



AGENDA
FERNANDINA BEACH CITY COMMISSION
WORKSHOP
MAY 18, 2021
5:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. DISCUSSION**
 - 3.1 JOINT LOCAL PLANNING AGENCY PREPARATION** - *This item is placed on the agenda at the request of Commissioner Ross.*
 - 3.2 SIMMONS ROAD PARK-** *This item is placed on the agenda at the request of Mayor Lednovich.*
 - 3.3 231 N. FRONT STREET STRUCTURE-** *This item is placed on the agenda at the request of Mayor Lednovich.*
- 4. ADJOURNMENT**

ANY PERSON WISHING TO APPEAL ANY DECISION MADE BY THE COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING OR HEARING WILL NEED A RECORD OF THE PROCEEDINGS, AND, FOR SUCH PURPOSES, MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS MADE. AT THE DISCRETION OF THE MAYOR, A RECESS MAY BE SCHEDULED EVERY NINETY MINUTES.

Persons with disabilities requiring accommodations in order to participate should contact the City Clerk at (904) 310-3115 or TTY/TDD 711 (for the hearing or speech impaired).

Joint Local Planning Agency Meeting
May 25, 2021

Discussion items:

- City of Fernandina Beach Building Department: Nassau County acquisition
- Interlocal Agreement: Fernandina Beach Planning Area
- City of Fernandina Beach Parks and Recreation facilities maintenance: cooperative funding
- Amelia Island Beach Habitat Conservation Plan Assistance Grant: status
- Amelia Island Beachfront Parks Branding Harmonization & Visitor Enhancement Initiative: as it relates to beaches within the City
- Amelia Island Tourist Development Council (AITDC): infrastructure fee expenditures; City beaches' trash pickup funding
- Ocean Highway Port Authority (OHPA): requesting legislation support to eliminate tax exempt status and compliance with local laws

AMELIA ISLAND

CONVENTION & VISITORS BUREAU

Please see below for an update from Jeff Dawson.

From: Jeff Dawson <jdawson@dawson-associates.com>

Sent: Wednesday, March 17, 2021 1:16 PM

To: Gil Langley <glangley@ameliaisland.com>

Subject: FDOT Update

Hi Gil

- ❖ In December 2019 we had a meeting with District FDOT to review the environmental design document and it was well received. The gateway and auto directional signs in the ROW discussed in detail.
- ❖ To reset the process, we sent selected concepts for the gateway and the round-a-bout and indicated they are funded for 2021, asking for a “soft read” on the placement in the R/W.
- ❖ They responded by sending the official documents and details on the process for CAF approval and the submittal/approval letter that needs to be submitted with drawings/supporting documents for concept review.

(Excerpt from the attached document)

The Concept Phase includes District coordination with the us to ensure:

- (1) The appropriate Community Aesthetic Feature category is selected,
- (2) The corresponding requirements are achievable and acceptable, and
- (3) The conditions of the Community Aesthetic Feature Agreement are acceptable.

The District will submit the concept drawing and documentation to the State Roadway Design Engineer.

The concept submittal must include a Submittal/Approval Letter, which can be found in FDM 103, Form 122-A. The Submittal/Approval Letter is to be signed by a representative of the requesting entity and the District Design Engineer or Turnpike Design Engineer.

Upon review by the Roadway Aesthetic Community of Practice (RACoP) and the State Roadway Design Engineer, conceptual approval may be granted. If the concept and proposed Design Variations are deemed acceptable, the signed Submittal Approval Letter, indicating Central Office conceptual approval, will be returned to the District.

Next Steps

Our goal is approval of the gateway signing for 2021, but if we have the review process started with FDOT the best practice would be to include any signage that might be considered for implementation over the next five years.

AMELIA ISLAND

CONVENTION & VISITORS BUREAU

We will prepare revised design concepts adding all the requirements determined by the Central Office and coordinate with the District Design office, to send our submittal package.

Our package submitted to the Central Office will include but not limited to:

- (1) The designation of the feature category.
- (2) A conceptual drawing/rendering showing the top, front, and side views of the feature with labeled dimensions, material designations including connections, proposed lighting configuration, and any alpha-numeric characters.
- (3) A draft site plan and cross section view dimensioning the location of the feature in relationship to the edge of traveled way and the R/W.
- (4) The design speed of all adjacent roadways.
- (5) A citation of the Governing Design Standards (or Governing Standard Plans), criteria, and building code to which the feature will be designed.
- (6) If the feature is to be affixed to a bridge: (a) Identify the bridge owner. (b) Declare what the impact is to the bridge loading.
- (7) For Local ID Markers, include a site map or provide a dimension from the jurisdictional boundary associated with the marker.
- (8) The Signature/Approval Letter signed by the applicant and the District Design Engineer or Turnpike Design Engineer.

While the State review process is underway, the community engagement process and refinement of the design for the gateway is something to move forward with. After State concept approval (adjusted as needed) we will be better prepared to move forward faster with final performance specifications for the two primary gateways.

LANDSCAPING CONCEPT PHASE

The landscape concept phase will be handled at a District level with its separate process schedule, with any permitting and maintenance agreements. Preliminary reviews are done prior to any official submittal and the permit will be submitted in One Stop Permitting.

We should discuss the landscape requirement as the needs of a large open space, such as the gateway corridor vs. smaller beautification area (the roundabouts) have very different requirements, costs and long-term implementation programming.

Have other paperwork to follow.

Jeff

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
COMMUNITY AESTHETIC FEATURE AGREEMENT

625-010-10
ROADWAY DESIGN
OGC - 08/17
Page 1 of 12

State Road/Local Road _____ Section No. _____ CAFA No. _____

This Community Aesthetic Feature Agreement ("Agreement") is entered into this _____ day of _____, between the State of Florida, Department of Transportation ("Department") and _____ ("Agency"). The Department and the Agency are sometimes referred to in this Agreement as a "Party" and collectively as the "Parties."

RECITALS

- A. The Agency has requested permission from the Department to install a [**CHOOSE ONE:** ☐ Public Art, ☐ Local Identification Marker] community aesthetic feature on that certain right-of-way owned by the Department which is located on State Road/Local Road _____ at MP _____ in _____ County, Florida ("Project").
- B. The Department agrees that transportation facilities enhanced by community aesthetic features can benefit the public, result in positive economic development, and increase tourism both locally and throughout Florida.
- C. The Parties agree to the installation and maintenance of the Project, subject to the terms and conditions in this Agreement.

AGREEMENT

1. **TERM.** The term of this Agreement shall commence upon full execution of this Agreement ("Effective Date") and continue through _____, which is determined as the lifespan of the Project, unless terminated at an earlier date as provided in this Agreement. If the Agency does not complete the installation of the Project within _____ (_____) days of the Effective Date of this Agreement, the Department may immediately terminate this Agreement. This Agreement may only be renewed for a term no longer than the original term of this Agreement upon a writing executed by both Parties to this Agreement.

2. **PROJECT DESCRIPTION.** The Project is a [**CHOOSE ONE:** ☐ Public Art, ☐ Local Identification Marker], as more fully described in the plans in Exhibit "A", attached and incorporated in this Agreement.

3. **FUNDING OF THE PROJECT.** The Agency has agreed by resolution to approve the Project and to fund all costs for the design, installation, and maintenance of the Project, and such resolution is attached and incorporated in this Agreement as Exhibit "D". The Department shall not be responsible for any costs associated with the Project. All improvements funded, constructed, and installed by the Agency shall remain the Agency's property. However, this permissive use of the Department's right-of-way where the Project is located does not vest any property right, title, or interest in or to the Agency for the Department's right-of-way.

4. **DESIGN AND CONSTRUCTION STANDARDS AND REQUIRED APPROVALS.**

- a. The Agency is responsible for the design, construction, and maintenance of the Project in accordance with all applicable federal, state and local statutes, rules and regulations, including the Department standards and specifications. A professional engineer, registered in Florida, shall provide the certification that all design and construction for the Project meets the minimum construction standards established by the Department and applicable Florida Building Code construction standards. The Agency shall submit all plans or related construction documents, cost estimates, project schedule, and applicable third party agreements to the Department for review and approval prior to installation of the Project. The Agency is responsible for the preparation of all design plans for the Project, suitable for reproduction on 11 inch by 17 inch sheets, together with a complete set of specifications covering all construction requirements for the Project. A copy of the design plans shall be provided to the Department's District Design Engineer, located at _____.
- The Department will review the plans for conformance to the Department's requirements and feasibility. The Department review shall not be considered an adoption of the plans nor a substitution for the engineer's responsibility for the plans. By review of the plans, the Department signifies only that such plans and improvements satisfies the Department's requirements, and the Department expressly

disclaims all other representations and warranties in connection with the plans, including, but not limited to the integrity, suitability, or fitness for the intended purpose or whether the improvements are constructed in accordance with the plans. The Department's review of the plans does not relieve the Agency, its consultants or contractors of any professional or other liability for the plans. All changes required by the Department shall be made by the Agency and final corrected plans shall be provided to the Department within thirty (30) days.

- b. The Agency shall be responsible for locating all existing utilities, both aerial and underground, and for ensuring that all utility locations be accurately documented on the construction plans. All utility conflicts shall be fully resolved directly with the applicable utility. Section 337.403, Florida Statutes, shall determine whether the utility bears the costs of utility work. The Agency shall bear the costs of utility work not required to be borne by the utility by Section 337.403, Florida Statutes.
- c. The Agency shall be responsible for monitoring construction operations and the maintenance of traffic ("MOT") throughout the course of the Project in accordance with the latest edition of FDOT Standard Specifications, Section 102. The Agency is responsible for the development of a MOT plan and making any changes to that plan as necessary. The MOT plan shall be in accordance with the latest version of FDOT Design Standards, Index 600 series. Any MOT plan developed by the Agency that deviates from FDOT Design Standards must be signed and sealed by a professional engineer. MOT plans will require approval by the Department prior to implementation.
- d. The Agency is responsible for obtaining all permits that may be required by any federal, state, or local agency.
- e. Prior to commencing the Project, the Agency shall request a Notice to Proceed from the Department's Construction Project Manager, _____, at (____) ____-____ or from an appointed designee.
- f. The Agency is authorized, subject to the conditions in this Agreement, to enter Department's right-of-way to install the Project (see attached Exhibit "B" Special Provisions). The Parties agree that this Agreement creates a permissive use only. Neither the granting of permission to use Department's right-of-way nor the placing of facilities upon Department's right-of-way shall operate to create or vest any property right in or to the Agency. The Agency shall not acquire any right, title, interest, or estate in the Department's right-of-way, of any nature or kind whatsoever, by virtue of the execution, operation, effect, or performance of this Agreement including, but not limited to, the Agency's use, occupancy or possession of the Department's right-of-way.
- g. The Department shall have the right, but not the obligation, to perform independent assurance testing during the course of construction and throughout the maintenance term of the Project. If the Department determines that a condition exists which threatens the public's safety, the Department may, at its discretion, cause the Project to cease and/or immediately have any potential hazards removed from its right-of-way at the sole cost, expense, and effort of the Agency. Should the Agency fail to remove the safety hazard within thirty (30) days, the Department may remove the safety hazard at the Agency's sole cost, expense, and effort.
- h. The Agency shall be responsible to ensure that construction of the Project is performed in accordance with the approved construction documents, and that it will meet all applicable federal, state, and local standards and that the work is performed in accord with the Terms and Conditions contained in Exhibit "C".
- i. The Agency shall notify the Department a minimum of forty eight (48) hours before beginning the Project within the Department's right-of-way. The Agency shall notify the Department should installation be suspended for more than five (5) working days.
- j. Upon completion of the Project, the Agency shall notify the Department in writing of the completion of the installation of the Project. For all design work that originally required certification by a Professional Engineer, the notification shall contain a Responsible Professional's Certification of Compliance, signed and sealed by the responsible professional for the project, the form of which is attached to this

Agreement as Exhibit "E". The certification shall state that work has been completed in compliance with the Project construction plans and specifications. If any deviations are found from the approved plans, the certification shall include a list of all deviations along with an explanation that justifies the reason to accept each deviation. The Agency and its contractors shall remove their presence, including, but not limited to, all of the Agency or its contractor's/ subcontractor's/ consultant's/ subconsultant's property, machinery, and equipment from the Department's right-of-way and shall restore those portions of the Department's right-of-way disturbed or otherwise altered by the Project to substantially the same condition that existed immediately prior to the commencement of the Project, at Agency's sole cost and expense.

- k. If the Department determines that the Project is not completed in accordance with the provisions of this Agreement, the Department shall deliver written notification to the Agency. The Agency shall have thirty (30) days from the date of receipt of the Department's written notice to complete the Project and provide the Department with written notice of the same ("Notice of Completion"). If the Agency fails to timely deliver the Notice of Completion, or if it is determined that the Project is not properly completed after receipt of the Notice of Completion, the Department may: 1) provide the Agency with written authorization granting additional time as the Department deems appropriate to correct the deficiency(ies); or 2) correct the deficiency(ies) at the Agency's sole cost and expense, without Department liability to the Agency for any resulting loss or damage to property, including but not limited to machinery and equipment. If the Department elects to correct the deficiency(ies), the Department shall provide the Agency with an invoice for the costs incurred by the Department and the Agency shall pay the invoice within thirty (30) days of the date of the invoice.
- l. Upon completion of the Project, the Agency shall be responsible for the perpetual maintenance of the Project, including all costs. The maintenance schedule shall include initial defect, instantaneous damage and deterioration components. The initial defect maintenance inspection should be conducted, and any required repairs performed during the construction phase. The instantaneous damage maintenance inspection should be conducted sixty (60) to ninety (90) days after placement and is intended to identify short term damage that does not develop over longer time periods. The deterioration maintenance inspection shall be conducted on regular, longer term intervals and is intended to identify defects and damages that occur by naturally occurring chemical, physical or biological actions, repeated actions such as those causing fatigues, normal or severe environmental influences, abuse or damage due to other causes. Deterioration maintenance shall include, but is not limited to, the following services:

- m. The Agency shall, within thirty (30) days after expiration or termination of this Agreement, remove the Project and restore the right-of-way to its original condition prior to the Project. The Agency shall secure its obligation to remove the Project and restore the right-of-way by providing a removal and restoration deposit, letter of credit, or performance bond in the amount of \$ _____. The removal and restoration deposit, letter of credit, or bond shall be maintained by the Agency at all times during the term of this Agreement and evidence of the deposit, letter of credit, or bond shall be submitted to the Department on an annual basis. A waiver of the deposit, letter of credit, or bond requirement is permitted with approval from the District Maintenance Engineer for those installations with estimated restoration/removal costs less than or equal to \$2000.00.

District Maintenance Engineer, _____ Date: _____.

- n. The Department reserves its right to cause the Agency to relocate or remove the Project, in the Department's sole discretion, and at the Agency's sole cost.

5. INDEMNITY AND INSURANCE.

- a. The Agency agrees to include the following indemnification in all contracts with contractors, subcontractors, consultants, and subconsultants, who perform work in connection with this Agreement:

"The contractor/ subcontractor/ consultant/ subconsultant shall indemnify, defend, save and hold harmless the State of Florida, Department of Transportation and all of its officers, agents or employees from all suits, actions, claims, demands, liability of any nature whatsoever arising out of, because of, or due to any negligent act or occurrence of omission or commission of the contractor/ subcontractor/ consultant/ subconsultant, its officers, agents or employees."

- b. The Agency shall carry or cause its contractor/ subcontractor/ consultant/ subconsultant to carry and keep in force during the period of this Agreement a general liability insurance policy or policies with a company or companies authorized to do business in Florida, affording public liability insurance with combined bodily injury limits of at least \$1,000,000 per person and \$5,000,000 each occurrence, and property damage insurance of at least \$100,000 each occurrence, for the services to be rendered in accordance with this Agreement. Additionally, the Agency or its contractor/ subcontractor/ consultant/subconsultant shall cause the Department to be an additional insured party on the policy or policies, and shall provide the Department with certificates documenting that the required insurance coverage is in place and effective. In addition to any other forms of insurance or bonds required under the terms of the Agreement, when it includes construction within the limits of a railroad right-of-way, the Agency must provide or cause its contractor to obtain the appropriate rail permits and provide insurance coverage in accordance with Section 7-13 of the Department's current Standard Specifications for Road and Bridge Construction, as amended.
- c. The Agency shall also carry or cause its contractor/ subcontractor/ consultant/ subconsultant to carry and keep in force Worker's Compensation insurance as required by the State of Florida under the Worker's Compensation Law.

6. NOTICES. All notices pertaining to this Agreement are in effect upon receipt by either Party, shall be in writing, and shall be transmitted either by personal hand delivery; United States Post Office, return receipt requested; or, overnight express mail delivery. E-mail and facsimile may be used if the notice is also transmitted by one of the preceding forms of delivery. The addresses set forth below for the respective parties shall be the places where notices shall be sent, unless prior written notice of change of address is given.

STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION
DISTRICT _____ PROGRAM MANAGER

Phone: _____
Fax: _____

_____ COUNTY [OR CITY], FLORIDA

Phone: _____
Fax: _____

7. TERMINATION OF AGREEMENT. The Department may terminate this Agreement upon no less than thirty (30) days notice in writing delivered by certified mail, return receipt requested, or in person with proof of delivery. The Agency waives any equitable claims or defenses in connection with termination of the Agreement by the Department pursuant to this Paragraph 7.

8. LEGAL REQUIREMENTS.

- a. This Agreement is executed and entered into in the State of Florida and will be construed, performed, and enforced in all respects in strict conformity with local, state, and federal laws, rules, and regulations. Any and all litigation arising under this Agreement shall be brought in a state court of appropriate jurisdiction in Leon County, Florida, applying Florida law.
- b. If any term or provision of the Agreement is found to be illegal or unenforceable, the remainder of the Agreement will remain in full force and effect and such term or provision will be deemed stricken.
- c. The Agency shall allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the Agency in conjunction with this Agreement. Failure by the Agency to grant such public access shall be grounds for immediate unilateral cancellation of this Agreement by the Department.
- d. The Agency and the Department agree that the Agency, its employees, contractors, subcontractors, consultants, and subconsultants are not agents of the Department as a result of this Agreement.
- e. The Agency shall not cause any liens or encumbrances to attach to any portion of the Department's right-of-way.

9. PUBLIC ENTITY CRIME. The Agency affirms that it is aware of the provisions of Section 287.133(2)(a), Florida Statutes. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of thirty six (36) months from the date of being placed on the convicted vendor list. The Agency agrees that it shall not violate Section 287.133(2)(a), Florida Statutes, and further acknowledges and agrees that any conviction during the term of this Agreement may result in the termination of this Agreement.

10. UNAUTHORIZED ALIENS. The Department will consider the employment of unauthorized aliens, by any contractor or subcontractor, as described by Section 274A(e) of the Immigration and Nationalization Act, cause for termination of this Agreement.

11. NON-DISCRIMINATION. The Agency will not discriminate against any employee employed in the performance of this Agreement, or against any applicant for employment because of age, ethnicity, race, religious belief, disability, national origin, or sex. The Agency shall provide a harassment-free workplace, with any allegation of harassment given priority attention and action by management. The Agency shall insert similar provisions in all contracts and subcontracts for services by this Agreement.

12. DISCRIMINATORY VENDOR LIST. The Agency affirms that it is aware of the provisions of Section 287.134(2)(a), Florida Statutes. An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity. The Agency further agrees

that it shall not violate Section 287.134(2)(a), Florida Statutes, and acknowledges and agrees that placement on the list during the term of this Agreement may result in the termination of this Agreement.

13. **ATTORNEY FEES.** Each Party shall bear its own attorney's fees and costs.

14. **TRAVEL.** There shall be no reimbursement for travel expenses under this Agreement.

15. **PRESERVATION OF REMEDIES.** No delay or omission to exercise any right, power, or remedy accruing to either Party upon breach or default by either Party under this Agreement, will impair any such right, power or remedy of either party; nor will such delay or omission be construed as a waiver of any breach or default or any similar breach or default.

16. **MODIFICATION.** This Agreement may not be modified unless done so in a writing executed by both Parties to this Agreement.

17. **NON-ASSIGNMENT.** The Agency may not assign, sublicense, or otherwise transfer its rights, duties, or obligations under this Agreement without the prior written consent of the Department. Any assignment, sublicense, or transfer occurring without the required prior written approval of the Department will be null and void. The Department will at all times be entitled to assign or transfer its rights, duties, or obligations under this Agreement to another governmental agency in the State of Florida, upon giving prior written notice to the Agency. In the event that the Department approves transfer of the Agency's obligations, the Agency remains responsible for all work performed and all expenses incurred in connection with this Agreement.

18. **BINDING AGREEMENT.** This Agreement is binding upon and inures to the benefit of the Parties and their respective successors and assigns. Nothing in this Agreement is intended to confer any rights, privileges, benefits, obligations, or remedies upon any other person or entity except as expressly provided for in this Agreement.

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

20. **ENTIRE AGREEMENT.** This Agreement, together with the attached exhibits and documents made a part by reference, embodies the entire agreement of the Parties. There are no provisions, terms, conditions, or obligations other than those contained in this Agreement. This Agreement supersedes all previous communication, representation, or agreement, either verbal or written, between the Parties. No amendment will be effective unless reduced to writing and signed by an authorized officer of the Agency and the authorized officer of the Department or his/her delegate.

21. **DUPLICATE ORIGINALS.** This Agreement may be executed in duplicate originals.

The remainder of this page is intentionally left blank.

Section No. _____ CAFA No. _____

AGENCY

By: _____

Print Name: _____

Title: _____

As approved by the Council, Board, or

Commission on: _____

Attest: _____

Legal Review:

City or County Attorney

DEPARTMENT

State of Florida, Department of Transportation

By: _____

Print Name: _____

Title: _____

Date: _____

Legal Review:

Section No. _____ CAFA No. _____

EXHIBIT "A"

PROJECT DESCRIPTION

I. SCOPE OF SERVICES

[Provide a description of the improvements proposed within the Department's right-of-way]

II. PROJECT PLANS

The Agency is authorized to install the Project in accordance with the attached plans prepared by _____, P.E./R.L.A./Architect and dated _____. Any revisions to these plans must be approved by the Department in writing.

Section No. _____ CAFA No. _____

EXHIBIT "B"

SPECIAL PROVISIONS

Section No. _____ CAFA No. _____

EXHIBIT "C"

TERMS AND CONDITIONS FOR INSTALLATION OF THE PROJECT

Section No. _____ CAFA No. _____

EXHIBIT "D"

AGENCY RESOLUTION

Section No. _____ CAFA No. _____

EXHIBIT "E"

NOTICE OF COMPLETION AND RESPONSIBLE PROFESSIONAL'S
CERTIFICATE OF COMPLIANCE

NOTICE OF COMPLETION

COMMUNITY AESTHETIC FEATURE AGREEMENT
Between
THE STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION
and _____

PROJECT DESCRIPTION: _____

In accordance with the Terms and Conditions of the Community Aesthetic Feature Agreement, the undersigned provides notification that the work authorized by this Agreement is complete as of _____, 20_____.

By: _____

Name: _____

Title: _____

RESPONSIBLE PROFESSIONAL'S CERTIFICATION OF COMPLIANCE

In accordance with the Terms and Conditions of the Community Aesthetic Feature Agreement, the undersigned certifies that all work which originally required certification by a Professional Engineer has been completed in compliance with the Project construction plans and specifications. If any deviations have been made from the approved plans, a list of all deviations, along with an explanation that justifies the reason to accept each deviation, will be attached to this Certification. Also, with submittal of this certification, the Agency shall furnish the Department a set of "as-built" plans certified by the Engineer of Record.

By: _____

SEAL:

Name: _____

Date: _____

127 Community Aesthetic Features

127.1 General

A Community Aesthetic Feature (CAF) is an enhancement installed within the Department's right of way to represent or reflect the surrounding community's identity, culture, and values. A CAF may also enhance the sense of place through which a highway passes.

