



**AGENDA**  
**CODE ENFORCEMENT SPECIAL MAGISTRATE HEARING**  
**JUNE 4, 2026**  
**1:30 PM**  
**CITY HALL COMMISSION CHAMBERS**  
**204 ASH STREET**  
**FERNANDINA BEACH, FL 32034**

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. APPROVAL OF MINUTES**

3.1 The minutes from the May 7, 2026, hearing are presented for approval.

**4. NEW BUSINESS**

4.1 **DAVID M. & BRITNI C. WALDO, 728 S. 6TH STREET, CASE 2025-0577.** Violation(s) of the City of Fernandina Beach Code of Ordinances exist: Chapter 5.01.03(A) All Accessory Structures; Chapter 7.01.05(A) Specific Parking Restriction for Commercial Vehicles - Prohibitions; Section 42-117(b) Exterior Structure (Maintenance); Chapter 5.01.09(D) Outside Storage; Section 42-173(a) Wrecked or inoperable motor vehicles on private property declared a nuisance and prohibited. *Requesting Special Magistrate determination of the case.*

4.2 **RONDA L. SHAW, PARCEL 00-00-31-1800-0245-02C0, CASE 2026-0061.** Violation(s) of the City of Fernandina Beach Code of Ordinances exist: Sections 42-116(1) and 42-116(3) Duty to Maintain Property; and Chapter 7.01.05(D) Specific Parking Restriction for Boats and Trailers. *Requesting Special Magistrate determination of the case.*

4.3 **MAKEBA JOY BURKE, 309 S. 12TH STREET, CASE 2026-0003.** Violation(s) of the City of Fernandina Beach Code of Ordinances exist: Section 42-93 Litter on Vacant Lots. *Requesting Special Magistrate determination of the case.*

4.4 **JOHN EDWARDS, VERNITA EDWARDS EST., 918 S. 7TH STREET, CASE 2025-0634.** Violation(s) of the City of Fernandina Beach Code of Ordinances exist: Sections 42-116(a)(1) Duty to Maintain Property; 42-117(a) Exterior Structure (Maintenance); 42-117(b) Exterior Surface Maintenance & Weather Protection; 42-117(e) Exterior Wall Maintenance; 42-117(l) Windows, Doors & Weatherproofing; 42-173(a) Wrecked or inoperable motor vehicles on private property declared a nuisance and prohibited. *Requesting Special Magistrate determination of the case.*

**5. ADJOURNMENT**

*“Quasi-Judicial”* signifies that the proceeding must adhere to Quasi-Judicial hearing protocols as outlined by the City Commission’s procedures and Florida Statutes.

All members of the public are encouraged to attend and express their views. Individuals who do not speak English fluently may request language or sign interpreters at least ten (10) working days before the meeting. Persons with disabilities needing

accommodation to participate should contact the City Clerk at (904) 310-3115 or TTY/TDD 711 for the hearing or speech impaired.

For inquiries regarding this matter, please reach out to the Code Enforcement Department at (904) 310-3440. Should any individual wish to challenge a decision made by the Code Enforcement & Appeals Board concerning any matter discussed during the meeting, they must ensure that a precise record of the proceedings is generated. This record should encompass the testimonies and evidence crucial for the appeal process.



**MINUTES  
CODE ENFORCEMENT SPECIAL MAGISTRATE HEARING  
MAY 7, 2026  
1:30 PM  
CITY HALL COMMISSION CHAMBERS  
204 ASH STREET  
FERNANDINA BEACH, FL 32034**

**1. CALL TO ORDER 1:30 PM**

**PRESENT:**

Special Magistrate Harrison W. Poole  
Marco Aguilera, Code Enforcement Manager  
Crystal Rimes, Code Enforcement Officer  
Katie Newton, Recording Secretary  
Teresa Prince, City Attorney

**2. PLEDGE OF ALLEGIANCE**

**Quasi-Judicial Procedures:**

City Attorney, Teresa Prince, read the Quasi-Judicial Procedures and asked if any respondents required a continuance to obtain counsel. The only respondent in attendance confirmed that he wanted to proceed without counsel.

**Swearing-in of Witnesses:**

All persons who intended to give testimony were sworn in by the Recording Secretary.

**3. CASES TO BE HEARD**

Special Magistrate Poole asked if there were any changes to the Agenda.

Code Enforcement Officer, Crystal Rimes, announced that items 3.1 and 3.3 could be removed from the Agenda as those cases came into compliance prior to the hearing.

- 3.1 HARVEST OUTREACH MINISTRIES INC., 00-00-31-1800-0071-0070, CASE 2025-0615.**  
Violation(s) of the City of Fernandina Beach Code of Ordinances exist: Section 42-116 Duty to Maintain Property, Land Development Code Chapter 7.01.05D Specific Parking Restriction for Boats and Trailers, and Section 42-173 Wrecked or Inoperable Motor Vehicles on Private Property Declared a Nuisance and Prohibited. *Requesting Special Magistrate determination of the case.*

As noted above, Case 2025-0615 was removed from the Agenda as the property came into compliance prior to the hearing.

- 3.2 **LAKE LIVING TRUST, PHYLLIS P. LAKE, TRUSTEE, HAROLD E. LAKE, TRUSTEE, 339 OCEAN AVENUE, CASE 2025-0582.** Violation(s) of the City of Fernandina Beach Code of Ordinances exist: Section 42-117(a) Exterior Structure (Maintenance). *Requesting Special Magistrate determination of the case.*

City Attorney Prince submitted an eleven-page PowerPoint presentation provided by the Code Enforcement Officer which included the Notice of Violation/Notice of Hearing, proof of mailing, details of the code violation, photographs and other supporting evidence, and the City's recommended course of action.

Special Magistrate Poole confirmed that there were no objections, and the above documents and evidence were entered into the record.

Staff Presentation: Code Enforcement Officer Crystal Rimes presented an overview of the property and violation details. Officer Rimes reviewed photographs that identified the violations and explained that the corrective action required was to repair and replace all rotted wood/lap siding on the exterior of the house and to scrape, seal, and paint all areas where paint was peeling. Officer Rimes provided a timeline indicating that the property had been in violation for a total of 225 days, and during that period multiple extensions were granted to give Respondents time to find a contractor. Officer Rimes stated that the property owner recently communicated to Code Enforcement that a contractor had been secured. An inspection was conducted on April 26, 2026, which revealed that no progress had been made and the property remained in violation of Section 42-117(a) Exterior Structure (Maintenance).

Respondent Presentation: Respondents did not attend the hearing.

Finding of Facts: Special Magistrate Poole found that competent, substantial evidence was presented to find Respondents in violation of Section 42-117(a) Exterior Structure (Maintenance) of the City of Fernandina Beach Code of Ordinances and ordered that the property be brought into compliance by June 8, 2026. If compliance has not been achieved by June 8, 2026, a fine of \$100.00 per day will begin on June 9, 2026. Additionally, Special Magistrate Poole ordered that administrative costs be assessed in the amount of \$229.60.

- 3.3 **TIPTON, JAMES D. & JUDY A. L/E, 809 S. 8<sup>TH</sup> STREET, CASE 2025-0612.** Violation(s) of the City of Fernandina Beach Code of Ordinances exist: Land Development Code Chapter 5.01.07 Dumpsters. *Requesting Special Magistrate determination of the case.*

As noted above, Case 2025-0612 was removed from the Agenda as the property came into compliance prior to the hearing.

