
EXPENDITURES									
Total Dept 5725-	PIER BAIT SHOP	492,928	1,528,705	479,225	31.35%	100.00%	-68.65%		
	CAPITAL IMPROVEMENTS	500,000	496,183	100,697	20.29%	100.00%	-79.71%		
TOTAL Expenditures		992,928	2,024,888	579,923	28.64%	100.00%	-71.36%		

September 2022

Utility Fund - DRAFT

	ORIGINAL BUDGET		AMENDED BUDGET		ACTUAL YEAR TO DATE		PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
REVENUES									
Total Dept 3300		1,000,000		1,850,000			0.00%	100.00%	-100.00%
Total Dept 3400		1,000,000		1,000,000		1,167,774	116.78%	100.00%	16.78%
Total Dept 3400		950,000		950,000		1,052,184	110.76%	100.00%	10.76%
Total Dept 3400		1,770,000		1,770,000		1,783,776	100.78%	100.00%	0.78%
Total Dept 3400		1,140,000		1,140,000		1,176,919	103.24%	100.00%	3.24%
Total Dept 3400		74,000		74,000		85,187	115.12%	100.00%	15.12%
Total Dept 3500		35,000		35,000		48,332	138.09%	100.00%	38.09%
		285,000		285,000		879,543	308.61%	100.00%	208.61%
Total Dept 3600		879,000		1,452,978		341,378	23.50%	100.00%	-76.50%
TOTAL Revenues		7,133,000		8,556,978		6,535,093	76.37%	100.00%	-23.63%

	ORIGINAL BUDGET		AMENDED BUDGET		ACTUAL YEAR TO DATE		PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
EXPENDITURES									
Total Dept 5331-		4,263,804		5,138,196		1,530,196	29.78%	100.00%	-70.22%
Total Dept 5332-		1,358,869		1,932,588		1,747,766	90.44%	100.00%	-9.56%
Total Dept 5351-		593,379		2,527,785		718,799	28.44%	100.00%	-71.56%
Total Dept 5352-		83,260		188,830		158,359	83.86%	100.00%	-16.14%
Total Dept 5353-		516,099		739,169		450,105	60.89%	100.00%	-39.11%
Total Dept 5391-		497,573		607,547		521,000	85.75%	100.00%	-14.25%
Total Dept 5391-		514,506		496,647		483,132	97.28%	100.00%	-2.72%
TOTAL Expenditures		7,827,490		11,630,762		5,609,356	48.23%	100.00%	-51.77%

September 2022

Sanitation Fund - DRAFT

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
REVENUES						
Total Dept 3400	1,358,700	1,358,700	1,264,021	93.03%	100.00%	-6.97%
Total Dept 3500	8,500	8,500	9,149	107.64%	100.00%	7.64%
Total Dept 3600	17,500	17,500	(5,004)	-28.59%	100.00%	-128.59%
TOTAL Revenues	1,384,700	1,384,700	1,268,166	91.58%	100.00%	-8.42%

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
EXPENDITURES						
Total Dept 5341	1,529,185	1,642,892	1,432,916	87.22%	100.00%	-12.78%
Total Dept 5391	138,145	138,145	138,142	100.00%	100.00%	0.00%
TOTAL Expenditures	1,770,884	1,917,540	1,694,589	88.37%	100.00%	-11.63%

Stormwater Fund - DRAFT

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
REVENUES						
Total Dept 3300	0	0	0	#DIV/0!	100.00%	#DIV/0!
Total Dept 3400	517,940	517,940	519,597	100.32%	100.00%	0.32%
Total Dept 3500	0	0	0	#DIV/0!	100.00%	#DIV/0!
Total Dept 3600	800	10,705	11,246	105.05%	100.00%	5.05%
TOTAL Revenues	518,740	528,645	530,842	100.42%	100.00%	0.42%

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
EXPENDITURES						
Total Dept 5391-	660,187	797,437	162,895	20.43%	100.00%	-79.57%
Total Dept 5391-	123,431	123,431	123,451	100.02%	100.00%	0.02%
TOTAL Expenditures	783,618	920,868	286,346	31.10%	100.00%	-68.90%

September 2022

All Funds Budget Report - DRAFT

REVENUES

FUND	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO			VARIANCE
			DATE	PERCENT REALIZED	PERCENT OF YEAR	
001	6,622,894	7,100,825	7,154,035	100.75%	100.00%	0.75%
101	374,773	374,773	381,856	101.89%	100.00%	1.89%
102	293,000	296,970	464,820	156.52%	100.00%	56.52%
103	434,000	1,291,500	507,818	39.32%	100.00%	-60.68%
401	7,133,000	8,556,978	6,535,093	76.37%	100.00%	-23.63%
403	1,384,700	1,384,700	1,268,166	91.58%	100.00%	-8.42%
405	518,740	528,645	530,842	100.42%	100.00%	0.42%
TOTAL REVENUES	16,761,107	19,534,391	16,842,629	86.22%	100.00%	-13.78%

EXPENDITURES

FUND	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO			VARIANCE
			DATE	PERCENT REALIZED	PERCENT OF YEAR	
001	7,827,432	10,262,359	8,133,230	79.25%	100.00%	-20.75%
101	417,867	435,067	231,642	53.24%	100.00%	-46.76%
102	358,608	367,930	343,146	93.26%	100.00%	-6.74%
103	992,928	2,024,888	579,923	28.64%	100.00%	-71.36%
401	7,827,490	11,970,765	5,609,356	46.86%	100.00%	-53.14%
403	1,770,884	1,917,540	1,694,589	88.37%	100.00%	-11.63%
405	783,618	970,868	286,346	31.10%	100.00%	-68.90%
TOTAL EXPENDITURES	19,973,827	27,899,417	16,878,232	60.50%	100.00%	-39.50%

REVENUES LESS EXPENDITURES

FUND	ACTUAL YEAR TO	
	DATE	DATE
001	GENERAL FUND	(979,195)
101	CRA FUND	150,214
102	BUILDING CODE INSPECTION FUND	116,440
103	PIER FUND	(72,105)
401	UTILITY FUND	864,191
403	SANITATION FUND	(426,424)
405	STORMWATER FUND	244,497
TOTAL REVENUES LESS EXPENDITURES		(102,382)

#12

NOTES TO THE QUARTERLY BUDGET QUARTER ENDED DECEMBER 31, 2022

GENERAL FUND

December 31st marks the end of first quarter. 25% of our fiscal year. For the three months ended December 31, 2022, revenues in the General Fund exceeded expenditures by \$3.1 million. Ad Valorem, Sales and Use Taxes make up 90% QTD total General Fund Revenues; through December 31st we have received 88% of our Ad Valorem Revenue, \$4.2 million.

Other Revenue Streams,

License and Permits which includes revenues such as LBR's, Reviews on Permits (related to Zoning) and Golf Cart Registrations is at 28% of the budgeted amount. A little higher than the quarter trend.

Intergovernmental collections are at 14%. Revenues in this category include State Taxes (Local Option, Revue Sharing, ½ Cent Sales Tax, Motor Fuel Rebate), State revenues are paid two months in arrears, so what is reflected in this report only represents October, so that is why we are behind the trend

Charges for Services, Special Events and Jr. Lifeguard Fees make up 78% of this budgeted revenue stream. The current trend is 3.74% but should pick up and increase over the summer months.

Fines & Forfeitures, fees include parking tickets, court fines. The City has only collected 14.1% but is expected to increase over the spring and summer months.

Miscellaneous Revenue, \$192,356 of this revenue is the collection of insurance proceeds from Hurricane Ian. As noted on the Investment Report, interest has actually increased for the first 3 months of the year. Hopefully this trend will continue to regain some losses we experienced in 21/22.

Capital Improvements for the quarter, work continues on hurricane related damages such as Dune Walkovers – on those that City Staff can repair; golf course repairs – bid package put together; Snack Jacks lift station-which will be covered by insurance. Well # 16 has started the design phase and the Wickline roof has been completed.

CRA FUND

Revenues for the CRA are generated by TIF (Tax Increment Funding). The City, Flagler County and East Coast Mosquito Control contribute a portion of the ad valorem they earn to the CRA District. The calculation is figured by the increase in property value, since the inception of the CRA District in 2001, to the current tax year, 2022. That amount is multiplied by each taxing authority's mill rate. This year the CRA was budgeted to receive \$468,462; which is a 23.6% increase over the amount of revenue received for 2021-22. We actually received in 21/22 \$379,033; an additional \$4,260 over plan. Revenue is exceeding expenses by \$220,040.

The City did budget some major projects for the 2022-2023 Budget Year. The projects are: decorative street lighting; Wickline playground; small and large redevelopment grants.

NOTES TO THE QUARTERLY BUDGET
QUARTER ENDED DECEMBER 31, 2022

BUILDING CODE
INSPECTION FUND

On December 31st, revenues exceeded expenses by \$63,512. The department has collected 35% of the anticipated \$444,000 budgeted for licenses and permitting fees.

PIER ENTERPRISE FUND

The Pier currently operates 6:00 a.m. to 5:00 p.m., six days per week; closed on Monday. With all we have been through the last few months with the two hurricanes, the revenue stream from the Funky Pelican, pier passes and bait shop has been quite a bit lower as a result.

Expenditures exceed Revenues by \$452,062 at the end of the quarter. This is mainly due to the pier design and hurricane expenses of \$129,857.

Fees for Pier admissions are actually negative due to pier pass refunds. In the first quarter refunds were \$861.94 with a to-date total refund of \$2,051.73.

UTILITY FUND

Utility Revenues are at 7.55% compared to the 25% trend for the first quarter. This is due to the fact that no grant revenue has been recognized in the first quarter as well as the proceeds from the WWTP loan. If the grant revenue and WWTP loan proceeds are not included, the revenue will be at 21%. This is lightly behind trend due to missing one month of rate increases.

Revenues are exceeding expenditures by \$216,270, even though there is \$152,280 of hurricane expenses included.

SANITATION FUND

Sanitation Revenues are slightly under the 25% threshold at 23% due to mainly missing one month of rate increase revenue.

Expenditures are exceeding Revenues by \$70,726. This is due to hurricanes Ian and Nicole expenses of \$86,089.

STORMWATER FUND

Revenues are currently at 23%. Fund revenues are exceeding expenses by \$115,495.

NOTES TO THE QUARTERLY BUDGET
QUARTER ENDED DECEMBER 31, 2022

ENCUMBERED, RESTRICTED
AND AVAILABLE CASH
BALANCES

This report is provided to show cash position on December 31, 2022. **Cash and Investment Section** shows reconciled balance of cash in each fund. Remaining Salary and Operational budgets for each fund are averaged and deducted from the totals.

Encumbrances Section, lists the unpaid annual debt service for those funds with debt. Followed by Capital Projects and Equipment budgeted for the year, less any invoices paid. **Restricted Funds Section**, gives the balances as of December 31st of each restricted fund.

INVESTMENT REPORT

This report is provided to show interest earned on investments and the percentage of funds in each type of investment.

BUDGET LINE TRANSFERS

No budget line item transfers to report.

December 2022

General Fund

REVENUES	ORIGINAL BUDGET		AMENDED BUDGET		ACTUAL YEAR TO DATE		PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 3100-	AD VALOREM, SALES AND USE TAXES	6,237,927	6,237,927	4,416,914	70.81%	25.00%	45.81%		
Total Dept 3200-	LICENSE & PERMITS	187,700	188,209	52,787	28.05%	25.00%	3.05%		
Total Dept 3300-	INTERGOVERNMENTAL	1,059,392	1,059,392	149,499	14.11%	25.00%	-10.89%		
	ARPA FUNDING		440,711	0	0.00%	25.00%	-25.00%		
Total Dept 3400-	CHARGES FOR SERVICE	13,922	13,922	520	3.74%	25.00%	-21.26%		
Total Dept 3500-	FINES & FOREFEITURES	59,250	59,250	8,342	14.08%	25.00%	-10.92%		
Total Dept 3600-	MISCELLANEOUS REVENUE	55,500	59,483	259,730	436.65%	25.00%	411.65%		
TOTAL Revenues		7,613,691	8,058,894	4,887,792	60.65%	25.00%	35.65%		

EXPENDITURES	ORIGINAL BUDGET		AMENDED BUDGET		ACTUAL YEAR TO DATE		PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 5111-	COMMISSION	103,791	104,774	21,220	20.25%	25.00%	-4.75%		
Total Dept 5122-	EXECUTIVE	182,897	182,897	61,398	33.57%	25.00%	8.57%		
Total Dept 5123-	CITY CLERK	355,957	355,957	94,774	26.63%	25.00%	1.63%		
Total Dept 5124-	HUMAN RESOURCES	119,475	119,475	21,893	18.32%	25.00%	-6.68%		
Total Dept 5131-	FINANCE	329,876	329,876	69,979	21.21%	25.00%	-3.79%		
Total Dept 5141-	LEGAL	190,800	190,800	28,874	15.13%	25.00%	-9.87%		
Total Dept 5191-	MAINTENANCE	996,377	996,377	119,797	12.02%	25.00%	-12.98%		
Total Dept 5192-	GENERAL GOVERNMENT	631,356	1,092,984	387,408	35.44%	25.00%	10.44%		
Total Dept 5214-	POLICE DEPARTMENT	2,261,485	2,407,852	520,923	21.63%	25.00%	-3.37%		
Total Dept 5215-	VICTIM'S ADVOCATE	133,963	133,963	30,889	23.06%	25.00%	-1.94%		
Total Dept 5221-	FIRE DEPARTMENT	1,295,943	1,295,943	276,482	21.33%	25.00%	-3.67%		
Total Dept 5241-	PLANNING & ZONING	247,938	341,282	48,719	14.28%	25.00%	-10.72%		
Total Dept 5411-	ROADS & STREETS	462,808	462,808	31,396	6.78%	25.00%	-18.22%		
Total Dept 5711-	LIBRARY	186,583	186,583	37,669	20.19%	25.00%	-4.81%		
Total Dept 5712-	MUSEUM	10,340	10,340	391	3.78%	25.00%	-21.22%		
Total Dept 5722-	BEACH DEPARTMENT	365,027	365,027	26,241	7.19%	25.00%	-17.81%		
Total Dept 5800-	RECREATION	118,035	129,226	18,311	14.17%	25.00%	-10.83%		
TOTAL Expenditures		7,992,651	8,706,164	1,796,364	20.63%	25.00%	-4.37%		

GENERAL FUND SUMMARY			
	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE
TOTAL REVENUES	7,613,691	8,058,894	4,887,792
TRANSFERS IN RESTRICTED RESERVES	610,355	610,355	
TRANSFERS IN UNRESTRICTED RESERVES	0	0	
USE (RETURN) OF Unrestricted FUND BALANCE RESERVES	(26,095)	(26,604)	
TRANSFERS OUT (ISK Funds)	(205,300)	(205,300)	
ENCUMBERED FROM PRIOR YEAR (Use of Unrestricted Funds)	0	268,819	
TOTAL EXPENDITURES	7,992,651	8,706,164	1,796,364
NET OF REVENUES & EXPENDITURES	0	0	3,091,428

December 2022

CRA Fund

REVENUES	ORIGINAL BUDGET		AMENDED BUDGET		ACTUAL YEAR TO		PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
	DATE		DATE		DATE				
Total Dept 3100-		468,462		468,462	270,185		57.67%	25.00%	32.67%
Total Dept 3300-		1,700,000		1,700,000	-		0.00%	25.00%	-25.00%
Total Dept 3400		2,500		2,500					
TOTAL Revenues		640,962		640,962	270,185		42.15%	25.00%	17.15%

EXPENDITURES	ORIGINAL BUDGET		AMENDED BUDGET		ACTUAL YEAR TO		PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
	DATE		DATE		DATE				
Total Dept 5391-		343,746		343,746	35,080		10.21%	25.00%	-14.79%
Total Dept 5392-		60,000		80,771					
Total Dept 5392-		74,536		74,536			0.00%	25.00%	-25.00%
Total Dept 5392-		678,250		693,315	15,065		2.17%	25.00%	-22.83%
TOTAL Expenditures		1,156,532		1,192,368	50,145		4.21%	25.00%	-20.79%

CRA FUND SUMMARY			
	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE
TOTAL REVENUES	640,962	640,962	270,185
USE (RETURN) OF FUND BALANCE RESERVES	515,570	515,570	35,836
ENCUMBERED FROM PRIOR YEAR (Use of Unrestricted Funds)	1,156,532	1,192,368	50,145
NET OF REVENUES & EXPENDITURES	-	-	220,040

Building Code Inspection Fund

REVENUES	ORIGINAL BUDGET		AMENDED BUDGET		ACTUAL YEAR TO		PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
	DATE		DATE		DATE				
Total Dept 3200-		444,000		444,000	154,473		34.79%	25.00%	9.79%
Total Dept 3600-		0		0	1,000		#DIV/0!	25.00%	#DIV/0!
TOTAL Revenues		444,000		444,000	155,473		35.02%	25.00%	10.02%

EXPENDITURES	ORIGINAL BUDGET		AMENDED BUDGET		ACTUAL YEAR TO		PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
	DATE		DATE		DATE				
Total Dept 5242-		517,642		517,642	86,727		16.75%	25.00%	-8.25%
TOTAL Expenditures		517,642		517,642	86,727		16.75%	25.00%	-8.25%

BUILDING CODE INSPECTION FUND SUMMARY			
	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE
TOTAL REVENUES	444,000	444,000	155,473
USE (RETURN) OF FUND BALANCE RESERVES	92,642	92,642	(5,234)
TRANSFERS OUT (EDUCATION FEES)	(19,000)	(19,000)	
ENCUMBERED FROM PRIOR YEAR	517,642	517,642	86,727
NET OF REVENUES & EXPENDITURES	-	-	63,512

December 2022

Pier Fund

REVENUES	ORIGINAL BUDGET		AMENDED BUDGET		ACTUAL YEAR TO DATE		PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
					DATE				
Total Dept 3400-						(28)	-0.02%	25.00%	-25.02%
	CHARGES FOR SERVICE	152,000	152,000						
	INTERGOVERNMENTAL	831,250	857,588		0				
Total Dept 3600-						19,612	16.34%	25.00%	-8.66%
	MISCELLANEOUS REVENUE	120,000	120,000						
TOTAL Revenues		1,103,250	1,129,588		19,584		1.73%	25.00%	-23.27%

EXPENDITURES	ORIGINAL BUDGET		AMENDED BUDGET		ACTUAL YEAR TO DATE		PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
					DATE				
Total Dept 5725-						213,278	90.43%	25.00%	65.43%
	PIER BAT SHOP	235,847	235,847						
	CAPITAL IMPROVEMENTS	952,350	1,292,597		258,368		19.99%	25.00%	-5.01%
TOTAL Expenditures		1,188,197	1,528,444		471,646		30.86%	25.00%	5.86%

PIER FUND SUMMARY			
	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE
TOTAL REVENUES	1,103,250	1,129,588	19,584
SE (RETURN) OF FUND BALANCE RESERVES (Due to General Fund)	84,947	84,947	
TOTAL EXPENDITURES	1,188,197	1,528,444	471,646
NET OF REVENUES & EXPENDITURES	-	-	(452,062)

December 2022

Utility Fund

REVENUES		ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 3300	GRANT REVENUE	1,917,500	2,882,500		0.00%	25.00%	-25.00%
Total Dept 3400	CHARGES FOR SERVICE (WATER FLOW)	1,300,000	1,300,000	259,066	19.93%	25.00%	-5.07%
Total Dept 3400	CHARGES FOR SERVICE (SEWER FLOW)	970,000	970,000	217,784	22.45%	25.00%	-2.55%
Total Dept 3400	CHARGES FOR SERVICE (WATER BASE FEES)	1,840,000	1,840,000	400,346	21.76%	25.00%	-3.24%
Total Dept 3400	CHARGES FOR SERVICE (SEWER BASE FEES)	1,263,400	1,263,400	255,826	20.25%	25.00%	-4.75%
Total Dept 3400	CHARGES FOR SERVICE (MISC Fees)	101,000	101,000	17,721	17.55%	25.00%	-7.45%
Total Dept 3500	FINES & FOREFEITURES	37,000	37,000	15,723	42.49%	25.00%	17.49%
	WATER SEWER IMPACT FEES	340,000	340,000	61,547			
Total Dept 3600	PROCEEDS FROM SRP LOAN FOR WWTP	8,200,000	8,200,000				
	MISCELLANEOUS REVENUE	27,000	27,000	52,125	193.06%	25.00%	168.06%
TOTAL Revenues		15,995,900	16,960,900	1,280,138	7.55%	25.00%	-17.45%