A CAF placed within FDOT right of way (R/W), or attached to an FDOT structure or facility must be approved by the Department. These features are designed, maintained, and paid for by a local governmental agency. A CAF is typically constructed by the sponsoring entity, but may be included as part of a Department project.

The [Community Aesthetic Feature Agreement](#) (**Form Number 625-010-10**) must be executed by the local governmental entity and the Department prior to any construction within the Department's R/W. This agreement provides for the removal and/or relocation of the CAF at the local governmental entity's expense should it not be maintained by the local governmental entity, or if the Department needs the R/W for transportation purposes. A Deposit, Performance Bond, or Letter of Credit is required as part of the [Community Aesthetic Feature Agreement](#). A waiver of the Deposit, Performance Bond or Letter of Credit is allowed for certain minor installations as indicated within the CAF agreement.

See **F.S. 334.187** for Bond and Letter of Credit requirements.

Final plans for placing a CAF within the Department's R/W must be accompanied by a resolution of the local governmental entity indicating their full financial responsibility for the feature's design, construction and maintenance during its lifespan. The resolution must indicate the office or position title (e.g., Mayor, City Manager) within the local agency with approval authority to execute the CAF agreement.

127.2 Requirements

A CAF must meet the Department's requirements governing safety, access, and maintenance of the highway. A CAF is classified in the following categories:

- (1) Public Art (Stand Alone or Affixed)
- (2) Local ID Markers (Stand Alone or Affixed)

While there are some criteria unique to each category, all CAFs must meet the following requirements:

- (1) Except where parking is available, select a site and lay out the site plan to deter drivers from stopping within the roadway. If drivers are expected to stop or park, provide for parking in the plan. If public access is available, Department Standards and Specifications must be met, including ADA requirements. Prohibit public access to the CAF when located within limited access R/W.
- (2) The feature must not contain any signs as defined in the **2009 Manual on Uniform Traffic Control Devices (MUTCD), Part 1, Chapter 1A.13**, traffic control features, auditory devices, reflective surfaces, flashing lights, moving parts or moving illumination.
- (3) The feature must not contain any advertising per the **MUTCD** and **23 C.F.R., 1.23** which prohibits advertising on, or commercial use of the R/W. Commercial advertising on state R/W is also prohibited by **Chapter 479, Florida Statutes**, including charitable, fraternal, religious, or political signs, symbols, logos, banners, web links, or any other such devices. Governmental seals or logos are permitted as part of a Local ID Marker.
- (4) Lighting of the feature must not be directed at motorists, bicyclists or pedestrians. For roadway and intersection lighting criteria see **FDM 231**. When located near an airport, the feature must not create a hazard as defined by **Section 333.01(3), F.S.**
- (5) In absence of feature lighting, messages or text included on Local ID Markers must be retroreflective. Decorative or accent lighting must not include any strobe effects, flashing lights, moving parts, or moving illumination.
- (6) CAF installations that are visible from the Interstate mainline, require FHWA approval.
- (7) Do not install Public Art or Local ID Markers in both the median and roadside at a given location. Median placements are allowed on roadways with restricted right of way or restricted roadside conditions..
- (8) CAFs within the median of a limited access facility are prohibited.
- (9) One Stand-Alone feature will be allowed per mainline interchange approach (for a maximum of two installations). The local governmental entity must select one site from amongst the ramp and the mainline, along the outside of a ramp, or the area inside a loop ramp.
- (10) The feature must meet applicable building codes and design criteria for similar structures or landscaping placed adjacent to the highway's R/W, including wind loading commensurate with highway signs in the area.

- (11) The feature must not cause adverse impacts or create public controversy related to any of the following:
 - (a) Property access
 - (b) Air quality
 - (c) Noise
 - (d) Water quality
 - (e) Wetlands
 - (f) Floodplain encroachments
 - (g) Imperiled, endangered or threatened species or their critical habitat
 - (h) Historical resources
- (12) The CAF, including amenities like landscape or fencing, must not obstruct signs or interfere with a sight distance, sight triangle, or permitted view zone (billboards).
- (13) The CAF final design must be signed and sealed by a responsible professional licensed in Florida, excluding art wraps.

127.2.1 Public Art (Stand-Alone)

Additional requirements for Public Art (Stand-Alone) are as follows:

- (1) All roadways
 - (a) The location must be outside the appropriate lateral offset or clear zone as defined in **FDM Table 215.2.3** and **215.2.4**, and should be as close to the right of way line as practical.
 - (b) The structure may not display messages with text, or contain any words or alpha-numeric characters.
 - (c) The artist's insignia may be inscribed or etched on a small plaque affixed to the artwork, or placed on the artwork itself. The insignia must not be visible from the roadway so as to avoid distraction to drivers or bicyclists.
 - (d) The object's highest point must not be greater in elevation than 25 feet above the nearest point of the traveled way.
- (2) Curbed roadways

The feature may be placed within the median of curbed roadways, where:

 - (a) The Design Speed is less than or equal to 45 mph, and

- (b) The R/W or roadside is restricted, and
- (c) A minimum 4-foot offset from the face of curb is provided.

127.2.2 Public Art (Affixed)

Additional requirements for Public Art (Affixed) are as follows:

- (1) The feature may not display any messages with text, or contain any words or alpha-numeric characters.
- (2) The artist's insignia may be inscribed or etched on a small plaque affixed to the artwork, or placed on the artwork itself. The insignia must not be visible from the roadway so as to avoid distraction to drivers or bicyclists.
- (3) For bridges, the feature must not reduce the vertical clearance over the roadway.
- (4) For art wraps affixed to roadside features:
 - (a) Do not obstruct traffic control cabinet vents or access panels with the art wrap.
 - (b) Art wrap themes can be approved for general use by a local government entity.
 - (c) A CAF Agreement will be required for these features.
 - (d) Any maintaining agency, other than a local government, must coordinate approvals and maintenance through the appropriate local government entity.
 - (e) Official seals or logos representing the local governmental entity are permitted. Alpha-numeric characters are allowed if they are part of official seals or logos. Seals or logos must be less than 200 square inches each. Only one seal or logo per face is permitted.
 - (f) Maps on traffic control cabinet wraps are not permitted to face the roadway.
 - (g) A Deposit, Bond, or Letter of Credit is not required for art wraps on traffic control cabinets.
 - (h) The DDE should coordinate with the District Traffic Operations Office during the review process for traffic control cabinet wraps.

127.2.3 Local ID Marker (Stand-Alone)

Additional requirements for a Local ID Marker (Stand-Alone) are as follows:

- (1) All roadways:
 - (a) Local ID Markers are intended to represent the geographic boundary for a county, municipality, sovereign nation, or unincorporated area. The Markers should be located in close proximity to the actual geographic boundary of that area. Remove existing standard geographic boundary guide signs, and unofficial signs or structures, at or near the location.
 - (b) Local ID Markers for an unincorporated or community area must provide a map, or sufficient enough description to clearly designate the geographic boundary of the area. Also provide documentation of approval of such boundary by the local governing authority.
 - (c) The location must be outside the appropriate clear zone and lateral offset as defined in **FDM 215.2.3** and **215.2.4** and should be as close to the R/W line as practical.
 - (d) The structure may contain text such as the name of the municipality, county, or community area (as defined in **Chapter 14-51.041, F.A.C.**) with a short phrase or message. Text such as “Exiting” or “Leaving” are prohibited.
 - (e) The object’s highest point must not be greater in elevation than 25 feet above the nearest point of the roadway.
- (2) Curbed roadways:

The feature may be placed within the median of curbed roadways, where:

 - (a) The Design Speed is less than or equal to 45 mph, and
 - (b) The R/W or roadside is restricted, and
 - (c) A minimum 4-foot offset from the face of curb is provided.
- (3) Limited Access Facilities:
 - (a) Provide a minimum 50-foot offset (100-foot preferred) from the edge of the traveled way, whether guardrail is present or not. The 50-foot to 100-foot lateral offset will help to minimize driver distraction, and reduce the likelihood that vertical structures will become storm debris blown across the roadway.
 - (b) Letter height must not exceed four feet.
 - (c) Short phrases or messages are prohibited.

127.2.4 Local ID Marker (Affixed)

Additional requirements for a Local ID Marker (Affixed) are as follows:

- (1) All roadways:
 - (a) The feature may contain text such as the name of the municipality, county or community area (as defined in **Chapter 14-51.041(2)(c), F.A.C.**) with a short phrase. Text such as “Exiting” or “Leaving” are prohibited.
 - (b) For bridges, the feature must not reduce the vertical clearance over the roadway.
- (2) Limited Access Facilities:
 - (a) Letter height must not exceed four feet.
 - (b) Short phrases or messages are prohibited.

127.3 Approval Process

The application process is conducted in two phases, the Concept Phase and the Final Phase.

When any of the requirements in **FDM 127.2** are not met, a Design Variation must be approved by the State Roadway Design Engineer.

127.3.1 Concept Phase

The Concept Phase includes District coordination with the applicant to ensure:

- (1) The appropriate Community Aesthetic Feature category is selected,
- (2) The corresponding requirements are achievable and acceptable, and
- (3) The conditions of the [Community Aesthetic Feature Agreement](#) are acceptable.

The District will submit a concept drawing and documentation to the State Roadway Design Engineer. The concept submittal must include a **Submittal/Approval Letter**, which can be found in **FDM 103, Form 122-A**. The **Submittal/Approval Letter** is to be signed by a representative of the requesting entity and the District Design Engineer or Turnpike Design Engineer.

Upon review by the Roadway Aesthetic Community of Practice (RACoP) and the State Roadway Design Engineer, conceptual approval may be granted. If the concept and

proposed Design Variations are deemed acceptable, the signed **Submittal/Approval Letter**, indicating Central Office conceptual approval, will be returned to the District.

For applications involving the Interstate System, the District should coordinate with the FHWA District Transportation Engineer prior to submitting to the Central Office.

The package submitted to the Central Office for conceptual approval must include the following:

- (1) The designation of the feature category.
- (2) A conceptual drawing/rendering showing the top, front, and side views of the feature with labeled dimensions, material designations including connections, proposed lighting configuration, and any alpha-numeric characters.
- (3) A draft site plan and cross section view dimensioning the location of the feature in relationship to the edge of traveled way and the R/W.
- (4) The design speed of all adjacent roadways.
- (5) A citation of the Governing Design Standards (or Governing Standard Plans), criteria, and building code to which the feature will be designed.
- (6) If the feature is to be affixed to a bridge:
 - (a) Identify the bridge owner.
 - (b) Declare what the impact is to the bridge loading.
- (7) For Local ID Markers, include a site map or provide a dimension from the jurisdictional boundary associated with the marker.
- (8) The Signature/Approval Letter signed by the applicant and the District Design Engineer or Turnpike Design Engineer.

127.3.2 Final Phase

The Final Phase includes the preparation and review of all final documents. The District will submit the **Submittal/Approval Letter** and final documents with a recommendation for approval to the Central Office. The Roadway Aesthetic Community of Practice (RACoP) and the State Roadway Design Engineer will review the application and provide approval to place the feature, or deny the submittal with comments.

The package submitted to the Central Office for final approval must include the following:

- (1) Site Plans, including a Traffic Control Plan if temporary maintenance of traffic will be required to place and maintain the feature.

- (2) Structural Plans including a wind load analysis.
- (3) Local Governmental Entity Resolution.
- (4) Design Variations for any requirements in **FDM 127.2** that are not met.
- (5) [Community Aesthetic Feature Agreement](#) signed by the local governmental entity.
- (6) **Signature/Approval Letter** signed by the applicant and the District Design Engineer or Turnpike Design Engineer.

Upon receiving Central Office final approval and, if applicable, FHWA, the District will notify the local governmental entity that placement of the feature may proceed. The final approval is valid for one year, at which time the local governmental entity may request an extension from the District.

127.4 Place Name Signs

Customized Place Name Signs are considered Local ID Markers which are addressed in **FDM 127.2.3 and 127.2.4**.

The placement of Place Name Signs within FDOT R/W is regulated by the Department. Requirements for Place Name Signs within FDOT R/W are located in **Rule Chapter 14-51, F.A.C., Part IV Place Name Signs**.

All signs placed within the Department's R/W must meet the requirements contained in the [MUTCD](#), **Part 2**. Signs for general information, services, tourist destinations, and recreational/cultural interest areas all have specific chapters in the [MUTCD](#), which specify color, size and lettering requirements. Destination signs are classified in the [MUTCD](#) as Guide Signs.

127.5 Blue Star Memorial Markers and Flag Poles

Blue Star Memorial Markers and Flag Poles are not considered Community Aesthetic Features and are not covered by this chapter. These markers are managed through the Local FDOT Maintenance and Traffic Operations offices.

Submittal/Approval Letter

To: _____,
District or Turnpike Design Engineer

Date: _____

Financial Project ID: _____ New Construction ☐ RRR ☐

Federal Aid Number: _____

Project Name: _____

State Road Number: _____ Co./Sec./Sub.: _____

Begin Project MP: _____ End Project MP: _____

Full Federal Oversight: Yes ☐ No ☐

Request for: Design Exception ☐, Design Variation ☐

Community Aesthetic Feature: Conceptual ☐, Final ☐

(For Design Exception or Variations Requiring Central Office Approval)

Re-submittal: Yes ☐ No ☐ Original Ref# _____ - _____ - _____

Requested for the following element(s):

☐ Design Speed ☐ Lane Widths ☐ Shoulder Widths ☐ Bridge Widths
☐ Structural Capacity ☐ Vertical Clearance ☐ Grades ☐ Cross Slope
☐ Superelevation ☐ Horizontal Alignment ☐ Vertical Alignment ☐ Stopping Sight Distance
☐ Horizontal Clearance ☐ Other _____

Recommended by:

_____ Date _____
Responsible Professional Engineer or Landscape Architect (Landscape-Only Projects)

Approvals:

_____ Date _____ District or Turnpike Design Engineer	_____ Date _____ District Structures Design Engineer
_____ Date _____ State Roadway Design Engineer	_____ Date _____ State Structures Design Engineer
_____ Date _____ Chief Engineer	_____ Date _____ FHWA Division Administrator

127 Community Aesthetic Features

127.1 General

A Community Aesthetic Feature (CAF) is an enhancement installed within the Department's right of way to represent or reflect the surrounding community's identity, culture, and values. A CAF may also enhance the sense of place through which a highway passes.

A CAF placed within FDOT right of way (R/W), or attached to an FDOT structure or facility must be approved by the Department. These features are designed, maintained, and paid for by a local governmental agency. A CAF is typically constructed by the sponsoring entity, but may be included as part of a Department project.

The [Community Aesthetic Feature Agreement](#) (**Form Number 625-010-10**) must be executed by the local governmental entity and the Department prior to any construction within the Department's R/W. This agreement provides for the removal and/or relocation of the CAF at the local governmental entity's expense should it not be maintained by the local governmental entity, or if the Department needs the R/W for transportation purposes. A Deposit, Performance Bond, or Letter of Credit is required as part of the [Community Aesthetic Feature Agreement](#). A waiver of the Deposit, Performance Bond or Letter of Credit is allowed for certain minor installations as indicated within the CAF agreement.

See **F.S. 334.187** for Bond and Letter of Credit requirements.

Final plans for placing a CAF within the Department's R/W must be accompanied by a resolution of the local governmental entity indicating their full financial responsibility for the feature's design, construction and maintenance during its lifespan. The resolution must indicate the office or position title (e.g., Mayor, City Manager) within the local agency with approval authority to execute the CAF agreement.

127.2 Requirements

A CAF must meet the Department's requirements governing safety, access, and maintenance of the highway. A CAF is classified in the following categories:

- (1) Public Art (Stand Alone or Affixed)
- (2) Local ID Markers (Stand Alone or Affixed)

While there are some criteria unique to each category, all CAFs must meet the following requirements:

- (1) Except where parking is available, select a site and lay out the site plan to deter drivers from stopping within the roadway. If drivers are expected to stop or park, provide for parking in the plan. If public access is available, Department Standards and Specifications must be met, including ADA requirements. Prohibit public access to the CAF when located within limited access R/W.
- (2) The feature must not contain any signs as defined in the **2009 Manual on Uniform Traffic Control Devices (MUTCD), Part 1, Chapter 1A.13**, traffic control features, auditory devices, reflective surfaces, flashing lights, moving parts or moving illumination.
- (3) The feature must not contain any advertising per the **MUTCD** and **23 C.F.R., 1.23** which prohibits advertising on, or commercial use of the R/W. Commercial advertising on state R/W is also prohibited by **Chapter 479, Florida Statutes**, including charitable, fraternal, religious, or political signs, symbols, logos, banners, web links, or any other such devices. Governmental seals or logos are permitted as part of a Local ID Marker.
- (4) Lighting of the feature must not be directed at motorists, bicyclists or pedestrians. For roadway and intersection lighting criteria see **FDM 231**. When located near an airport, the feature must not create a hazard as defined by **Section 333.01(3), F.S.**
- (5) In absence of feature lighting, messages or text included on Local ID Markers must be retroreflective. Decorative or accent lighting must not include any strobe effects, flashing lights, moving parts, or moving illumination.
- (6) CAF installations that are visible from the Interstate mainline, require FHWA approval.
- (7) Do not install Public Art or Local ID Markers in both the median and roadside at a given location. Median placements are allowed on roadways with restricted right of way or restricted roadside conditions..
- (8) CAFs within the median of a limited access facility are prohibited.
- (9) One Stand-Alone feature will be allowed per mainline interchange approach (for a maximum of two installations). The local governmental entity must select one site from amongst the ramp and the mainline, along the outside of a ramp, or the area inside a loop ramp.
- (10) The feature must meet applicable building codes and design criteria for similar structures or landscaping placed adjacent to the highway's R/W, including wind loading commensurate with highway signs in the area.

- (11) The feature must not cause adverse impacts or create public controversy related to any of the following:
 - (a) Property access
 - (b) Air quality
 - (c) Noise
 - (d) Water quality
 - (e) Wetlands
 - (f) Floodplain encroachments
 - (g) Imperiled, endangered or threatened species or their critical habitat
 - (h) Historical resources
- (12) The CAF, including amenities like landscape or fencing, must not obstruct signs or interfere with a sight distance, sight triangle, or permitted view zone (billboards).
- (13) The CAF final design must be signed and sealed by a responsible professional licensed in Florida, excluding art wraps.

127.2.1 Public Art (Stand-Alone)

Additional requirements for Public Art (Stand-Alone) are as follows:

- (1) All roadways
 - (a) The location must be outside the appropriate lateral offset or clear zone as defined in **FDM Table 215.2.3** and **215.2.4**, and should be as close to the right of way line as practical.
 - (b) The structure may not display messages with text, or contain any words or alpha-numeric characters.
 - (c) The artist's insignia may be inscribed or etched on a small plaque affixed to the artwork, or placed on the artwork itself. The insignia must not be visible from the roadway so as to avoid distraction to drivers or bicyclists.
 - (d) The object's highest point must not be greater in elevation than 25 feet above the nearest point of the traveled way.
- (2) Curbed roadways

The feature may be placed within the median of curbed roadways, where:

 - (a) The Design Speed is less than or equal to 45 mph, and

- (b) The R/W or roadside is restricted, and
- (c) A minimum 4-foot offset from the face of curb is provided.

127.2.2 Public Art (Affixed)

Additional requirements for Public Art (Affixed) are as follows:

- (1) The feature may not display any messages with text, or contain any words or alpha-numeric characters.
- (2) The artist's insignia may be inscribed or etched on a small plaque affixed to the artwork, or placed on the artwork itself. The insignia must not be visible from the roadway so as to avoid distraction to drivers or bicyclists.
- (3) For bridges, the feature must not reduce the vertical clearance over the roadway.
- (4) For art wraps affixed to roadside features:
 - (a) Do not obstruct traffic control cabinet vents or access panels with the art wrap.
 - (b) Art wrap themes can be approved for general use by a local government entity.
 - (c) A CAF Agreement will be required for these features.
 - (d) Any maintaining agency, other than a local government, must coordinate approvals and maintenance through the appropriate local government entity.
 - (e) Official seals or logos representing the local governmental entity are permitted. Alpha-numeric characters are allowed if they are part of official seals or logos. Seals or logos must be less than 200 square inches each. Only one seal or logo per face is permitted.
 - (f) Maps on traffic control cabinet wraps are not permitted to face the roadway.
 - (g) A Deposit, Bond, or Letter of Credit is not required for art wraps on traffic control cabinets.
 - (h) The DDE should coordinate with the District Traffic Operations Office during the review process for traffic control cabinet wraps.

127.2.3 Local ID Marker (Stand-Alone)

Additional requirements for a Local ID Marker (Stand-Alone) are as follows:

(1) All roadways:

- (a) Local ID Markers are intended to represent the geographic boundary for a county, municipality, sovereign nation, or unincorporated area. The Markers should be located in close proximity to the actual geographic boundary of that area. Remove existing standard geographic boundary guide signs, and unofficial signs or structures, at or near the location.
- (b) Local ID Markers for an unincorporated or community area must provide a map, or sufficient enough description to clearly designate the geographic boundary of the area. Also provide documentation of approval of such boundary by the local governing authority.
- (c) The location must be outside the appropriate clear zone and lateral offset as defined in **FDM 215.2.3** and **215.2.4** and should be as close to the R/W line as practical.
- (d) The structure may contain text such as the name of the municipality, county, or community area (as defined in **Chapter 14-51.041, F.A.C.**) with a short phrase or message. Text such as “Exiting” or “Leaving” are prohibited.
- (e) The object’s highest point must not be greater in elevation than 25 feet above the nearest point of the roadway.

(2) Curbed roadways:

The feature may be placed within the median of curbed roadways, where:

- (a) The Design Speed is less than or equal to 45 mph, and
- (b) The R/W or roadside is restricted, and
- (c) A minimum 4-foot offset from the face of curb is provided.

(3) Limited Access Facilities:

- (a) Provide a minimum 50-foot offset (100-foot preferred) from the edge of the traveled way, whether guardrail is present or not. The 50-foot to 100-foot lateral offset will help to minimize driver distraction, and reduce the likelihood that vertical structures will become storm debris blown across the roadway.
- (b) Letter height must not exceed four feet.
- (c) Short phrases or messages are prohibited.

127.2.4 Local ID Marker (Affixed)

Additional requirements for a Local ID Marker (Affixed) are as follows:

- (1) All roadways:
 - (a) The feature may contain text such as the name of the municipality, county or community area (as defined in **Chapter 14-51.041(2)(c), F.A.C.**) with a short phrase. Text such as “Exiting” or “Leaving” are prohibited.
 - (b) For bridges, the feature must not reduce the vertical clearance over the roadway.
- (2) Limited Access Facilities:
 - (a) Letter height must not exceed four feet.
 - (b) Short phrases or messages are prohibited.

127.3 Approval Process

The application process is conducted in two phases, the Concept Phase and the Final Phase.

When any of the requirements in **FDM 127.2** are not met, a Design Variation must be approved by the State Roadway Design Engineer.

127.3.1 Concept Phase

The Concept Phase includes District coordination with the applicant to ensure:

- (1) The appropriate Community Aesthetic Feature category is selected,
- (2) The corresponding requirements are achievable and acceptable, and
- (3) The conditions of the [Community Aesthetic Feature Agreement](#) are acceptable.

The District will submit a concept drawing and documentation to the State Roadway Design Engineer. The concept submittal must include a **Submittal/Approval Letter**, which can be found in **FDM 103, Form 122-A**. The **Submittal/Approval Letter** is to be signed by a representative of the requesting entity and the District Design Engineer or Turnpike Design Engineer.

Upon review by the Roadway Aesthetic Community of Practice (RACoP) and the State Roadway Design Engineer, conceptual approval may be granted. If the concept and

proposed Design Variations are deemed acceptable, the signed **Submittal/Approval Letter**, indicating Central Office conceptual approval, will be returned to the District.

For applications involving the Interstate System, the District should coordinate with the FHWA District Transportation Engineer prior to submitting to the Central Office.