- 3.4 **CECIL E. AND LAURIE M. FREEMAN, 602 S. 6<sup>TH</sup> STREET, CASE 2022-0779.** Violation(s) of the City of Fernandina Beach Code of Ordinances exist: Section 42-117(a) Exterior Structure (Maintenance). *Requesting Special Magistrate determination of the case.*

City Attorney Prince submitted a fourteen-page PowerPoint presentation provided by the Code Enforcement Officer, which included the Notice of Violation/Notice of Hearing, proof of mailing, details of the code violation, photographs and other supporting evidence, and the City's recommended course of action.

Special Magistrate Poole confirmed that there were no objections, and the above documents and evidence were entered into the record.

Staff Presentation: Code Enforcement Officer Crystal Rimes presented an overview of the property and violation details. Officer Rimes reviewed photographs that identified the violations and explained that the corrective action required was to repair, replace, scrape, seal and paint all deteriorated exterior surfaces, maintain the structure in a weather resistant condition, and obtain all requisite building permits. Officer Rimes provided a timeline indicating that the property was in violation for a total of 1,464 days, and during that period multiple extensions were granted. An inspection conducted on April 30, 2026, revealed that although some progress had been made to make the repairs, the property remained in violation of Section 42-117(a) Exterior Structure (Maintenance). Officer Rimes explained that the primary concern was areas that were still exposed and had not been addressed.

Respondent Presentation: Cecil E. Freeman stated that additional work was done over the weekend and provided 3 photographs that showed the progress. Special Magistrate Poole confirmed that there were no objections and Respondent's photographs were entered into the record. Mr. Freeman explained that he and his wife were gradually doing the work themselves. Special Magistrate Poole asked if Mr. Freeman could complete the work within the City's recommended timeframe of 30 days. Mr. Freeman stated that he thought the work could be done by then.

Finding of Fact: Special Magistrate Poole found that competent, substantial evidence was presented to find Respondents in violation of Section 42-117(a) Exterior Structure (Maintenance) of the City of Ferdinandina Beach Code of Ordinances and ordered that the property be brought into compliance by June 8, 2026. If compliance has not been achieved by June 8, 2026, a fine of \$100.00 per day will begin on June 9, 2026. Additionally, Special Magistrate Poole ordered that administrative costs be assessed in the amount of \$300.82.

#### **4. ADJOURNMENT 2:01 PM**

*"Quasi-Judicial"* signifies that the proceeding must adhere to Quasi-Judicial hearing protocols as outlined by the City Commission's procedures and Florida Statutes.

All members of the public are encouraged to attend and express their views. Individuals who do not speak English fluently may request language or sign interpreters at least ten (10) working days before the meeting. Persons with disabilities needing accommodation to participate should contact the City Clerk at (904) 310-3115 or TTY/TDD 711 for the hearing or speech impaired.

For inquiries regarding this matter, please reach out to the Code Enforcement Department at (904) 310-3440. Should any individual wish to challenge a decision made by the Code Enforcement & Appeals Board concerning any matter discussed during the meeting, they must ensure that a precise record of the proceedings is generated. This record should encompass the testimonies and evidence crucial for the appeal process.



CITY OF  
FERNANDINA  
BEACH

# **SPECIAL MAGISTRATE HEARING: CODE ENFORCEMENT**



# City of Fernandina Beach

## Special Magistrate

- ❖ Case Number           CODE-2025-0577
- ❖ Address                 728 S 6<sup>TH</sup> ST



# Property Details

- ❖ Physical Address – 728 S 6<sup>TH</sup> ST. Fernandina Beach FL 32034
- ❖ Mailing Address – 728 S 6<sup>TH</sup> ST. Fernandina Beach FL 32034
- ❖ Recorded Property Owner – DAVID AND BRITNI WALDO

## Parcel 00-00-31-1800-0152-0142

[TRIM](#)
[PRC](#)
[Print Summary](#)
[View Tax Bill](#)
[Map this Parcel](#)
[GIS Report](#)
[File for Homestead](#)
[Tax Estimator](#)

[New Search](#)
[Previous Parcel](#)
[Next Parcel](#)

### Owners

WALDO DAVID M & BRITNI C  
 728 S 6TH ST  
 FERNANDINA BEACH, FL 32034-4010

### Parcel Summary

Situs Address	728 S 6TH ST
Use Code	0100: SINGLE FAMILY
Tax District	2: Fernandina
Acreage	0.000
Section	24
Township	3N
Range	28
Subdivision	CITY OF FDNA BCH UR
Exemptions	HX: Homestead (199.031(1)(a)) (100%) HB: Homestead Banded (199.031(1)(ab)) (100%)

### Short Legal

BLOCK 152 S1/2 OF LOT 14 &  
 ALL OF LOTS 15 & 16  
 IN OR 1799/785...

### Values

	2024 Certified Values	2025 Certified Values
Land Value *	\$250,000	\$205,625
(+) Improved Value	\$106,957	\$111,902
(=) Market Value	\$356,957	\$377,527
(-) Agricultural Classification	\$0	\$0
(-) SOH or Non-Hx* Capped Savings **	\$209,290	\$287,318
(-) School Assessed Value	\$87,867	\$90,209
County Assessed Value	\$87,867	\$90,209
(-) School Exemptions	\$25,000	\$25,000
(-) Non-school Exemptions	\$50,000	\$50,722
(-) School Taxable Value ***	\$82,867	\$65,209
(=) County Taxable Value	\$37,867	\$39,487



# Violation Details

## 5.01.09 (D) Outside Storage

Outside storage shall be fully screened from view from adjacent residentially zoned districts, from adjacent office areas, and from public right-of-way by a fence, wall, or landscaping. Where landscaping is proposed as screening, a buffer “D” shall be required as set forth in Section 4.05.05. Where a fence or wall is proposed, the fence or wall shall be solid, wooden, or masonry; a minimum of six (6) feet in height; and a maximum of eight (8) feet in height.

Corrective Action: Remove all junk, debris, tires, discarded materials, and miscellaneous items from the property. Properly dispose of all materials at an approved disposal facility. Maintain the property free of future accumulation. Outdoor storage shall be fully screened from adjacent properties and the right-of-way by a fence, wall, landscaping or stored inside an enclosed structure.

## 42-173(a) Wrecked or inoperable motor vehicle on private property declared a nuisance and prohibited

No person shall park, store, leave or permit the parking, storing or leaving of any abandoned property or wrecked or inoperable motor vehicle of any kind, whether attended or not, upon any private property within the City, except that, with respect to an inoperable motor vehicle, such vehicle may be parked, stored or left on such property for a period of time not to exceed 72 hours.

Corrective Action: Remove or properly register with a new current tag on the teal school bus, located in the backyard.



# Violation Details

## 5.01.03 (A) All Accessory Structures

There must be a permitted principal structure in full compliance with all development standards and requirements of this LDC prior to issuance of a permit for an accessory structure. This provision shall not be construed to prohibit the establishment of an accessory structure simultaneously with the establishment of a permitted principal structure.

Corrective Action: Obtain necessary permits for the accessory structures (NE & SE) on the property.