EXPENDITURES		ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 5331-	WATER TREATMENT PLANT	2,029,993	2,409,735	174,320	7.23%	25.00%	-17.77%
Total Dept 5332-	T&D - WATER TRANSMISSION & DISTRIBUTION	809,111	1,021,864	97,665	9.56%	25.00%	-15.44%
Total Dept 5351-	WASTE WATER TREATMENT PLANT	8,863,561	10,566,194	199,902	1.89%	25.00%	-23.11%
Total Dept 5352-	SEWER COLLECTION	1,139,236	1,139,236	66,585	5.84%	25.00%	-19.16%
Total Dept 5353-	LIFT STATION MAINTENANCE	1,431,564	1,553,458	107,456	6.92%	25.00%	-18.08%
Total Dept 5391-	FUND EXPENSE	676,804	694,743	356,394	51.30%	25.00%	26.30%
Total Dept 5391-	DEBT SERVICE	514,506	514,506	0	0.00%	25.00%	-25.00%
TOTAL Expenditures		15,464,775	17,899,736	1,002,322	5.60%	25.00%	-19.40%

UTILITY FUND SUMMARY			
	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE
TOTAL REVENUES	15,995,900	16,960,900	1,280,138
USE (RETURN) OF FUND BALANCE RESERVES	(191,125)	(191,125)	
TRANSFERS IN (RESTRICTED IMPACT FEES)	0	0	
TRANSFERS OUT (RESTRICTED IMPACT FEES)	(340,000)	(340,000)	(61,546)
ENCUMBERED FROM PRIOR YEAR		1,469,961	
TOTAL EXPENDITURES	15,464,775	17,899,736	1,002,322
NET OF REVENUES & EXPENDITURES	-	-	216,270

December 2022

Sanitation Fund

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 3400	1,380,000	1,380,000	306,955	22.24%	25.00%	-2.76%
Total Dept 3500	9,000	9,000	3,565	39.61%	25.00%	14.61%
Total Dept 3600	19,300	19,300	10,099	51.86%	25.00%	26.86%
TOTAL Revenues	1,408,300	1,408,300	320,529	22.76%	25.00%	-2.24%

EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 5341	1,333,861	1,529,311	329,173	21.52%	25.00%	-3.48%
Total Dept 5391	103,607	103,607	62,083	59.92%	25.00%	34.92%
TOTAL Expenditures	1,613,736	1,809,186	391,256	21.63%	25.00%	-3.37%

SANITATION FUND SUMMARY			ACTUAL YEAR TO DATE
ORIGINAL BUDGET	AMENDED BUDGET		DATE
TOTAL REVENUES	1,408,300	1,408,300	320,529
USE (RETURN) OF FUND BALANCE RESERVES	205,436	205,436	
ENCUMBERED FROM PRIOR YEAR		195,450	
TOTAL EXPENDITURES	1,613,736	1,809,186	391,256
NET OF REVENUES & EXPENDITURES	-	-	(70,727)

Stormwater Fund

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 3300	100,000	100,000		0.00%	25.00%	-25.00%
Total Dept 3400	735,000	735,000	145,113	19.74%	25.00%	-5.26%
Total Dept 3500	4,000	4,000	1,625	40.63%	25.00%	15.63%
Total Dept 3600	500	500	733	146.60%	25.00%	121.60%
TOTAL Revenues	839,500	839,500	147,471	17.57%	25.00%	-7.43%

EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO DATE	PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
Total Dept 5391-	711,160	732,962	31,976	4.36%	25.00%	-20.64%
Total Dept 5391-	118,404	118,404		0.00%	25.00%	-25.00%
TOTAL Expenditures	829,564	851,366	31,976	3.76%	25.00%	-21.24%

STORMWATER FUND SUMMARY

STORMWATER FUND SUMMARY			ACTUAL YEAR TO DATE
ORIGINAL BUDGET	AMENDED BUDGET		DATE
TOTAL REVENUES	839,500	839,500	147,471
USE (RETURN) OF FUND BALANCE RESERVES	(9,936)	(9,936)	
ENCUMBERED FROM PRIOR YEAR		21,802	
TOTAL EXPENDITURES	829,564	851,366	31,976
NET OF REVENUES & EXPENDITURES	-	-	115,495

December 2022 All Funds Budget Report

REVENUES

FUND	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO		PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
			DATE				
001	7,610,191	8,058,894	4,887,792		60.65%	25.00%	35.65%
101	640,962	640,962	270,185		42.15%	25.00%	17.15%
102	444,000	444,000	155,473		35.02%	25.00%	10.02%
103	1,103,250	1,129,588	19,584		1.73%	25.00%	-23.27%
401	15,995,900	16,960,900	1,280,138		7.55%	25.00%	-17.45%
403	1,408,300	1,408,300	320,529		22.76%	25.00%	-2.24%
405	839,500	839,500	147,471		17.57%	25.00%	-7.43%
TOTAL REVENUES	28,042,103	29,482,144	7,081,172		24.02%	25.00%	-0.98%

EXPENDITURES

FUND	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL YEAR TO		PERCENT REALIZED	PERCENT OF YEAR	VARIANCE
			DATE				
001	7,992,651	8,706,164	1,796,364		20.63%	25.00%	-4.37%
101	1,156,532	1,192,368	50,145.00		4.21%	25.00%	-20.79%
102	517,642	517,642	86,727		16.75%	25.00%	-8.25%
103	1,188,197	1,528,444	471,646		30.86%	25.00%	5.86%
401	15,464,775	18,239,739	1,002,322		5.50%	25.00%	-19.50%
403	1,613,736	1,809,186	391,256		21.63%	25.00%	-3.37%
405	829,564	851,366	31,976		3.76%	25.00%	-21.24%
TOTAL EXPENDITURES	28,763,097	32,844,909	3,830,436		11.66%	25.00%	-13.34%

REVENUES LESS EXPENDITURES

FUND	DATE
001	GENERAL FUND 3,091,428
101	CRA FUND 220,040
102	BUILDING CODE INSPECTION FUND 63,512
103	PIER FUND (452,062)
401	UTILITY FUND 216,270
403	SANITATION FUND (70,727)
405	STORMWATER FUND 115,495
TOTAL REVENUES LESS EXPENDITURES	3,183,956

Encumbered, Restricted and Available Cash Balances
 Saturday, December 31, 2022

FUND	Total Cash Balances	Restricted Funds	Debt Service	Budgeted Projects	Unrestricted Cash Balance Rainy Day Fund
General	9,432,856	2,142,869	4,206	1,124,024	6,161,757
American Rescue Plan Act	1,999,901	-	-	1,973,411	26,490
Building Code Inspection	319,128	70,912	-	42,100	206,116
Pier Enterprise	470,814	-	-	1,031,878	(561,064)
Utility Fund	11,734,465	5,812,261	290,043	3,576,041	2,056,120
Sanitation	722,625	-	103,607	220,451	398,567
Stormwater	933,797	-	122,610	621,781	189,406
CRA	933,424	-	74,536	704,771	154,117
Totals	26,547,010	8,026,042	595,002	9,294,457	8,631,509

ARRA Funds Report

PROJECT	BUDGET	EXPENDITURES	REMAINING BALANCE
➤ City-wide Fiber Optic Loop Phase 1 - \$359,000	359,000	(77,787)	281,213
➤ Premium Pay for Essential Workers - \$82,000	93,371	(93,371)	-
➤ New Well Planning & Construction - \$1,000,000 (Well #16 Project 209)	1,000,000		1,000,000
➤ Pump Station Rebuilds - \$710,000	710,000	(178,807)	531,193
➤ Aeroclave - \$40,000	33,455	(32,460)	995
Small Business Projects:			
➤ Economic Gardening Research Support Contract - \$68,000	68,000		68,000
➤ Small Business Mini Grants- \$305,000	305,000	(186,500)	118,500
TOTALS	2,568,826	(568,925)	1,999,901

Quarterly Cash Investment Report

As of 12/31/2022

<u>Account</u>	<u>Rate of Return on</u>			<u>% of Investment</u>
	<u>12/31/22</u>	<u>10/1/22</u>	<u>12/31/22</u>	
Florida Prime	4.30%	9,107,596	9,781,602	37%
Florida Municipal Investment	3.42%	7,788,541	7,846,998	30%
Truist Operating Accounts	0.19%	6,537,027	8,676,093	33%
Total All Accounts		23,433,164	26,304,693	
<u>Florida Prime</u>				
For the quarter ended 12/31/22, the Florida Prime accounts earned \$88,163 in interest; the current rate of return for December is 4.3%.				
<u>Florida Municipal Investment</u>				
For the quarter ended 12/31/22, the FL Municipal Investment gained \$58,368, the rate of return for this period is 3.42%.				
<u>Truist Operating Accounts</u>				
The City earns .19% on monthly balances in the Operating Account, this is used to offset banking fees.				

#14



City of Flagler Beach

BUILDING AND PLANNING DEPARTMENT

DATE: January 16, 2023
To: Ken Bryan, Chairperson, City Commission
 City Commission Members
FROM: Larry Torino, City Planner
RE: Variance Request: Application: **VAR#23-01-01**

Applicant/Owner: Mr. & Ms. Jeffrey Ronan
Location: 212 Lambert Ave. **(See Attachment#1)**
Parcel ID No.12-12-31-4650-00B0-0090
Current FLUM designation: Low Density Residential
Zoning District: Single Family Residential

UPDATED SUMMARY; (City Commission)

The Planning and Architectural Review Board (PARB) at the meeting of January 3, 2023, voted unanimously to grant the variance request which reads, as follows:

To allow a storage shed to remain as located; set back five (5) feet from the front yard property line as opposed to the minimum required twenty-five (25) feet.

PARB consensus - Relocating the structure to the minimum required setback or as recommended by staff would achieve a meaningful outcome given the unique circumstance (i.e. extensive open yard area/structure remains highly visible and detached from principal structure).

Staff recommendation to PARB- Given extenuating circumstances..... to compromise the shed structure location at a point between the current location and the required front yard setback. This consideration was recommended to essentially mediate a situation caused by the action(s), or lack thereof, by the property owner and city. See below SUMMARY IN BRIEF for details.

Staff recommendation : City Commission consider the following:

1. To mediate, as recommended to the PARB.
2. To deny Variance#23-01-01 premised on the variance request failing to meet the basic criteria of **Land development Regulations Sec. 8.04.16. – Variances** which reads in part that unless "owing to special conditions a literal enforcement of the provisions of this ordinance will result in unnecessary and undue hardships.

SUMMARY IN BRIEF:

The property owner seeks a variance, the purpose of which is to maintain a detached storage shed in the front yard setback area of a single-family residence. The nearest side of the shed structure is setback 5+/- feet from the front property line; an encroachment of twenty (20) feet

Variance #23-01-01 212 Lambert Ave.

Planning and Building Department

into the required yard front setback space. The Land Development Regulations, **Section 2.05.05.1 Unattached accessory structures in SFR, LDR, MDR districts reads, as follows:**

- b. *Front yard.* No closer to the street than the front yard setback required for a principal structure in the district in which such accessory structure may be located.

The required front yard setback for a principal structure in the Single-Family Residential District is twenty-five (25) feet.

The current location of the accessory structure carries with it extenuating circumstances summarized, as follows:

1. Applicant submitted a building permit for a storage shed measuring 10'x20'.
 2. Applicant inquired of the regulations pertaining to front yard setback requirements.
 3. Applicant claims he was advised by staff that the minimum setback is thirty (30) feet from the roadway.
 4. Applicant submitted the required documents which included a boundary survey depicting the location and setback dimensions (**See Attachment#2 Permit Survey**).
 5. The survey notes thirty(30) feet (**See Attachment#2**).
- NOTE:** Not shown on the survey is the thirty (30) feet demarcation points (A to B).
6. Applicant perceived "from roadway" to mean roadway edge (point "A") to front of storage shed structure (point "B").
 7. The permit was accepted at the Building Dept., reviewed for Building Code and zoning compliance, and approved.
 8. Permit was issued.
 9. The structure was set up and completed.
 10. Final inspection – Failed inspection for zoning violation.
 11. Code enforcement intervened; the matter proceeded to a magistrate hearing.
 12. Several options were proposed to remediate, one of which, to pursue a variance.

Applicant Request:

Approve Variance requested due to the consequence not caused by the actions of the applicant.

Staff Findings:

1. Building Permit application documents – property boundary survey submitted lacked clarity; should have been rejected.
2. Building permit was issued
3. Owner responsibility – A level of responsibility rests with property owner as it relates to zoning compliance requirements.

Recommended Action(s):

- a. Mediate:
- I. Shift structure from the current location, which is setback five (5) feet from the front property line, easterly ten (10) feet (**See Attachment#3 Compliance Illustration**).
 - II. Encroachment is decreased from twenty (20) feet to ten (10) feet). (See Compliance Illustration/Recommended Compliance Option).

Justification:

- I. The "natural" setting of the structure coupled with the perimeter decorative fence mitigates the standalone presence of the structure which lacks ten (10') of meeting the established setback standard (**See Attachment#4 Aerial View**).
- II. Establish a sustainable, water tolerant hedge around the northerly, westerly, and southerly building perimeter to complement the tree stand (**See Attachment #5**

- Street View).**
- III. City reimburse applicant 50% of the cost to reposition the structure if the reconciliation option is acceptable to the PARB.
 - IV. City reimburse applicant 50% of the cost to reposition the structure should the variance request be denied and applicant required to move structure back to the minimum yard setback .

Variance Process:

The Land Development Regulations and the provisions as it relates to Variances and the Variance process is as follows:

Land development Regulations Sec. 8.04.16. - Variances

The Planning and Architectural Review Board shall recommend such variance from the terms of this ordinance as will not be contrary to the public interest and where, owing to special conditions a literal enforcement of the provisions of this ordinance will result in unnecessary and undue hardships. To recommend any variance from the terms of this ordinance the Planning and Architectural Review Board must and shall find each of the following criteria are met by the applicant, and the board's written findings shall be sent to the Commission:

1. That special conditions and circumstances exist which are peculiar to the land, structure or building involved and which are not applicable to other lands, structures or buildings in the same zoning district;
2. That the special conditions and circumstances do not result from the action of the applicant;
3. That granting the variance requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands, buildings or structures in the same zoning district;
4. That literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of this ordinance and would work unnecessary and undue hardship on the applicant;
5. That the variance granted is the minimum variance that will make possible the reasonable use of the land, building or structure;
6. That the grant of the variance will be in harmony with the general intent and purpose of this ordinance, and that such variance will not be injurious to the area involved or otherwise detrimental to the public welfare.

ANALYSIS BASED ON LAND DEVELOPMENT REGULATIONS ARTICLE VIII. ADMINISTRATION AND ENFORCEMENT; SECTION 8.04.16 VARIANCES;

The Planning and Architectural Review Board (PARB) shall recommend such variances as will not be contrary to the public interest and where, owing to special conditions a literal enforcement of the provisions of this ordinance will result in unnecessary and undue hardships. To recommend any variance from the terms of this ordinance the PARB must and shall find each of the following criteria is met by the applicant, and the PARB's written findings shall be sent to the City Commission.

In recommending any variance, the Planning and Architectural Review Board may recommend appropriate conditions and safeguards in conformity with this ordinance. If adopted by the Commission, any violation of such conditions and safeguards, when made a part of the terms under which the variance is granted , shall be deemed a violation of this ordinance. The planning and architectural review board may recommend a reasonable time limit within which the action for which the variance is required shall be begun or completed or both. Under no circumstances except as permitted above shall the planning and architectural review board recommend a variance to permit use not generally or by special exception permitted in the zoning district involved or any use expressly or by implication prohibited by the terms of this ordinance in the

zoning district. No nonconforming use of neighboring lands, structures or buildings in the same zoning district and no permitted use of lands, structures or buildings in other zoning districts shall be considered grounds for the granting of a variance. The City Commission shall apply the criteria set forth herein in making its quasi-judicial decision to grant or deny a variance and shall consider the recommendation made by the planning and architectural review board.

PUBLIC PARTICIPATION SUMMARY

At the time of staff report preparation, staff had not received comment from the public. Public Hearing Notification letters were sent to surrounding property owners in accordance with City ordinance requirements.

Enclosures:

1. Attachment #1 - Location Map
2. Attachment #2 - Survey
3. Attachment #3 - Compliance Illustration
4. Attachment #4 - Aerial View
5. Attachment #5 - Street View

PROOF OF PUBLICATION

Penny Overstreet
City Of Flagler - Legal
Po Box 70
Flagler Beach FL 32136-0070

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, said legal clerk, who, on oath says that he/she is LEGAL COORDINATOR of The News-Journal, a daily and Sunday newspaper, published at Daytona Beach in Volusia and Flagler Counties, Florida; that the attached copy of advertisement, being a Govt Public Notices in the Circuit Court, was published in said newspaper in the issues dated or by publication on the newspaper's website, if authorized, on:

12/23/2022

Affiant further says that The News-Journal is a newspaper published at Daytona Beach, in said Volusia County, Florida, and that the said newspaper has heretofore been continuously published in said Volusia County, Florida each day and Sunday and has been entered as second-class mail matter at the post office in Daytona Beach, in said Volusia County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper. Subscribed and sworn to before on 12/23/2022

Legal Clerk

Notary, State of WI, County of Brown

712765

My commission expires

Publication Cost: \$294.28

Order No: 8210734

Customer No: 464924

PO #:

of Copies:
1

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.



SARAH BERTELSEN
Notary Public
State of Wisconsin

CITY OF FLAGLER BEACH
PUBLIC HEARING NOTICE
VAR#23-01-01-212 Lambert Ave. A Variance application has been submitted requesting to retain the location of an existing storage shed setback ten (10) feet from the front yard property line as opposed to the required twenty-five (25) feet as established in the City of Flagler Beach Land Development Regulations, Sec. 2.05.05. - Minimum yard regulations for accessory structures. The subject property is identified as Parcel ID No. 12-12-31- 4650-000B0-0090 OCEAN CITY SUB DIV BL-B LOT 9 & THAT PART OF CANAL STREET EAST OF SAME.

A PUBLIC HEARING IS SCHEDULED TO BE HELD AT CITY HALL, 105 S. 2ND. STREET, FLAGLER BEACH, FLORIDA AS FOLLOWS:
PLANNING AND ARCHITECTURAL REVIEW BOARD: TUESDAY, JANUARY 3, 2023 AT 5:30 P.M.
CITY COMMISSION: THURSDAY, JANUARY 26, 2023 AT 6:00PM OR AS SHORTLY THEREAFTER.
ALL INTERESTED PARTIES ARE INVITED TO ATTEND.
PLEASE DIRECT ANY QUESTIONS TO THE CITY OF FLAGLER BEACH AT (386-517-2000) EXT. 231.

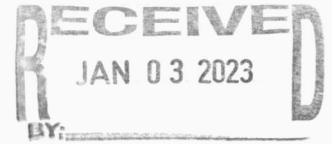
The public hearings may be continued to a future date or dates. The times and dates of any continuances of a public hearing shall be announced during the public hearing without any further published notice. The request will be heard at 5:30 PM, or as soon thereafter as possible, in the City Commission Chambers located at 105 South Second Street, Flagler Beach, Florida.

If a person decides to appeal any decision made with respect to any matter considered at the above referenced hearings, he/she will need a record of the proceedings. For such purposes, it may be necessary 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 assistance to participate in any of these proceedings should contact the City Clerk's Office at 386-517-2000 Ext. 233 at least 48 hours prior to the meeting.