The package submitted to the Central Office for conceptual approval must include the following:

- (1) The designation of the feature category.
- (2) A conceptual drawing/rendering showing the top, front, and side views of the feature with labeled dimensions, material designations including connections, proposed lighting configuration, and any alpha-numeric characters.
- (3) A draft site plan and cross section view dimensioning the location of the feature in relationship to the edge of traveled way and the R/W.
- (4) The design speed of all adjacent roadways.
- (5) A citation of the Governing Design Standards (or Governing Standard Plans), criteria, and building code to which the feature will be designed.
- (6) If the feature is to be affixed to a bridge:
 - (a) Identify the bridge owner.
 - (b) Declare what the impact is to the bridge loading.
- (7) For Local ID Markers, include a site map or provide a dimension from the jurisdictional boundary associated with the marker.
- (8) The Signature/Approval Letter signed by the applicant and the District Design Engineer or Turnpike Design Engineer.

127.3.2 Final Phase

The Final Phase includes the preparation and review of all final documents. The District will submit the **Submittal/Approval Letter** and final documents with a recommendation for approval to the Central Office. The Roadway Aesthetic Community of Practice (RACoP) and the State Roadway Design Engineer will review the application and provide approval to place the feature, or deny the submittal with comments.

The package submitted to the Central Office for final approval must include the following:

- (1) Site Plans, including a Traffic Control Plan if temporary maintenance of traffic will be required to place and maintain the feature.

- (2) Structural Plans including a wind load analysis.
- (3) Local Governmental Entity Resolution.
- (4) Design Variations for any requirements in **FDM 127.2** that are not met.
- (5) [Community Aesthetic Feature Agreement](#) signed by the local governmental entity.
- (6) **Signature/Approval Letter** signed by the applicant and the District Design Engineer or Turnpike Design Engineer.

Upon receiving Central Office final approval and, if applicable, FHWA, the District will notify the local governmental entity that placement of the feature may proceed. The final approval is valid for one year, at which time the local governmental entity may request an extension from the District.

127.4 Place Name Signs

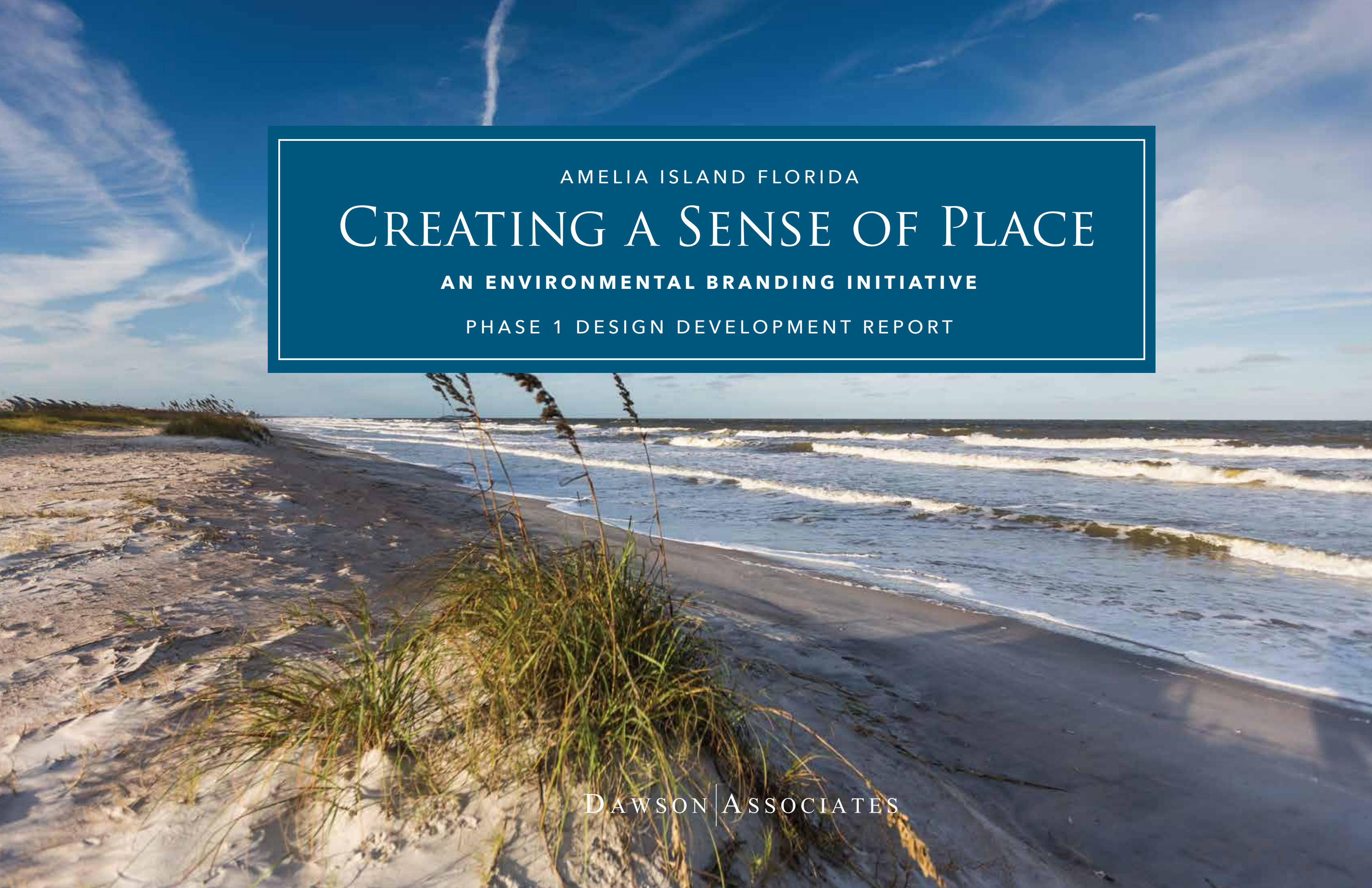
Customized Place Name Signs are considered Local ID Markers which are addressed in **FDM 127.2.3 and 127.2.4**.

The placement of Place Name Signs within FDOT R/W is regulated by the Department. Requirements for Place Name Signs within FDOT R/W are located in **Rule Chapter 14-51, F.A.C., Part IV Place Name Signs**.

All signs placed within the Department's R/W must meet the requirements contained in the [MUTCD](#), **Part 2**. Signs for general information, services, tourist destinations, and recreational/cultural interest areas all have specific chapters in the [MUTCD](#), which specify color, size and lettering requirements. Destination signs are classified in the [MUTCD](#) as Guide Signs.

127.5 Blue Star Memorial Markers and Flag Poles

Blue Star Memorial Markers and Flag Poles are not considered Community Aesthetic Features and are not covered by this chapter. These markers are managed through the Local FDOT Maintenance and Traffic Operations offices.



AMELIA ISLAND FLORIDA

CREATING A SENSE OF PLACE

AN ENVIRONMENTAL BRANDING INITIATIVE

PHASE 1 DESIGN DEVELOPMENT REPORT

DAWSON | ASSOCIATES

ACKNOWLEDGMENTS

Amelia Island Tourism Development Council
Nassau County Chamber of Commerce
Nassau County Planning and Economic Opportunity
City of Fernandina Beach Planning Department
City of Fernandina Beach / Main Street Program



Stakeholder Advisory Group

Regina Duncan, President
Nassau County Chamber of Commerce

Mary Pitcher, Chairman,
Nassau County Chamber of Commerce
Pineland Bank

Gil Langley, CEO
Amelia Island Convention & Visitors Bureau

Taco Pope, Director
Nassau County Planning and Economic Opportunity

Adrienne Burke, Assistant Director
Nassau County Planning and Economic Opportunity

Pat Edwards, County Commissioner
Nassau County

Dale Martin, City Manager
City of Fernandina Beach

Len Kregar, City Commissioner
City of Fernandina Beach

Kelly N. Gibson, AICP Planning Manager
City of Fernandina Beach

Arlene Filkoff, Director
Fernandina Beach Main Street

Jim McManeman, General Manager
The Ritz-Carlton, Amelia Island

Bob Hartman, General Manager
Residence Inn Amelia Island

CONTENTS

Introduction	Page 1
Needs Analysis	Page 2
Goals and Objectives	Page 2
Community Involvement	Page 3
Site Survey	Page 4
Design Principles	Page 7
Design Development	Page 9
Branding Vocabulary	
Landscape Design	
Signage Design	
Location Plans	Page 36
Wayfinding Sign Locations	
Landscape Locations	
Specifications	Page 43
Drawings, materials, processes	

INTRODUCTION

The purpose of the Amelia Island Environmental Branding Initiative (EBI) is to enable and maintain a focus on Amelia Island as a major visitor destination through a new and consistent use of environmental branding, including signage and landscape improvements. The initiative will contribute to economic sustainability, community vitality, and quality of life, and will also help unify the island community.

Landscape and Community Aesthetic Features

The Amelia Island Environmental Branding Initiative was developed to be consistent with the intended design principles and standards set forth in Florida Highway Guide Sign Program, “Landscape and Community Aesthetic Features,” of the Florida Department of Transportations (FDOT), while providing a unique interpretation of those standards in order to express the individual brand identity of Amelia Island.

This report provides design recommendations for environmental branding with site planning rationale. This includes selection for gateway identification and landscape corridor improvements with specifications for sign types, as well as a cost estimate for implementation.

The Amelia Island EBI was developed in collaboration with:

Stakeholder Advisory Group

The Stakeholder Advisory Group, appointed by the Chamber of Commerce, was made up of stakeholders representing the following interests: civic, business, tourism, economic development, government, and historic preservation. A list of the members is found in the acknowledgments (page i). The Stakeholder Advisory Group was responsible for establishing preliminary project requirements and design criteria while providing ongoing guidance.

Community Outreach Meeting

Community outreach meetings were held at critical junctures during the initial design phase. Additional community outreach in the next phase of implementation will generate community and citizen input to build consensus for the environmental branding.

FDOT

Multiple work sessions were held with FDOT to review the proposed design development, sign locations, and landscape areas, as well as to obtain information concerning the review process and permitting.

Consultant Group

The primary consultant, Dawson Associates, worked with all the parties above and was supported by an internal network of professionals that included landscape architects, engineers, local and regional fabricators, suppliers and contractors.

Environmental Branding

Environmental branding encircles many design disciplines. These include interior design, graphic design, landscape architecture, and industrial design. Communicating a brand’s value has the usual channels of print, web, TV, radio, packaging, events and social media. Environmental branding, however, requires a destination such as Amelia Island to communicate its brand culture—an experience—as well as its practical needs, within a three dimensional environment. Environmental branding requires an understanding of designing space, graphic design, branding principles, and practical knowledge of the different materials and processes needed to create or enhance an environment. In other words, it is a hybrid of these disciplines and often calls for the collaboration of a number of professionals working closely with a community.

Dawson Associates’ services are focused on signage wayfinding, branding and graphic design. The firm’s efforts are built upon a foundation of methodical research, competent experience and a thorough understanding of Amelia Island’s objectives, culture and target audiences. The goal of this project is to help to create memorable experiences and ease of travel through strategic signage programming evocative of the community’s brand and enhancement of gateway and travel corridor landscapes.

NEEDS ANALYSIS

The needs analysis for this initiative was directed towards the development aspects of environmental signing and landscaping enhancements in an effort to create a better sense of place and to expand Amelia Island’s brand identity. Expanding the brand identity will enhance the visitor experience and grow the market by encouraging return visits.

The first phase of the project entailed gaining a thorough understanding of all aspects that must be integrated into the initiative. This included interviews, field survey inventory of existing conditions, and steering committee and public meetings.

During the initial stage of the analysis phase, an organizational meeting with the steering committee focused on the scope of the project. In this meeting, the steering committee helped define all necessary project elements, determined goals and priorities, identified key concerns, and planned for community outreach. In addition, project personnel met with FDOT officials and local government to ensure that the branding initiative would align with city, state, and federal codes.



CREATING A SENSE OF PLACE *An Environmental Branding Initiative*

Environmental branding such as signing and landscaping of specific gateways is most successful when built upon existing opportunities. As such, another important aspect of the analysis phase was identification of opportunities, including the natural environment and hardscapes such as travel corridors, buildings, landmarks, and public spaces. In addition, traffic patterns were analyzed from the visitor perspective, which differs from that of a traffic engineer or a local citizen. The visitor’s concern is the functionality of getting on and off the island and moving easily among various island destinations.

Goals and Objectives

- Provide landscape aesthetics
- Improve safe and efficient wayfinding
- Provide comprehensive coordinated sign system
- Give a sense of arrival at Amelia Island gateways
- Provide clear signage to access community amenities
- Enhance connectivity of the island resources
- Ensure landscape corridors reflect quality
- Ensure program dovetails with other brand efforts

Brand Personality Traits

- Friendly
- Memorable
- Authentic
- Relaxing
- Beautiful
- Natural
- Playful
- Charming

COMMUNITY OUTREACH

Meetings and Interviews

Stakeholder involvement is critical in building consensus and momentum behind the development and implementation of an environmental branding program. To obtain the widest possible input, the project included a series of stakeholder meetings to define the scope of work and review design draft concepts. Individual meetings with City and County government and tourism representatives focused on reviewing previous work accomplished for Amelia Island/Fernandina Beach, including location plans, photos of existing conditions, and branding materials. Over two one-week periods, Dawson Associates interviewed visitors in Fernandina Beach, Omni Amelia Island Plantation Resort, and American Beach, and also conducted telephone interviews with people who had visited within the last year.

Public Outreach

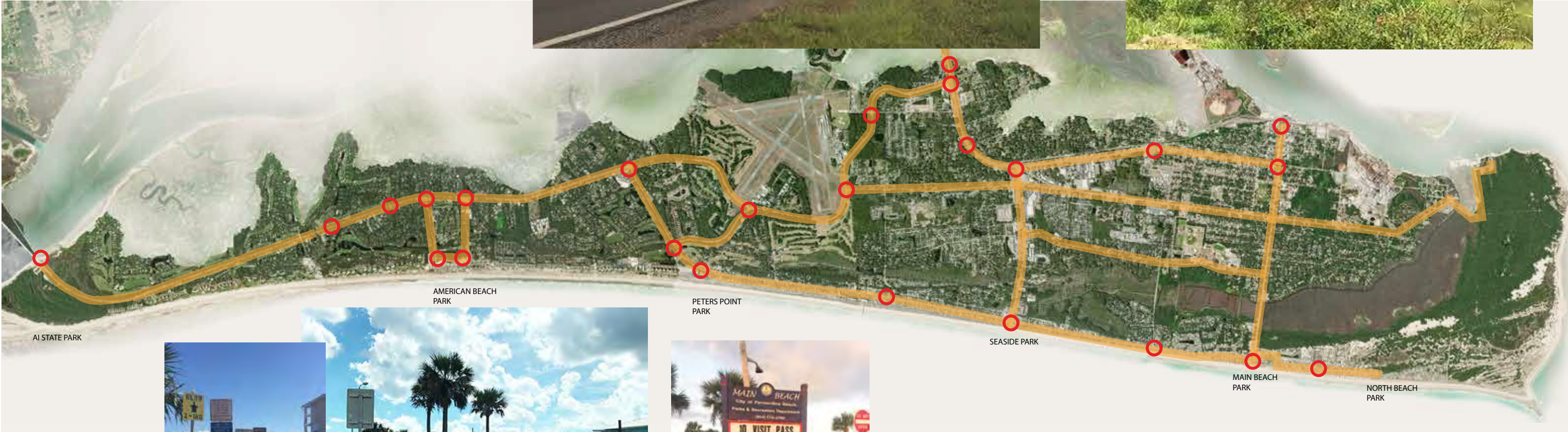
A community meeting held on January 9 provided an opportunity to discuss the process for developing a comprehensive environmental branding program. The presentation included an explanation of environmental branding and how it benefits a destination, best practices from other communities, and design concepts for the various elements that could be used for gateways, directional signage and City and County beach areas. Participants affirmed the need for gateways, wayfinding, and beach signage and offered support for the design concepts. There will be additional opportunities for public input as the project progresses.



Stakeholders' attitudes expressed about landscaping and signage focused on the need to improve aesthetics, provide efficient and quality signage.

FIELD SURVEY

A field survey noted specific issues related to circulation and destination identification. The survey included analysis of typical trip patterns, key motorist or pedestrian decision points, and other orientation factors that impact wayfinding and destination identification. In addition to the conditions inventory, notable identity elements of other community and business efforts were documented. An evaluation of existing site conditions for signage and landscape requirements completed the field survey.



FIELD SURVEY



FIELD SURVEY



DESIGN PRINCIPLES

Design concepts have been provided for gateways, wayfinding directional signs to key destinations, and beach access identification with related safety and parking information.

The application of a cohesive environmental branding program is one of the most important ways a destination can extend its brand into a community to make itself visible. Thus, it is important that the environmental branding be simple to understand; be designed to closely link with the urban hardscape, natural landscape, and promotional efforts; and be as flexible as possible. The future will include further growth, traffic pattern changes, the addition of new destinations, and increased traffic. Design standards are developed to accommodate inevitable change.

Sign design should be consistent, and sign messages visible and easy to comprehend. Many existing efforts to design area-wide tourism wayfinding systems that work on all classes of roads are less than successful because they lack visibility and are inconsistent in design from one class of road to the next. The cause of failure may be a combination of jurisdictional conflicts, lack of funding, and limited sign capacity. The framework for a successful system must therefore be based on a realistic understanding of each of these factors prior to the design of the system.

Ideally, the minimum identity elements for a wayfinding identity should be a consistent type font and color scheme and the use of graphic standards. The signs should have a distinct design that complements the Island’s architecture and natural Florida environment while providing a new and refreshing look to signing gateways, wayfinding directional, beach access identification, and wayfinding to key visitor destinations.

There are a number of parameters to be considered in the design of an effective, user-friendly environmental branding program. Any recommendations provided took into account a defined design vocabulary closely linked with the marketing and branding efforts developed by the Tourism Development Council. Other parameters include:

Aesthetics

The Amelia Island signage should have a distinct design, be conservative, classic, and made with materials that complement the community while providing a new, refreshing look. The signage components should be designed for their functionality while complementing each other in form and finish to create a consistent brand look.

Messaging

Well-placed wayfinding and identification sign messaging should encourage exploration and discovery of Amelia Island. By presenting relevant information along pedestrians' pathways when it is most needed, it allows visitors to connect with a destination, making an unfamiliar environment comfortable, friendly, and welcoming. Sign messaging should be consistent in its graphic layout and be visible and easy to comprehend. It should be located where the information is most needed and on the type of sign best suited for the location. Progressive messaging (information priority) should be used for all types of wayfinding signage.

Location and Capacity

Types of signs, messages needed, number of signs, and scale all work together at a specific location. The priority is providing the information with the fewest number of signs. Overloading a location (intersection) with too many regulatory, directional, or identification signs—all with various sizes, colors, placement and materials—can look cluttered and confusing.

Jurisdictional Compliance

Community-based signage projects in right-of-way must meet the requirements governing safety, access and maintenance of the highway. The framework for a successful system must therefore be based on a realistic understanding of each of these factors prior to the design of the system. Many community efforts to design tourism wayfinding systems that work on all classes of roads are less than successful because they lack visibility and are inconsistent in design from one class of road to the next. The cause of failure may be a combination of jurisdictional conflicts, lack of funding, and limited sign capacity.

Implementation

Implementation of the signage types must be phased. The success of the new signage program is based on having a series of signs programmed and installed at the same time. The selection of their locations should be done based on a coordinated effort between City Planning, Nassau County Planning, and FDOT.

These entities should work in multiple phases to implement new design standards in order to accommodate budget constraints, economic development, and future growth. Funding should be aligned to accomplish implementation of a series of signs, not just one, with the exception of the gateway sign. The practice of doing a random, single sign will not have the intended effect—it is significantly more effective to implement the signage program with a series of related signs.

Materials and Sign Components

The physical components of the sign system are designed for optimal function while complementing each other. This creates a unified identity through the use of graphics, materials, and fabrication processes. Having a defined set of materials and components for various sign types will help to control cost and contribute to the ease of maintaining the program long term.

By using modular and shared components made of standard materials, signs can be stored in-house and assembled on an as-needed basis or provided by third-party vendors on an as-needed basis. Other signs in the program require fabrication techniques and processes that can only be done by a qualified sign manufacturer.

Landscape Design

The environmental branding initiative is to encourage creativity in landscape design while providing general direction for Amelia Island enhancements. As with all design, the principles of form and function are important elements in landscape design.

Appearance and Composition

Landscape design should encourage creativity in providing a visually pleasing aesthetic enhancement for Amelia Island. Improving the aesthetic appearance of an environment through the use of landscaping helps to enhance the natural and built environment. The success of landscape design is dependent upon the selection and arrangement of various planting materials designed to be compatible with their surroundings through the use of materials having various textures, colors, and scale.

The interrelationship of all landscape elements—signage, plant materials, pavement and amenities—should be considered so that the final design presents a coherent whole.

Energy Conservation

Landscape design should promote water conservation by encouraging selection of vegetation that provides water conservation through the use of native and drought tolerant vegetation suited to the location. The use of native vegetation is to be encouraged and non-native vegetation should be avoided when possible.

Enhancing Signing

Landscape design should be compatible with the architectural signage features to help incorporate the signage into the surrounding landscape. Plant native plant species should be selected and installed at the appropriate size so as to not encroach on the sign structure when fully established.



DESIGN DEVELOPMENT

The following pages provide design concepts for the Amelai Island gateways, wayfinding directional signs, and beach access identification with safety and parking signage.

DESIGN VOCABULARY

As outlined previously, the minimum identity elements for signing should be a consistent type font and color scheme and the use of a consistent design layout standard. The signs are intended to have a distinct design that complements the island’s architecture, natural environment, and community values while expressing a brand experience consistent with the goals and objectives of the Tourism Development Council.

Landscaping often plays an important role in environmental branding, with a predetermined number of planting species and ground cover materials of various textures, colors, and scale that together support the overall brand.