42-117 (b) Exterior Structure (Maintenance) – Fence - **Complied 6/4/2026**

42-117 Exterior Structure (Maintenance) – Hole in the exterior wall for A/C unit - **Complied 11/4/2025**

7.01.05 A Specific Parking Restriction for Commercial Vehicles – **Complied 5/17/2026**



# Photo Evidence



# Photo Evidence



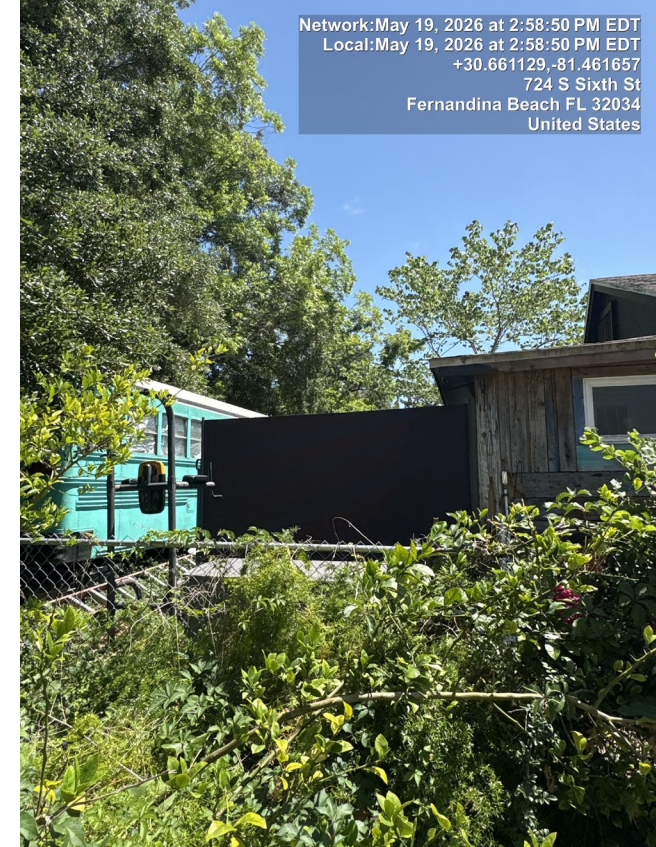
# Photo Evidence



# Photo Evidence



# Photo Evidence



# Photo Evidence



# Photo Evidence



# NOV/NOH Letter



CITY OF FERNANDINA BEACH

Code Enforcement

In Pursuit of Health, Safety & Quality of Community

## CODE ENFORCEMENT SPECIAL MAGISTRATE NOTICE OF VIOLATION / NOTICE OF HEARING

April 17, 2026

Case Number: CODE-2025-0577

Cert. # 9589 0710 5270 3382 6534 10

IN THE MATTER OF:

DAVID M. & BRITNI C. WALDO  
728 S. 6TH ST.  
FERNANDINA BEACH, FL 32034

PREMISES: 728 S. 6<sup>TH</sup> ST., FERNANDINA BEACH, FL 32034

The brief legal description of the real property upon which this violation occurred is: BLOCK 152 S1/2 OF LOT 14 & ALL OF LOTS 15 & 16 IN OR 1799/785...

Pursuant to Chapter 162, Florida Statutes, and the Code of Ordinances of the City of Fernandina Beach, the Code Enforcement Special Magistrate has jurisdiction to hear and decide cases involving alleged violations of City Codes and to impose fines and other lawful remedies.

An inspection of the above-referenced property revealed conditions that are in violation of the City of Fernandina Beach Code of Ordinances and/or Land Development Code as described below:

- 5.01.03 All Accessory Structures** By 5/17/2026
- A.** There must be a permitted principal structure in full compliance with all development standards and requirements of this LDC prior to issuance of a permit for an accessory structure. This provision shall not be construed to prohibit the establishment of an accessory structure simultaneously with the establishment of a permitted principal structure. Obtain necessary permits for the accessory structures (NE & SE) on the property.
- 7.01.05 A Specific Parking Restriction for Commercial Vehicles - Prohibitions:** Any commercial motor vehicle which has a gross vehicle weight of 8,000 pounds or more shall not be parked in any residential, commercial, wetland protection, or

Mailing Address: 204 Ash Street, Fernandina Beach, FL 32034 • Physical Address 516 S 10<sup>TH</sup> ST, Suite 211, Fernandina Beach, FL 32034  
Email: [crimes@fbfl.org](mailto:crimes@fbfl.org) • [www.fbfl.us/code](http://www.fbfl.us/code) • (904) 310-3443 • TDD/TTY 711  
Equal Opportunity Employer

- recreational district or area, except as otherwise provided in Section 7.01.05(B)
- 42-117** Remove the commercial vehicle from the property. By 5/17/2026
- Exterior Structure (Maintenance)
- 42-117 (b)** All exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks, and fences, must be maintained in good condition. By 5/17/2026
- Remove the metal (gate) on the south side of the property. Replace with appropriate gate or fence. Obtain any permits necessary.
- 5.01.09** Outside Storage
- 5.01.09 (D.)** Outside storage shall be fully screened from view from adjacent residentially zoned districts, from adjacent office areas, and from public right-of-way by a fence, wall, or landscaping. Where landscaping is proposed as screening, a buffer "D" shall be required as set forth in Section 4.05.05. Where a fence or wall is proposed, the fence or wall shall be solid, wooden, or masonry; a minimum of six (6) feet in height; and a maximum of eight (8) feet in height. Remove all junk, debris, tires, discarded materials, and miscellaneous items from the property. Properly dispose of all materials at an approved disposal facility. Maintain the property free of future accumulation. Outdoor storage shall be fully screened from adjacent properties and the right-of-way by a fence, wall, landscaping or stored inside an enclosed structure. By 5/17/2026
- 42-173** Wrecked or inoperable motor vehicles on private property declared a nuisance and prohibited
- 42-173(a)** No person shall park, store, leave or permit the parking, storing or leaving of any abandoned property or wrecked or inoperable motor vehicle of any kind, whether attended or not, upon any private property within the City, except that, with respect to an inoperable motor vehicle, such vehicle may be parked, stored or left on such property for a period of time not to exceed 72 hours. Remove or properly register with a new current tag on the teal school bus, located in the backyard. By 5/17/2026

The City of Fernandina Beach Code of Ordinances and Land Development Code may be viewed online at: [www.fbfl.us/code](http://www.fbfl.us/code)

You are hereby required to correct the violations listed above on or before the compliance deadline indicated. If the violations are corrected prior to the hearing date, you must contact the Code Enforcement Department to request a reinspection.

If the violations are not corrected by the compliance deadline stated above, this matter will be presented before the Code Enforcement Special Magistrate at a public hearing as follows:

DATE: June 4, 2026

TIME: 1:30 PM

LOCATION: City Commission Chambers, 204 Ash St., Fernandina Beach, FL, 32034

YOU HAVE THE RIGHT to appear before the Code Enforcement Special Magistrate to respond to the charges and to present relevant facts. You may choose to have an attorney represent you before the Special Magistrate, at your own expense. You will have the opportunity to present witnesses and to question the Code Enforcement Officer or other witnesses against you at the hearing. Failure to appear at the hearing may result in the Special Magistrate proceeding in your absence and issuing an Order based upon the evidence presented.

If the Special Magistrate finds that a violation exists, an Order may be entered requiring compliance by a specified date. The Special Magistrate may impose: A fine of up to \$250.00 per day per violation for a first violation; Administrative costs; Any other remedy authorized under Chapter 162, Florida Statutes. Unpaid fines and costs may constitute a lien against the property pursuant to Section 162.09, Florida Statutes.