For further information about this request, please call the Planning and Building Department at (386) 517-2000 Ext. 230. More detailed information may be inspected by the public at the Planning and Building Department, 800 S. Daytona Ave. during office hours.

N18210734 12/23/2022 11

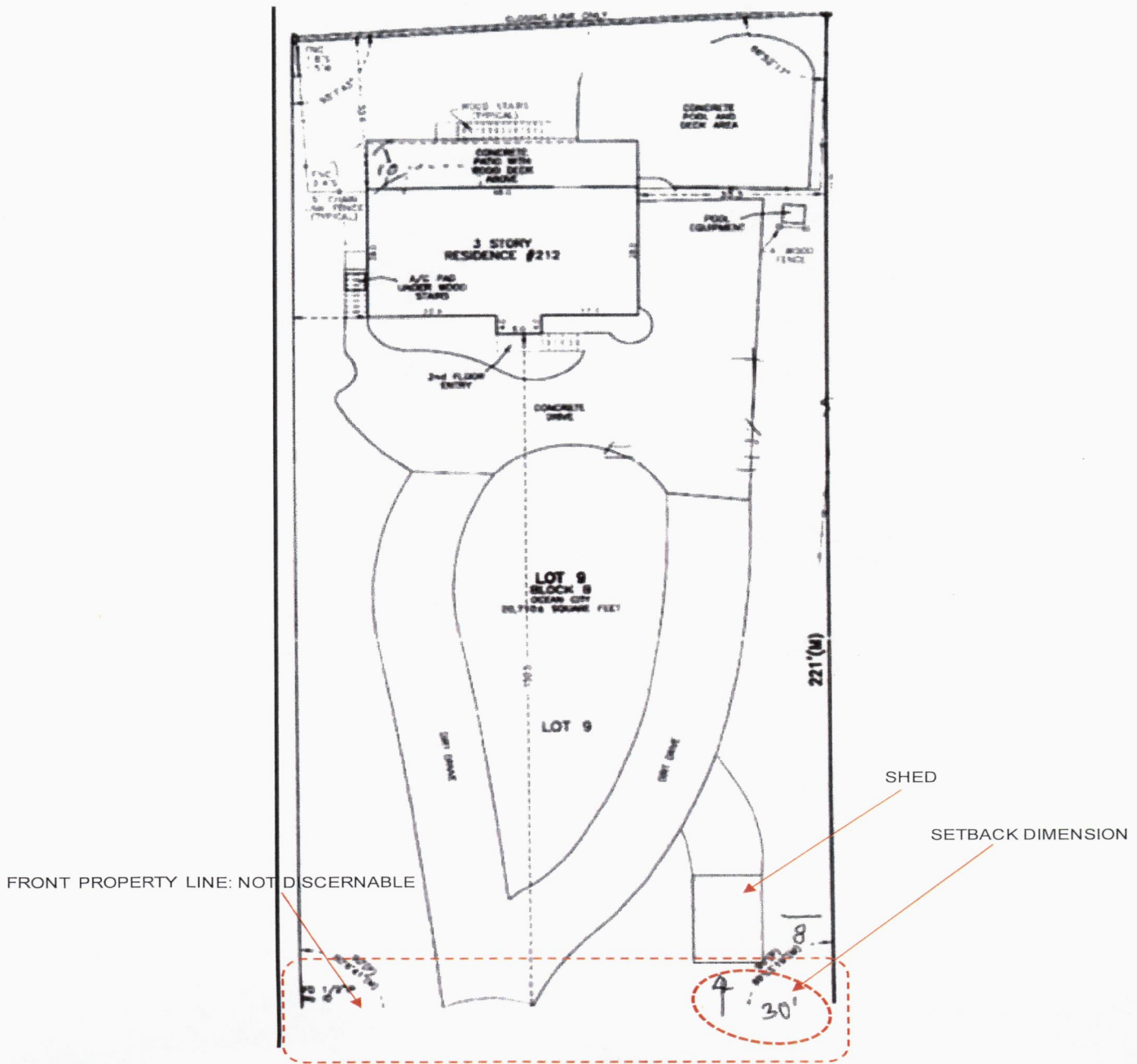


LOCATION MAP

ATTACHMENT#1



PERMIT APPLICATION SURVEY DOCUMENT: STORAGE SHED
212 Lambert Ave



LAND DEVELOPMENT REGULATIONS

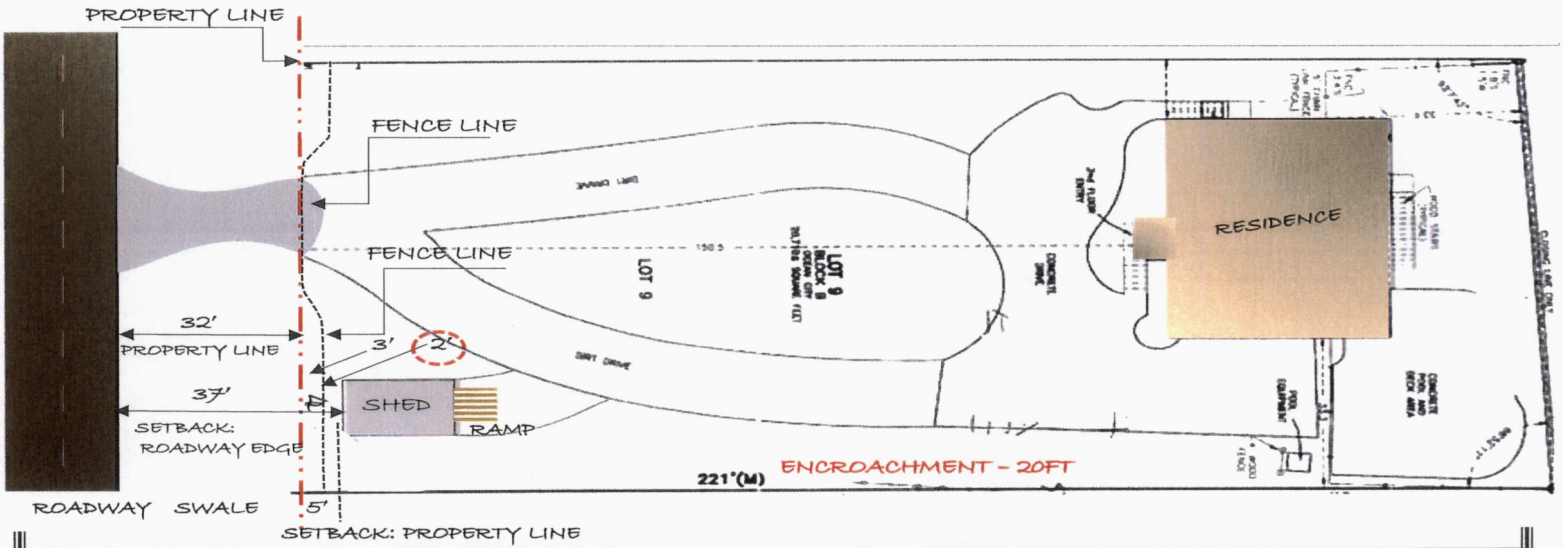
Sec. 2.05.05. - Minimum yard regulations for accessory structures.

Section 2.05.05.1 *Unattached accessory structures in SFR, LDR, MDR districts.*

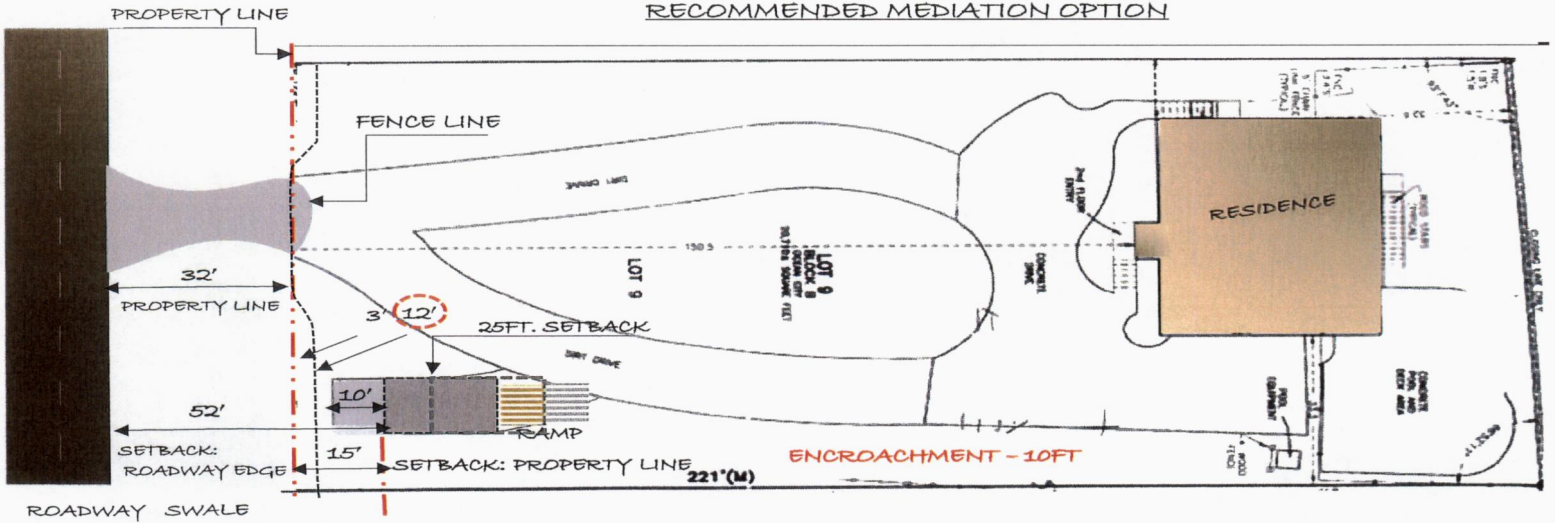
b. *Front yard.* No closer to the street than the front yard setback required for a principal structure in the district in which such accessory structure may be located.

COMPLIANCE ILLUSTRATION

CURRENT CONDITIONS



RECOMMENDED MEDIATION OPTION



AERIAL VIEW



STREET VIEW: 212 LAMBERT AVE



RECEIVED

NOV 29 2022

City of Flagler Beach
Building Department



City of Flagler Beach
P.O. Box 70 105 S. 2nd Street
Flagler Beach, Florida 32136
Phone (386) 517-2000 Fax (386) 517-2016

Zoning Variance Application

Date: _____

Application #:

Applicant:

Jeff and Tara Ronan

Email: jeffr@meta.com / tararonan14@yahoo.com

Address:

212 Lambert Ave, Flagler Beach, FL 32136

Phone #: 3869312799

Owner of Subject Property: Jeff and Tara Ronan

Address: 212 Lambert Ave, Flagler Beach, FL 32136

Email: jeffr@meta.com / tararonan14@yahoo.com

Phone # 3869312700

Applicant Status: Owner Agent for Owner Attorney for Owner Contract Purchaser

This is a request for a Variance for a location change from the ordinance due to swale flooding and adjacent house causing flooding on the owners property. Ordinance states 25 feet from front yard setback.

on RESIDENTIAL zoned property. The Comprehensive Plan Future Land Use designation is RESIDENTIAL

Size or Parcel 22,543.334

Tax Parcel # 12-12-31-4650-000B0-0090

Address of Property: 212 Lambert Ave, Flagler Beach, FL 32136

APPLICATION WILL NOT BE ACCEPTED UNLESS ALL OF THE FOLLOWING ARE TTACHED:

- A. A filing fee of \$600.00 plus additional fees for mailing notifications to adjoining property owners and public notices in newspaper. All of these fees are non-refundable.
- B. A notarized authorization form from the owner or the attorney representing the owner.

- C. A copy of the legal description.
 - D. A signed and sealed survey of the property prepared by a Florida Registered Land Surveyor that shows the location and dimensions of existing and proposed structure(s) and distances of existing and proposed structure(s) from all lot lines and proposed improvement for which the variance is requested.
- A completed signed written petition for a variance.

THIS IS TO CERTIFY THAT I AM THE OWNER OF THE SUBJECT PROPERTY DESCRIBED IN THIS VARIANCE PETITION. I HAVE READ THIS PETITION AND THE STATEMENTS CONTAINED HEREIN ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.
 SIGNATURE OF PETITIONER: _____ DATE: _____

Owner Authorization

Property Address: 212 Lambert Ave, Flagler

Beach, FL 32136

Parcel Id: **12-12-31-4650-000B0-0090**

AS OWNER, I AUTHORIZE DENNIS BAYER TO ACT AS MY AGENT IN THIS MATTER.
 PRINT NAME, ADDRESS AND PHONE NUMBER OF REPRESENTATIVE, IF APPLICABLE.

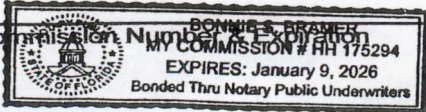
NAME: Dennis Bayer ADDRESS: 109 6th St S. #200
386-439-2332 Flagler Beach, FL 32136
 PHONE: _____
 STATE OF FLORIDA,
 County of Flagler

Subscribed and Sworn to (or affirmed) before me by
Tara Ronan

Tara Ronan
 SIGNATURE OF OWNER
Tara Ronan
 OWNER'S NAME (Print/Type)
212 LAMBERT AVE FLAGLER BEACH
 ADDRESS (Street, City) & Phone Number FL 32136

This 15 day of November, 2022 Who is personally known to me or has produced
 as identification.

Bonnie Blamer
 Notary Public



VARIANCE APPLICATION — ATTACHMENT A

VARIANCE STANDARDS

The Planning and Architectural Review Board may grant variances only upon finding that the request meets the six standards set forth in Appendix A, Land Development Regulations, Section 8.05.13. Describe how your request meets each requirement.

1. That special conditions and circumstances exist which are peculiar to the land, structure or building involved and which are not applicable to other structures or buildings in the same zoning district;
2. That the special conditions and circumstances do not result from the actions of the applicant;
3. That granting the variance requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands, buildings or structures in the same zoning district;
4. That literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of this ordinance and would work unnecessary and undue hardship on the applicant;
5. That the variance granted is the minimum variance that will make possible the reasonable use of the land, building or structure;
6. That the grant of the variance will be in harmony with the general intent and purpose of this ordinance, and that such variance will not be injurious to the area involved or otherwise detrimental to the public welfare.

In advocating any variance, the planning and Architectural Review Board may prescribe appropriate conditions and safeguards in conformity with this ordinance. Violation of such conditions and safeguards, when made a part of the terms under which the variance is advocated, shall be deemed a violation of this ordinance. The Planning and Architectural Review Board *may* prescribe a reasonable time limit within which the action for which the variance is required shall be begun or completed or both. Under no circumstances except as permitted above shall the Planning and Architectural Review board advocate a variance to permit use not generally or by special exception permitted in the zoning district involved or any use expressly or by implication prohibited by the terms of this ordinance in the zoning district. No nonconforming use of neighboring lands, structures or buildings in the same zoning district and no permitted use of lands, structures or buildings in other zoning districts shall be considered grounds for the advocacy of a variance.

CHECKLIST OF REQUIRED ITEMS

The information and attachments requested as part of this application are the minimum necessary to determine compliance with the requirements of the City of Flagler Beach Zoning Ordinance. The City may require additional information, or waive certain requirements, at any time during the application process depending upon the nature of the variance request.

ATTACHMENTS CHECKLIST :

- _____ DESCRIPTION OF HOW THIS APPLICATION MEETS THE SIX VARIANCE STANDARDS (Complete Attachment A, "Variance Standards")
- WARRANTY DEED
- OWNER'S AUTHORIZATION
- OTHER AGENCY PERMITS (Certified statement re: required permits and copy of applications / permits)
- LOCATION MAP
- _____ SITE DEVELOPMENT PLAN (1"=20')
- CURRENT SURVEY - To include:
- * Wetlands jurisdiction line and wetlands buffer delineation (if applicable)
 - * Elevations relative to the National Geodetic Vertical Datum (NGVD)
 - * Spot elevations at property corners, and at least two intermediate points along side property lines and the high & low points along centerline of the property
 - " Proposed finished floor elevation
 - " Finished floor elevation of adjacent residences (if applicable)
- _____ DRAINAGE PLAN OR VERIFICATION OF EXISTING DRAINAGE IMPROVEMENTS (Wetlands, Mirror Lake Overlay District, Coastal Construction Zone (Additional Information as applicable or required)
- BUILDING ELEVATIONS (Front, back, and side, showing height and setback compliance)
- _____ EXISTING / PROPOSED PLAN
- _____ 12 COMPLETE SETS OF ALL REQUESTED MATERIALS



PLANNING & ZONING

City of Flagler Beach
PO Box 70 105 S. 2nd Street
Flagler Beach, Florida 32136
Phone (386) 517-2000 Fax (386) 517-2016

Dear Petitioner,

Please be aware that your petition for a variance to the Planning and Architectural Review Board may be subject to deed restrictions. You are advised to check your deed for information relative to the person(s) or organizations in which enforce such restrictions. Failure to receive approval may result in a clouded title or other legal action due to non-compliance with recorded deed restrictions. However, the City of Flagler Beach does not enforce deed restrictions except those in Appendix A, Land Development Regulations Section

6.02.04. The City will process said petition regardless of whether such action has been reviewed and approved by those who may enforce the deed restrictions.

VARIANCE STANDARDS

The Planning and Architectural Review Board may grant variances only upon finding that the request meets the six standards set forth in Appendix A, Land Development Regulations, Section 8.05.13. Describe how your request meets each requirement.

1. That special conditions and circumstances exist which are peculiar to the land, structure or building involved and which are not applicable to other structures or buildings in the same zoning district;
 - a. The main residential dwelling was constructed with a space of 27 feet to the intercoastal bulkhead wall making it not possible to locate an out building of this size in the rear area of the house
 - b. A permit to locate the out building in its current location was approved by the city after all required documentation was submitted and approved. (See attached documentation)
 - c. A city worker in the permitting department (Tim) notified the owners (Tara and Jeff) that a 30 foot from the road location was the minimum requirement off of the street (Lambert Ave), marking it on the owner supplied survey while applying for the permit.
 - d. A new residential dwelling was constructed, greatly elevating the entire property, in 2019 to the immediate North side of this property causing substantial flooding issues on the property line preventing this area as a suitable location. During construction of this property complaints to the city permitting office were made with no action from the city engineer at that time.
 - e. Flooding from the swale on the front property line (Lambert Ave) and South property boundaries also cause substantial flooding preventing this from being a suitable location. The swale has a reverse effect on this property, rather than removing water and flowing away, water flows from the swale into the South property line.
 - f. The current location was ideal to overcome this flooding as it is 17 feet away from the southern property line border and was raised over 16 inches combining a built pad and out building lifted blocks. This is also out of any water drain paths but a drain was added under the structure to drain water from north side of the structure to the south side of the structure.
 - g. The current location protects outbuilding contents from natural disaster as its elevated position creates an island effect to protect contents until water subsides.
2. That the special conditions and circumstances do not result from the actions of the applicant;
 - a. Descriptions provided in (1.) above show all inadvertent special conditions
3. That granting the variance requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands, buildings or structures in the same zoning district;
 - a. The special conditions as described in (1.) above, are unique to this property and petition and bare no conveyance to other dissimilar properties in this zoning district
4. That literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of this ordinance and would work unnecessary and undue hardship on the applicant;
 - a. This variance is a request to make an exception to the rule based on inadvertent extenuating circumstances, any other property owner in this zoning district has the same right to petition for a variance based on differing and extenuating circumstances. It is a hardship on this applicant if the petition is not granted, not only financially associated with relocation, but ascetics and useability of the structure. There simply is no better place to locate this on the property.