TYPE FONTS

A B C a b c 1 2 3
A B C a b c 1 2 3

COLOR SCHEME



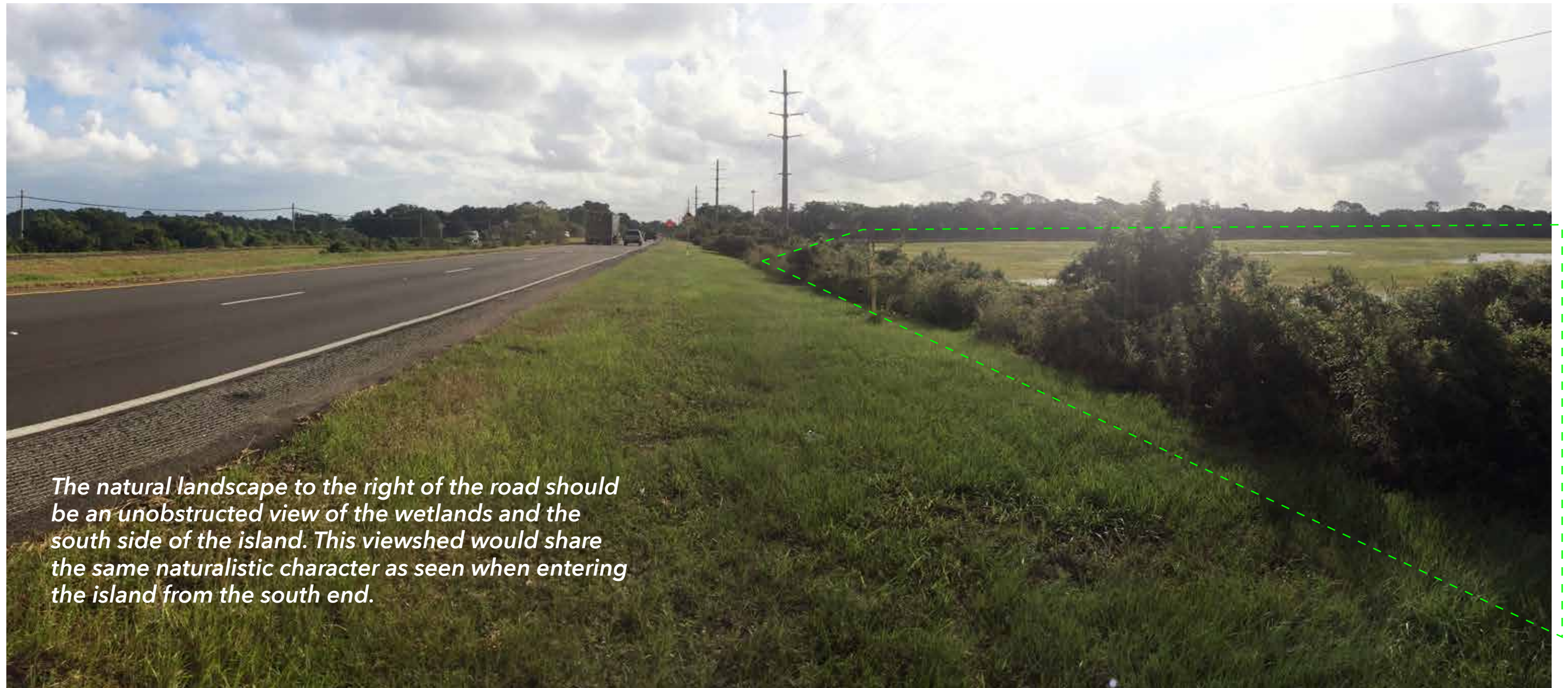
SIGNAGE ELEMENTS



LANDSCAPE ELEMENTS



DESIGN DEVELOPMENT AMELIA ISLAND GATEWAY

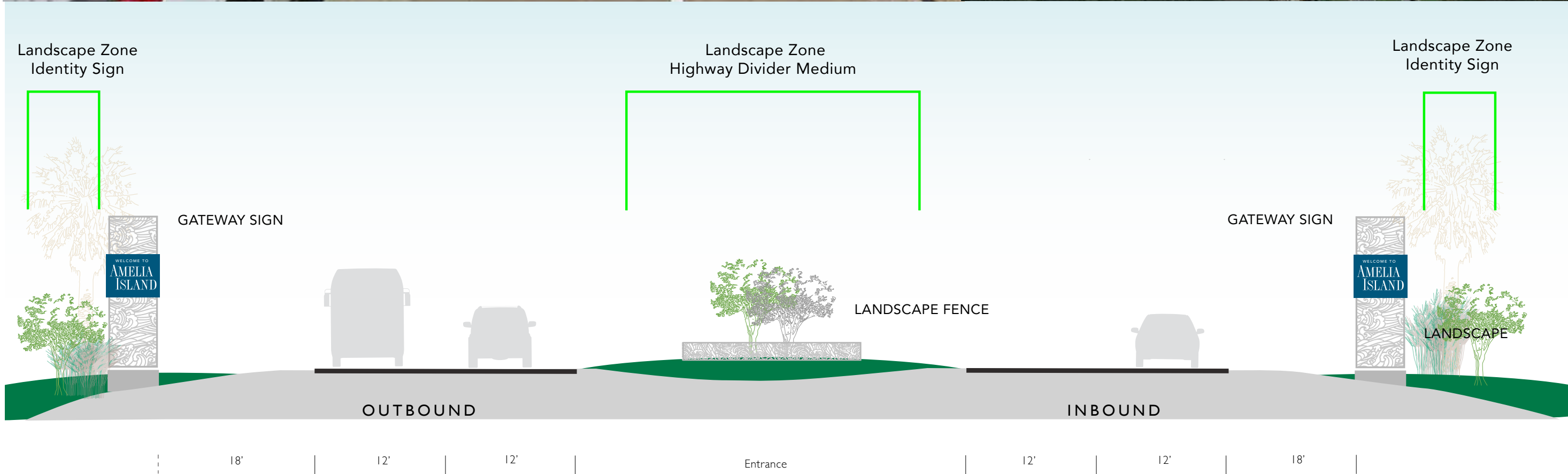


The natural landscape to the right of the road should be an unobstructed view of the wetlands and the south side of the island. This viewshed would share the same naturalistic character as seen when entering the island from the south end.

**DESIGN DEVELOPMENT
AMELIA ISLAND GATEWAY**



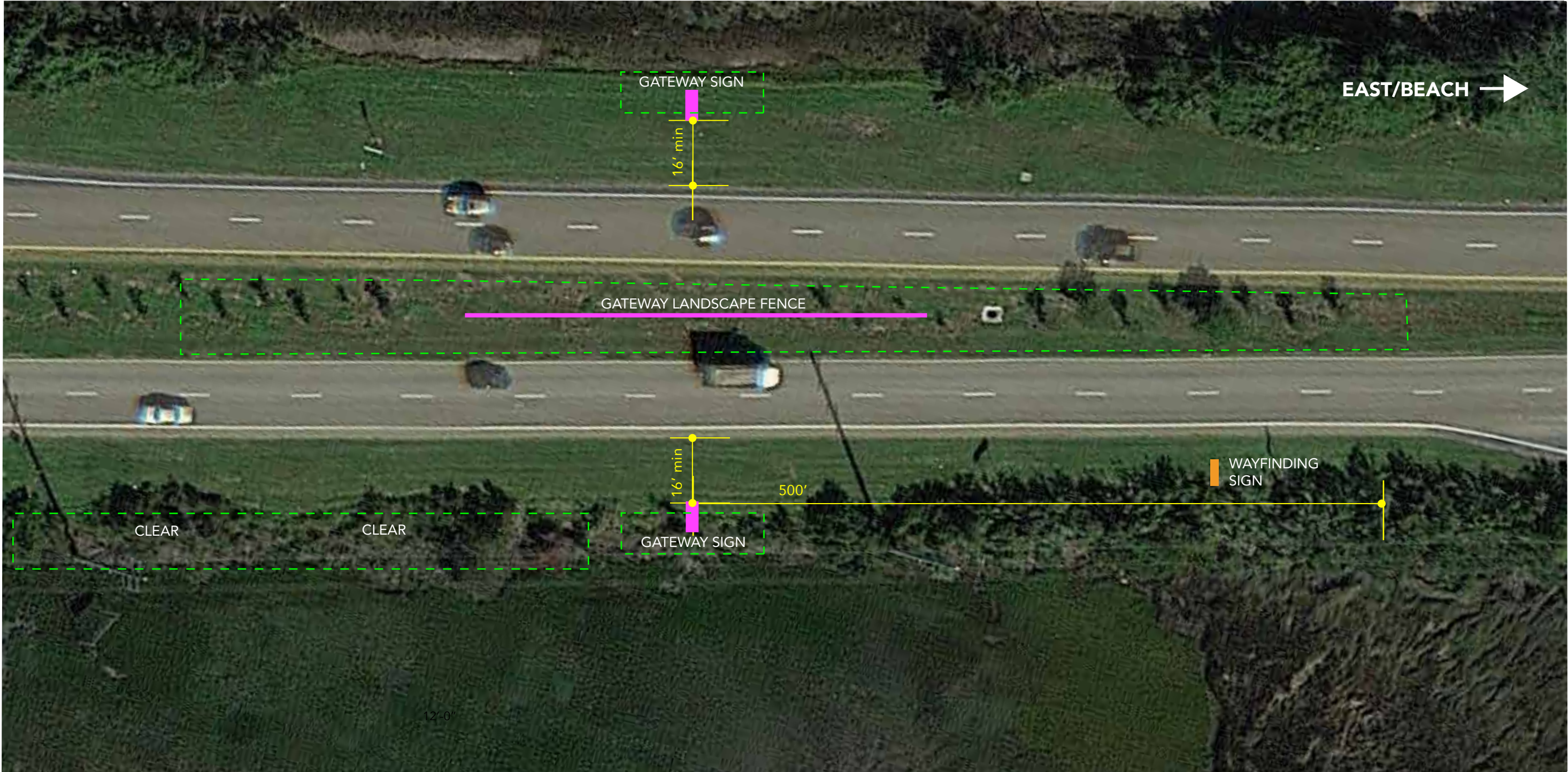
**DESIGN DEVELOPMENT
AMELIA ISLAND GATEWAY
INBOUND OVERVIEW**



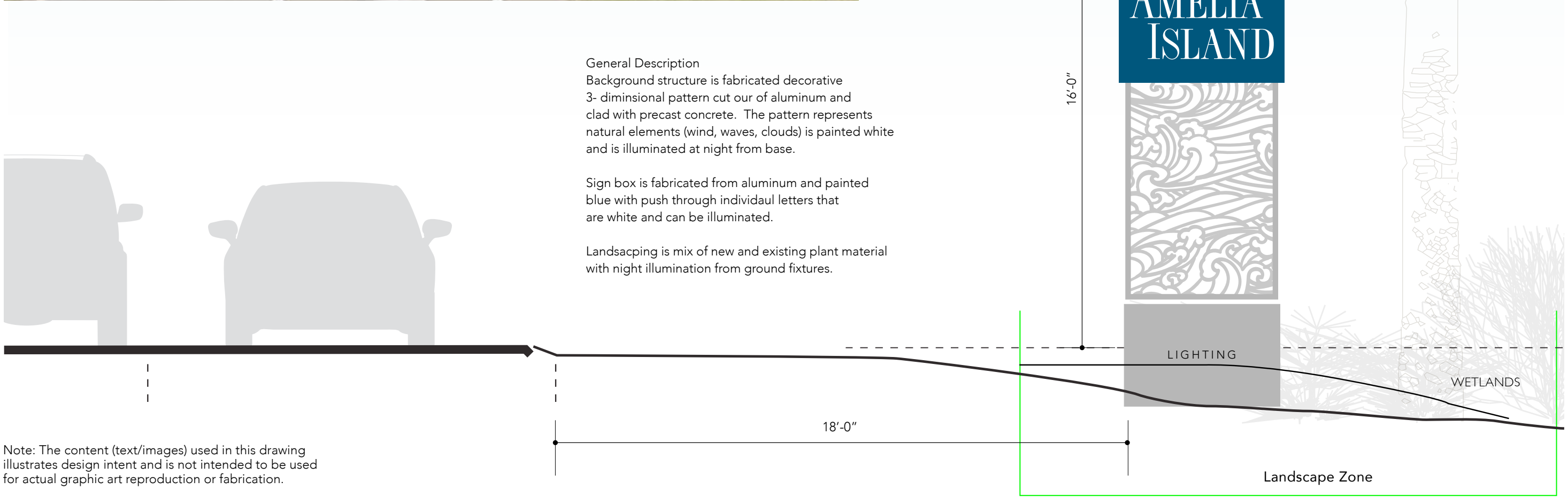
DESIGN DEVELOPMENT
AMELIA ISLAND GATEWAY



DESIGN DEVELOPMENT
AMELIA ISLAND GATEWAY
LANDSCAPE AND SIGNAGE



DESIGN DEVELOPMENT
AMELIA ISLAND GATEWAY SIGN

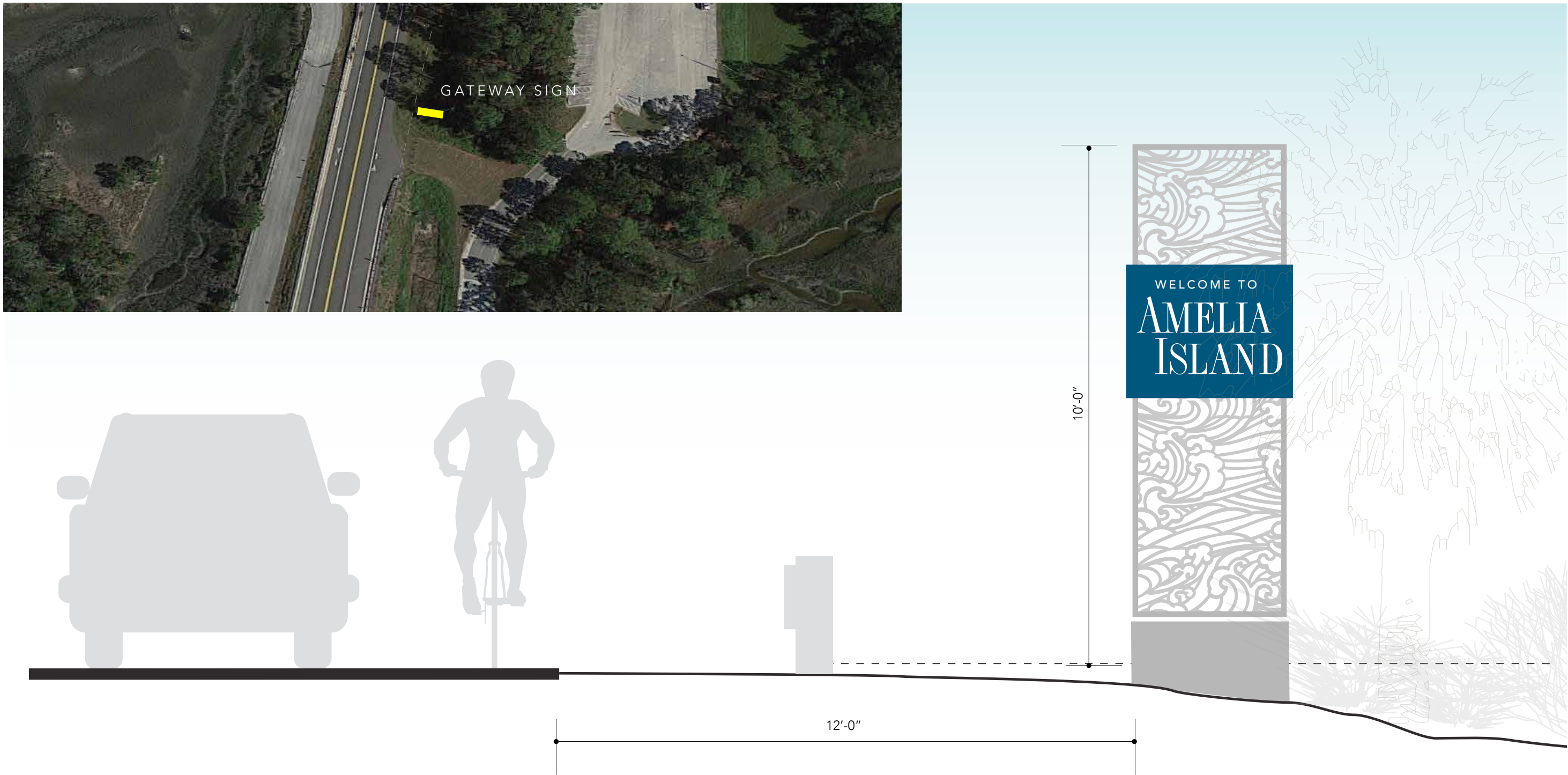


Note: The content (text/images) used in this drawing illustrates design intent and is not intended to be used for actual graphic art reproduction or fabrication.

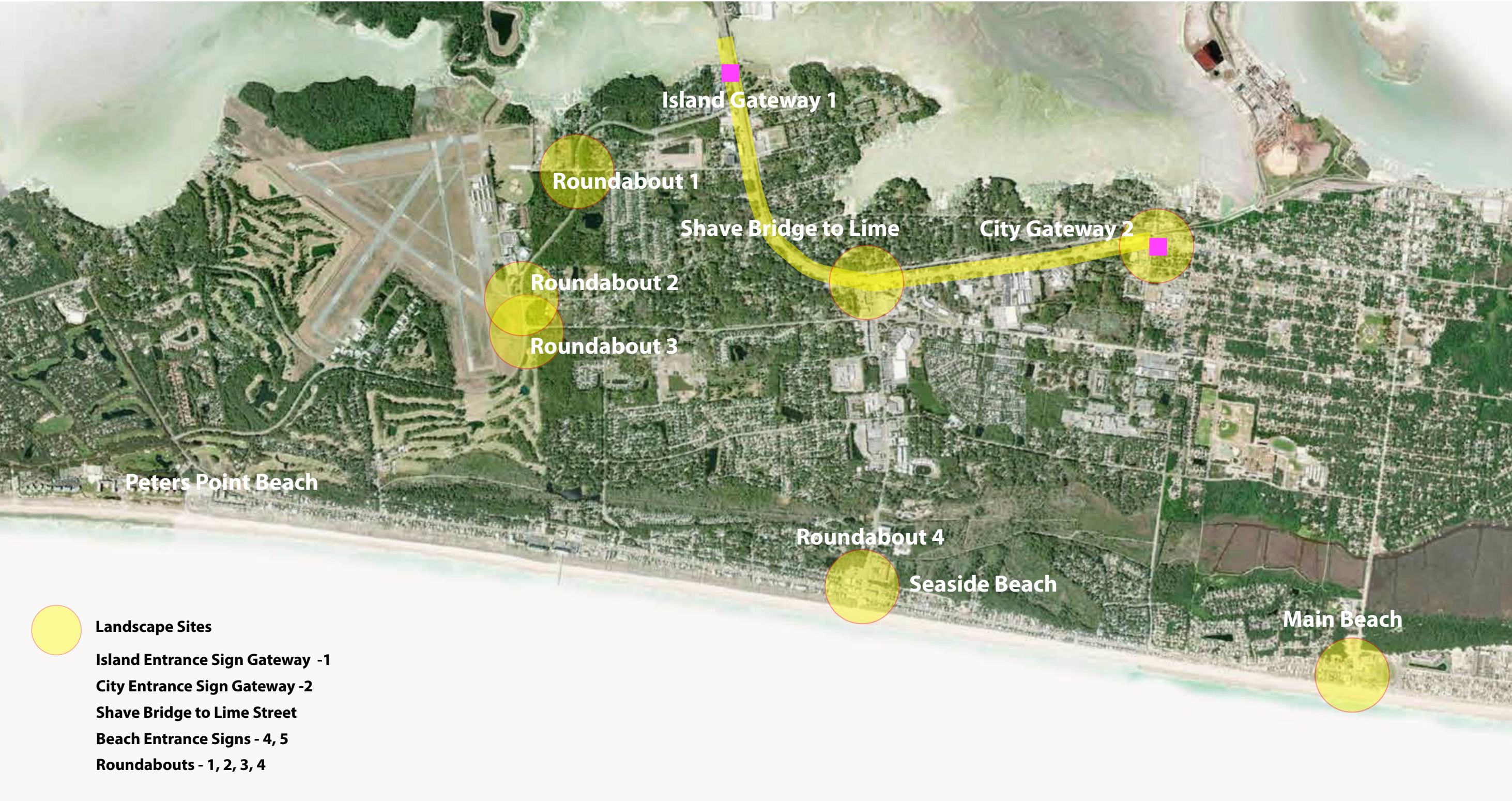
DESIGN DEVELOPMENT
AMELIA ISLAND GATEWAY SIGN



DESIGN DEVELOPMENT
AMELIA ISLAND GATEWAY - SOUTH END



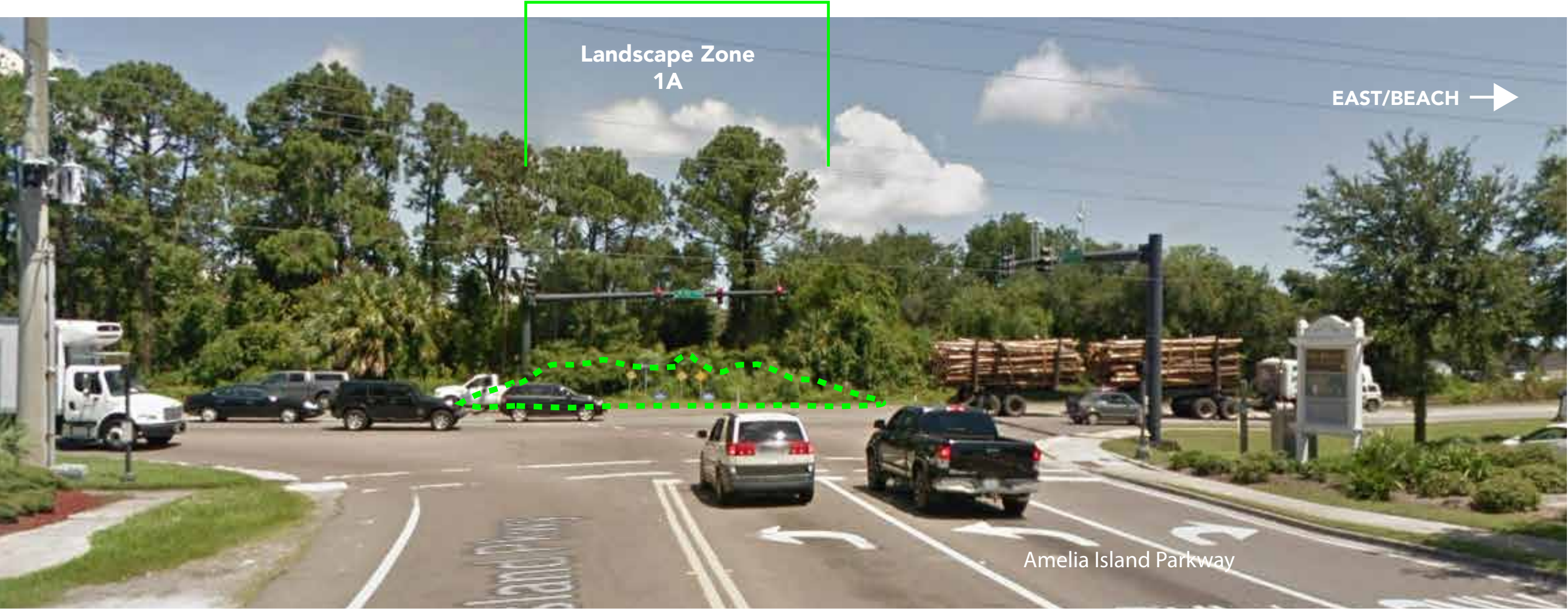
**DESIGN DEVELOPMENT
LANDSCAPE IMPROVEMENT AREAS**



**DESIGN DEVELOPMENT
PARKWAY TO LIME STREET
LANDSCAPE IMPROVEMENTS**



**DESIGN DEVELOPMENT
SHAVE BRIDGE TO LIME STREET
LANDSCAPE IMPROVEMENT**



Silver Palmetto



Lantana



Sandcord Grass



Crepe Myrtle

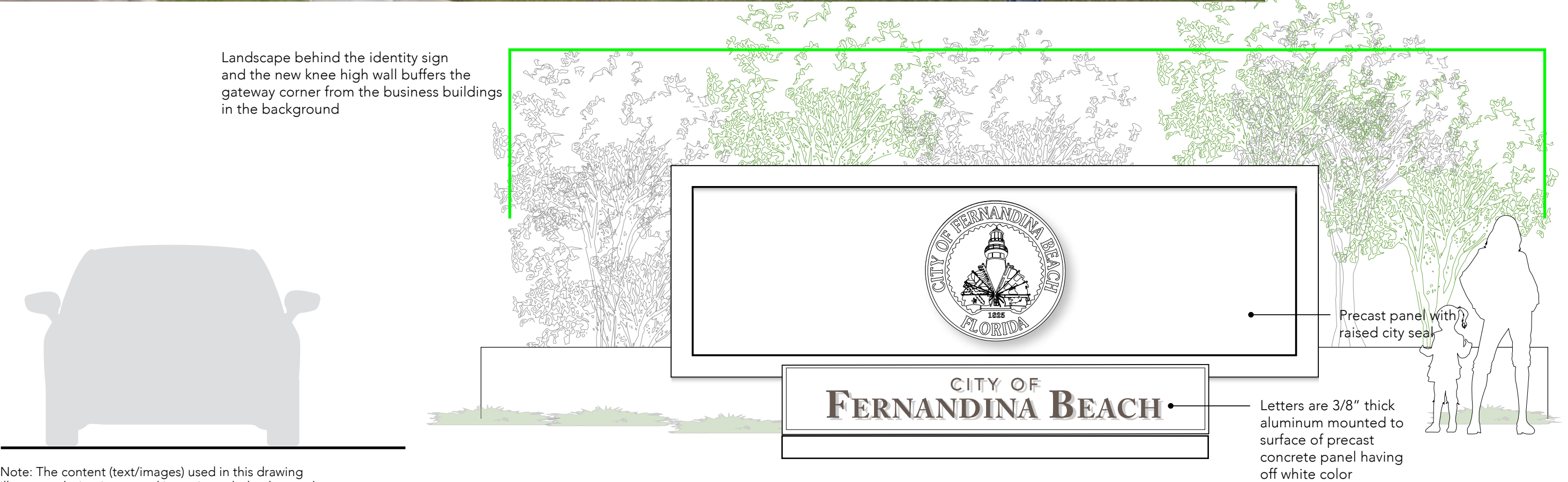
**DESIGN DEVELOPMENT
AMELIA ISLAND PARKWAY
LANDSCAPE IMPROVEMENTS**



DESIGN DEVELOPMENT
CITY GATEWAY



Landscape behind the identity sign and the new knee high wall buffers the gateway corner from the business buildings in the background



Note: The content (text/images) used in this drawing illustrates design intent and is not intended to be used for actual graphic art reproduction or fabrication.