PLEASE GOVERN YOUR SELF ACCORDINGLY.

Respectfully,

Crystal Rimes  
Code Enforcement Officer  
904-310-3442  
[crimes@fbfl.city](mailto:crimes@fbfl.city)

Hearing impaired or non-English speaking individuals may request a language or sign interpreter at least (10) ten business days prior to this hearing. Please contact the City Clerk's Office at (904) 310-3115 or TTY/TDD 711.

Any Order issued by the Code Enforcement Special Magistrate may be appealed to the Circuit Court pursuant to Section 162.11, Florida Statutes. Such appeal shall not be a hearing de novo but shall be limited to appellate review of the record created before the Special Magistrate. Any appeal must be filed within thirty (30) days of execution of the Order.



# Timeline

- ❖ Initial Inspection 9/17/2025
- ❖ Original Comply by Date 10/17/2025
- ❖ Total number of days in violation – 260 and the **property remains in violation at this time.**
- ❖ 9 reinspection's have been conducted
- ❖ Multiple extensions have been granted
- ❖ Inspector Comments (contact with property owner, progress, etc.): Since opening this case, the Respondents have complied 3 violations.



# Administrative Fees

Staff	# of Units/Hours	Rate/Price/Hour	Total
Crystal Rimes, Code Enforcement Officer	4	29.61	118.44
Marco Aguilera, Manager	1	44.71	44.71
Cheryl Carfagno, Board Secretary	2	27.03	54.06
Recording Fees	1	20.00	20.00
Certified Mailings	2	11.00	22.00
First-Class Mailings	1	1.00	1.00
<b>Total Due:</b>			<b>260.21</b>



# City's Recommendation

At this time the City is recommending the following

- ❖ **Find the Respondent in violation** of 5.01.09(d), 5.01.03(A) & 42-173(a)
- ❖ Order compliance within **60 days**
- ❖ Authorize administrative costs
- ❖ Impose fine of **\$50 per day**, per violation beginning after compliance deadline





CITY OF  
FERNANDINA  
BEACH

# **SPECIAL MAGISTRATE HEARING: CODE ENFORCEMENT**



# City of Fernandina Beach

## Special Magistrate

❖ Case Number      CODE-2026-0003  
❖ Address            309 S 12<sup>TH</sup> ST



# Property Details

- ❖ Physical Address – 309 S 12<sup>TH</sup> ST. Fernandina Beach FL 32034
- ❖ Mailing Address – 2155 SIENA TER., HOLLYWOOD FL 33021
- ❖ Recorded Property Owner – MAKEBA JOY BURKE

Parcel 00-00-31-1800-0216-07D0

[TRIM](#)
[PRC](#)
[Print Summary](#)
[View Tax Bill](#)
[Map this Parcel](#)
[GIS Report](#)
[File for Homestead](#)
[Tax Estimator](#)
[New Search](#)
[Previous Parcel](#)
[Next Parcel](#)

**Owners**  
 BURYE MAKEBA JOY  
 2155 SIENA TERRACE  
 HOLLYWOOD, FL 33021

**Parcel Summary**

Site Address	309 S 12TH ST
Use Code	0000: VACANT
Tax District	2: Fernandina
Acreage	0.000
Section	23
Township	3N
Range	28
Subdivision	CTY OF FDNA BCH UIR
Exemptions	None

**Short Legal**

BLOCK 216 SUB D OF 7  
 IN OR 87 PG 230  
 CITY OF FDNA BEACH

**Values**

	2024 Certified Values	2025 Certified Values
Land Value *	\$189,200	\$232,200
(+) Improved Value	\$0	\$0
(=) Market Value	\$189,200	\$232,200
(-) Agricultural Classification	\$0	\$0
(-) SOH or Non-Hb* Capped Savings **	\$37,840	\$95,704
(-) School Assessed Value	\$189,200	\$232,200
County Assessed Value	\$151,360	\$166,496
(-) School Exemptions	\$0	\$0
(-) Non-school Exemptions	\$0	\$0
(=) School Taxable Value ***	\$189,200	\$232,200
(=) County Taxable Value	\$151,360	\$166,496



# Violation Details

## 42-93 Litter on Vacant Lots

**No person shall throw or deposit litter or refuse on any open or vacant private property within the City, whether owned by that person or not.**