LAND DEVELOPMENT REGULATIONS: CITY OF FLAGLER BEACH

Sec. 8.04.16. - Variances

The planning and architectural review board shall recommend such variance from the terms of this ordinance as will not be contrary to the public interest and where, owing to special conditions a literal enforcement of the provisions of this ordinance will result in unnecessary and undue hardships. To recommend any variance from the terms of this ordinance the planning and architectural review board must and shall find each of the following criteria are met by the applicant, and the board's written findings shall be sent to the Commission:

1. That special conditions and circumstances exist which are peculiar to the land, structure or building involved and which are not applicable to other lands, structures or buildings in the same zoning district;
2. That the special conditions and circumstances do not result from the action of the applicant;
3. That granting the variance requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands, buildings or structures in the same zoning district;
4. That literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of this ordinance and would work unnecessary and undue hardship on the applicant;
5. That the variance granted is the minimum variance that will make possible the reasonable use of the land, building or structure;
6. That the grant of the variance will be in harmony with the general intent and purpose of this ordinance, and that such variance will not be injurious to the area involved or otherwise detrimental to the public welfare.

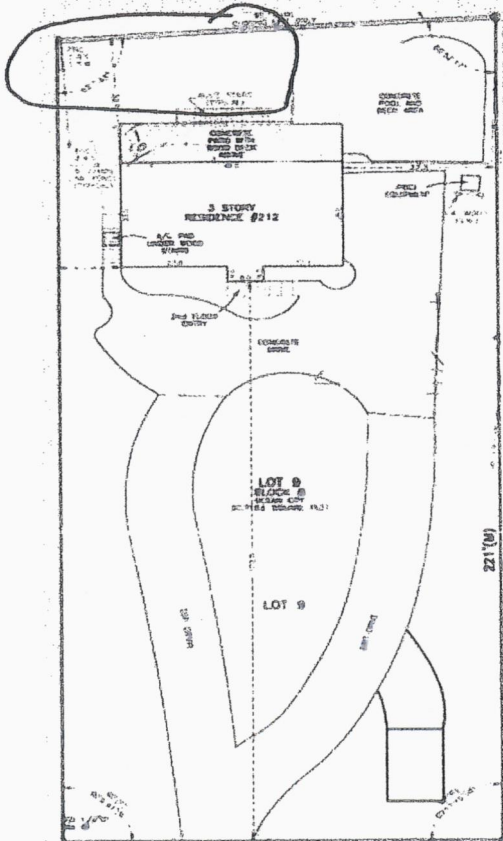
In recommending any variance, the planning and architectural review board may recommend appropriate conditions and safeguards in conformity with this ordinance. If adopted by the Commission, any violation of such conditions and safeguards, when made a part of the terms under which the variance is granted, shall be deemed a violation of this ordinance. The planning and architectural review board may recommend a reasonable time limit within which the action for which the variance is required shall be begun or completed or both. Under no circumstances except as permitted above shall the planning and architectural review board recommend a variance to permit use not generally or by special exception permitted in the zoning district involved or any use expressly or by implication prohibited by the terms of this ordinance in the zoning district. No nonconforming use of neighboring lands, structures or buildings in the same zoning district and no permitted use of lands, structures or buildings in other zoning districts shall be considered grounds for the granting of a variance. The City Commission shall apply the criteria set forth herein in making its quasi-judicial decision to grant or deny a variance and shall consider the recommendation made by the planning and architectural review board.

5. That the variance granted is the minimum variance that will make possible the reasonable use of the land, building or structure;
 - a. This is the minimum requested variance based on all identified and documented circumstances

6. That the grant of the variance will be in harmony with the general intent and purpose of this ordinance, and that such variance will not be injurious to the area involved or otherwise detrimental to the public welfare.
 - a. This requested location poses no threat or danger to public welfare

REFERENCES from 1. a.- g.

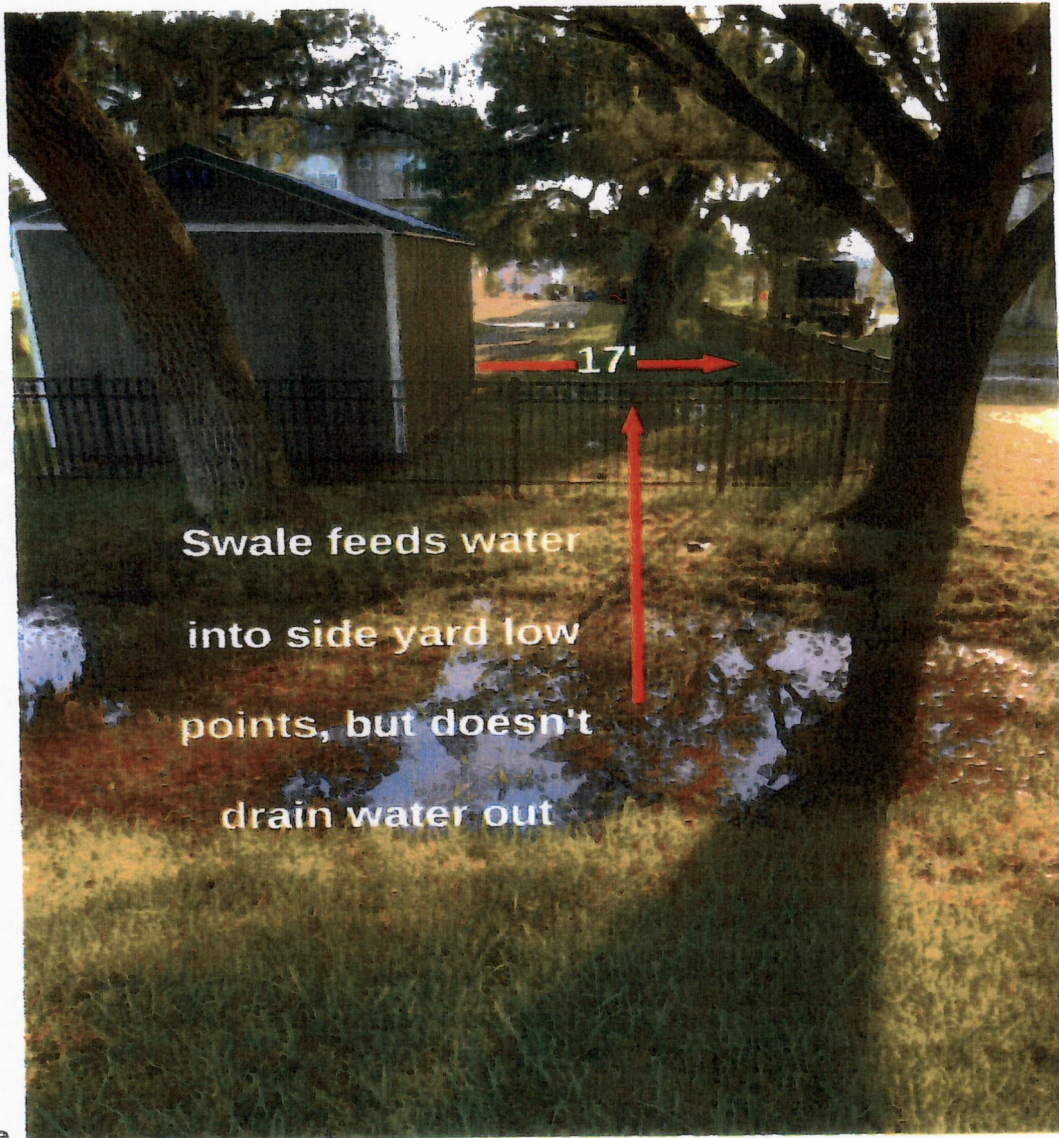
a.



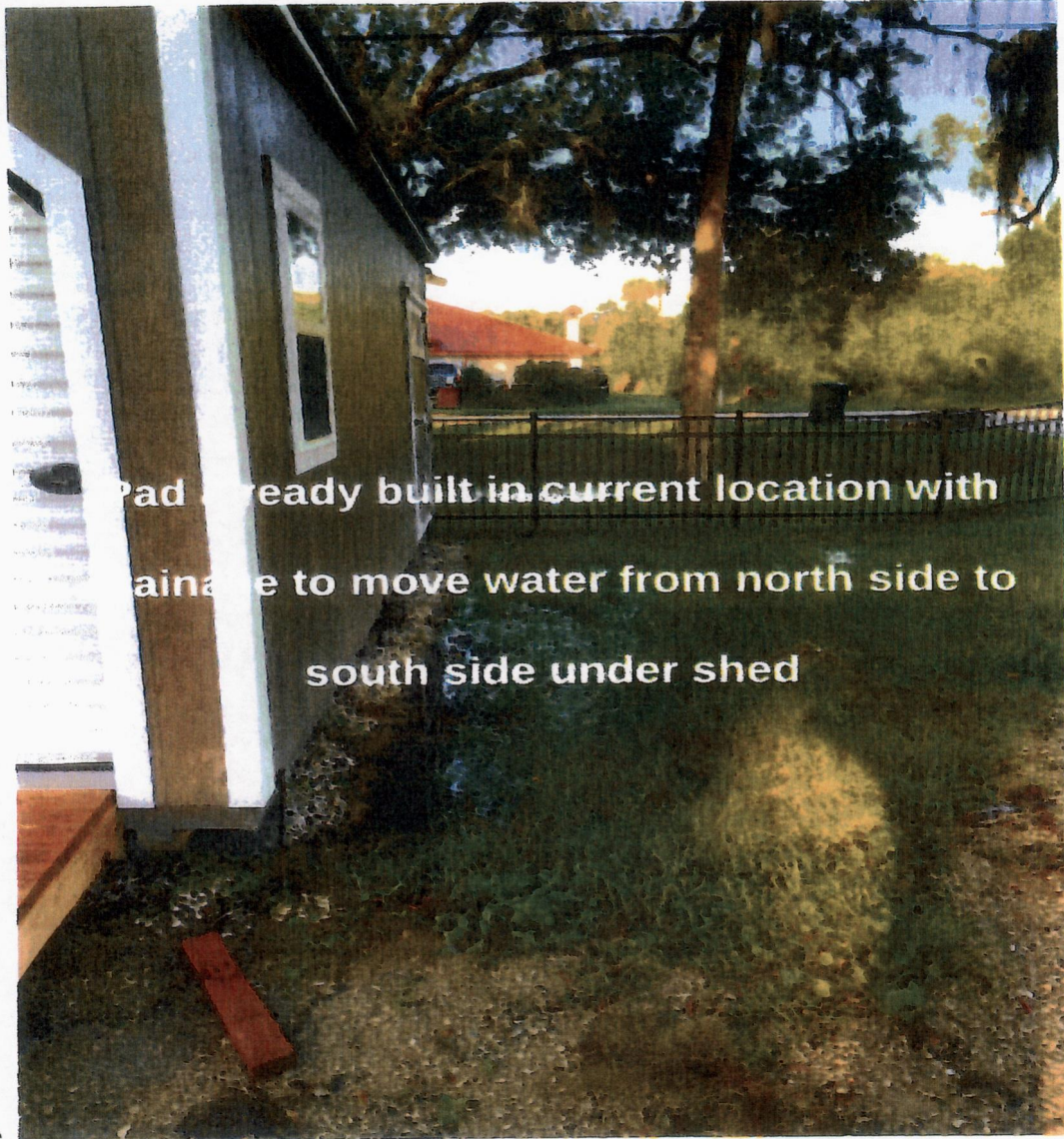
NORTH SIDE PROPERTY LINE after small rainfall



d.

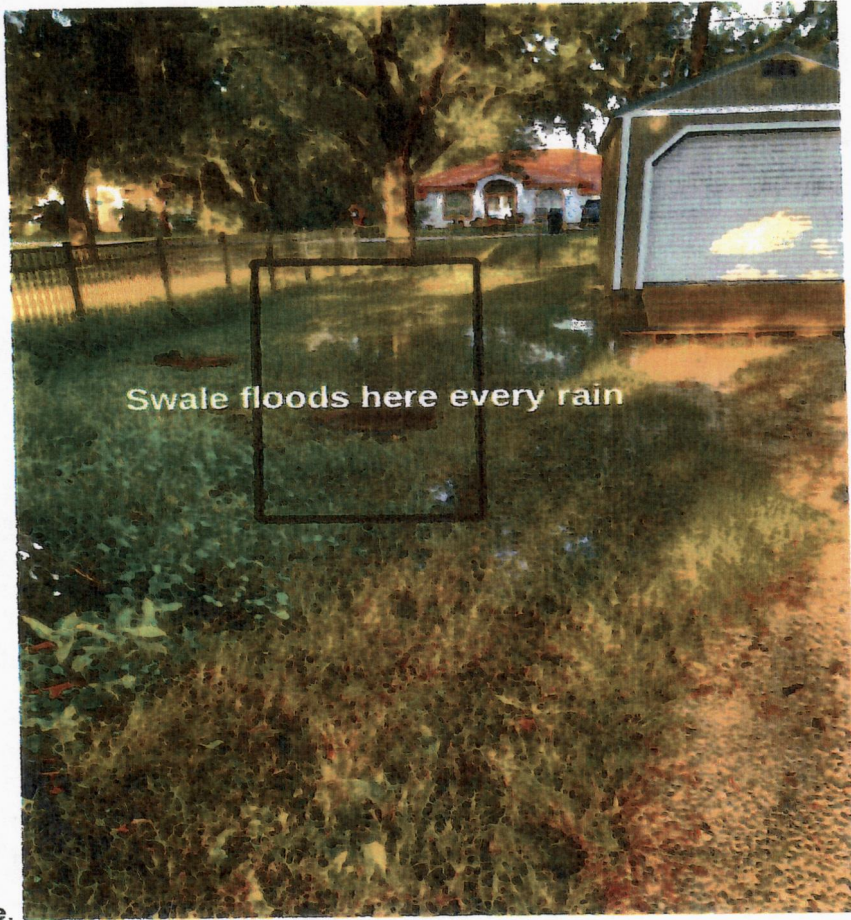


e.

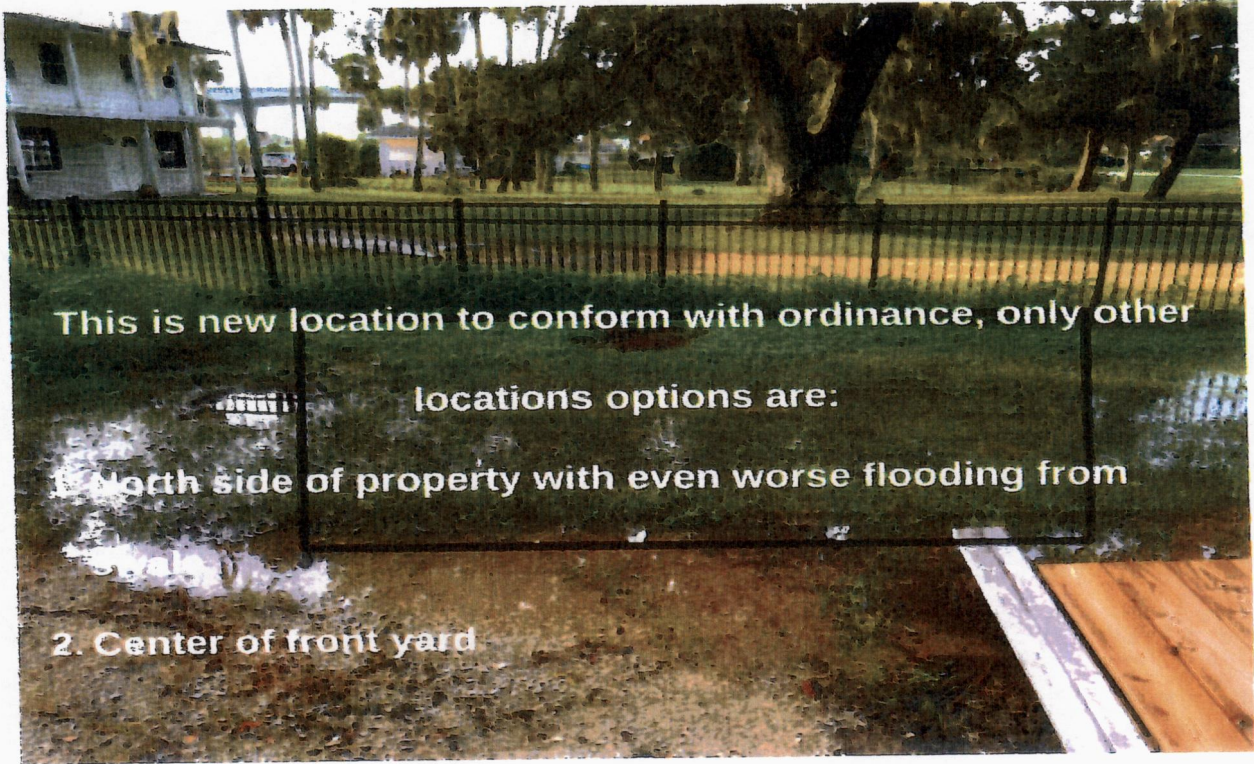


Pad already built in current location with
drainage to move water from north side to
south side under shed

e.



e.



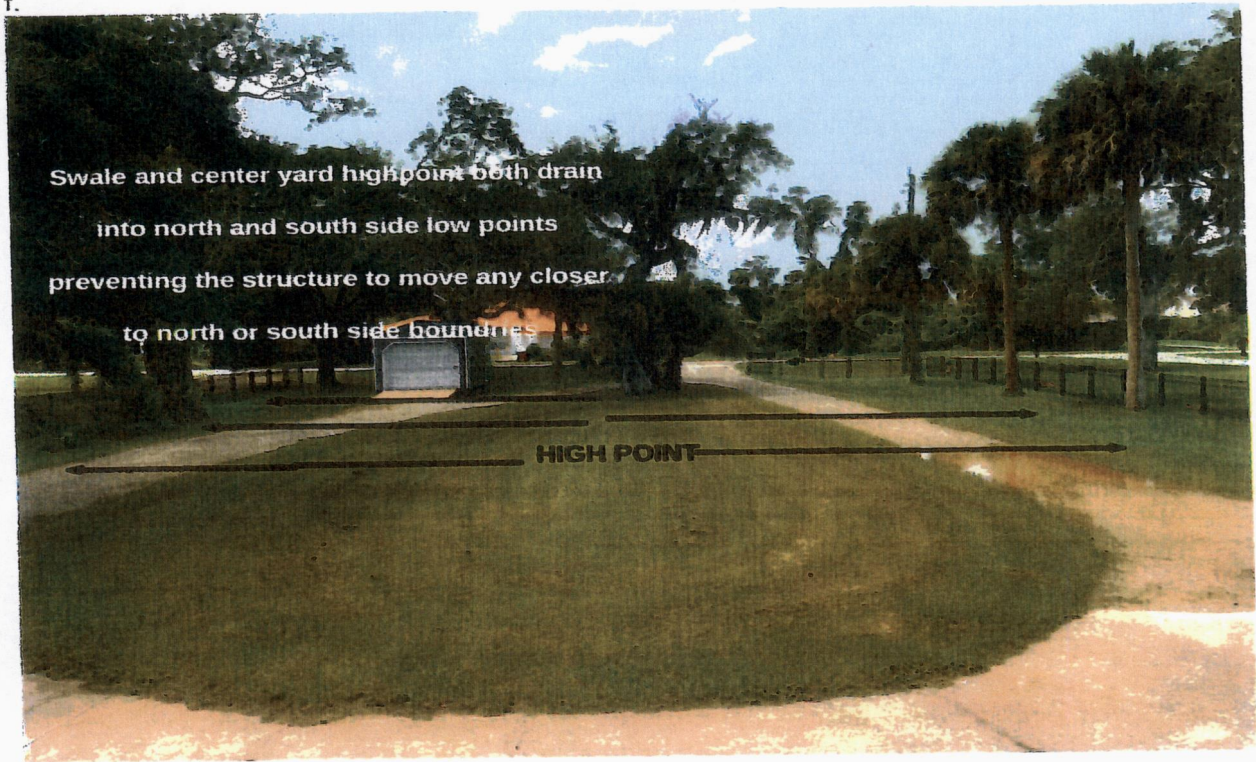
This is new location to conform with ordinance, only other

locations options are:

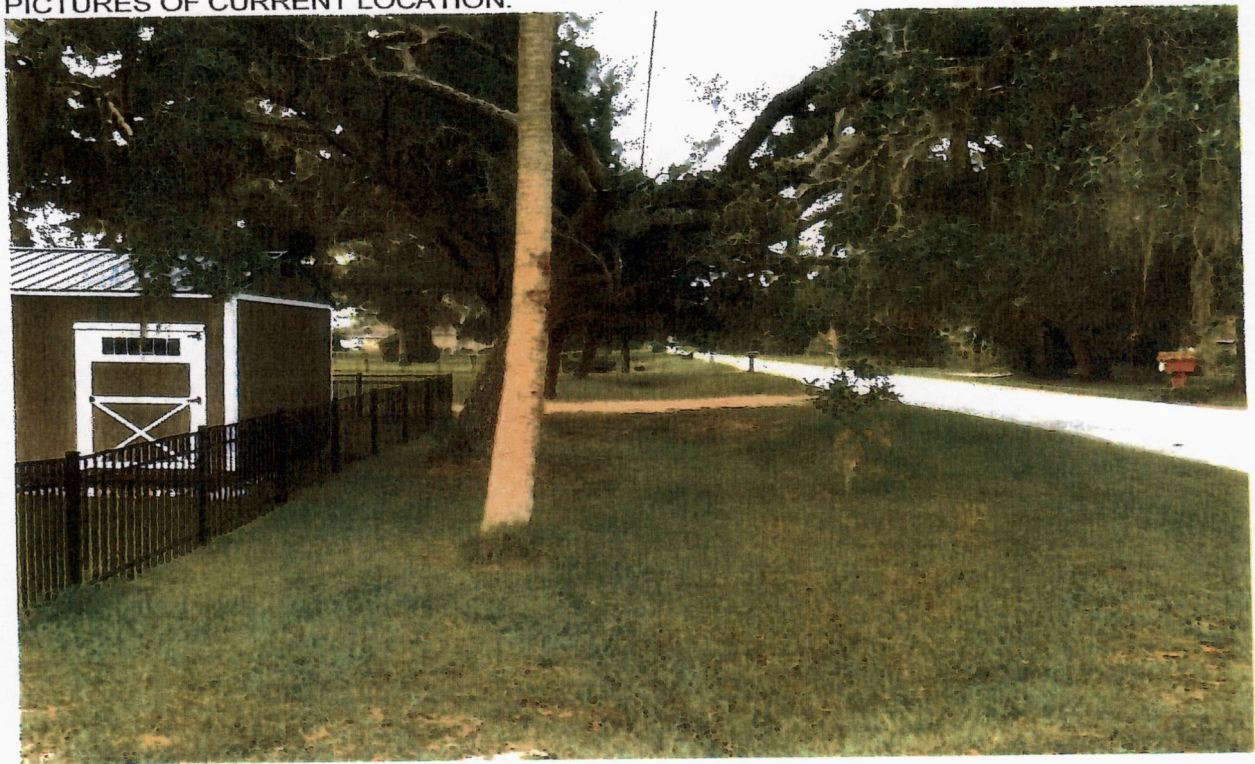
1. North side of property with even worse flooding from

2. Center of front yard

f.



PICTURES OF CURRENT LOCATION:









g . Elevated to avoid damage to internal contents during natural disaster. Located in area with better water subsiding to limit water exposure.



Item 14

On the next page is a scan of a signed unofficial petition dropped off at my office. I am in receipt of 60 of these unofficial petitions. Rather than copy, the identical scripted papers. I have chosen to provide you a list of the names and address each is from and if you desire to see the originals, I have scanned those to Laserfiche with the agenda packet and I will retain them in the meeting folder.

William Irby	120 Lambert Ave.		
Nilda Cook	350 Lambert Ave.		
Gail Vandergrift	355 Lambert Ave.		
Paul & Johanna Williams	435 Lambert Ave.		
Paul Reider	445 Lambert Ave.		
Katheryn James	465 Lambert Ave.		
J. Darnell Jr.	470 Lambert Ave.		
Scott Garvey	475 Lambert Ave.		
Lloyd Freckleton	540 Lambert Ave.		
Suzanne Morrow	545 Lambert Ave.		
J. Monahan	600 Lambert Ave.		
Connie Hodas	740 Lambert Ave.		
Valerie Walker	745 Lambert Ave.		
Karen Pastoriza	785 Lambert Ave.		
Kent Ryan	800 Lambert Ave.		
Thomas Molesky	830 Lambert Ave.		
Gary Osmond	875 Lambert Ave.		
Chauncey Dance	885 Lambert Ave.		
Joseph Zaia	915 Lambert Ave.		
Robert Goeke	920 Lambert Ave.		
John Palumbo	945 Lambert Ave.		
Michael Hendrick	965 Lambert Ave.		
Nancy Del Riego	990 Lambert Ave.		
Joseph Del Riego	990 Lambert Ave.		
Patricia Combs	1000 Lambert Ave.		
Kim Mills	1030 Lambert Ave.		
Michael & Joanne Raintree	1140 Lambert Ave.		
Louis & Joy Steflik	1145 Lambert Ave.		
Vidal Montanez	1085 Lambert Ave.		
Sean Carroll	1090 Lambert Ave.		
Ron Boahn	1075 Lambert Ave.		
Joseph Portal	1105 Lambert Ave.		
Diana Hall	1200 Lambert Ave.		
Lynn French	1205 Lambert Ave.		
Bonnie Barr	1220 Lambert Ave.		
Piotr Rowicki	1275 Lambert Ave.		
Art Zeigar	1305 Lambert Ave.		
Willis Kegan	1335 Lambert Ave.		
Greg Shugg	1354 Lambert Ave.		
Sharon Atask	1356 Lambert Ave.		
Krysten Granger	1359 Lambert Ave.		
Brenda Ludecker	1361 Lambert Ave.		
Pauline Gray	1362 Lambert Ave.		
Donnie Granger	1359 Lambert Ave.		
		Ramona Rutkowski	1431 Lambert Ave.
		Dah Rutkowski	1431 Lambert Ave.
		Victor Anagnostis	1480 Lambert Ave.
		Linda Anagnostis	1480 Lambert Ave.
		Jay Dowling	1481 Lambert Ave.
		Thomas Bouma	1500 Lambert Ave.
		Walter Granger	1501 Lambert Ave.
		Jim Erwin	1511 Lambert Ave.
		Irene Page	1520 Lambert Ave.
		Walter Granger	1540 Lambert Ave.
		Marvin Howell	1560 Lambert Ave.
		Don Deal	1580 Lambert Ave.
		Rich Smith	1640 Lambert Ave.
		William Stokes	1 Lambert Cove
		Thomas Gibbs	2 Lambert Cove
		Maria Prevatte	3 Lambert Cove
		Lisa Gardener	4 Lambert Cove
		Robin Hussing	5 Lambert Cove

City Commissioners and Mayor

It has come to our attention, a storage shed variance request at 212 Lambert Ave. will be heard before the City Commission on Thursday, January 26th, 2023. The storage shed is currently located approximately **5 ft.** from the front property line. The City of Flagler Beach ordinance requires a **25 ft. setback.**

As a resident of Lambert Ave., I feel the City of Flagler Beach should enforce their setback ordinances for consistency, uniformity and integrity of Lambert Avenue for the benefit of all residences.

While most, if not all sheds are located in side or back yards on Lambert Ave., I understand storage sheds are allowed in the front yard as long as they are setback **25ft.** from the front property line.

Respectfully, please enforce our code of ordinances and deny any front setback less than 25ft. for a storage shed.

Sincerely,

WILLIAM IRBY
Print Name

120 LAMBERT AVE
Address

will irby

Penny Overstreet

From: mdeal13797@aol.com
Sent: Monday, January 23, 2023 2:20 PM
To: Penny Overstreet; Jeanelle Jarrah
Cc: mdeal13797@aol.com
Subject: Reasons for denial of the shed variance request Item #14 on January 26th agenda
Attachments: shed variance request on Lambert avenue2.docx; 2003 minutes20230122_16275999.pdf

Dear Penny,

Hope all is well. Would you please distribute to the City Manager, Mayor, Commissioners, Mr. Larry Torino and Mr. Drew Smith for me? Will also drop off hard copies of the supporting documents contained in this e-mail. I am also under the understanding dozens of petitions against approval of the variance have also been dropped to City Hall today.

Thank you so much.

Don Deal

January 22, 2023

City Commissioners and Mayor of Flagler Beach

My name is Marvin Howell and I have lived at 1560 Lambert Ave, Flagler Beach, FL for 20 years. I am a retired Building Contractor and have built hundreds of homes in Flagler Beach, Flagler, Palm Coast, and Ormond Beach.

When I saw the location of this shed at 212 Lambert Ave., I automatically went to the City building department and asked why the shed didn't have a red tag on it for being in non-compliance with our City's 25 ft. setback requirements? I immediately asked for the plot plan that was submitted with the permit application. This plot plan showed a 30' front setback and an 8' side setback. They explained to me that it was out of their hands because the applicant had hired an attorney, so they had to turn it over to their legal department.

Now I see that it is on the January 26th agenda as a variance request. It is my understanding that the PARB recommended leaving the shed where it is. As a result, the shed is only set back 5 ft from the property line instead of the required 25 ft per the City's LDR's. Property owners have been abiding by these LDR's, including the 25 ft. front yard setback since they were enacted decades ago in addition, Lambert property owners have been building homes here since the 1940's. To my knowledge all **130 plus owners have abided to these recorded regulations for 80 years or since they have been enacted.**

We have letters from 60 existing homeowners that object to this front yard setback variance. Also, enclosed in our packet is the City of Flagler Beach's Variance requirements, ordinance Section 8.04.16. In order for the City Commission to grant a variance, all 6 criteria must be met, not 1 or 2, but all 6. After reviewing the plot plan, it is my opinion, none of these items have been met. Also, I have enclosed a picture of the shed, the plot plan showing the dirt driveway, and a similar variance request that was denied. The details of that variance were very similar. The Board of Adjustments recommended unanimous approval and the City Commission denied the variance because it did not meet all 6 criteria. In this particular instance, the builder/property owner incurred significant expenses as a result of the denial even though the City had approved the original building plans.

I know as a builder that the proper way to develop a site is to first order a boundary survey. At that point in time, I would evaluate any existing utility easement areas and water and sewer line locations. Along with that, I would research the City Land Development Regulations. In this particular case, the specific setback requirements for a shed are for both front and side yard setbacks. In doing so, that will protect the owners from setting the shed over utility lines that may need to be serviced later and proper placement to abide by all City setback requirements.

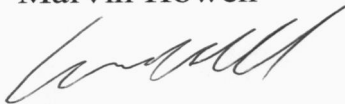
As a Builder or Owner Builder you are ultimately responsible to follow all national, state, local codes and local zoning laws, setback requirements. Based on my experience, it is not appropriate to shift the blame to the local building department because you may not have known where your property line was. That is what surveyors are for. There are no gray areas in this process. All of these codes, ordinances and setback requirements are published and recorded. It is the Builders/Owners responsibility to do their research to make sure this is accomplished. If the Owner/ Builder was not able to understand and follow these guidelines, they should have hired a Contractor that could accomplish this for them.

We all depend on our local government to protect our property values by upholding all of our City LDR's including setback requirements. Last year I paid \$15,000 in property taxes for the privilege to live on Lambert Avenue. My wife and I love living in this neighborhood and feel blessed that we are able to do so.

Myself and the owners on Lambert ask you to deny this variance request and conform with the other 130+ homeowners that have a minimum of 25' front setback. There is no hardship on this lot. The owners have a huge area in the front yard with a dirt driveway to place the shed to stay in compliance with the City's setback requirements. Moving the shed is a minimal process. It is sitting on wooden blocks and just needs to be moved back an additional 20'. A Skid steer and a little grading and the process is complete and in compliance.

Thank You,

Marvin Howell



January 22, 2023

Re: Shed Variance Request on Lambert

Dear Mayor, Commissioners, and Mr. Larry Torino,

First of all, when I retired as Chairman of the Planning and Architectural Review Board, I thought I would try and step aside for a while. That was my recent thought shared when Mr. Torino and I briefly met for lunch the other day. I mentioned during our lunch, no member of the PARB brought up the 6 criteria needed to be met in recommending the shed variance request. Since that time, I've had several phone calls from Lambert residents asking me to weigh in on the variance request. I guess stepping aside will need to wait a while.

Having said that, I respectfully offer the following thoughts:

1. I have the utmost respect for Mr. Torino and his opinion. I believe in all the years I served on the PARB, I only disagreed with him once or twice on PARB issues before us.

2. In order for the granting of a variance, there are 6 criteria in our LDR's that must be met. I reference Sec. 8.04.16 of our code. We have been told that numerous times by various sitting attorneys to both the PARB and the City Commission. In watching the PARB meeting on you tube, (can't get it completely out of my blood after serving for over two decades on this board) IMHO, these 6 criteria were not discussed and overlooked in weighing in on the variance. Even though we also have been told each variance stands on it's own merit as far as granting approval and we would not be setting a precedent if approved, I would like to add the following background for the record:

1. A little over 10 years ago, a current resident at 785 Lambert put his shed on the side of his home and it violated the LDR's for side yard setbacks. He in turn was told by the City it would have to abide by the side yard setbacks and he was required to move it. He then moved his shed to abide by the side yard setback.

2. I believe Mr. Marv Howell **submitted minutes from 2003 to document denial of a previous simiar variance request where the City made a mistake in reviewing the House plans as submitted and issued a building permit. (I have also submitted those minutes)** This home was already under construction when the mistake was discovered by the City. Believe a stop work order was put on the home until the issue was resolved. **The building official, Mr. Bill Ward thought a hardship was involved and mentioned the applicant should apply for a variance since the city had approved the plans, and the bay windows and stairs were already installed at significant expense. As a result, the applicant submitted a variance request which**

was approved unanimously by the Board of Adjustments. However, when it reached the City Commission level, the variance was denied. The Builder/Homeowner had to modify his home and take out already installed Bay Windows and stairs at very significant expense because they were in the side yard setback. The PARB did not recommend variances at that time, but I was very familiar with this particular issue because several attorneys were involved and it was a “hot button” issue for our little City.

With the background information above, **I would like to expand upon all 6 criteria needed to meet the variance request:**

1. That special conditions and circumstances exist which are peculiar to the land, structure or building involved and which are not applicable to other lands, structures or building in the same zoning district. **Response: There are numerous lots on Lambert that have low areas and water pools after a heavy rain. This is just a fact not only on Lambert, but many low lying lots in other areas, such as Palm Circle, Palm Drive, Flagler Ave., etc. In addition, the same 25 ft. front yard setback for sheds would also apply to those areas. Lambert lots are generally very deep and adequate area is available to re-locate the shed in numerous areas in the front yard. In addition, the shed can be put on blocks the way other neighbors have done in a low lying area.**
2. That special conditions and circumstances do not result from the action of the applicant. **Response: If the applicant was unsure of where his front yard property line was, a survey would have resolved that question. I am surprised one would think their property extends all the way to the road or in very close proximity to the edge of the road.**
3. That the special conditions and circumstances do not result from the action of the applicant. **Response: Although there may have been some miscommunication between the applicant and the building dept., a survey by the applicant would have clearly delineated where the front yard property line was.**
4. That granting the variance requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands, buildings or structures in the same zoning district. **Response: Obviously, by granting this variance with a 5 ft. front yard setback (PARB recommended stay in place) or 15ft. front setback by staff instead of the required 25ft. front yard setback will in fact confer on the applicant a special privilege that other homeowners in the same zoning district will not have.**

5. That the literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of this ordinance and would work unnecessary and undue hardship on the applicant. **Response: Lambert Ave. lots are very spacious and there is ample room to locate this shed abiding by the LDR's both on the front and side setbacks. Even Beach side lots which are much smaller have managed to find room for storage sheds without violating our LDR's.**

6. That the grant of the variance will be in harmony with the general intent and purpose of this ordinance, and that such variance will not be injurious to the area involved or otherwise detrimental to the public welfare. **Response: Based on the number of petitions submitted against this request, it would appear residents feel this may be a serious concern to their property values along the street.**

In closing, there should not be a significant expense to relocate this shed to meet the LDR's. I certainly hope the Commission will deny the request for all of the reasons above. **If you feel that all 6 criteria have not been met, then the request should be denied, regardless if you feel the applicant may meet 1 or 2 of those criteria.**

Respectfully,



Don Deal

1580 Lambert Ave.

Flagler Beach, Fl. 32136

REGULAR MEETING OF THE FLAGLER BEACH CITY COMMISSION MARCH 27, 2003
AT 7:00 P.M., AND TO BE CONTINUED UNTIL ITEMS ARE COMPLETE.

PRESENT: Mayor Bruce Jones, Chairman Randy Busch, Vice-Chairman Brandon Cross, Commissioners Mike Evans, Rich Mulvaney & Ron Vath, City Attorney Charles Cino, City Manager Nancy Ciummo, and City Clerk Angela Apperson.

1. **CALL THE MEETING TO ORDER:** Chairman Busch called the meeting to order at 7:05 p.m. Mayor Jones led the pledge to the flag.

Pull item 20 from consent agenda.

2. **PROCLAMATIONS AND AWARDS:** None. However, thanked Mrs. Mish for the cookies.

Mrs. Busch thanked Dr. Whitmer for the exceptional presentation today regarding the strategic budgeting process.

3. **COMMENTS REGARDING ITEMS NOT ON THE AGENDA. CITIZENS ARE ENCOURAGED TO SPEAK. HOWEVER, COMMENTS SHOULD BE LIMITED TO THREE MINUTES:** Bob Mish, Flagler Beach Environmental Preservation Council, Inc., provided a wetland buffer update and indicated that evasive plants cannot be removed from a wetland buffer.

Sheryl Leffoler spoke regarding the need to replace the playground equipment at the park on N. 8th Street and the Palmetto Park as they are the only parks on the north side and parents don't want their kids to cross Hwy. 100 to get to the parks on the south side. She also urged prohibiting golfing at this park. It was mentioned that the equipment at Palmetto Park had been pulled due to safety reasons. Staff will address this issue at the next meeting.

Don Deal, spoke on the golf issue and supported prohibiting it at the parks.

Commissioner Busch reminded everyone that citizens are needed to serve on the Parks and Recreation Committee. She encouraged people to sign up.

Mrs. Busch read a letter from Michael C. Ficocello commending Ted Grant and Mike Leal, who are part of Building and Maintenance Department, for a job well done.