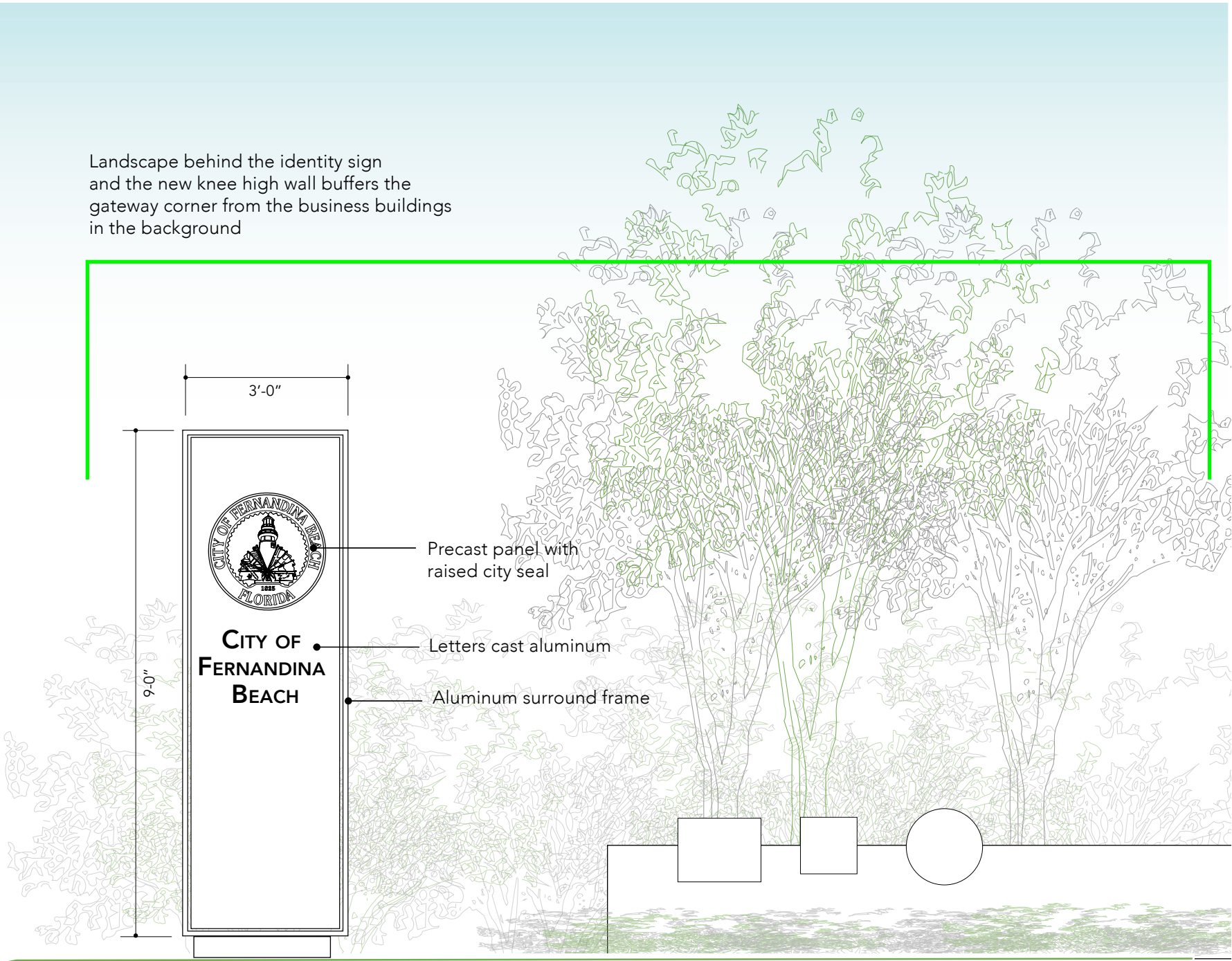
DESIGN DEVELOPMENT
CITY GATEWAY



Example of precast panel with raised aluminum letters mounted to surface



Note: The content (text/images) used in this drawing illustrates design intent and is not intended to be used for actual graphic art reproduction or fabrication.



DESIGN DEVELOPMENT
ROUNDAABOUT LANDSCAPE IMPROVEMENTS



Silver Pony Foot



Silver Palmetto



Lantana

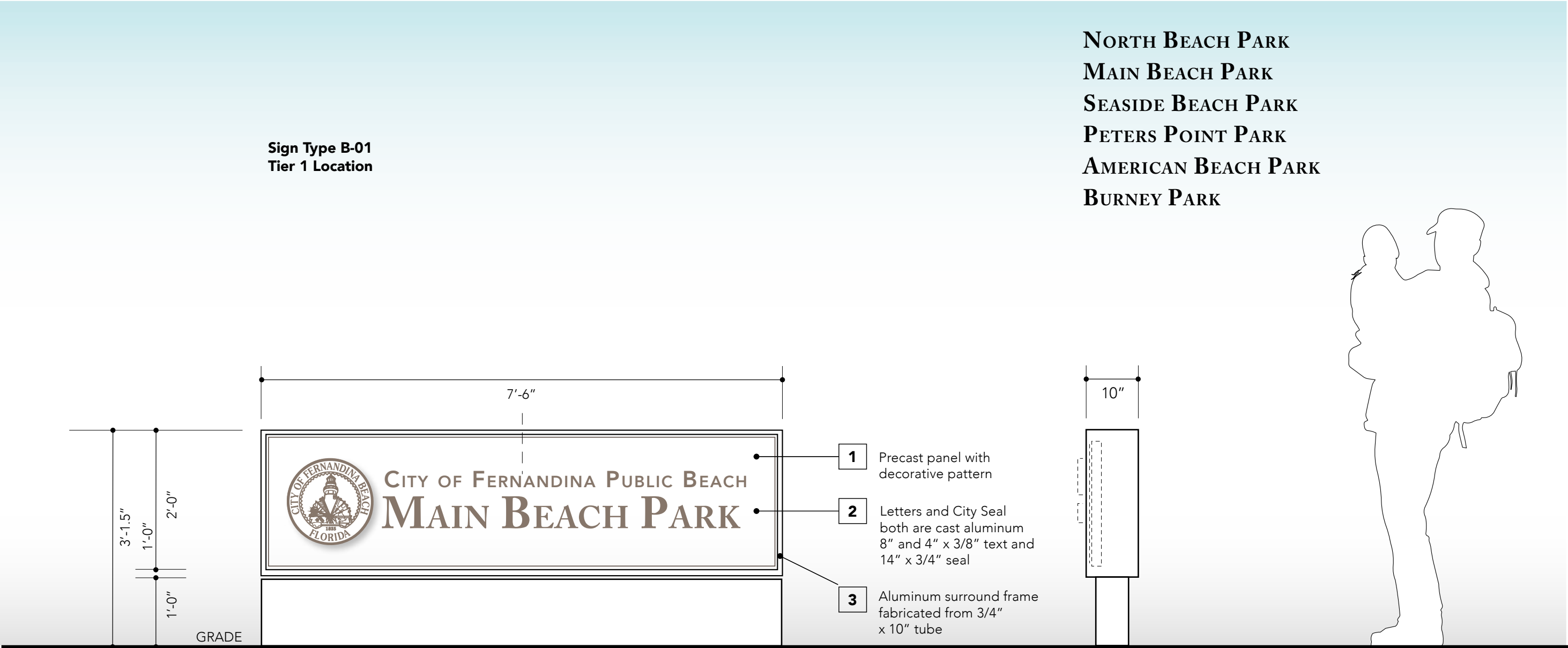


Sandcord Grass



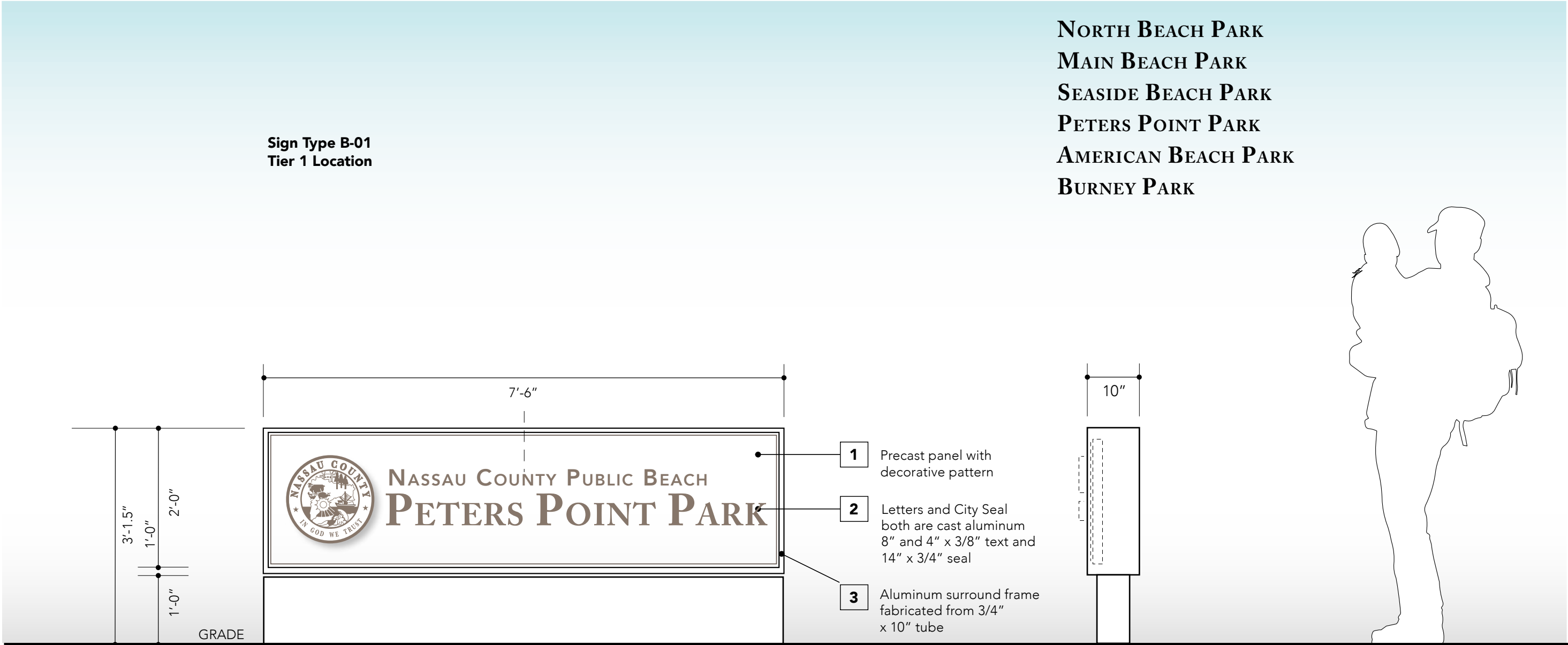
Maiden Grass

**DESIGN DEVELOPMENT
BEACH GATEWAY AT MAIN
PARKING AREAS**



Note: The content (text/images) used in this drawing illustrates design intent and is not intended to be used for actual graphic art reproduction or fabrication.

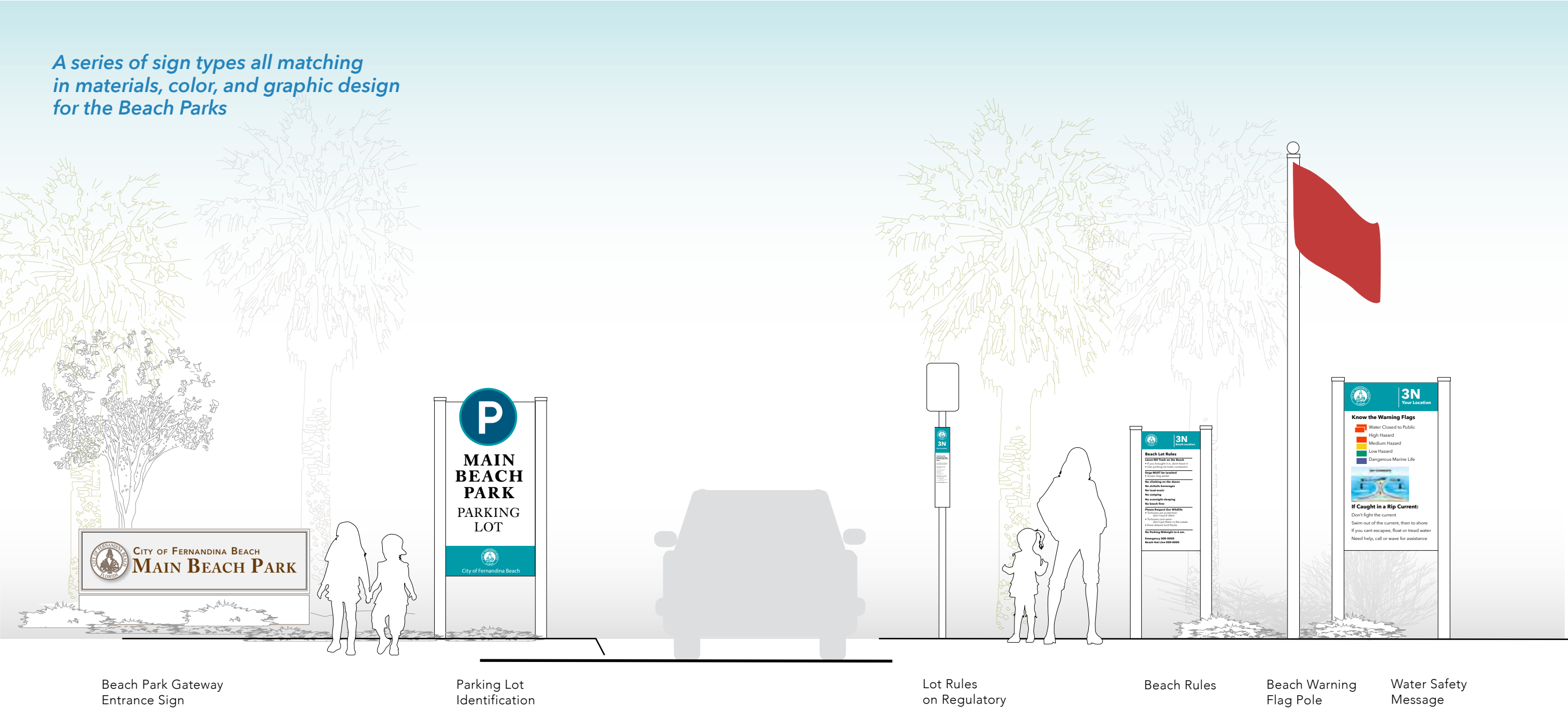
DESIGN DEVELOPMENT
BEACH GATEWAY AT MAIN
PARKING AREAS



Note: The content (text/images) used in this drawing illustrates design intent and is not intended to be used for actual graphic art reproduction or fabrication.

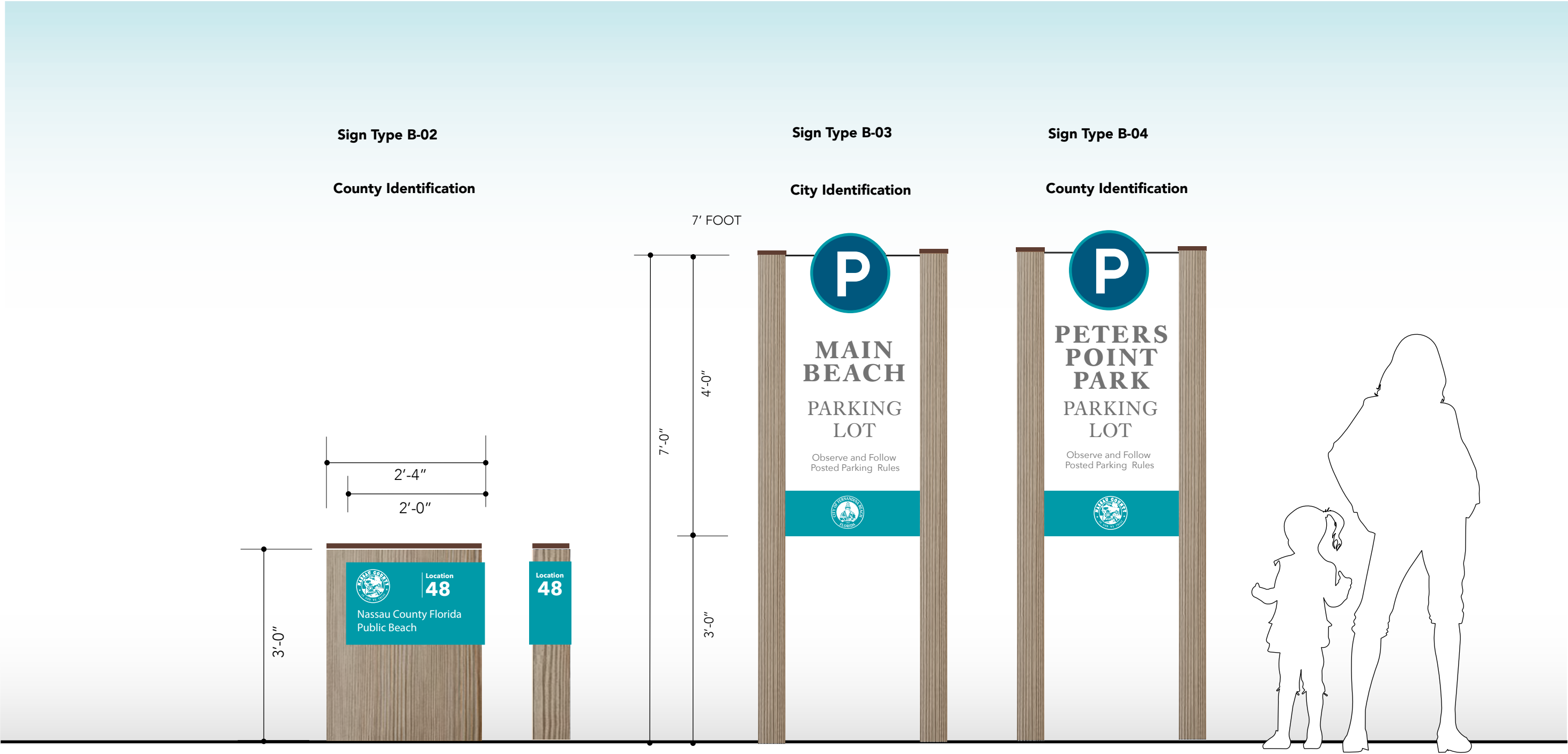
DESIGN DEVELOPMENT

BEACH AREA MAIN PARKING LOCATION OVERVIEW



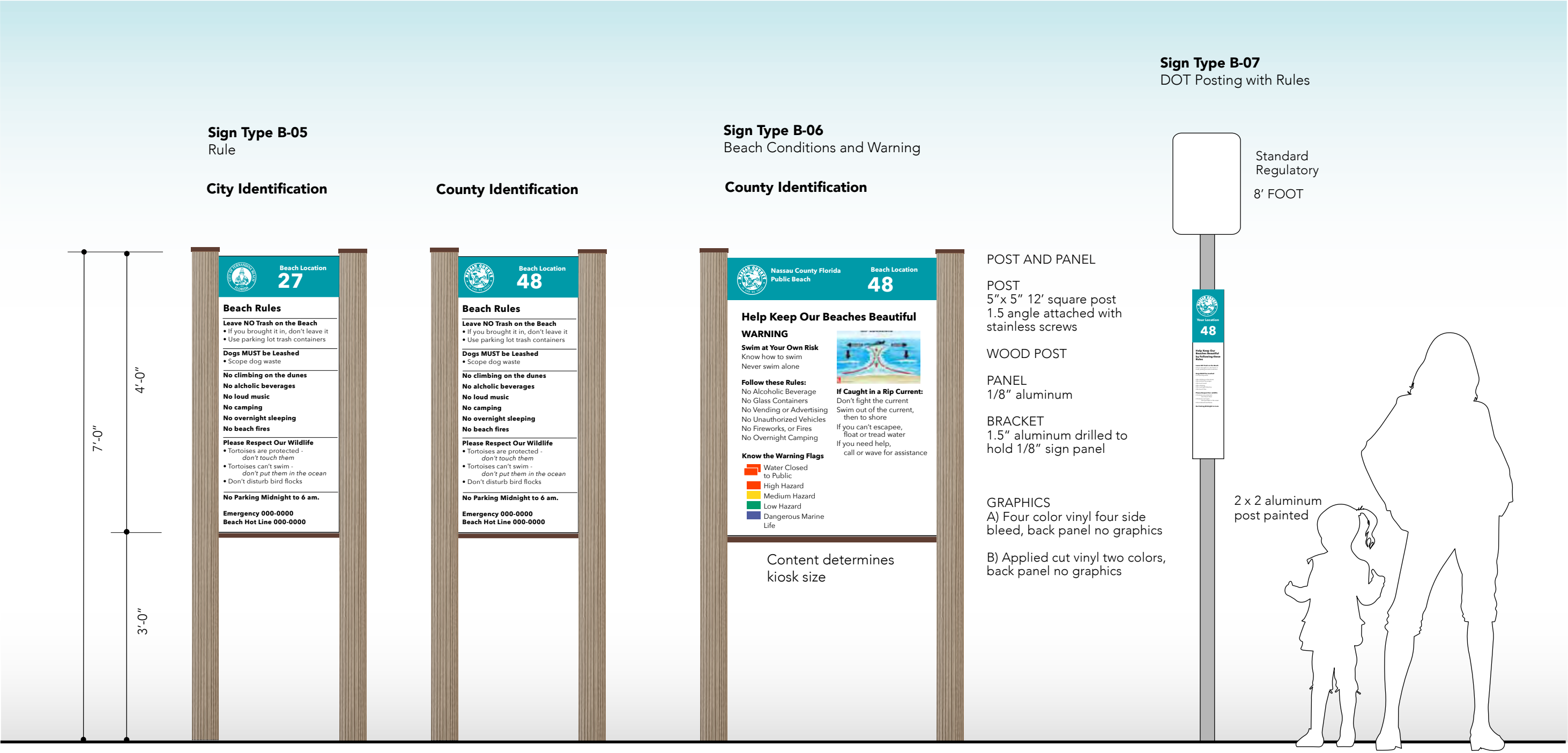
Note: The content (text/images) used in this drawing illustrates design intent and is not intended to be used for actual graphic art reproduction or fabrication.