Corrective Action: Remove litter and/or debris from property



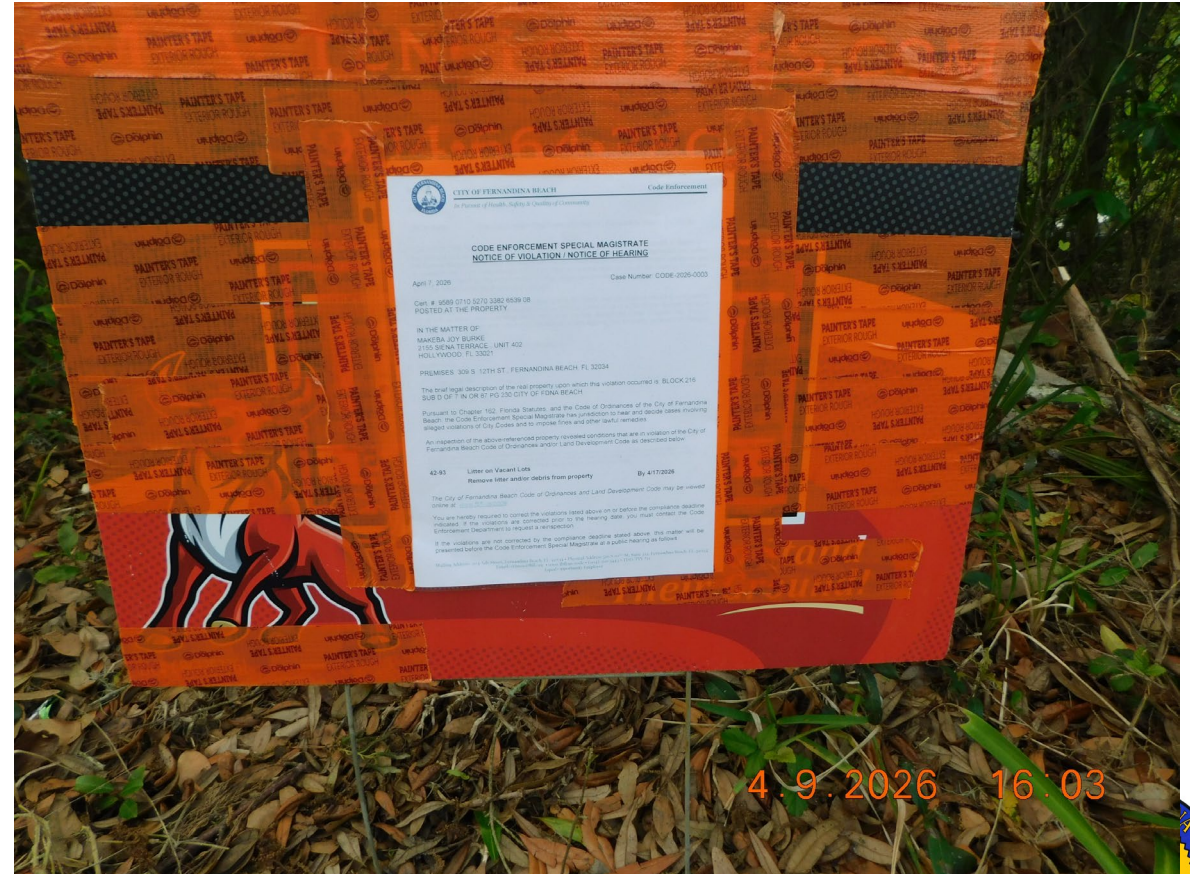
# Photo Evidence



# Photo Evidence



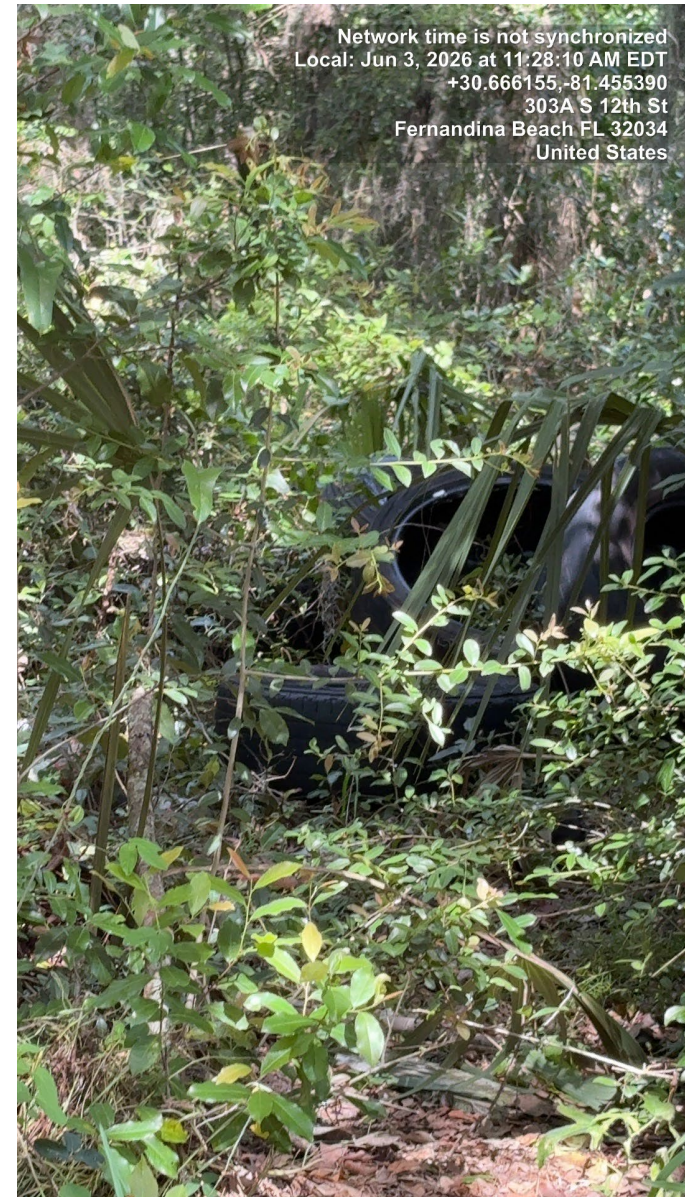
# Photo Evidence



# Photo Evidence



# Photo Evidence



# NOV/NOH Letter



CITY OF FERNANDINA BEACH

Code Enforcement

In Pursuit of Health, Safety & Quality of Community

## CODE ENFORCEMENT SPECIAL MAGISTRATE NOTICE OF VIOLATION / NOTICE OF HEARING

April 7, 2026

Case Number: CODE-2026-0003

Cert. #: 9589 0710 5270 3382 6539 08  
POSTED AT THE PROPERTY

IN THE MATTER OF:  
MAKEBA JOY BURKE  
2155 SIENA TERRACE., UNIT 402  
HOLLYWOOD, FL 33021

PREMISES: 309 S. 12TH ST., FERNANDINA BEACH, FL 32034

The brief legal description of the real property upon which this violation occurred is: BLOCK 216  
SUB D OF 7 IN OR 87 PG 230 CITY OF FDNA BEACH

Pursuant to Chapter 162, Florida Statutes, and the Code of Ordinances of the City of Fernandina Beach, the Code Enforcement Special Magistrate has jurisdiction to hear and decide cases involving alleged violations of City Codes and to impose fines and other lawful remedies.

An inspection of the above-referenced property revealed conditions that are in violation of the City of Fernandina Beach Code of Ordinances and/or Land Development Code as described below:

**42-93 Litter on Vacant Lots**  
**Remove litter and/or debris from property** **By 4/17/2026**

The City of Fernandina Beach Code of Ordinances and Land Development Code may be viewed online at: [www.fbfi.us/code](http://www.fbfi.us/code)

You are hereby required to correct the violations listed above on or before the compliance deadline indicated. If the violations are corrected prior to the hearing date, you must contact the Code Enforcement Department to request a reinspection.

If the violations are not corrected by the compliance deadline stated above, this matter will be presented before the Code Enforcement Special Magistrate at a public hearing as follows:

Mailing Address: 204 Ash Street, Fernandina Beach, FL 32034 • Physical Address 516 S 10<sup>TH</sup> St, Suite 211, Fernandina Beach, FL 32034  
Email: [crimes@fbfi.org](mailto:crimes@fbfi.org) • [www.fbfi.us/code](http://www.fbfi.us/code) • (904) 310-3443 • TDD/TTY 711  
Equal Opportunity Employer

DATE: June 4, 2026

TIME: 1:30 PM

LOCATION: City Commission Chambers, 204 Ash St., Fernandina Beach, FL, 32034

YOU HAVE THE RIGHT to appear before the Code Enforcement Special Magistrate to respond to the charges and to present relevant facts. You may choose to have an attorney represent you before the Special Magistrate, at your own expense. You will have the opportunity to present witnesses and to question the Code Enforcement Officer or other witnesses against you at the hearing. Failure to appear at the hearing may result in the Special Magistrate proceeding in your absence and issuing an Order based upon the evidence presented.

If the Special Magistrate finds that a violation exists, an Order may be entered requiring compliance by a specified date. The Special Magistrate may impose: A fine of up to \$250.00 per day per violation for a first violation; Administrative costs; Any other remedy authorized under Chapter 162, Florida Statutes. Unpaid fines and costs may constitute a lien against the property pursuant to Section 162.09, Florida Statutes.