PUBLIC HEARINGS

4. **A REQUEST FOR A VARIANCE LOCATED AT 1201 N. A1A TO ALLOW A REDUCTION IN THE REQUIREMENT OF A SIDE YARD SETBACK FROM 15 FEET TO 11 FEET. OWNER – RAYMOND & CLAUDIA PARKER, 840 DOUGLAS AVE. #129, ALTAMONTE SPRINGS, FL 32714. CONTRACTOR – H. BRATTLOF CONSTRUCTION, P.O. BOX 351429, PALM COAST, FL 32135 CONTACT – CHIUMENTO & ASSOCIATES, 4 OLD KINGS ROAD, PALM COAST, FL 32137: 296.** Attorney Cino reminded the Commission that this is a quasi-judicial hearing, testimony must be taken under oath, and the ruling must include a finding of fact. Community Development Director Ward reviewed the request and the recommendation of the Board of Adjustment to approve the request. Mrs. Bush

03/27/2003

explained the finding of fact; the definition of a structure, yard regulation, and the side yard set back requirements. Questions were asked of Mr. Ward, to which he responded. The public hearing was opened. Attorney Mike Chiumento, representing the applicant, Brattlof Construction, Leslie Brattlof-Thornhill. Mr. Chiumento explained the request and introduced exhibits. Attorney Chiumento questioned applicant, Leslie Bratloff-Thornhill. Members of the Commission asked questions of the applicant. Attorney Jim Connor, representing the home owners asked questions of Bill Ward, to which he responded. Mr. Parker was sworn and introduced Dr. Parker. 1455 Dick Ricardi urged denial of the variance. Rich Smith questioned the steps these property owners have had to go through. Tom Lyons, speaking for the property owner behind this property, indicated he was called in to review this problem. Mr. Lyons spoke about an overhang at the front of the home. He urged denial of this request. Tom Wallace reviewed his questions to the building official and urged the denial of the request. Jim Poldoian commented on the steps that could be taken to rectify the problem and urged some compromise where the builder takes partial responsibility and the city can share responsibility. Attorney Chiumento and Leslie addressed items of concern that were brought up by public comments. Mr. Parker outlined the hardship that this problems poses for his family. Tom Cooke urged passage of this variance. Closing comments were given by Attorney Mike Chiumento. Mr. Chiumento responded questions. Tom Lyons rebutted comments that were made by Attorney Chiumento regarding his qualifications to judge traffic impediments. The public hearing was closed. Comments were heard from the elected officials. Motion by Commissioner Evans, seconded by Commissioner Cross, to grant the variance based on section 9.33, variances, paragraphs 3, 4, 5, and 6 and also, based on what I've heard tonight, the competent evidence. The discussion continued and a proposed amendment was discussed but not agreed upon. The **motion failed** two to three with members voting as follows: Commissioner Mulvaney, Nye; Commissioner Cross, Aye; Commissioner Vath, Nye; Commissioner Evans, Aye; Commissioner Busch, Nye.

The meeting was recessed at 8:55 p.m. The meeting resume at 9:03 p.m.

5. ORDINANCE 2003-06, A NON-EXCLUSIVE FRANCHISE TO TWEAN SUBSIDIARY, LLC DOING BUSINESS AS TIME WARNER CABLE TO OPERATE AND MAINTAIN A CABLE TELEVISION SYSTEM IN FLAGLER BEACH, FLORIDA; SETTING FORTH CONDITIONS; PROVIDING FOR CITY REGULATION OF ITS OPERATION, RATES, PAYMENTS, SERVICE, CONSTRUCTION, AND MAINTENANCE; CONTAINING CERTAIN PROHIBITIONS; PRESCRIBING CERTAIN PENALTIES; AND PROVIDING AN EFFECTIVE DATE. SECOND AND FINAL READING: Attorney Cino read the title of the ordinance into the record. The public hearing was opened. Victor Rugg questioned the payment of franchise fees. Philip Busch urged the City to create a cable company and have competition for this company. Richard Price questioned the burying of the lines and the need to allow the other companies to build overhead wiring. Jack Plimpton questioned the status of the other two companies. The public hearing was closed. **Motion** by Commissioner Cross, seconded by Commissioner Evans, to adopt Ordinance 2003-06. A discussion ensued. The **motion** carried three to two with Commissioners Vath and Mulvaney voting Nye.

6. ORDINANCE 2003-07, AMENDING CHAPTER 16, SALES, ARTICLE II, CANVASSERS AND SOLICITORS; SECTION 16-16 DEFINITIONS; SECTION 16-17, PERMIT REQUIRED; SECTION 16-18, APPLICATION FEE AND SECTION 16-20, SURETY BOND; DELETING CHAPTER 14, ARTICLE II; SECTIONS 14-20 THROUGH 14-

03/27/2003

explained the finding of fact; the definition of a structure, yard regulation, and the side yard set back requirements. Questions were asked of Mr. Ward, to which he responded. The public hearing was opened. Attorney Mike Chiumento, representing the applicant, Brattlof Construction, Leslie Brattlof-Thornhill. Mr. Chiumento explained the request and introduced exhibits. Attorney Chiumento questioned applicant, Leslie Bratloff-Thornhill. Members of the Commission asked questions of the applicant. Attorney Jim Connor, representing the home owners asked questions of Bill Ward, to which he responded. Mr. Parker was sworn and introduced Dr. Parker. 1455 Dick Ricardi urged denial of the variance. Rich Smith questioned the steps these property owners have had to go through. Tom Lyons, speaking for the property owner behind this property, indicated he was called in to review this problem. Mr. Lyons spoke about an overhang at the front of the home. He urged denial of this request. Tom Wallace reviewed his questions to the building official and urged the denial of the request. Jim Poldoian commented on the steps that could be taken to rectify the problem and urged some compromise where the builder takes partial responsibility and the city can share responsibility. Attorney Chiumento and Leslie addressed items of concern that were brought up by public comments. Mr. Parker outlined the hardship that this problems poses for his family. Tom Cooke urged passage of this variance. Closing comments were given by Attorney Mike Chiumento. Mr. Chiumento responded questions. Tom Lyons rebutted comments that were made by Attorney Chiumento regarding his qualifications to judge traffic impediments. The public hearing was closed. Comments were heard from the elected officials. Motion by Commissioner Evans, seconded by Commissioner Cross, to grant the variance based on section 9.33, variances, paragraphs 3, 4, 5, and 6 and also, based on what I've heard tonight, the competent evidence. The discussion continued and a proposed amendment was discussed but not agreed upon. The **motion failed** two to three with members voting as follows: Commissioner Mulvaney, Nye; Commissioner Cross, Aye; Commissioner Vath, Nye; Commissioner Evans, Aye; Commissioner Busch, Nye.

The meeting was recessed at 8:55 p.m. The meeting resume at 9:03 p.m.

5. ORDINANCE 2003-06, A NON-EXCLUSIVE FRANCHISE TO TWEAN SUBSIDIARY, LLC DOING BUSINESS AS TIME WARNER CABLE TO OPERATE AND MAINTAIN A CABLE TELEVISION SYSTEM IN FLAGLER BEACH, FLORIDA; SETTING FORTH CONDITIONS; PROVIDING FOR CITY REGULATION OF ITS OPERATION, RATES, PAYMENTS, SERVICE, CONSTRUCTION, AND MAINTENANCE; CONTAINING CERTAIN PROHIBITIONS; PRESCRIBING CERTAIN PENALTIES; AND PROVIDING AN EFFECTIVE DATE, SECOND AND FINAL READING: Attorney Cino read the title of the ordinance into the record. The public hearing was opened. Victor Rugg questioned the payment of franchise fees. Philip Busch urged the City to create a cable company and have competition for this company. Richard Price questioned the burying of the lines and the need to allow the other companies to build overhead wiring. Jack Plimpton questioned the status of the other two companies. The public hearing was closed. **Motion** by Commissioner Cross, seconded by Commissioner Evans, to adopt Ordinance 2003-06. A discussion ensued. The **motion** carried three to two with Commissioners Vath and Mulvaney voting Nye.

6. ORDINANCE 2003-07, AMENDING CHAPTER 16, SALES, ARTICLE II, CANVASSERS AND SOLICITORS; SECTION 16-16 DEFINITIONS; SECTION 16-17, PERMIT REQUIRED; SECTION 16-18, APPLICATION FEE AND SECTION 16-20, SURETY BOND; DELETING CHAPTER 14, ARTICLE II; SECTIONS 14-20 THROUGH 14-

03/27/2003

FLAGLER BEACH BOARD OF ADJUSTMENTS

MINUTES

**MARCH
MARCH 17, 2003 AT 5:30 P.M.
CITY HALL COMMISSION CHAMBERS**

CALL THE MEETING TO ORDER:

Chairman J. Robert Clark called the meeting to order @ 5:30 P.M. Mr. McPartland led the pledge to the flag.

CALL THE ROLL:

PRESENT – Chairman J. Robert Clark, Vice Chairman Andrew Balee, Mary Gurnee, Marietta Sessions, Teri King (Alt.), Ed McPartland (Alt.), City Attorney Charles Cino, Community Development Director Bill Ward, Board Clerk Susan Kashmanian, and Board Secretary Elaine DuPont.

ABSENT – None.

APPROVE THE MINUTES OF THE REGULAR MEETING OF JANUARY 27, 2003.

A motion was made by Ms. Gurnee to approve the minutes of the Regular Meeting of January 27, 2003 as written. Mr. Balee seconded motion. Motion carried 4-0.

NEW BUSINESS:

- A. **Public Hearing:** A request for a variance located at 1201 N. A1A to allow reduction in the requirement of a side yard setback from 15 feet to 11 feet. Owner – Raymond & Claudia Parker, 840 Douglas Ave. #129, Altamonte Springs, FL 32714. Contractor – H. Brattlof Construction, P.O. Box 351429, Palm Coast, FL 32135 Contact – Chiumento & Associates, 4 Old Kings Road, Palm Coast, FL 32137

Chairman Clark read the request. He asked the Community Development Director to give his report. Mr. Ward asked the Board to refer to the site plan as he explained that the plan did not show dotted lines for the encroachment of the bay windows, on the second and third stories, or the stairs. Therefore, the encroachment was not noted and a building permit was issued. Once discovered, Mr. Ward stated that he tried to resolve the issue taking in consideration that substantial work had been completed and it would pose a financial hardship on the property owners to remove the encroachment. A decision was made to have the owners apply for a variance with this hardship. The stairs that is shown on the site plan will be removed regardless, as it clearly is an encroachment. Mr. Ward further stated that the Parkers had suffered a hardship since the money had already been invested in the project, and the bays were already

built. He also felt that the Parkers should not be penalized for these mistakes. He concluded that staff is recommending approval of the variance for the reasons stated herein.

Chairman Clark opened the Public Hearing at 5:34 p.m. The Parker's Atty. Mike Chiumento appeared before the Board and presented photographs and plans for the Board's review (these had not been reviewed by staff prior to the meeting). Atty. Chiumento stated that he felt the plan showed the cantilevering of the bay windows on the N. 12th St. side of the property. He also stated that other resident's of Flagler Beach have cantilevers on their properties, which have been allowed by previous building officials. The code was not clear in this area.

Leslie Thornhill of Brattlof Construction appeared before the Board and stated that she submitted the plan to the Building Department after being told on 8/21/02 by a staff member that cantilevering was allowed. She advised that this did not come from Bill Ward and that she could not remember who advised her. She stated that a stop work order was recently issued. She also stated that it was not Brattlof Construction's intention to deceive the Building Department or the owners but this was an honest mistake. They hope that this can be resolved without any financial burden to the owners.

Ray Parker appeared before the Board and stated that he purchased the property in 1997 and just recently decided to move to the property located at 1201 N. A1A. He stated that he and his wife's (Dr. Claudia Parker) intentions were to build a Queen Anne Victorian home, and that they had already invested a lot of money in the home. He also stated that they are suffering a hardship because they have to reside in another city which causes them to travel further from their jobs, and that the storage of their belongings has been costly.

Atty. Chiumento stated that with the 15 ft. setback, the cantilevering encroachment does not adversely affect the visibility of motor vehicle or pedestrian traffic. Atty. Chiumento read to the Board the criteria for a variance and again stated the Parker's hardship. Chairman Clark stated that he didn't really see a hardship since the house could have been made smaller. Mr. Ward stated for the record that the handouts provided to the Board by Mr. Chiumento earlier in the hearing were not site plans, as the attorney indicated, but building elevations. The site plan did not show an encroachment. The setbacks are determined from the site plans and should show all encroachments for 2nd and 3rd story buildings by a dotted line on the plan.

Resident and realtor, Jackie Mulligan, who resides just north of 1201 N. A1A, appeared before the Board in favor of the variance stating that she was told by previous building officials that cantilevering balconies were allowed. Mr. Ward commented that no one has approached him with that question from the real estate community.

Tom Lyon's, a design engineer, appeared before the Board in opposition of the variance, and stated that he felt that cantilevering was not allowed, and that he was turned down for a cantilever on a home that he proposed to build in the past. He also recommended the Board be very careful in making their decision to allow this variance for safety reasons.

James Poldoian, a Planning & Architectural Review Board member and former builder, appeared before the Board and stated that although he felt sorry for the Parkers, he did not feel that a variance should be granted. He agreed that a hardship existed due to the builder's negligence, and that it was not the Parker's fault that the builder did not conform to our ordinance. Mr. Poldoian also asked the Board to carefully consider their recommendation.

Tom Wallace of 85 S. Central Avenue, who resides directly behind the Parkers, appeared before the Board in opposition of the variance stating that he had to comply with the city's ordinance and so should other residents who plan to build in Flagler Beach. Mr. Ward stated for the record that he did not issue Mr. Wallace's permit, as it was issued prior to his employment.

Ms. Thomhill, in rebuttal of Mr. Poldoian's statement, said that the city's zoning book was ambiguous, in her opinion, and repeated that it was not Brattlof Construction's intention to deceive the town.

Mr. Chiumento gave his closing statement and asked the Board to carefully consider their decision through logic and reasoning.

Chairman Clark closed the Public Hearing @6:10 p.m. Atty. Cino stated to the Public that the Board of Adjustments was not a quasi-judicial board, but an advisory board and would pass their recommendations to the City Commission.

Ms. Gurnee asked why Mr. Ward did not see the error when the plan was presented. Mr. Ward responded that he addressed that in his memo and opening statement to the Board. The cantilevering of the second and third floors was not clearly marked on the site plan. He assured the Board that measures were in place to ensure compliance of setback requirements. Staff was being trained to review setbacks, prior to a plan review. This should keep mistakes from happening in the future, even if a builder does not show an encroachment of a site plan. Ms. Gurnee also recommended that Real Estate companies should be notified of the vertical setbacks, and that cantilevering was not allowed. Mr. Ward stated that realtors should contact his office first before advising buyers of the city codes and ordinances to ensure that the information is correct.

Ms. King stated that she was concerned about the situation, but did not feel recommending a variance would cause traffic problems. Chairman Clark asked the Board to make a recommendation. Ms. Gurnee recommended the Commission grant the variance since the owners did not cause the hardship, and because they are willing to remove the stairs.

Mr. McPartland stated that since the builder and the city both made an unfortunate mistake, the Board has no choice but to ask the Commission to grant approval of this variance.

Ms. King stated that due to the amount of human error, she would recommend the Commission grant the variance. She also recommended that in the future, second and third levels of all buildings should be shown on a site plan.

Upon motion made by Ms. Gurnee, and seconded by Mr. Bales, the Board voted unanimously to approve a recommendation to grant the variance, with the removal of the stairs.

Upon motion made by Mr. McPartland, and seconded by Ms. Gurnee, there was a consensus by the board members to adjourn the meeting at 6:28 p.m.



**Sheds can be placed on blocks in low lying areas to prevent flooding.
(this is an example)**



The planning and architectural review board shall recommend such variance from the terms of this ordinance as will not be contrary to the public interest and where, owing to special conditions a literal enforcement of the provisions of this ordinance will result in unnecessary and undue hardships. In order to recommend any variance from the terms of this ordinance the planning and architectural review board must and shall find each of the following criteria are met by the applicant, and the board's written findings shall be sent to the Commission:

1. That special conditions and circumstances exist which are peculiar to the land, structure or building involved and which are not applicable to other lands, structures or buildings in the same zoning district;
2. That the special conditions and circumstances do not result from the action of the applicant;
3. That granting the variance requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands, buildings or structures in the same zoning district;
4. That literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of this ordinance and would work unnecessary and undue hardship on the applicant;
5. That the variance granted is the minimum variance that will make possible the reasonable use of the land, building or structure;
6. That the grant of the variance will be in harmony with the general intent and purpose of this ordinance, and that such variance will not be injurious to the area involved or otherwise detrimental to the public welfare.

In recommending any variance, the planning and architectural review board may recommend appropriate conditions and safeguards in conformity with this ordinance. If adopted by the Commission, any violation of such conditions and safeguards, when made a part of the terms under which the variance is granted, shall be deemed a violation of this ordinance. The planning and architectural review board may recommend a reasonable time limit within which the action for which the variance is required shall be begun or completed or both. Under no circumstances except as permitted above shall the planning and architectural review board recommend a variance to permit use not generally or by special exception permitted in the zoning district involved or any use expressly or by implication prohibited by the terms of this ordinance in the zoning district. No nonconforming use of neighboring lands, structures or buildings in the same zoning district and no permitted use of lands, structures or buildings in other zoning districts shall be considered grounds for the granting of a variance. The City Commission shall apply the criteria set forth herein in making its quasi-judicial decision to grant or deny a variance and shall consider the recommendation made by the planning and architectural review board.

(Ord. No. 2009-14, § 2, 9-24-09; Ord. No. 2010-08, § 1(Exh. A), 6-24-10)

#14

Dear Mayor and City Commissioners,

Unfortunately, I missed the January Planning Board meeting.

I would like to weigh in on the recommendation to allow a variance for the Lambert Ave. property owner's shed. In order to grant a variance, all six criteria listed in our Land Development Regulations must be met.

If even one of the criteria is not met, the variance is not granted. See LDR 8.04.16.

Criteria numbers 3-6 are not met. #3 That granting the variance would not confer any special privilege denied to other properties in the same zoning district.

You would be granting a special privilege to this property owner that is denied to others in the same zoning district. #4 That this would deprive the applicant's rights enjoyed by other property owners in the same zoning district and cause undue hardship.

No other property owners are allowed to build a shed 5 feet from their property line.

Moving a shed is not an undue hardship. #5 That the variance will make possible the reasonable use of the land. The applicant has enough property to move the shed to a legal site. #6 That granting this variance would be harmonious with the ordinance and

not be detrimental to the public. This variance would not be harmonious to this zoning district and would be detrimental to other property owner's property values.

Thank you for your consideration.

Respectfully submitted,

Kathy Feind



**ITEM
15
STAFF
REPORTS**

Beach/Parks/Recreation

Weekly Highlights January 11, 2023

- Lifeguard towers have been removed from Veterans Park and relocated to lifeguard headquarters where they will be repaired and repainted in preparation for the summer.
- We are working on creating our recruit flyers for summer lifeguards . Flyers will be distributed throughout Flagler, Volusia and St. Johns Counties.
- Inspected Brazilian Pepper eradication areas from the past year. New growth is easy to identify as the trees are blooming with red berries. Eradicated areas are showing little or no sign of regrowth. Cutting will resume in the spring.
- We planted seven large Clusia trees at Silver Lake Park. Once established, they will be salt-tolerant, low maintenance, and fast growing. They were planted at the entrance of the park to fill in the area where trees had been removed.
- ATVs and Jet skis are still being operated on a regular basis in order to keep all of our summer rescue vehicles and vessels properly maintained.
- We hosted an informal town hall meeting on Tuesday, January 10 to discuss options for adapting the tennis courts at Wickline Park to allow for both tennis and pickleball. Citizens representing both the pickleball and tennis players discussed ways for both groups to be able to share the existing courts. The meeting was well attended and very productive.
- January First Friday was well attended despite the chilly weather. The next First Friday is scheduled for February 3rd.
- Happy New Year!

Beach/Parks/Recreation

Weekly Highlights January 18, 2023

- On Saturday January 14, there was a park cleanup at Silver Lake Park. Several volunteers from the community worked to trim back trees and clear out brush throughout the park. An area of brush was cleared so that the picnic pavilion is now visible from the road. This will help to decrease vandalism and provide better security pavilion. Thanks to Commissioner Phillips for organizing the event. Also thanks to Jennifer Crews for lending us the “big toys” to get the job done and to Rob Smith and John Cunningham operating all the heavy equipment.
- We have registered as a vendor in the Flagler County Home Show on February 3-5. We will have a booth set up to provide information on beach safety, recruitment for summer lifeguards, and our Junior Lifeguard summer program.
- We are continuing to water the seven large Clusia trees recently planted at Silver Lake Park. Once established, they will be salt-tolerant, low maintenance, and fast growing.
- ATVs and Jet skis are still being operated on a regular basis in order to keep all of our summer rescue vehicles and vessels properly maintained.
- On Tuesday, January 17, Commissioner Bryan hosted our first centennial planning meeting for the City of Flagler Beach. Our official 100th birthday will be on April 6, 2025. There were many community volunteers at the meeting as we brainstormed many ideas for centennial year celebration.
- The next First Friday is scheduled for February 3rd.