DESIGN DEVELOPMENT
BEACH PARKING AREA SIGNS
TIER 2 LOCATION

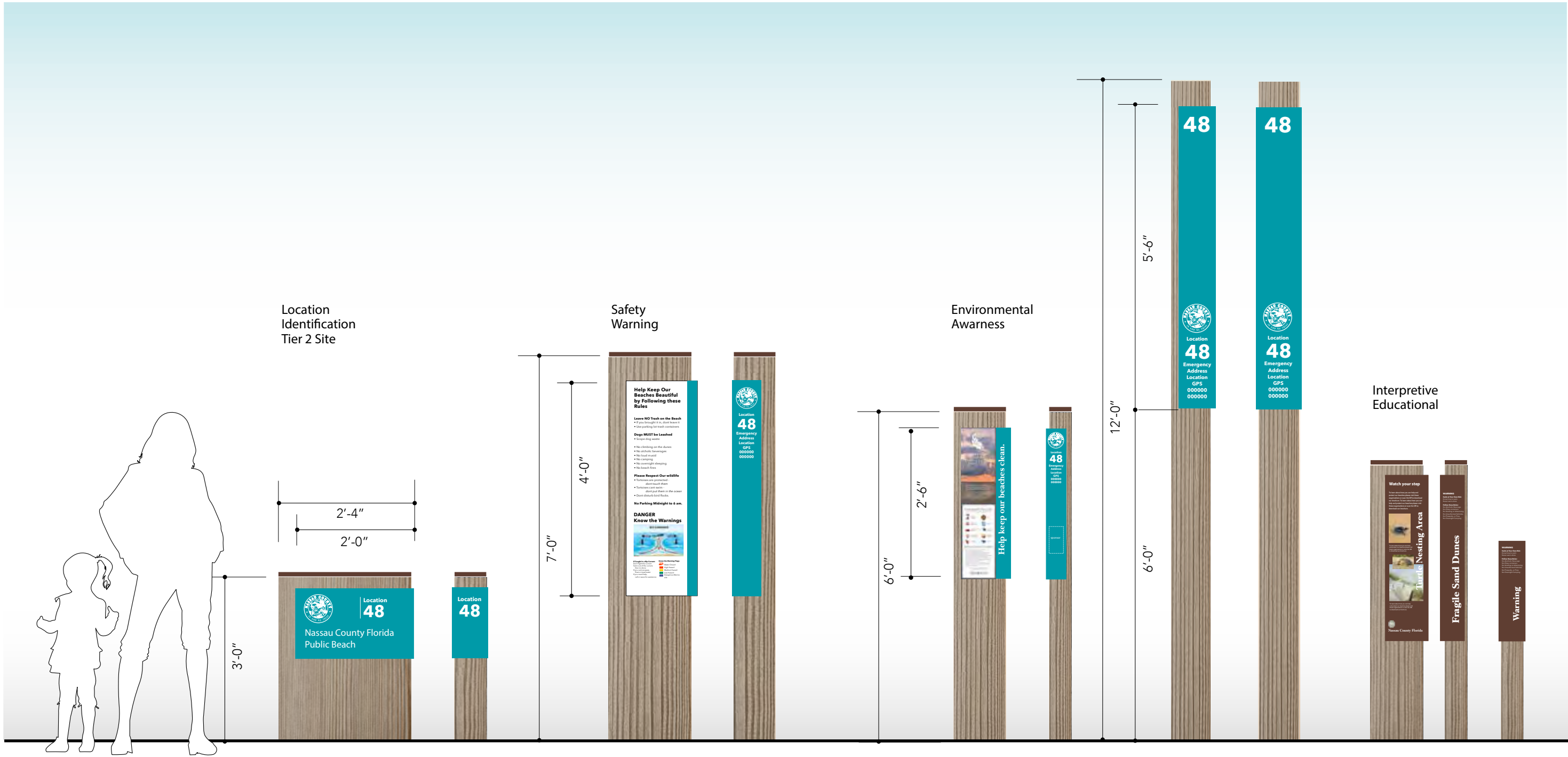


Note: The content (text/images) used in this drawing illustrates design intent and is not intended to be used for actual graphic art reproduction or fabrication.

DESIGN DEVELOPMENT
INFORMATION BEACH SAFETY SIGNS

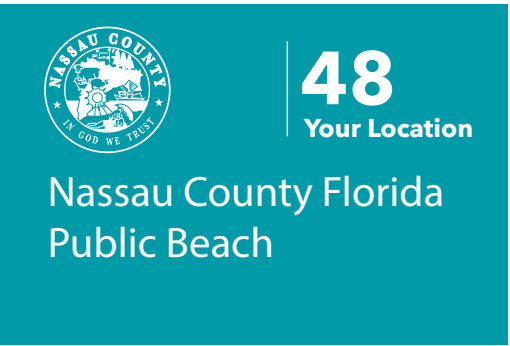


DESIGN DEVELOPMENT
INFORMATION BEACH SIGNS



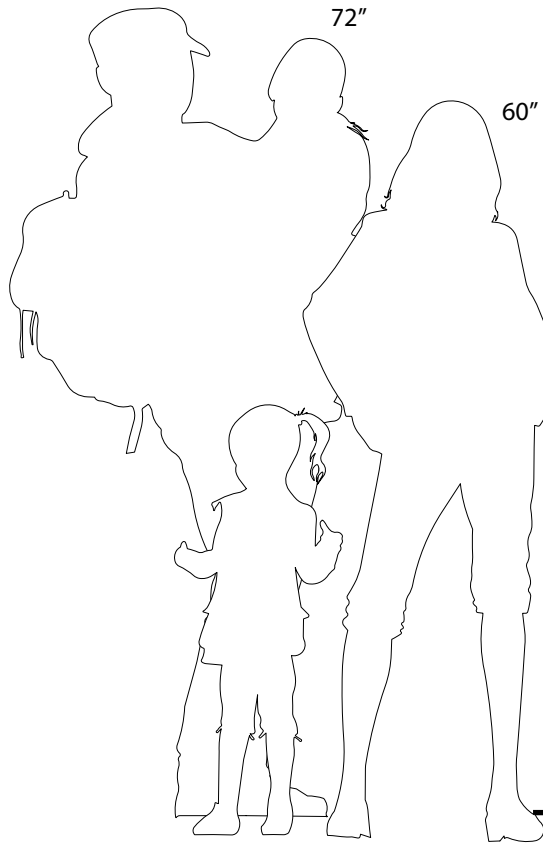
Note: The content (text/images) used in this drawing illustrates design intent and is not intended to be used for actual graphic art reproduction or fabrication.

DESIGN DEVELOPMENT
INFORMATION BEACH SIGNS
OVERVIEW



FPO Graphics

Graphic Design
Standards TBD

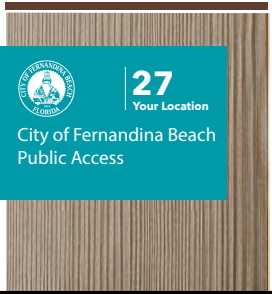


Location
Identification
Tier 2 Site

Rules
Regulatory

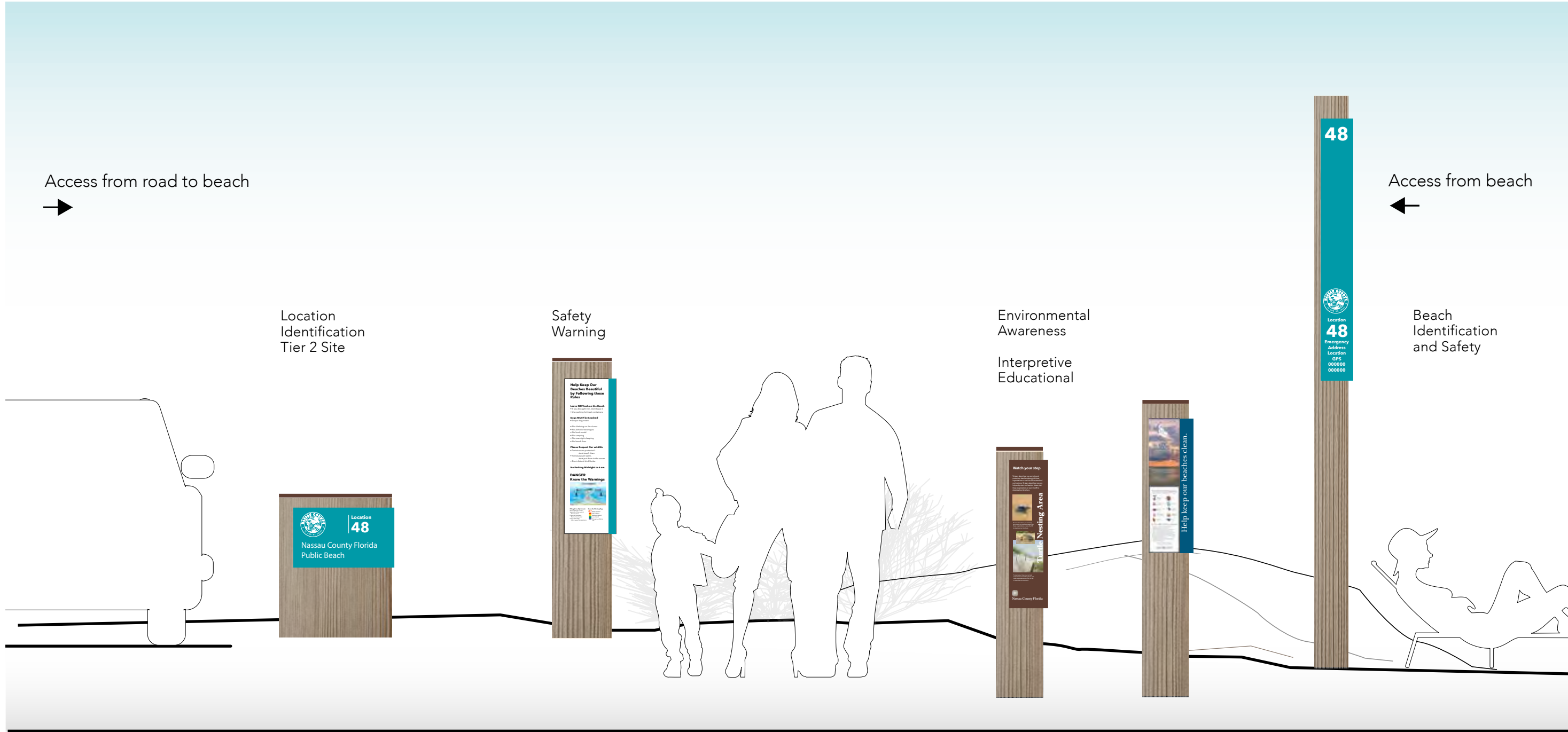
Environmental
Awareness

Interpretive
Educational



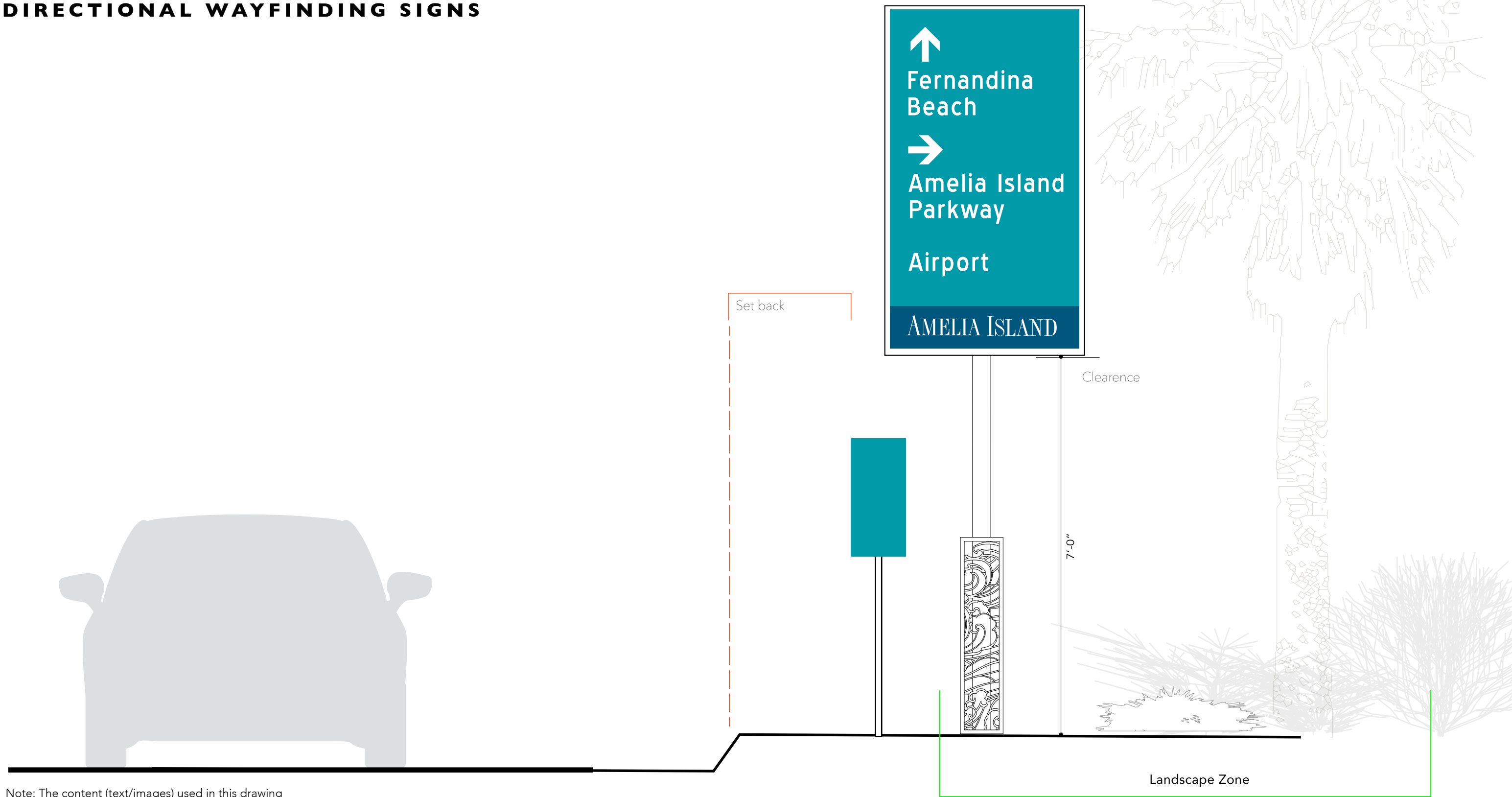
Note: The content (text/images) used in this drawing illustrates design intent and is not intended to be used for actual graphic art reproduction or fabrication.

**DESIGN DEVELOPMENT
PEDESTRIAN BEACH PATH OVERVIEW
TYPICAL TRIP PATTERN
AT TIER 2 LOCATION**



Note: The content (text/images) used in this drawing illustrates design intent and is not intended to be used for actual graphic art reproduction or fabrication.

DESIGN DEVELOPMENT
DIRECTIONAL WAYFINDING SIGNS

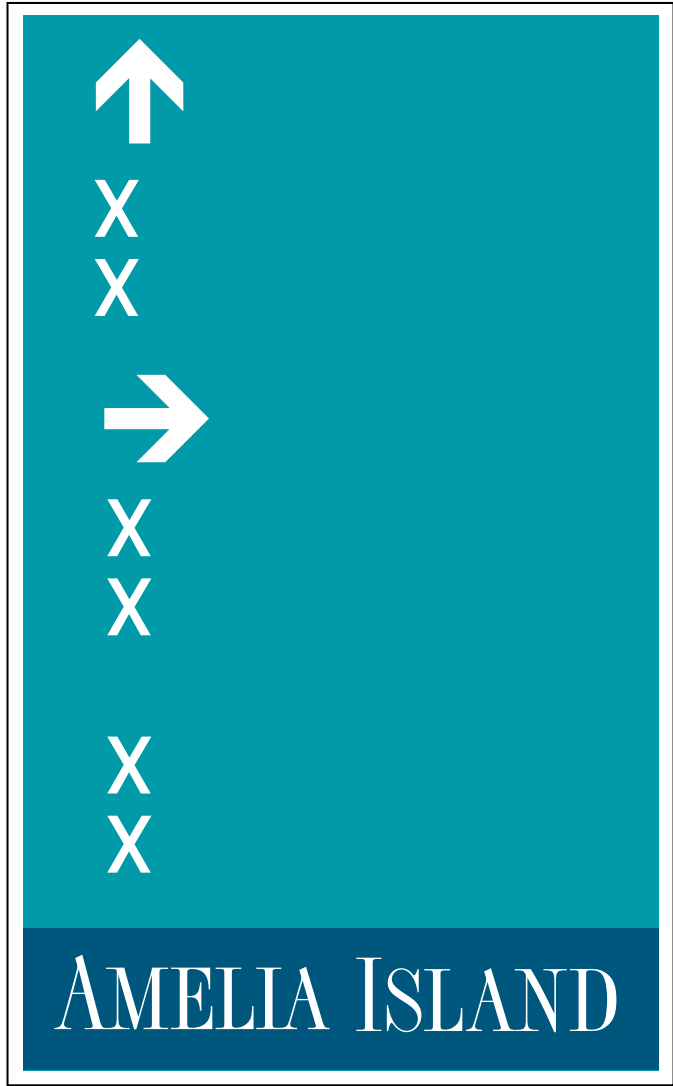


Note: The content (text/images) used in this drawing illustrates design intent and is not intended to be used for actual graphic art reproduction or fabrication.

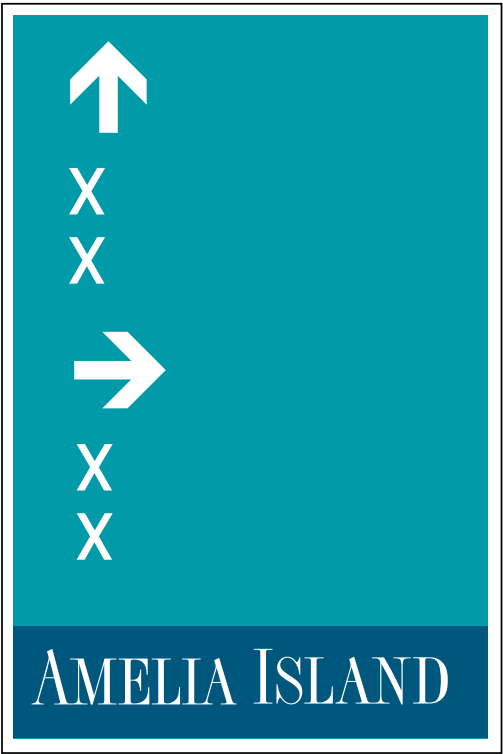
DESIGN DEVELOPMENT
DIRECTIONAL WAYFINDING SIGNS

As per the MUTCD
text message readability
standards are based on
Legibility
Class of road
Speed of travel

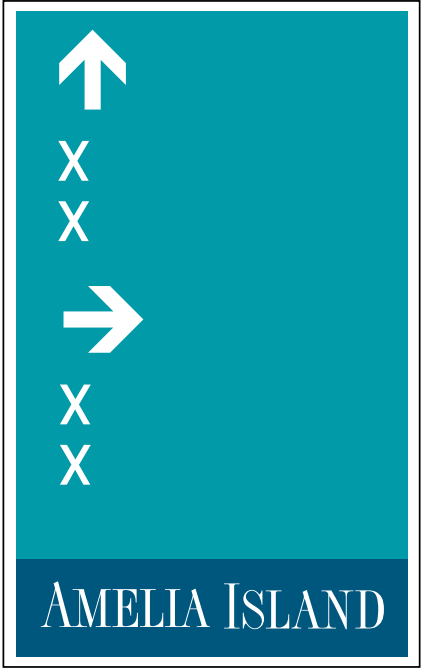
AD-01
4'-0" x 6'-6"



AD-02
3'-0" x 4'-6"



AD-03
2'-6" x 4'-0"



AD-04
2'-0" x 3'-6"



Note: The content (text/images) used in this drawing
illustrates design intent and is not intended to be used
for actual graphic art reproduction or fabrication.

LOCATION PLANS

The following pages provide sign and landscape location plans for the island and city gateways, wayfinding directional signs, and City and County beach identification.

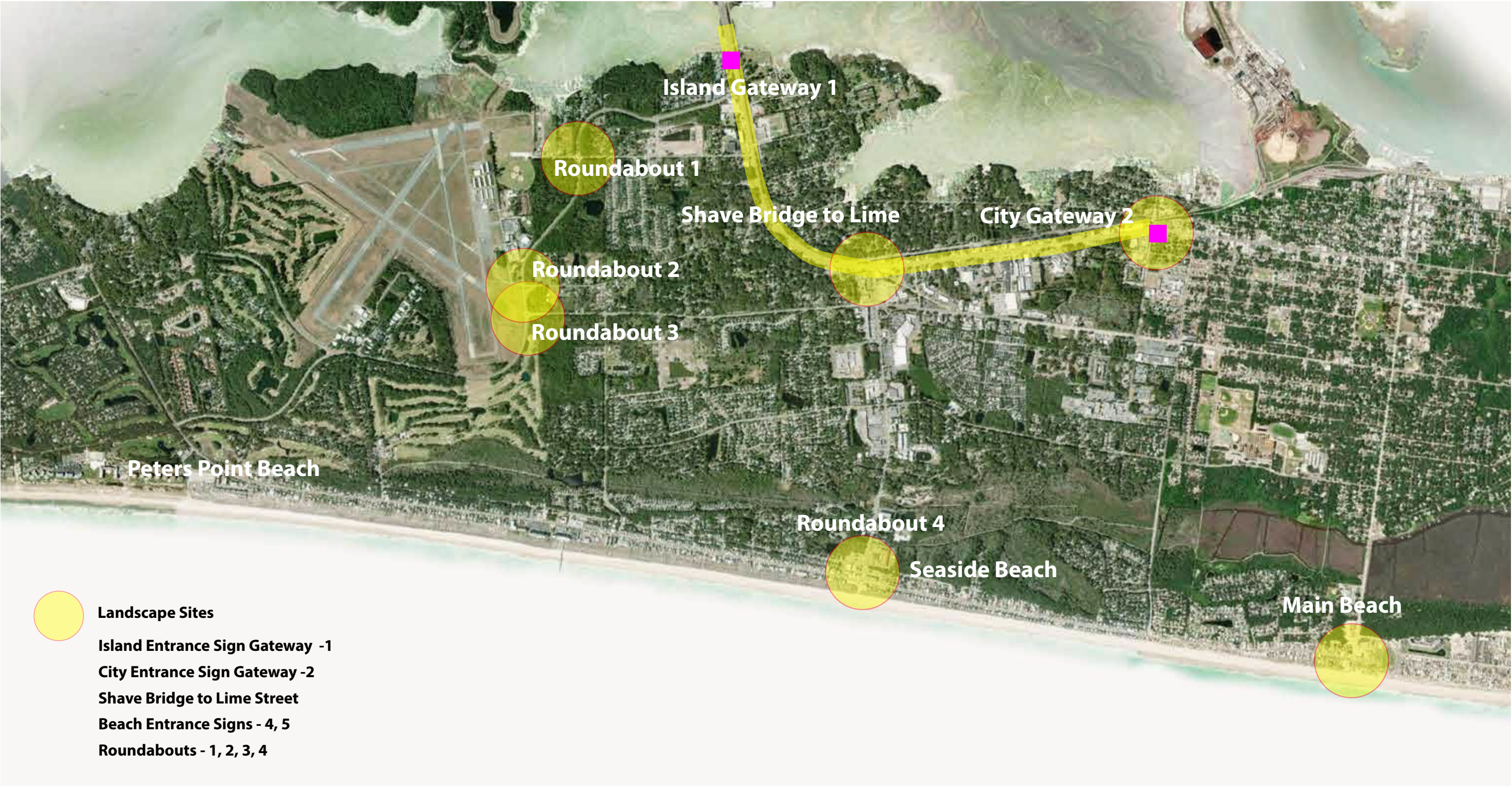
LOCATION PLAN

Four main driving routes have been identified for consideration for the wayfinding signage.