PLEASE GOVERN YOUR SELF ACCORDINGLY

Respectfully,

Crystal Rimes  
Code Enforcement Officer  
904-310-3442  
[crimes@fbfi.city](mailto:crimes@fbfi.city)

*Hearing impaired or non-English speaking individuals may request a language or sign interpreter at least (10) ten business days prior to this hearing. Please contact the City Clerk's Office at (904) 310-3115 or TTY/TDD 711.*

*Any Order issued by the Code Enforcement Special Magistrate may be appealed to the Circuit Court pursuant to Section 162.11, Florida Statutes. Such appeal shall not be a hearing de novo but shall be limited to appellate review of the record created before the Special Magistrate. Any appeal must be filed within thirty (30) days of execution of the Order.*



CODE-2026-0003 | 309 S 12<sup>th</sup> St

# NOV/NOH Letter



THE CITY OF FERNANDINA BEACH  
CODE ENFORCEMENT  
204 ASH ST. FERNANDINA BEACH, FL 32034

## AFFIDAVIT OF SERVICE/POSTING

STATE OF FLORIDA  
COUNTY OF NASSAU

CASE NO: CODE-2026-0003

Date: April 16, 2026

I. **SERVER.** I, Crystal Rimes, ("Server"), being first duly sworn, depose and state that I am an employee of the City of Fernandina Beach, Code Enforcement. Part of my duties include preparation of case evidence to go before the Code Enforcement and Appeals Board, hand delivering Notice of Violations/Notice of Hearing ("NOV/NOH") letters, and other correspondence and the following documents were delivered and served in the following manner:

II. **DOCUMENTS.** The documents served are described as: NOV/NOH letter.

III. **RECIPIENT.** The above-mentioned documents were delivered to:

- a.) Property Owner/ Respondent: Makeba Joy Burke ("Recipient")
- b.) Address/Location of Violation: 309 S. 12<sup>th</sup> St., Fernandina Beach, FL 32034.
- c.) Address/Location of Service: 309 S. 12<sup>th</sup> St., Fernandina Beach, FL 32034.
- d.) Date: 04/09/26 Time: 4:03 PM

IV. **DELIVERY.** The Recipient received the documents by: (check one)

- Mail.** The Server sent the documents in the mail by: (check all that apply)
- Standard Mail
  - Electronic Mail (E-Mail)
  - Certified Mail (with return receipt)
  - FedEx
  - UPS
  - Other

Mailing Address:

- Direct Service.** The server handed the documents to a person identified as the Recipient.
- Someone at the Residence.** The Server handed the documents to someone who identified as living at the residence and stated their name is \_\_\_\_\_.

- Leaving it at the Residence.** The Server left the documents in the following area: \_\_\_\_\_
- Recipient Rejected the Delivery.** The Server delivered the documents to the Recipient in-person and did not accept delivery.
- Posting Notice of Hearing Letter on the Property.**

V. **VERIFICATION.** I declare that under the penalty of perjury under the laws located in the State of Florida, that the foregoing is true and correct.

FURTHER AFFIANT SAYETH NAUGHT.

Servers Signature: Crystal Rimes Date: 04/16/26  
Print Name: Crystal Rimes

VI. **NOTARIZATION.**

STATE OF FLORIDA  
COUNTY OF NASSAU

The foregoing instrument was acknowledged before me by means of  physical presence  online notarization, this 16<sup>th</sup> day of April, 2026 by Crystal Rimes, Code Enforcement Officer (Name and Title of Position), who is personally known to me or who has produced \_\_\_\_\_ (Type of Identification) as identification.

Cheryl Carfagno  
Signature of Notary Public  
Cheryl Carfagno  
Print, Type or Stamp Name of Notary



(Seal)  
**CHERYL CARFAGNO**  
Notary Public  
State of Florida  
Comm# HH737620  
Expires 11/3/2029

Title or Rank  
HH737620  
Serial Number, if any



# Timeline

- ❖ Initial Inspection 1/8/2026
- ❖ Original Comply by Date 2/8/2026
- ❖ Total number of days in violation – 147 and the **property remains in violation at this time.**
- ❖ 4 reinspection's have been conducted
- ❖ Inspector Comments (contact with property owner, progress, etc.): Respondent called the office and stated that this would be cleaned up prior to the hearing.



# Administrative Fees

Staff	# of Units/Hours	Rate/Price/Hour	Total
Crystal Rimes, Code Enforcement Officer	2	29.61	59.22
Marco Aguilera, Manager	1	44.71	44.71
Cheryl Carfagno, Board Secretary	2	27.03	54.06
Recording Fees	1	20.00	20.00
Certified Mailings	2	11.00	11.00
First-Class Mailings	1	1.00	1.00
<b>Total Due:</b>			<b>189.99</b>



# City's Recommendation

At this time the City is recommending the following

- ❖ **Find the Respondent in violation** of 42-93
- ❖ Order compliance within **30 days**
- ❖ Authorize administrative costs
- ❖ Impose fine of **\$50 per day** beginning after compliance deadline





CITY OF  
FERNANDINA  
BEACH

# **SPECIAL MAGISTRATE HEARING: CODE ENFORCEMENT**



# City of Fernandina Beach

## Special Magistrate

❖ Case #           CODE-2025-0634  
❖ Address           918 S 7<sup>th</sup> St



JUNE 4, 2026

# Property Details

- ❖ Physical Address: 918 S 7<sup>th</sup> St., Fernandina Beach FL 32034
- ❖ Mailing Address: 918 S 7<sup>th</sup> St., Fernandina Beach FL 32034
- ❖ Recorded Property Owner: Vernita Edwards Est.

Parcel 00-00-31-1800-0166-0080

[TRIM](#)
[PRC](#)
[Print Summary](#)
[View Tax Bill](#)
[Map this Parcel](#)
[GIS Report](#)
[File for Homestead](#)
[Tax Estimator](#)
  
[New Search](#)
[Previous Parcel](#)
[Next Parcel](#)

### Owners

EDWARDS VERNITA EST  
918 S 7TH ST  
FERNANDINA BEACH, FL 32034

### Parcel Summary

Situs Address	918 S 7TH ST
Use Code	0100: SINGLE FAMILY
Tax District	2: Fernandina
Acreage	0.000
Section	24
Township	3N
Range	28
Subdivision	CITY OF FDNA BCH U/R
Exemptions	None

### Short Legal

BLOCK 166 LOTS 8 9 & 10  
OR 317 PG 109  
CITY OF FDNA BEACH

### Values

	2024 Certified Values	2025 Certified Values
Land Value *	\$227,820	\$227,820
(+) Improved Value	\$95,487	\$100,207
(=) Market Value	\$323,307	\$328,027
(-) Agricultural Classification	\$0	\$0
(-) SOH or Non-Hx* Capped Savings **	\$210,971	\$204,467
(=) School Assessed Value	\$323,307	\$328,027
County Assessed Value	\$112,338	\$123,570
(-) School Exemptions	\$0	\$0
(-) Non-school Exemptions	\$0	\$0
(=) School Taxable Value ***	\$323,307	\$328,027
(=) County Taxable Value	\$112,338	\$123,570



# Violation Details

## Ordinance Observed in Violation

**42-116(a)(1) Duty to Maintain Property.** Overgrown, uncultivated, unkempt, or potentially hazardous vegetation of any type, including but not limited to shrubs, brush, weeds, vines; and grasses over 12 inches in height or length, including vegetation that may harbor rodents or transient activity, or encroach onto adjoining public or private properties

Observed Violation: Overgrown vegetation observed around the structure and property

Corrective Action: Remove overgrown vegetation and maintain the property free from excessive overgrowth

**42-172(a) Wrecked or inoperable motor vehicles on private property declared a nuisance and prohibited**

Observed Violation: Two vehicles were observed parked/stored on private property in an apparent inoperable or abandoned condition, including vehicles exhibiting flat tires, visible deterioration, accumulation of dirt/debris, and signs of prolonged inactivity.

Corrective Action: Remove all wrecked, abandoned, or inoperable vehicles from the property or bring the vehicles into full operable and legally compliant condition in accordance with City Code. Vehicles must be properly licensed, operable, and maintained.