Penny Overstreet

From: Robert Pace
Sent: Thursday, January 12, 2023 12:56 PM
To: William Whitson
Cc: Penny Overstreet; Katie Dockhorn
Subject: Weekly Highlights

Mr. Whitson,

I really enjoyed my vacation and visiting with family during the holiday season. The following are the highlights that took place between 12/16/22- 01/11/23;

- Grand Opening of Sheriff's Operation Center

I received an invitation to attend the Grand Opening Ceremony of the Flagler County Sheriff's Operation Center. The ribbon cutting took place on December 19, 2022 at 61 Sheriff EW Johnston Dr. Unfortunately, I was out of state the day of the ceremony and Captain Cox attended in my absence. Captain Cox was very impressed with the new facility and is completely confident; the center will serve Flagler County residents well for many years to come. I spoke to Sheriff Staly and he offered to give me a personal tour when both of our schedules allow

- Award Coming Home

Speaking of Sheriff Staly, he called me on another matter while over the holiday break. The Sheriff explained, in going through a lot of their inventory in preparations of moving into the new facility, his staff members came across something very special and brought to his attention. It was the traveling trophy for the Polar Plunge that used to take place in the city. There was a costume contest and FCSO won the last year the event was in existence. FCFD won the contest multiple times and Sheriff Staly felt the trophy should be returned to its rightful owners. The trophy will be presented to me at Chief's breakfast next week and will be displayed on the trophy shelf in the front lobby

- Meeting with OARS Representative

Savannah Price of Flagler OARS (Open Arms Recovery Services) contacted me to schedule meeting to discuss the agency's mission. Pam Birtolo was the OARS representative that visited me at the station. Ms. Birtolo described many of the services offered to Flagler County residents dealing with addiction issues. This included education, advocacy, outreach, and peer services for recovery. The agency also work hand and hand with Flagler County Community Paramedicine and assists with Narcan distribution. Ms. Birtolo also explained that OARS conducts a monthly presentation where local professionals speak on occupational opportunities for those successful in recovery. Ms. Birtolo requested that I speak at an upcoming meeting and I agreed

- Never Off-Duty as a Member of Public Safety

FF/EMT Cristian Carre (Also a Captain for FBOR) informed me of one of his off-duty lifeguards performing a lifesaving rescue. The following is FF Carre's report. On 12/29/22 at approximately 1300 hours, Lifeguard Tyler Jaffe responded to a water rescue off duty at North 5th St. A young man was stuck in a rip current and was unable to make his way back to shore Tyler responded from the pier by Funky Pelican where initially spotted the young male stuck in the rip. He ran to the location, deployed, and gained contact with the young male. Tyler performed a rescue utilizing a water can and was able to bring the young male to shore. Tyler informed the parents of the dangerous rip currents. Much credit and appreciation goes out to Lifeguard Tyler Jaffe for going above and beyond the call of duty

- Drying Racks for Bunker Gear

After crews respond to active fires, their bunker gear must be cleaned thoroughly. The gear extractor (received on a State grant) insures the gear is cleaned properly. Drying is another story and considering the gear's multiple layers, this process can take up to two days. I reported several months ago that a young man (Andrew Wheeler) is attempting to become an Eagle Scout and would be working on a community service project. The project is constructing an air drying rack for each of the three fire agencies in the county. The rack sits on a rolling platform; it has PVC pipes with air holes to

hang bunker gear, gloves, and boots on. A 60HZ electrical air blower powers the rack. Andrew has been working on the project for months and the drying rack has been delivered to the station. What took days, can now be done in hours. Much thanks and appreciation goes out Andrew Wheeler

- MD Anderson Visit

Approximately six months ago, representatives from the other two fire agencies and I visited the MD Cancer Center in Jacksonville. The MD Anderson Cancer Center is one of the premier cancer treatment facilities in the State. The center has a special program that caters specifically to first responders diagnosed with cancer. I was very impressed with the tour and passed on the information to staff. A representative of the MD Cancer Center took it one-step further by visiting the station this week. The representative was here each day the 9th – 11th to catch every shift and explain the services offered by the center. All of the fire departments within the county were visited over the time span. God forbid that a local firefighter would be in need of these services, but is reassuring to know the center is for us

I look forward to talking to you soon.

Thanks,

Robert Pace

Fire Chief

Flagler Beach Fire Rescue

320 S. Flagler Ave

Flagler Beach, Florida 32136

Office-386-517-2010

Cell-386-276-0405





Custom Jan 5, 2023 - Jan 11, 2023

54%

FIRE Percentage of Total Incidents

46%

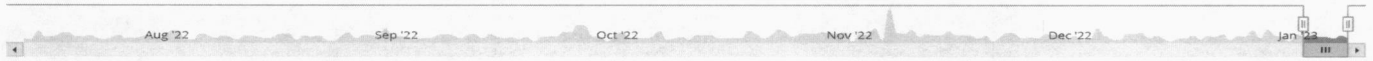
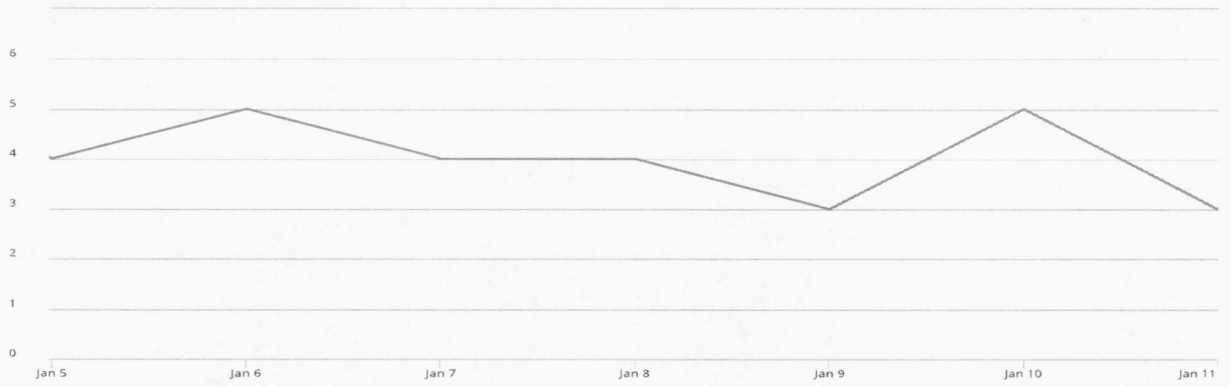
EMS Percentage of Total Incidents

28

INCIDENTS In Selected Time Slice

7

DAYS In Selected Time Slice



	1/5/23	1/6/23	1/7/23	1/8/23	1/9/23	1/10/23	1/11/23	1/12/23	1/13/23	1/14/23	1/15/23	1/16/23	1/17/23	Total
(32) Emergency medical service (EMS) incident	1	2	4	2	1	2	1							13
(55) Public service assistance	1	1												2
(61) Dispatched and canceled en route	2	1		2		2	2							9
(65) Steam, other gas mistaken for smoke					1									1
(67) HazMat release investigation w/no HazMat						1								1
(74) Unintentional system/detect... operation (no fire)					1									1
(90) Special type of incident, other		1												1
Total	4	5	4	4	3	5	3							28

Penny Overstreet

From: Robert Pace
Sent: Thursday, January 19, 2023 12:17 PM
To: William Whitson
Cc: Penny Overstreet; Katie Dockhorn
Subject: Weekly Highlights

Mr. Whitson,

The following are the weekly highlights;

- Monthly Chief's Meeting

I attended the Monthly Chief's Meeting at the EOC. There were representatives from each of the three agencies within the county in attendance. Approximately six months ago, there was an agreement between all chiefs to put a group together to review current operational policies and identify needs for revisions. The group was named the Interagency Policy Review Team and is comprised mainly of lieutenants and captains. The team has made several revisions to policies and are scheduled to present the changes to the chiefs at the March meeting. Other items discussed at this month's meeting included a CAD update, GIS mapping, Peer Support, and the progression of the Mental Hygiene Project

- Mental Health First Aid

As Stated, in the Chief's Meeting there was a discussion on Peer Support and the progression of the Mental Hygiene Project. In addition to the availability of a Fire Service Chaplin and EAPs, the three agencies thought it would be beneficial to create a Peer Support Team involving members from all agencies. Identifying members will take place over the next couple of months. The Mental Hygiene Project is now in full swing and I have received no negative feedback. Locally there is a group called Mental Health First Aid that provides multiple training sessions. The group is housed at the Flagler Access Center and representatives from each agency will tour the facility January 27th

- Everbridge Notification System

The city has utilized the Code Red Notification for several years. This system has been a very useful tool in notifying our local residents of emergency situations, missing persons updates, and evacuation information. Flagler County and Palm Coast have transitioned to new system called Everbridge offered by the State at no cost. Everbridge has more capabilities than the previous system and a larger database. Captains Cox and Blanchette are system administrators and they have been working on making the transition. The change is tentatively scheduled to take place at the end of February. The annual savings will be \$2,500

- Integrated Preparedness Plan (IPP)

Flagler County Emergency Management recently reached out to all the public safety agencies in the county regarding a survey to be completed for the IPP. The IPP is a national standard document that helps identify preparedness (planning, training, & exercise) priorities from all local preparedness partners. The IPP also helps request state-funded classes to either be brought to Flagler County or at least brought to the region, realizing there may not be adequate attendees for some of the classes locally. The survey for the IPP has been completed and submitted

- StormReady Community

The National Weather Service recognizes specific cities throughout the country that are recognized as StormReady communities. Some of the requirements include weather & water monitoring equipment, communication center, a list of city facilities, and the existence/regular meetings of a safety committee to name a few. The department originally applied for StormReady recognition by the National Weather Service on October 03, 2018 on behalf of the City of Flagler Beach. The city is honored and takes much pride since being selected/recognized as a StormReady community. I was recently informed that a letter outlining the city's capabilities in the original application are still valid and are required to be sent to the National Weather Service. The letter was completed and sent to the agency. I am expecting a recertification notice in the next few weeks

- Smoke Detector Installation

The department was busy once again this week with smoke detector installation this week. Obtaining the two recent grants for detectors has allowed the department to honor all requests for local residents. The latest request came from a resident living in the Pebble Beach Community. There were two smoke detectors installed and a fire inspection conducted in the home. There were no discrepancies noted and the resident could not have been more appreciative

I look forward to talking to you soon.
Thanks,

Robert Pace

Fire Chief

Flagler Beach Fire Rescue

320 S. Flagler Ave

Flagler Beach, Florida 32136

Office-386-517-2010

Cell-386-276-0405



FBFD Operational Response Report

This weekly report conducted by the Flagler Beach Fire Department contains the following data:

- Number of incidents responded to over the dates listed below.
- Incident types.
- Total number of incidents for 2023.

Report Conducted: January 12th - January 18th

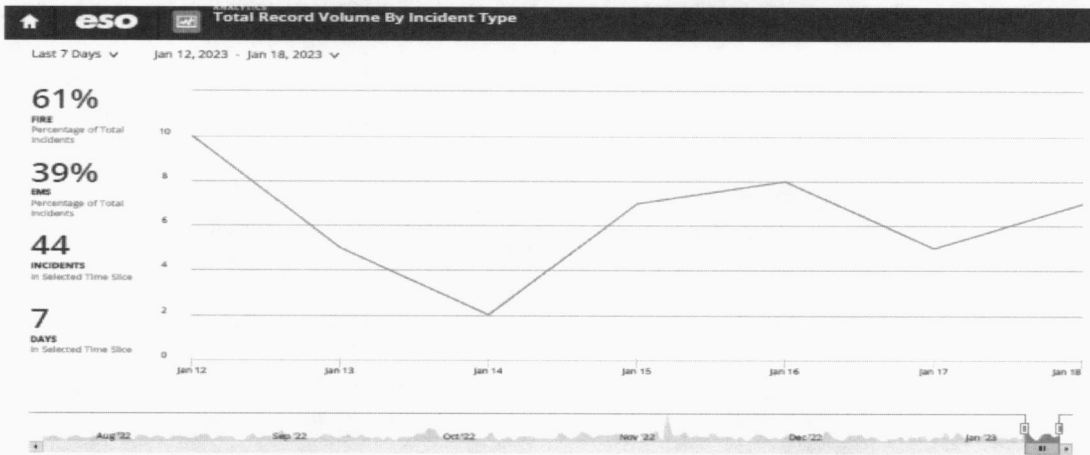
Flagler Beach Fire Department

Captain Stephen Cox

Scox@Fbfire.org



Weekly Incident Response Data



	1/12/23	1/13/23	1/14/23	1/15/23	1/16/23	1/17/23	1/18/23	1/19/23	1/20/23	1/21/23	1/22/23	1/23/23	1/24/23	Total
(31) Medical assist					1									1
(32) Emergency medical service (EMS) incident	2	3	1	2	3	2	3							16
(33) Lock-In		1												1
(44) Electrical wiring/equipm. problem	1			1										2
(51) Person in distress			1											1
(55) Public service assistance	2				1		2							5
(61) Dispatched and canceled en route	2	1		2	2	2	2							11
(62) Wrong location, no emergency found	2			2	1									5
(63) Controlled burning	1													1
(70) False alarm and false call, other						1								1
Total	10	5	2	7	8	5	7							44

Total Number of Incident for 2022

88



FLAGLER BEACH POLICE DEPARTMENT
 Matthew P. Doughney, Chief of Police
 204 South Flagler Avenue
 Flagler Beach, FL 32136
 386.517.2023

Chief's Weekly Report

From: Friday	1/6/2023	To: Thursday	1/12/2023				
Calls For Service	83	Felony Arrest	3	Reports Written	17	Citations Issued	5
Self-Initiated	50	Misd. Arrest	2	Comm. Policing	7	Warnings (Written/Verbal)	60
Traffic Stops	40	City Ordinance	4	Security Checks	248		

Chief's Weekly Summary

Friday: Dayshift Officers conducted proactive traffic enforcement at the following location and times:
 2100 block of North Oceanshore Boulevard, from 6:53 a.m. to 7:27 a.m. No violations.

Friday: Chief Doughney attended a Lift Station Upgrade Kickoff Meeting at City Hall from 9:30 a.m. to 10:15 a.m. and a Pier Engineering Design meeting at City Hall from 11:15 a.m. to 12:00 p.m.

Friday: Nightshift Officers conducted proactive traffic enforcement at the following location and times:
 2200 block of Moody Boulevard, from 8:00 p.m. to 9:00 p.m. Three (3) traffic stops, with three (3) written warnings.

Saturday: Dayshift Officers conducted proactive traffic enforcement at the following locations and times:
 2200 block of North Oceanshore Boulevard, from 8:09 a.m. to 8:40 a.m. No violations.
 2200 block of North Oceanshore Boulevard, from 4:13 p.m. to 4:44 p.m. No violations.

Saturday: 1/7/23 @ 10:26 p.m. / Driving Under the Influence - Arrest / Moody Boulevard at Colbert Lane: A traffic stop was conducted on a Hyundai Santa Fe for unlawful speed. The ensuing investigation revealed that the Driver was found to be operating the vehicle while impaired, and he was taken into custody without incident. The subject was transported to the Flagler County Inmate Facility. A Police report was completed.

Saturday: 1/7/23 @ 10:51 p.m. / Domestic Disturbance / 100 Block of Village Drive: Officers were dispatched in reference to a verbal argument between a husband and wife; due to the wife's alcohol addiction. The investigation revealed that there were no threats or physical actions taken during the verbal argument, and the husband agreed to leave the residence for the night. A Police report was completed.

Saturday: Nightshift Officers conducted proactive traffic enforcement at the following locations and times:
South Flagler Avenue and 3rd Street South, from 7:00 p.m. to 7:45 p.m. One (1) traffic stop, with a written warning.
2200 block of Moody Boulevard, from 9:45 p.m. to 10:30 p.m. Two (2) traffic stops, one (1) arrest for Driving Under the Influence (above).

Sunday: Dayshift Officers conducted proactive traffic enforcement at the following location and times:
2000 block of North Oceanshore Boulevard, from 7:42 a.m. to 8:13a.m. No violations observed.

Sunday: 1/8/23 @ 4:00 p.m. / Armed Baker Act / 311 North Oceanshore Boulevard (On the Beach): Officers were dispatched in reference to a male subject, armed with a 12" knife on the beach; bleeding from his chest. Officers arrived and the subject refused to put the knife down. The subject was able to be secured after a Taser deployment. The subject was taken into protective custody under the Baker Act, and he was transported to Halifax Hospital in Daytona Beach. The subject was a missing adult from Flagler County that had been reported earlier that day, and the Flagler County Sheriff's Office completed a supplement for the subject's recovery.

Sunday: 1/8/23 @ 9:09 p.m. / Domestic Disturbance - Arrest / 3500 Block of South Oceanshore Boulevard: Officers responded in reference to an argument between roommates, who are also intimately involved. During the argument, the male suspect struck the female victim; knocking her phone out of her hands. The male subject was taken into custody without incident, and he was transported to the Flagler County Inmate Facility. A Police report was completed.

Sunday: Nightshift Officers conducted proactive traffic enforcement at the following locations and times:
2200 Moody Boulevard, from 8:30 p.m. to 9:00 p.m. Two (2) traffic stops, with written warnings.
2100 North Oceanshore Boulevard, from 8:30 p.m. to 9:00 p.m. No violations.

Monday: Dayshift Officers conducted proactive traffic enforcement at the following locations and times:
2000 block of North Oceanshore Boulevard, from 2:21 p.m. to 3:00 p.m. No violations.
500 block of South Daytona Avenue, from 2:01 p.m. to 3:03 p.m. One (1) traffic stop, with one (1) written warning issued.

Monday: Chief Doughney attended a downtown parking, traffic and code enforcement meeting at City Hall with Mr. Whitson from 11:00 a.m. to 11:45 a.m. The meeting was held in reference to the new hotel construction and to begin conversations about parking, lay down yards, anticipated concerns, etc. associated with this project; which is scheduled to being in the Spring of this year.

Tuesday: Chief Doughney patrolled the barrier island on a Police bicycle from 11:30 a.m. to 3:00 p.m. The bicycle patrols covered A1A and neighborhoods streets from Beverly Beach to the Volusia County line. During the ride, Chief Doughney interacted with residents and business owners, he conducted an interview with Vern from Surf 97.3 FM, and he issued a City parking citation in the 1600 block of North Oceanshore Boulevard for a vehicle parked the wrong direction. Chief Doughney also attended a public meeting at City Hall from 5:00 p.m. to 6:00 p.m. with regards to Wickline Park and the Tennis/Pickleball courts.

Tuesday: 1/10/23 @ 9:11 a.m. / Narcotics - Arrest / 100 Block 8th Street South: A Patrol Officer conducted a traffic stop, and when contact was made with the Driver, the odor of Cannabis was present. The ensuing investigation resulted in the Driver being arrested for Possession of Hashish. The subject was transported to the Flagler County Inmate Facility without incident. A Police report was completed.

Tuesday: 1/10/23 @ 11:21 a.m. / Disturbance Physical / 2500 Block of Leslie Street: Officers responded in reference to a report of a battery between neighbors. Contact was made with the reporting party, who advised that a fellow neighbor in the complex knocked his phone out of his hand and then hit him in the face; but he declined to file charges. A Police report was completed.

Tuesday: 1/10/23 @ 2:08 p.m. / Disturbance Physical / 2500 Block of Leslie Street (Follow Up): Officers again responded in reference to a reports of another battery involving the same subjects. The investigation resulted in the original reporting party being identified as the aggressor, any neither party wished to pursue charges. A supplemental report was completed.

Tuesday: Dayshift Officers conducted proactive traffic enforcement at the following location and times:
900 block of South Central Avenue, from 9:07 a.m. to 9:30 a.m. One (1) traffic stop with one (1) felony narcotics arrest (above).