- Traveler Route 1
 - Traveler Route 2
 - Traveler Route 3
 - Traveler Route 4
- Decision Point

LOCATION PLAN - LANDSCAPE SITES



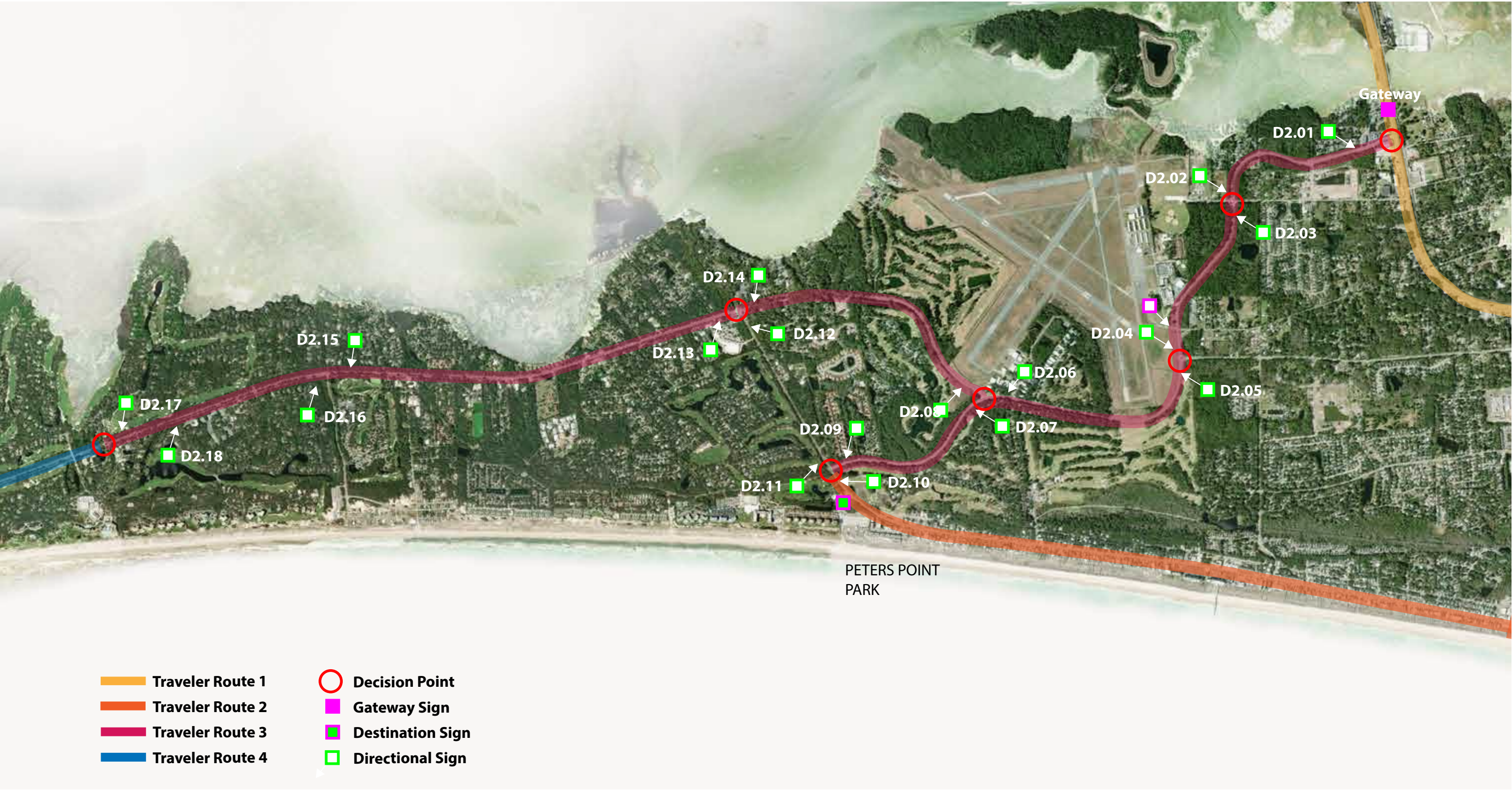
LOCATION PLAN - SOUTH END
WAYFINDING SIGNS

Locations are for general programing to determine quantities.



LOCATION PLAN - CENTRAL SOUTH
WAYFINDING SIGNS

Locations are for general programing to determine quantities.



LOCATION PLAN - CENTRAL
WAYFINDING SIGNS

Locations are for general programing to determine quantities.



LOCATION PLAN - CENTRAL NORTH
WAYFINDING SIGNS

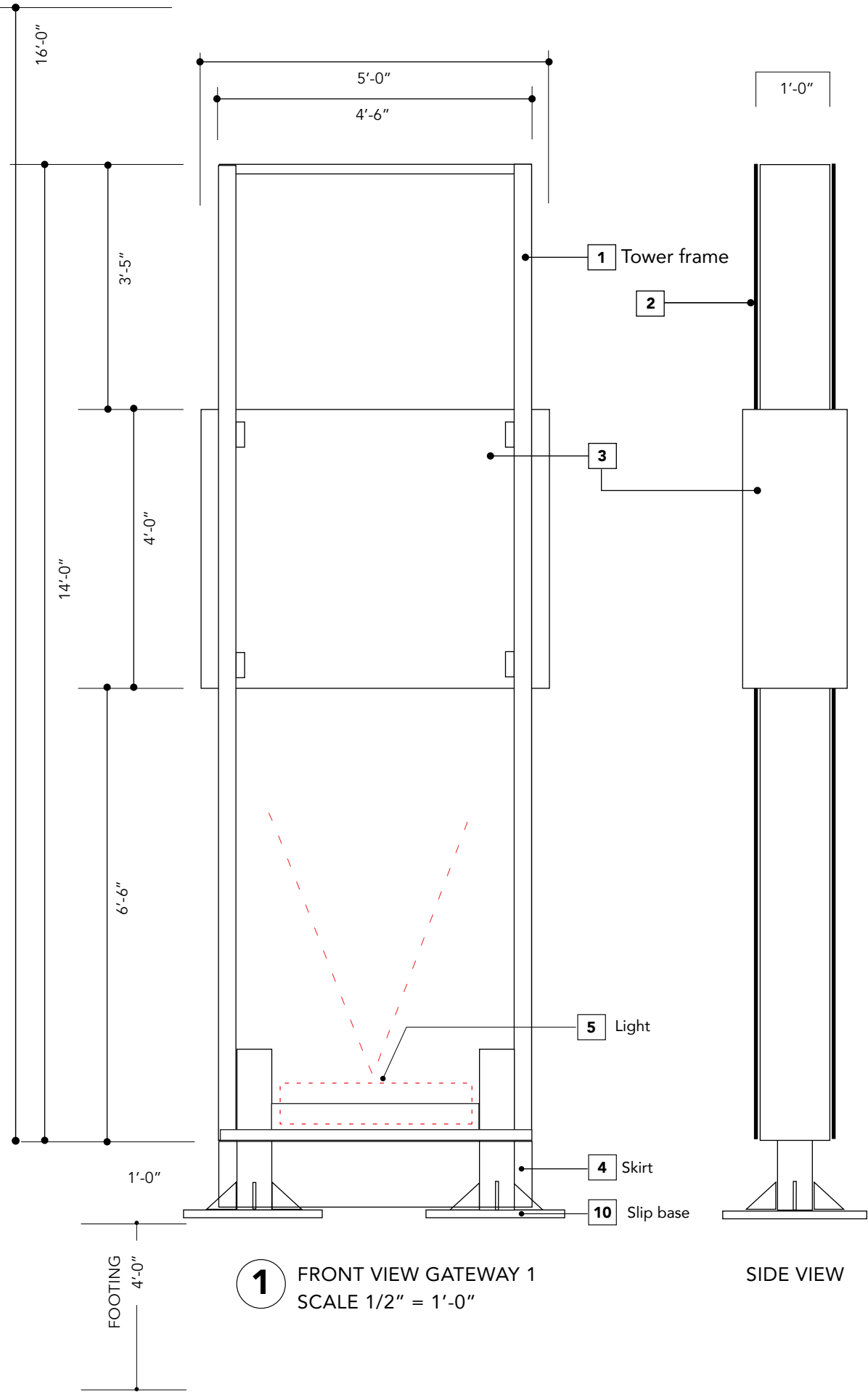
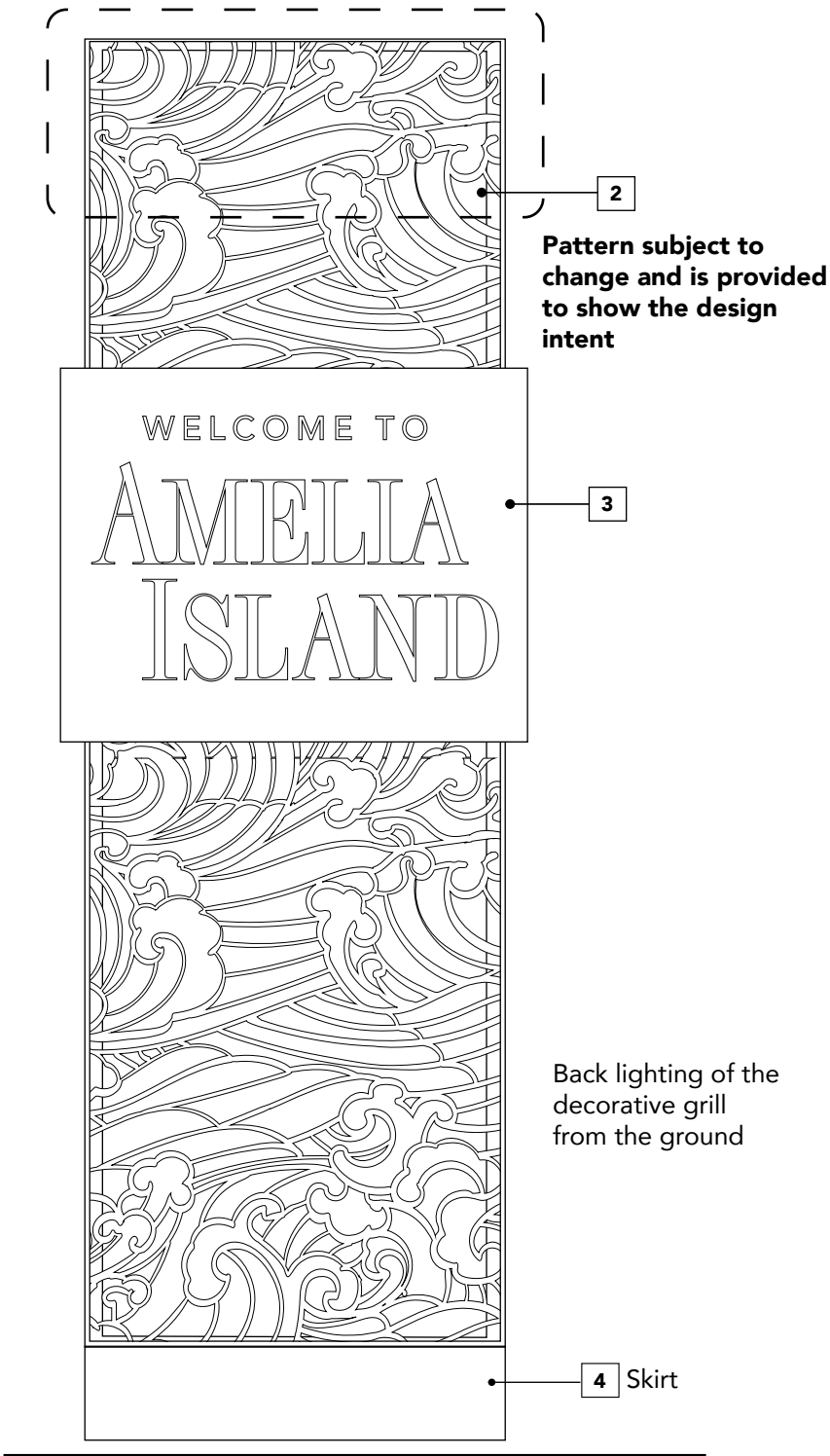
Locations are for general programing to determine quantities.



SPECIFICATIONS

The following pages provide sprcification for design intent, fabrication materails and services.

GATEWAY
DECORATIVE PANEL



SPECIFICATIONS:

1. Structural
 2. Decorative panel
Router cut aluminum decorative panel painted white with matte finish or precast polymer concrete base composite for decorative panel to subframe
 3. Sign light box
Aluminum light box painted brand color blue with push through white acrylic letters or 3A
 - 3A Sign box
Aluminum box painted brand color blue with applied aluminum letters
- Back lighting of grill from bottom fall off to top
4. Back lighting of grill from bottom fall off to top

PROJECT:
**Amelia Island
Community
Aesthetic
Improvement
Project**

**Phase 1
Development**

CLIENT:
Amelia Island
TDC

DAWSON
ASSOCIATES

Dawson Associates LLC
20 Town Way
Scituate, MA 02066
CONTACT:
Jeffrey Dawson
781-544-2080
jdawson@
dawson-associates.com

SIGN TYPE:

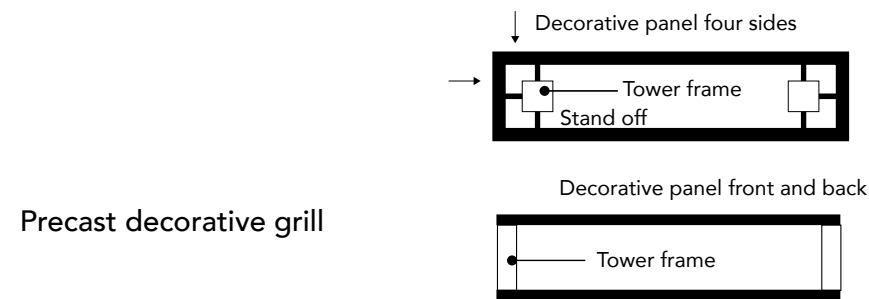
**GATEWAY
G-01**

DATE: 12-7-18

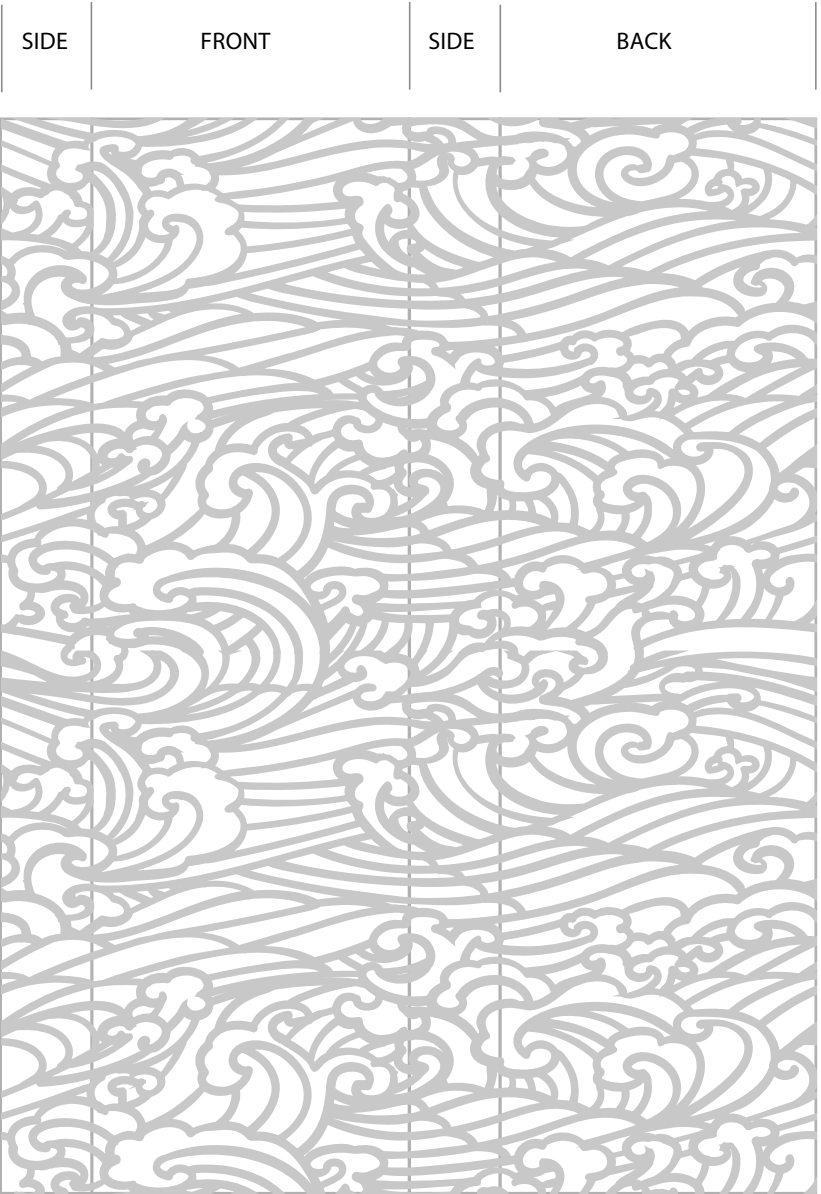
PAGE
01

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. This office must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted for approval prior to proceeding with fabrication. All copy shall be proofread and approved prior to fabrication.

GATEWAY
DECORATIVE PANEL



Positive or negative pattern



PROJECT:
**Amelia Island
Community
Aesthetic
Improvement
Project**

**Phase 1
Development**

CLIENT:
Amelia Island
TDC



Dawson Associates IIc
20 Town Way
Scituate, MA 02066
CONTACT:
Jeffrey Dawson
781-544-2080
jdawson@
dawson-associates.com

SIGN TYPE:

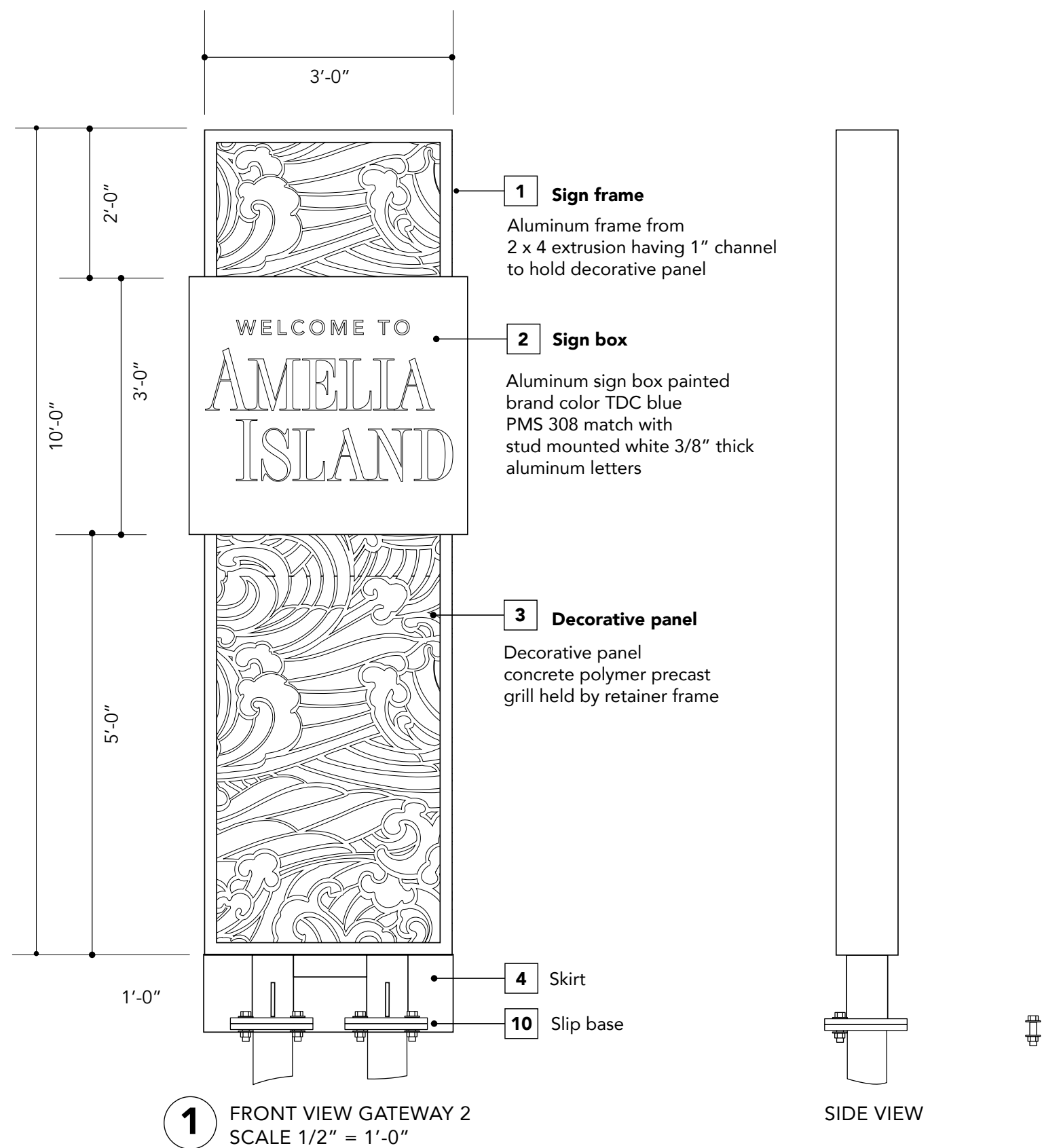
**GATEWAY
G-01**

DATE: 12-7-18

PAGE

01/ A

GATEWAY SOUTH
DECORATIVE PANEL



- SPECIFICATIONS:
1. Back panel is aluminum 1/4" painted white two sides with leading from edge reflective white vinyl
 2. Message panel is aluminum 1/4" painted to match PMS 308 with applied reflective white vinyl text and arrows
 3. Message panel is aluminum 1/8" painted to match PMS 308 with applied reflective white vinyl logo
 4. 4" or 3" square post determined by panel size with 1/4" wall and painted white
 5. Slip flange style bolting plate and painted white
 6. Cast aluminum ball cap with flange and painted white
 7. Aluminum 4.5" collar welded to back panel and painted white
- Type face is Blue Highway or equivalent reflective applied

PROJECT:

**Amelia Island
Community
Aesthetic
Improvement
Project**

**Phase 1
Development**

CLIENT:
Amelia Island
TDC

**DAWSON
ASSOCIATES**

Dawson Associates LLC
20 Town Way
Scituate, MA 02066
CONTACT:
Jeffrey Dawson
781-544-2080
jdawson@
dawson-associates.com

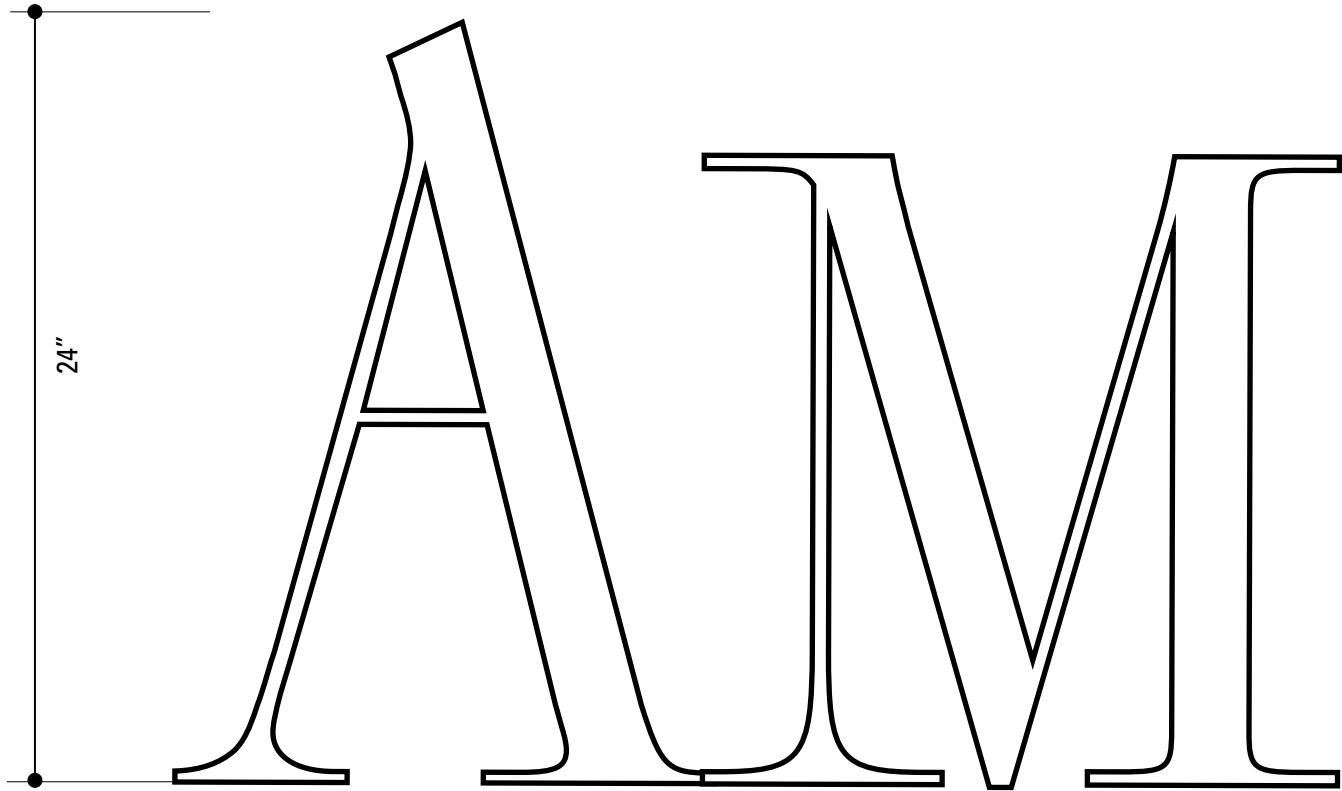
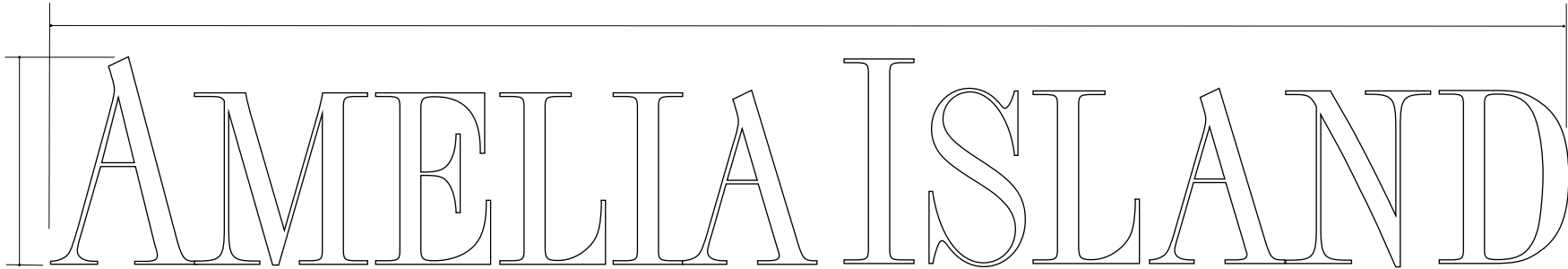
SIGN TYPE:

**GATEWAY SOUTH
G-02**

DATE: 12-7-18

PAGE
02

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. This office must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted for approval prior to proceeding with fabrication. All copy shall be proofread and approved prior to fabrication.