# Violation Details

## Ordinance(s) Observed in Violation

### **42-116(b) Exterior Surface Maintenance & Weather Protection**

Observed Violation: Peeling paint, deteriorated siding, exposed/weathered wood, and damaged exterior surfaces observed.

Corrective Action: Repair or replace deteriorated exterior materials. Scrape, prime, and repaint all deteriorated surfaces.

### **42-116(b) Exterior Wall Maintenance**

Observed Violation: Exterior walls contain holes, gaps, rot, and deteriorated materials.

Corrective Action: Repair all damaged and deteriorated exterior wall materials and maintain weather-tight conditions.

### **42-116(l) Exterior Surface Maintenance - Windows, Doors & Weatherproofing**

Observed Violation: Deteriorated window and door trim/framing observed.

Corrective Action: Repair or replace deteriorated window and door components and repaint exposed surfaces.



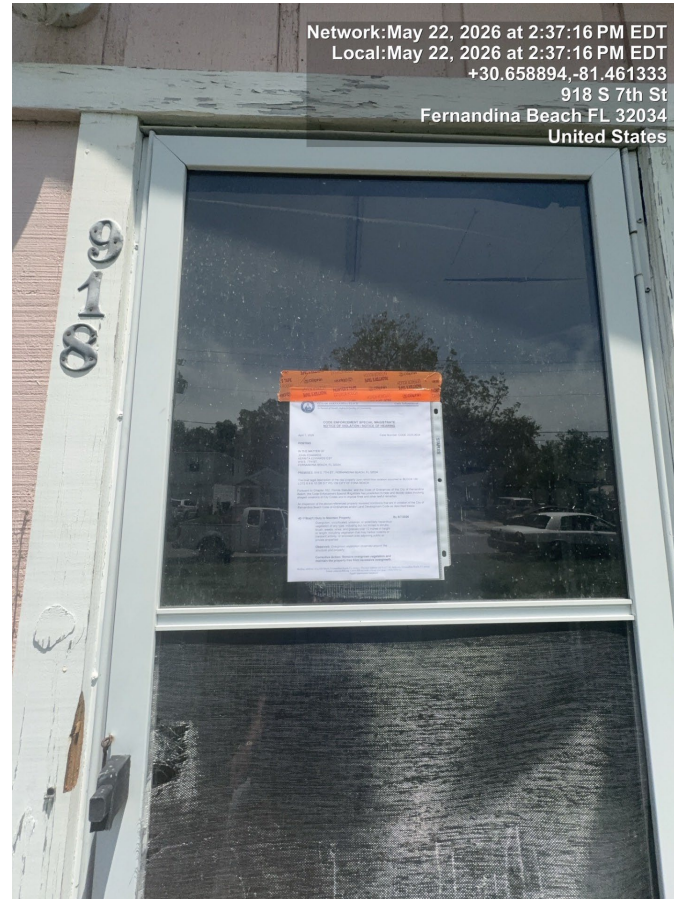
# Photo Evidence



# Photo Evidence



# Photo Evidence



# NOV/NOH Letter



CITY OF FERNANDINA BEACH

Code Enforcement

In Pursuit of Health, Safety & Quality of Community

## CODE ENFORCEMENT SPECIAL MAGISTRATE NOTICE OF VIOLATION / NOTICE OF HEARING

April 7, 2026

Case Number: CODE-2025-0634

### POSTING

IN THE MATTER OF:

JOHN EDWARDS  
VERNITA EDWARDS EST.  
918 S. 7TH ST.  
FERNANDINA BEACH, FL 32034

PREMISES: 918 S. 7TH ST., FERNANDINA BEACH, FL 32034

The brief legal description of the real property upon which this violation occurred is: BLOCK 166  
LOTS 8 9 & 10 OR 317 PG 109 CITY OF FDNA BEACH

Pursuant to Chapter 162, Florida Statutes, and the Code of Ordinances of the City of Fernandina Beach, the Code Enforcement Special Magistrate has jurisdiction to hear and decide cases involving alleged violations of City Codes and to impose fines and other lawful remedies.

An inspection of the above-referenced property revealed conditions that are in violation of the City of Fernandina Beach Code of Ordinances and/or Land Development Code as described below:

#### 42-116(a)(1) Duty to Maintain Property

By 5/7/2026

Overgrown, uncultivated, unkempt, or potentially hazardous vegetation of any type, including but not limited to shrubs, brush, weeds, vines; and grasses over 12 inches in height or length, including vegetation that may harbor rodents or transient activity, or encroach onto adjoining public or private properties

**Observed:** *Overgrown vegetation observed around the structure and property.*

**Corrective Action:** **Remove overgrown vegetation and maintain the property free from excessive overgrowth.**

Mailing Address: 204 Ash Street, Fernandina Beach, FL 32034 • Physical Address 516 S 10<sup>th</sup> St, Suite 211, Fernandina Beach, FL 32034  
Email: [crimes@fbfl.org](mailto:crimes@fbfl.org) • [www.fbfl.us/code](http://www.fbfl.us/code) • (904) 310-3443 • TDD/TTY 711  
Equal Opportunity Employer

#### 42-117(a) Exterior Structure (Maintenance). General Exterior Maintenance / Public Health, Safety & Welfare By 5/7/2026

The exterior of a structure must be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety, or welfare.

##### Observed Violation:

*The exterior structure is not being maintained in good repair. Visible deterioration includes damaged siding, deteriorated exterior materials, weathered surfaces, and areas of structural disrepair.*

**Corrective Action:** **Repair and maintain the exterior structure in a safe, sanitary, and structurally sound condition. Obtain all required permits and inspections.**

#### 42-117(b) Exterior Surface Maintenance & Weather Protection By 5/7/2026

All exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks, and fences, must be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, must be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking, and chipped paint must be removed and surfaces repainted. All siding and masonry joints, as well as those between the building envelope and the perimeter of windows, doors, and skylights, must be weather resistant and water tight. All metal surfaces subject to rust and corrosion must be coated to prohibit such rust and corrosion, and all surfaces with rust or corrosion must be stabilized and coated to prohibit future rust and corrosion. Oxidation stains must be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.

##### Observed Violation:

*Peeling paint, deteriorated siding, exposed/weathered wood, and damaged exterior surfaces observed.*

##### Corrective Action:

**Repair or replace deteriorated exterior materials. Scrape, prime, and repaint all deteriorated surfaces.**

#### 42-117(e) Exterior Wall Maintenance By 5/7/2026

All exterior walls must be free from holes, breaks, and loose or rotting materials, maintained weatherproof and properly surface coated where required to prevent deterioration.



# NOV/NOH Letter



CITY OF FERNANDINA BEACH

In Pursuit of Health, Safety & Quality of Community

Code Enforcement

**Observed Violation:**

Exterior walls contain holes, gaps, rot, and deteriorated materials.

**Corrective Action:**

Repair all damaged and deteriorated exterior wall materials and maintain weather-tight conditions.

**42-117(l) Windows, Doors & Weatherproofing By 5/7/2026**

Every window, skylight, door and frame must be in sound condition, good repair, and weather tight. All glazing materials must be free from cracks and holes.

**Observed Violation:**

Deteriorated window and door trim/framing observed.

**Corrective Action:**

Repair or replace deteriorated window and door components and repaint exposed surfaces.