Wednesday: 1/11/23 @ 9:06 a.m. / Trespassing / 915 North Central Avenue (Santa Maria Del Mar Church): Officers responded in reference to a male subject at the Church, that was involved in a verbal argument with Church Staff. The subject was issued a Notice of Trespass at the request of the Church Staff, and once the notice was issued, the subject departed the property without further incident.

Wednesday: Chief Doughney and Chief Pace participated in Wellness Walk Wednesday from 8:00 a.m. to 8:50 a.m. Chief Doughney, Captain Blanchette and our Administrative Assistant Dee attended a meeting at the Flagler Woman's Club from 10:00 a.m. to 10:30 a.m. The Club presented the Chief with a check for \$250 that was raised for the Police Department at the Club's pancake breakfast; which was held on Saturday, December 10, 2022. Captain Blanchette participated via Zoom in two (2) meetings with the Family Life Center from 11:00 a.m. to 1:00 p.m.

Wednesday: Dayshift Officers conducted proactive traffic enforcement at the following locations and times:
2100 block of North Oceanshore Boulevard, from 7:23 a.m. to 7:46 a.m. No violations.
2200 block of North Oceanshore Boulevard, from 4:21 p.m. to 4:47 p.m. No violations.

Wednesday: 1/11/23 @ 11:49 p.m. / Hit & Run Crash - With Injuries / 800 South Daytona Avenue (Wickline Park): Officers were dispatched to the Park in reference to a female who had been run over by a vehicle that was attempting to flee the area after a physical disturbance. The vehicle fled the area in an unknown direction and two (2) witnesses fled the area on foot. The female who was hit by the vehicle was transported to Advent Health Palm Coast with multiple injuries and a juvenile male who was beat up during the physical disturbance did not have any significant injuries. The juvenile male victim and a witness who had fled the area on foot were located shortly thereafter, and they were interviewed; both subjects were picked up by their parents. The suspect vehicle and suspects were identified shortly thereafter and the vehicle was hot-listed in the License Plate Reader (LPR) system and a local "Be On the Lookout" (BOLO) was issued. Charging affidavits were completed and turned over to Dayshift. A State Crash report will be completed. Dayshift Officers are following up with Flagler County IT in reference to obtaining video footage of the Park. A Police report was completed.

Wednesday: Nightshift Officers conducted proactive traffic enforcement at the following locations and times:

1300 block of North Oceanshore Boulevard, from 9:00 p.m. to 9:30 p.m. No violations.

2200 block of Moody Boulevard, from 9:00 p.m. to 9:30 p.m. One (1) traffic stop, with a written warning.

Thursday: 1/12/23 @ 12:46 a.m. / Disturbance With Weapons - Arrests / 319 Moody Boulevard (Johnny D's): Officers were dispatched to the business in reference to a physical disturbance between an intoxicated husband and wife. The investigation revealed that both parties had struck each other multiple times, and that the husband brandished a knife when confronted by Staff and other patrons. The male subject did not make any threats while brandishing the knife. The two (2) involved subjects were taken into custody on Domestic Battery charges without incident, and they were both transported to the Flagler County Inmate Facility. A Police report was completed.

Thursday: Dayshift Officers conducted proactive traffic enforcement at the following locations and times:

2100 block of North Oceanshore Boulevard, from 6:56 a.m. to 7:25 a.m. No violations.

700 block of South Oceanshore Boulevard, from 12:57 p.m. to 1:30 p.m. No violations

Thursday: Chief Doughney attended the City Commission meeting from 5:30 p.m. to 10:30 p.m. Chief Doughney was relieved by Sergeant Yelvington, who remained until the meeting adjourned at 11:20 p.m.

Follow Up: On Thursday, Dayshift Officers followed up on the case from 1/11/23 at Wickline Park, and they were able to retrieve video footage of the crimes committed. As a result, a 2nd juvenile victim has been identified, and felony charging affidavits have been updated and the suspects' along with the vehicle used in the crimes have been entered into the License Plate Reader (LPR) system Countywide. Supplemental reports have been completed.

Follow Up: On Thursday, Nightshift Officers followed up on a Domestic Disturbance that occurred in the 3500 block of South Oceanshore Boulevard on 1/8/23. An additional interview was conducted with the victim in this case after she met with our Victim Advocates. The victim was able to provide additional details about the disturbance that had occurred, and she completed a written statement. A supplemental report was completed and forwarded to the State Attorney's Office for possible enhancement of the original charges.

Monthly Training: Officers worked on completing their January 2023 online monthly training through Police Law Institute. This month's topic; **new case laws for Burglary, Robbery, and Theft.**

Annual Training: Officers worked on completing mandatory annual trainings, which are due by January 31st, on the following high liability areas; Use of Force, Asp Baton Refresher, Axon Body Camera Refresher, Taser Refresher, Glock Firearms Maintenance, and Firearms Range Safety Refresher.

Professional Education: Detective Vinci has been nominated as our City's representative to attend the upcoming Flagler County Local Government Leadership Academy, which is sponsored by the Flagler County Tax Collector's Office.



FLAGLER BEACH POLICE DEPARTMENT
 Matthew P. Doughney, Chief of Police
 204 South Flagler Avenue
 Flagler Beach, FL 32136
 386.517.2023

Chief's Weekly Report

From: Friday	1/13/2023	To: Thursday	1/19/2023
Calls For Service	84	Reports Written	5
Self-Initiated	50	Comm. Policing	10
Traffic Stops	24	Security Checks	277
		Felony Arrest	0
		Misd. Arrest	0
		City Ordinance	3
		Citations Issued	8
		Warnings (Written/Verbal)	36

Chief's Weekly Summary

Friday: Dayshift Officers conducted proactive traffic enforcement at the following location and times:
 500 block of South Daytona Avenue, from 8:52 a.m. to 9:17 a.m. No violations.
 500 block of South Daytona Avenue, from 2:34 p.m. to 3:14 p.m. No violations.

Friday: Chief Doughney attended a Pier Engineering Design meeting via ZOOM from 9:00 a.m. to 9:30 p.m.

Saturday: 1/14/23 @ 12:15 p.m. / Disturbance Physical / 3100 Block of South Oceanshore Boulevard (Gamble Rogers): Officers responded in reference to a report of a male and a female arguing, and the male subject throwing something at the female. Upon arrival, contact was made with both parties, and the investigation resulted in the male subject being taken into protective custody under the Baker Act. The subject was transported without incident to Halifax Hospital in Daytona Beach. Criminal charges for Domestic Battery have been forwarded to the State Attorney's Office for review. A Police report was completed.

Saturday: 1/14/23 @ 12:38 p.m. / Juvenile Incident / 2200 Block of South Daytona Avenue: Officers responded in reference to a report of a female juvenile leaving home without advising her parents of where she was going. Upon arrival, contact was made with a parent who advised that the daughter left about three (3) hours earlier. The investigation resulted in the female being located at a friend's house and returning home safely. A Police report was completed.

Saturday: 1/15/23 @ 1:31 p.m. / Crash - No Injury / 5th Street North and North Central Avenue: Officers responded to a motor vehicle crash involving a Jeep and an Infiniti two (2) door sedan. The investigation determined that the Jeep ran a stop sign. The Driver of the Jeep was cited, and the Infiniti was towed from the scene. A State Crash report was completed.

Monday: Dayshift Officers conducted proactive traffic enforcement at the following location and times:
2100 block of North Oceanshore Boulevard, from 7:08 a.m. to 7:40 a.m. No violations.

Monday: Nightshift Officers conducted proactive traffic enforcement at the following location and times:
2200 block of Moody Boulevard, from 9:00 p.m. to 9:30 p.m. One (1) traffic stop, with a written warning issued.

Tuesday: Dayshift Officers conducted proactive traffic enforcement at the following location and times:
2100 block of North Oceanshore Boulevard, from 7:15 a.m. to 7:46 a.m. No violations.

Tuesday: Nightshift Officers conducted proactive traffic enforcement at the following locations and times:
1500 block of North Oceanshore Boulevard, from 7:15 p.m. to 7:45 p.m. No violations.

2200 block of Moody Boulevard, from 7:30 p.m. to 8:15 p.m. Three (3) traffic stops, with three (3) written warnings.

Wednesday: Chief Doughney and Chief Pace participated in Wellness Walk Wednesday from 8:00 a.m. to 8:55 a.m. Chief Doughney attended the Department Head Staff meeting at City Hall with Mr. Whitson from 9:00 a.m. to 10:25 a.m.

Wednesday: Dayshift Officers conducted proactive traffic enforcement at the following location and times:
100 block of 13th Street South, from 3:15 p.m. to 3:48 p.m. No violations.

Wednesday: 1/18/23 @ 8:42 p.m. / Notification Welfare Check / 2500 Block of Leslie Street: Officers responded in reference to a welfare check called in by a neighbor that had not seen a male subject since Sunday, January 15th. Contact was attempted with negative results, and the apartment door was secure along with windows. A follow up was conducted at the apartment complex by dayshift Officers on 1/19/23 and management advised that the subject in question is staying with family. The subject's residence was secure.

Thursday: Chief Doughney attended a Federal Interagency Resource Exchange (FIRE) meeting at the Flagler County Emergency Operations Center (EOC) from 9:00 a.m. to 11:15 a.m. The purpose of this event was to gather and validate information regarding the impacts and issues due to Hurricane Ian. This information will be used to assist in planning focused and region-specific discussions in the Economic Recovery & Resiliency Workshops, and the target audience for the event was economic development executives and staff, local planning directors, emergency managers, and disaster recovery personnel.

Thursday: Dayshift Officers conducted proactive traffic enforcement at the following location and times:
300 block of 7th Street South, from 9:12 a.m. to 9:44 a.m. No violations.

Thursday: Officer Coffman was assigned to the City Commission Workshop at City Hall from 5:00 p.m. to 8:30 p.m.

Follow Up: On Thursday, January 12th, Dayshift Officers followed up on the case from 1/11/23 at Wickline Park, and they were able to retrieve video footage of the crimes committed. As a result, a 2nd juvenile victim has been identified, and felony charging affidavits have been updated. The suspects' along with the vehicle used in the crimes have been entered into the License Plate Reader (LPR) system Countywide. Supplemental reports have been completed by all personnel involved.

Follow Up Continued: On Friday, January 13th, the Driver of the vehicle involved in this incident was stopped by a Flagler County Deputy as a result of a License Plater Reader (LPR) alert, and she was taken into custody without incident. The subject was transported to the Flagler County Inmate Facility by the Deputy, and she was interviewed. The victim in this case was notified about the suspects arrest.

Follow Up Continued: On Thursday, January 19th, Detective Vinci worked with the State Attorney's Office on an arrest warrant for the 2nd suspect in this case. The warrant was issued Thursday evening and the suspect was arrested, without incident, in the "W" section of Palm Coast by Flagler County Deputies. The suspect was transported to the Police Department, and he was interviewed by Detective Vinci. The suspect is on felony probation, and after the interview he was transported to the Flagler County Inmate Facility. The victim in this case was notified about the suspects arrest. This case involved numerous Officers, from multiple shifts, along with Detective Vinci and Captain Blanchette, all of whom worked towards a successful resolution. The result of their synergistic efforts was the arrest of two (2) felony suspects. The efforts exhibited by all that worked on this case is a great example of both tenacity and teamwork! **KUDOS to all involved!**

Sea Dune Parking: Officers monitored sea dune parking, and one (1) City citation was issued at 10th Street South and A1A.

Monthly Training: Officers worked on completing their January 2023 online monthly training through Police Law Institute. This month's topics; **new case laws for Burglary, Robbery, and Theft.**

Annual Training: Officers worked on completing mandatory annual trainings, which are due by January 31st, on the following high liability areas; Use of Force, Asp Baton Refresher, Axon Body Camera Refresher, Taser Refresher, Glock Firearms Maintenance, and Firearms Range Safety Refresher.

Item #16 Comm. Swimmer

#16

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 12/31/2022 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BUDGET USED
Fund 103 - PIER Revenues							
Dept 3300 - INTERGOVERNMENTAL							
103.3300.331101	FEDERAL/STATE GRANT-FEMA	831,250.00	0.00	0.00	0.00	831,250.00	0.00
103.3300.331101.260	FEDERAL/STATE GRANT-FEMA	26,338.00	0.00	0.00	0.00	26,338.00	0.00
Total Dept 3300 - INTERGOVERNMENTAL		857,588.00	0.00	0.00	0.00	857,588.00	0.00
Dept 3400 - CHARGES FOR SERVICE							
103.3400.347200	PIER TICKET SALES	100,000.00	(717.77)	(861.94)	0.00	100,717.77	(0.72)
103.3400.347202	BAIT SHOP SALES - BAIT	40,000.00	407.22	287.60	0.00	39,592.78	1.02
103.3400.347203	Bait Shop Rentals	7,000.00	8.00	0.00	0.00	6,992.00	0.11
103.3400.347204	T-SHIRTS BAIT SHOP	5,000.00	274.97	274.97	0.00	4,725.03	5.50
Total Dept 3400 - CHARGES FOR SERVICE		152,000.00	(27.58)	(299.37)	0.00	152,027.58	(0.02)
Dept 3600 - MISCELLANEOUS REVENUE							
103.3600.362100	PIER RENTAL	120,000.00	37,422.14	11,860.89	0.00	82,577.86	31.19
Total Dept 3600 - MISCELLANEOUS REVENUE		120,000.00	37,422.14	11,860.89	0.00	82,577.86	31.19
Dept 3800 - NON-REVENUES							
103.3800.389101	ENCUMBERED TO FUND BAL FROM PRIOR YEAR	313,909.00	0.00	0.00	0.00	313,909.00	0.00
Total Dept 3800 - NON-REVENUES		313,909.00	0.00	0.00	0.00	313,909.00	0.00
Dept 3900 - TRANSFERS FROM OTHER FUNDS							
103.3900.393001	TRANSFER FROM GENERAL	84,947.00	0.00	0.00	0.00	84,947.00	0.00
Total Dept 3900 - TRANSFERS FROM OTHER FUNDS		84,947.00	0.00	0.00	0.00	84,947.00	0.00
TOTAL REVENUES		1,528,444.00	37,394.56	11,561.52	0.00	1,491,049.44	2.45
Expenditures							
Dept 5725 - BAIT SHOP							
103.5725.101200	SALARY	78,016.00	7,653.73	4,063.83	0.00	70,362.27	9.81
103.5725.101200.228	SALARY - ARPA BONUS	0.00	1,636.80	1,636.80	0.00	(1,636.80)	100.00
103.5725.101200.264	SALARY	0.00	9,869.23	569.40	0.00	(9,869.23)	100.00
103.5725.101200.265	SALARY	0.00	7,123.31	6,476.53	0.00	(7,123.31)	100.00
103.5725.101400	OVERTIME	3,000.00	606.61	602.03	0.00	2,393.99	20.22
103.5725.101400.264	OVERTIME	0.00	1,263.91	234.00	0.00	(1,263.91)	100.00
103.5725.101400.265	OVERTIME	0.00	1,783.26	1,080.24	0.00	(1,783.26)	100.00
103.5725.102100	FICA/MEDICARE	4,800.00	631.91	356.92	0.00	4,168.09	13.16
103.5725.102100.228	FICA/MEDICARE - ARPA BONUS	0.00	125.20	125.20	0.00	(125.20)	100.00
103.5725.102100.264	FICA/MEDICARE	0.00	851.67	61.45	0.00	(851.67)	100.00
103.5725.102100.265	FICA/MEDICARE	0.00	681.37	578.11	0.00	(681.37)	100.00
103.5725.102200	RETIREMENT	1,225.00	168.30	112.94	0.00	1,056.70	13.74
103.5725.102200.264	RETIREMENT	0.00	213.47	0.00	0.00	(213.47)	100.00
103.5725.102200.265	RETIREMENT	0.00	188.25	169.42	0.00	(188.25)	100.00
103.5725.102300	LIFE & HEALTH INSURANCE	5,365.00	268.33	71.50	0.00	5,096.67	5.00
103.5725.102300.264	LIFE & HEALTH INSURANCE	0.00	1,014.35	2.05	0.00	(1,014.35)	100.00

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE		ACTIVITY FOR		ENCUMBERED	UNENCUMBERED	% BUDGET USED
		AMENDED BUDGET	NORM (ABNORM)	12/31/2022	MONTH 12/31/22	INCR (DECR)	YEAR-TO-DATE			
Fund 103 - PIER										
Expenditures										
103.5725.102300.265	LIFE & HEALTH INSURANCE	0.00	1,022.51	837.59	0.00	(1,022.51)	100.00			
103.5725.102400	WORKER'S COMPENSATION	165.00	85.38	28.46	85.36	(5.74)	103.48			
103.5725.303100	PROFESSIONAL SERVICES	950,000.00	0.00	0.00	0.00	950,000.00	0.00			
103.5725.303100.260	PROFESSIONAL SERVICES	20,483.00	77,801.00	0.00	892,784.00	(950,100.00)	4,738.03			
103.5725.303100.264	PROFESSIONAL SERVICES	0.00	104,549.82	5,405.50	47,668.32	(152,218.14)	100.00			
103.5725.303400	CONTRACTUAL SERVICES	5,850.00	0.00	0.00	3,593.32	2,256.68	61.42			
103.5725.304000	TRAVEL TRAINING	1,000.00	0.00	0.00	0.00	1,000.00	0.00			
103.5725.304100	TELEPHONE	1,902.00	508.62	119.99	1,469.87	(76.49)	104.02			
103.5725.304300	UTILITY SERVICES	7,583.00	1,749.34	1,488.39	5,833.66	0.00	100.00			
103.5725.304400	RENTALS & LEASES	7,000.00	0.00	0.00	3,607.47	3,392.53	51.54			
103.5725.304500	INSURANCE	93,908.00	67,845.87	420.90	0.00	26,062.13	72.25			
103.5725.304600	REPAIRS & MAINTENANCE	5,000.00	448.00	319.71	1,541.61	3,010.39	39.79			
103.5725.304600.264	REPAIRS & MAINTENANCE	0.00	1,296.00	1,296.00	0.00	(1,296.00)	100.00			
103.5725.304900	OTHER CURRENT CHARGES	4,083.00	672.75	0.00	0.00	3,410.25	16.48			
103.5725.305100	OFFICE SUPPLIES	100.00	0.00	0.00	0.00	100.00	0.00			
103.5725.305200	OPERATING SUPPLIES	15,750.00	519.57	519.57	2,845.94	12,384.49	21.37			
103.5725.305400	MEMBERSHS SUBSCRPTS DUES	1,100.00	500.00	500.00	0.00	600.00	45.45			
103.5725.606200.201	FUNKY PELICAN DUMPSTER AREA	319,762.00	180,567.26	110,096.69	139,194.32	0.42	100.00			
103.5725.606401	EQUIPMENT LESS THAN \$5000	2,350.00	0.00	0.00	1,207.69	1,142.31	51.39			
Total Dept 5725 - BAIT SHOP										
		1,528,444.00	471,645.82	137,173.22	1,099,831.56	(43,033.38)	102.82			
TOTAL EXPENDITURES										
		1,528,444.00	471,645.82	137,173.22	1,099,831.56	(43,033.38)	102.82			
Fund 103 - PIER:										
TOTAL REVENUES		1,528,444.00	37,394.56	11,561.52	0.00	1,491,049.44	2.45			
TOTAL EXPENDITURES		1,528,444.00	471,645.82	137,173.22	1,099,831.56	(43,033.38)	102.82			
NET OF REVENUES & EXPENDITURES		0.00	(434,251.26)	(125,611.70)	(1,099,831.56)	1,534,082.82	100.00			

#16

Penny Overstreet

From: James Sherman
Sent: Monday, January 16, 2023 3:32 PM
To: Penny Overstreet
Cc: mybonline@bellsouth.net
Subject: Designated Veteran Parking Spot(s)

Good afternoon Penny,

I plan to bring this up at our meeting on the 26th, but one of our residents (Michele Burpeau) asked me how we could get a designated parking spot(s) dedicated to veterans at Veteran's Park. The model she referenced was like they have Lowe's, where a spot or two is designated for veterans.

Respectfully,

James