**42-173(a) Wrecked or inoperable motor vehicles on private property declared a nuisance and prohibited By 5/7/2026**

**Observed Violation:**

Two vehicles were observed parked/stored on private property in an apparent inoperable or abandoned condition, including vehicles exhibiting flat tires, visible deterioration, accumulation of dirt/debris, and signs of prolonged inactivity.

**Corrective Action:**

Remove all wrecked, abandoned, or inoperable vehicles from the property or bring the vehicles into full operable and legally compliant condition in accordance with City Code. Vehicles must be properly licensed, operable, and maintained.

The City of Fernandina Beach Code of Ordinances and Land Development Code may be viewed online at: [www.fbfl.us/code](http://www.fbfl.us/code)

You are hereby required to correct the violations listed above on or before the compliance deadline indicated. If the violations are corrected prior to the hearing date, you must contact the Code Enforcement Department to request a reinspection.

Mailing Address: 204 Ash Street, Fernandina Beach, FL 32034 • Physical Address 516 S 10<sup>th</sup> St, Suite 211, Fernandina Beach, FL 32034  
Email: [crimes@fbfl.org](mailto:crimes@fbfl.org) • [www.fbfl.us/code](http://www.fbfl.us/code) • (904) 310-3443 • TDD/TTY 711  
Equal Opportunity Employer

If the violations are not corrected by the compliance deadline stated above, this matter will be presented before the Code Enforcement Special Magistrate at a public hearing as follows:

**DATE:** June 4, 2026

**TIME:** 1:30 PM

**LOCATION:** City Commission Chambers, 204 Ash St., Fernandina Beach, FL, 32034

YOU HAVE THE RIGHT to appear before the Code Enforcement Special Magistrate to respond to the charges and to present relevant facts. You may choose to have an attorney represent you before the Special Magistrate, at your own expense. You will have the opportunity to present witnesses and to question the Code Enforcement Officer or other witnesses against you at the hearing. Failure to appear at the hearing may result in the Special Magistrate proceeding in your absence and issuing an Order based upon the evidence presented.

If the Special Magistrate finds that a violation exists, an Order may be entered requiring compliance by a specified date. The Special Magistrate may impose: A fine of up to \$250.00 per day per violation for a first violation; Administrative costs; Any other remedy authorized under Chapter 162, Florida Statutes. Unpaid fines and costs may constitute a lien against the property pursuant to Section 162.09, Florida Statutes.

PLEASE GOVERN YOUR SELF ACCORDINGLY.

Respectfully,

Crystal Rimes  
Code Enforcement Officer  
904-310-3442  
[crimes@fbfl.city](mailto:crimes@fbfl.city)

Hearing impaired or non-English speaking individuals may request a language or sign interpreter at least (10) ten business days prior to this hearing. Please contact the City Clerk's Office at (904) 310-3115 or TTY/TDD 711.

Any Order issued by the Code Enforcement Special Magistrate may be appealed to the Circuit Court pursuant to Section 162.11, Florida Statutes. Such appeal shall not be a hearing de novo but shall be limited to appellate review of the record created before the Special Magistrate. Any appeal must be filed within thirty (30) days of execution of the Order.



# NOV/NOH Letter



THE CITY OF FERNANDINA BEACH  
CODE ENFORCEMENT  
204 ASH ST. FERNANDINA BEACH, FL 32034

## AFFIDAVIT OF SERVICE

STATE OF FLORIDA  
COUNTY OF NASSAU

CASE NO: CODE-2025-0634

I. **SERVER.** I, Crystal Rimes ("Server"), being first duly sworn, depose and state that I am an employee of the City of Fernandina Beach, Code Enforcement. Part of my duties include preparation of case evidence to go before the Code Enforcement Special Magistrate, hand delivering Notice of Violations/Notice of Hearing ("NOV/NOH") letters, and other correspondence, and the following documents were delivered and served in the following manner:

II. **DOCUMENTS.** The documents served are described as: **Notice of Violation / Notice of Hearing letter for the June 4, 2026, Special Magistrate hearing.**

III. **RECIPIENT.** The above-mentioned documents were delivered to:

- a.) Property Owner/ Respondent: John Edwards, Vernita Edwards Est. ("Recipient")
- b.) Address/Location of Violation: 918 S. 7th Street, Fernandina Beach, FL 32034.
- c.) Address/Location of Service: 918 S. 7th Street, Fernandina Beach, FL 32034.
- d.) Date: May 22, 2026 Time: 2:37 pm

IV. **DELIVERY.** The Recipient received the documents by: (check one)

- Mail. The Server sent the documents in the mail by: (check all that apply)
- Standard Mail
  - Electronic Mail (E-Mail)
  - Certified Mail (with return receipt)
  - FedEx
  - UPS
  - Other

Mailing Address:

- Direct Service.** The server handed the documents to a person identified as the Recipient.
- Someone at the Residence.** The Server handed the documents to someone who identified as living at the residence and stated their name is \_\_\_\_\_.

- Leaving it at the Residence.** The Server left the documents in the following area: \_\_\_\_\_
- Recipient Rejected the Delivery.** The Server delivered the documents to the Recipient in-person and did not accept delivery.
- Posting Notice of Violation / Notice Hearing Letter on the Property in violation.**

V. **VERIFICATION.** I declare that under the penalty of perjury under the laws located in the State of Florida, that the foregoing is true and correct.

FURTHER AFFIANT SAYETH NAUGHT.

Servers Signature: Crystal Rimes Date: May 22, 2026  
Print Name: Crystal Rimes

VI. **NOTARIZATION.**

STATE OF FLORIDA  
COUNTY OF NASSAU

The foregoing instrument was acknowledged before me by means of  physical presence  online notarization, this 22th day of May, 2026, by Crystal Rimes (Name and Title of Position), who is personally known to me or who has produced \_\_\_\_\_ (Type of Identification) as identification.

Cheryl Carfagno  
Signature of Notary Public  
Cheryl Carfagno  
Print, Type or Stamp Name of Notary

(Seal)



Title or Rank \_\_\_\_\_  
4# 737620  
Serial Number, if any



# Timeline

- ❖ Initial Inspection 11/5/2025
- ❖ Original Comply by Date 11/24/2025
- ❖ Total number of days in violation – 211 and the **property remains in violation at this time.**
- ❖ 5 reinspection's have been conducted
- ❖ Multiple extensions have been granted
- ❖ Inspector Comments (contact with property owner, progress, etc.): No violations have been complied. I have been in contact with next of kin, John Edwards and he is aware of the violations.



# Administrative Fees

Staff	# of Units/Hours	Rate/Price/Hour	Total
Crystal Rimes, Code Enforcement Officer	4	29.61	118.44
Marco Aguilera, Manager	1	44.71	44.71
Cheryl Carfagno, Board Secretary	2	27.03	54.06
Recording Fees	1	20.00	20.00
Certified Mailings	2	11.00	22.00
First-Class Mailings	1	1.00	1.00
<b>Total Due:</b>			<b>260.21</b>



# City's Recommendation

At this time the City is recommending the following

- ❖ **Find the Respondent in violation** of 42-116(a)(1), 42-117(b), 42-117(e), 42-117(l) and 42-173(a)
- ❖ Order compliance within **30 days**
- ❖ Authorize administrative costs of \$260.21
- ❖ Impose fine of **\$50 per day**, per violation beginning after compliance deadline

CODE-2025-0634 – 918 S 7<sup>TH</sup> ST