Aluminum fabricated letter

Paint satin white

Individual letter are stud mount

PROJECT:

**Amelia Island
Community
Aesthetic
Improvement
Project**

**Phase 1
Development**

CLIENT:

Amelia Island
TDC



Dawson Associates llc
20 Town Way
Scituate, MA 02066
CONTACT:
Jeffrey Dawson
781-544-2080
jdawson@
dawson-associates.com

SIGN TYPE:

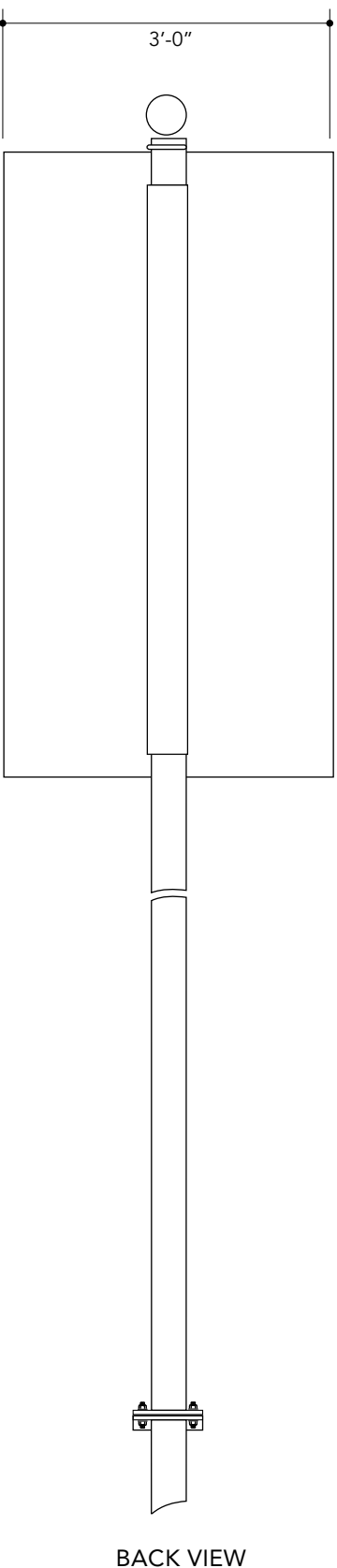
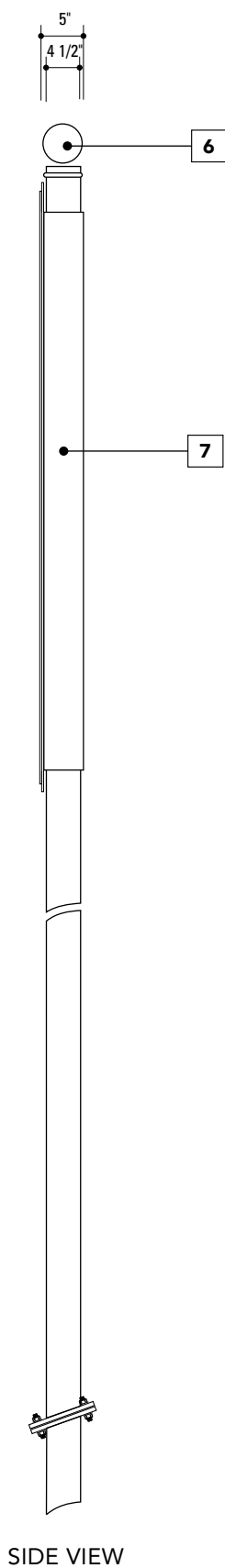
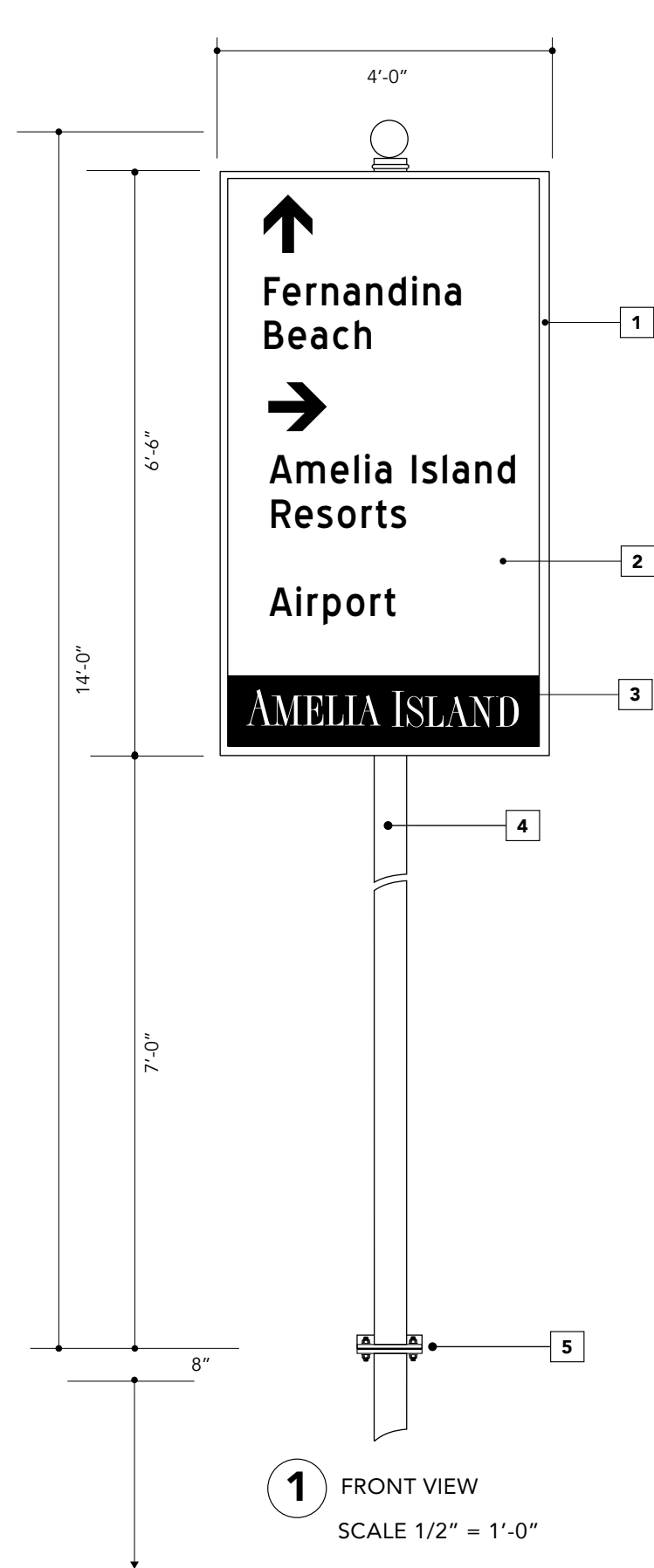
**GATEWAY LETTERS
G-03**

DATE: 12-7-18

PAGE

03

AUTO DIRECTIONAL
SIGN TYPE



SPECIFICATIONS:

1. Back panel is aluminum 1/4" painted white two sides with leading front edge reflective white vinyl
 2. Message panel is aluminum 1/8" painted to match PMS 000 teal with applied reflective white vinyl text and arrows
 3. Message panel is aluminum 1/8" painted to match PMS 308 with applied reflective white vinyl brand logo
 4. 4" or 3" square post determined by panel size with 1/4" wall and painted white
 5. Slip flange style bolting plate and painted white
 6. Cast aluminum ball cap with flange and painted white
 7. Aluminum 1/2" collar attached to back panel and painted white
- Type face: Blue Highway or equivalent reflective applied

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. This office must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted for approval prior to proceeding with fabrication. All copy shall be proofread and approved prior to fabrication.

PROJECT:

**Amelia Island
Community
Aesthetic
Improvement
Project**

**Phase 1
Development**

CLIENT:
Amelia Island
TDC



Dawson Associates IIc
20 Town Way
Scituate, MA 02066
CONTACT:
Jeffrey Dawson
781-544-2080
jdawson@
dawson-associates.com

SIGN TYPE:

**DIRECTIONAL
AD-01**

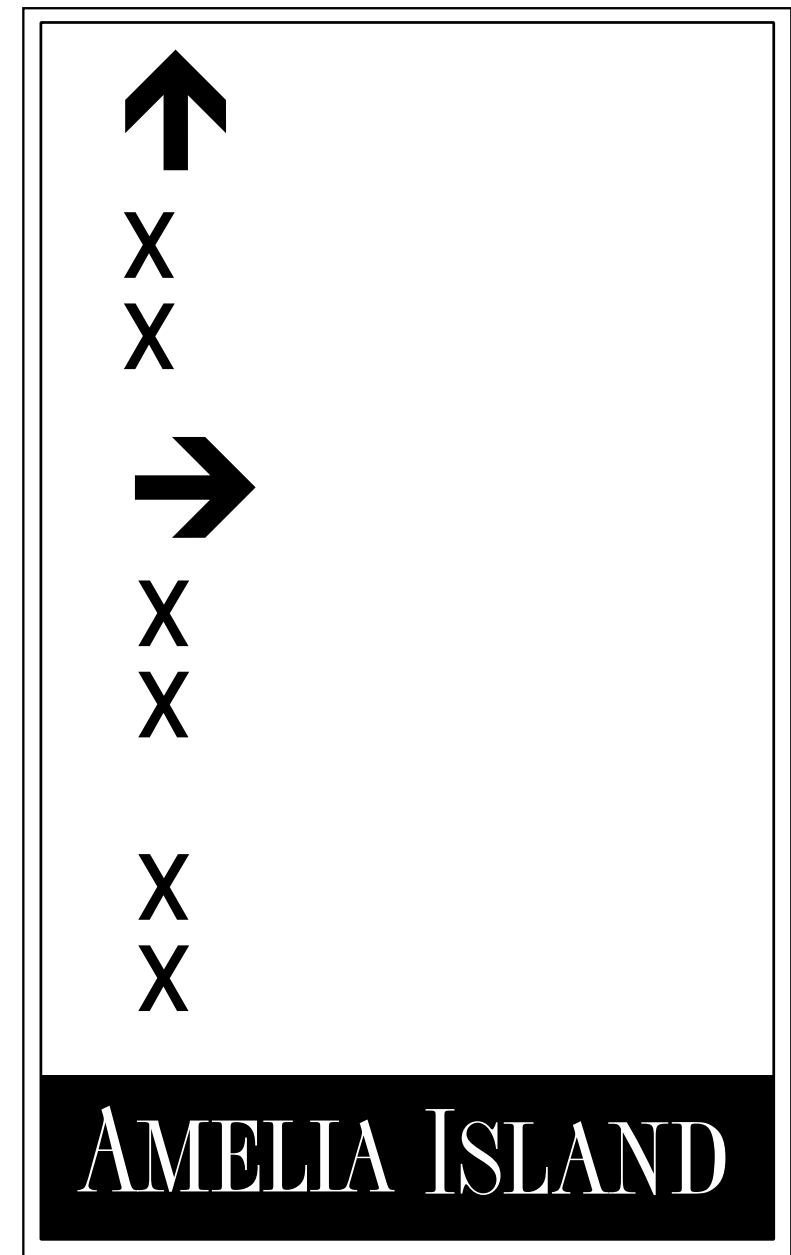
DATE: 12-7-18

PAGE

04

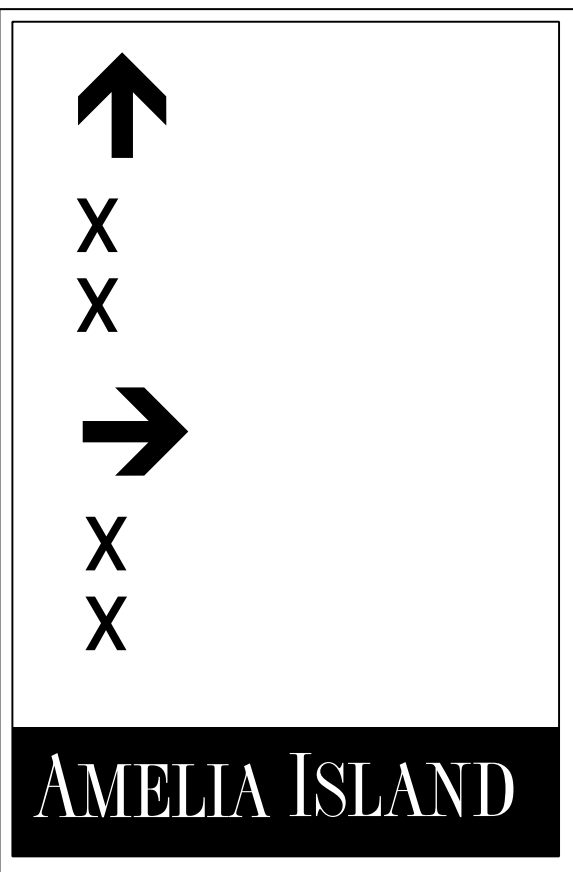
AUTO DIRECTIONAL
PANEL SIZES - SIGN TYPES

AD-01
2'-0" x 3'-6"

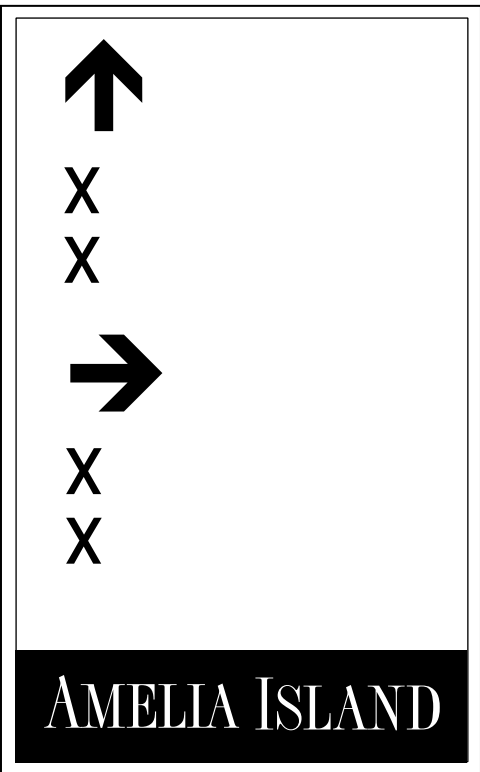


Note: The content (text/images) used in this drawing illustrates design intent and is not intended to be used for actual graphic art reproduction or fabrication.

AD-02
2'-6" x 4'-0"



AD-03
3'-0" x 4'-6"



1. Back panel painted white
two sides with leading front
edge reflective white vinyl

Aluminum 1/4"

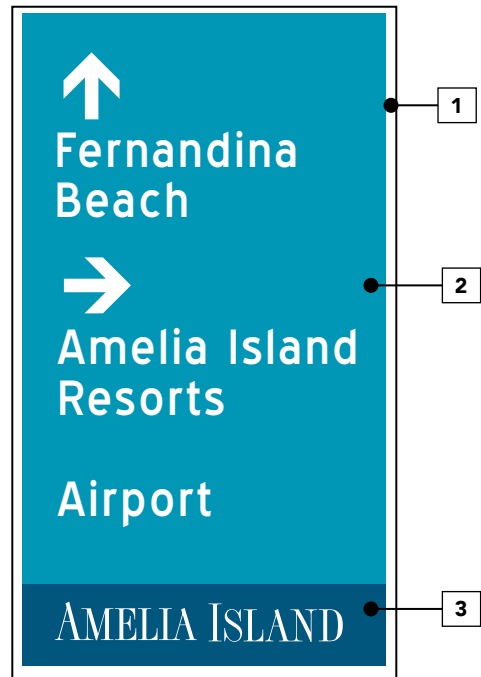
2. Message panel painted
to match PMS 308 with
applied reflective white vinyl
directional arrows

Aluminum 1/8"

3. Message panel painted
to match PMS 308 with
applied reflective white
vinyl brand logo

Aluminum 1/8"

AD-04
4'-0" x 6'-6"



PROJECT:

**Amelia Island
Community
Aesthetic
Improvement
Project**

**Phase 1
Development**

CLIENT:
Amelia Island
TDC



Dawson Associates LLC
20 Town Way
Scituate, MA 02066
CONTACT:
Jeffrey Dawson
781-544-2080
jdawson@
dawson-associates.com

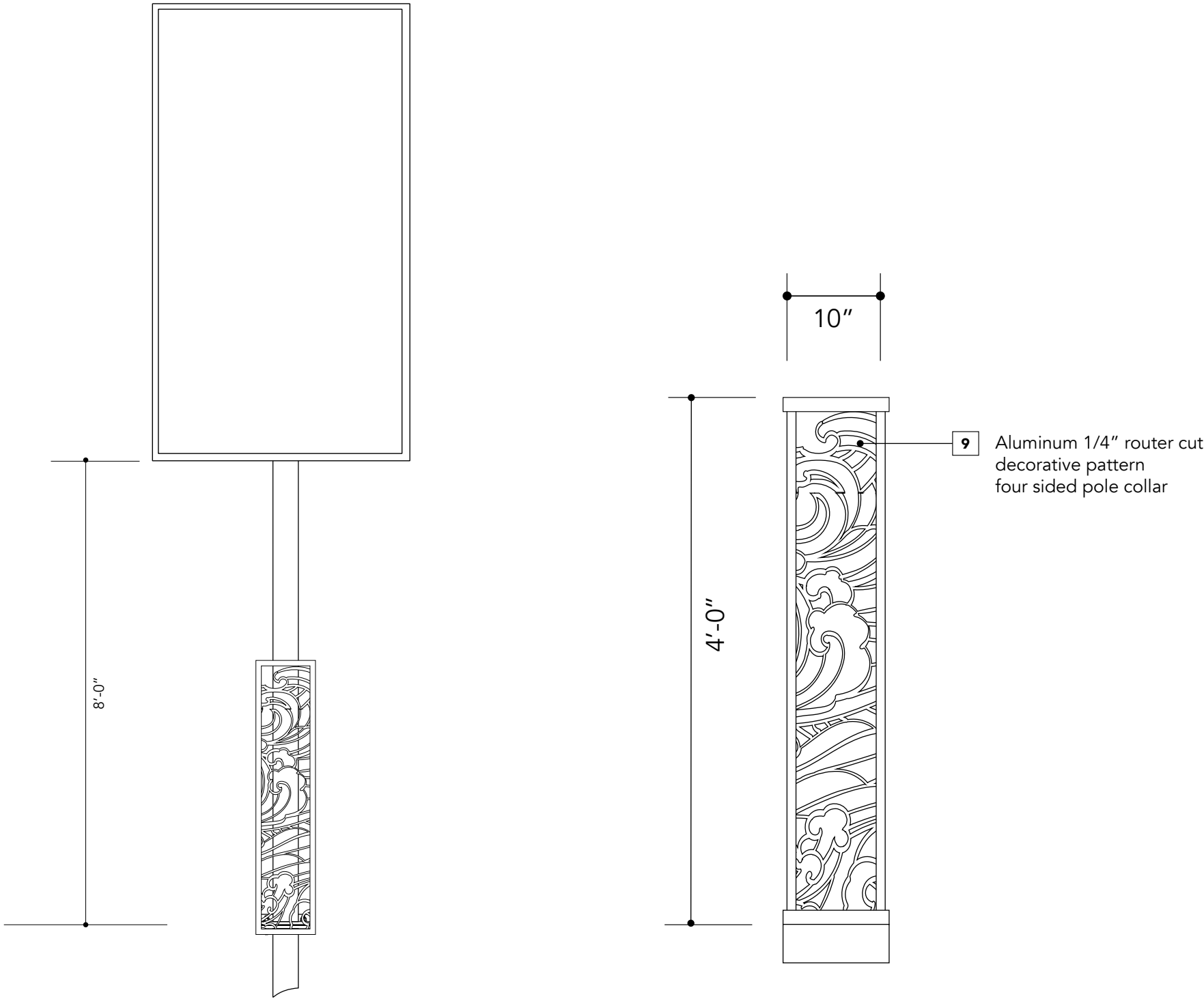
SIGN TYPE:

**DIRECTIONAL
AD-01 -04**

DATE: 12-7-18

PAGE
05

AUTO DIRECTIONAL
DECORATIVE POLE COLLAR



These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. This office must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted for approval prior to proceeding with fabrication. All copy shall be proofread and approved prior to fabrication.

PROJECT:
**Amelia Island
Community
Aesthetic
Improvement
Project**

**Phase 1
Development**

CLIENT:
Amelia Island
TDC

DAWSON
ASSOCIATES

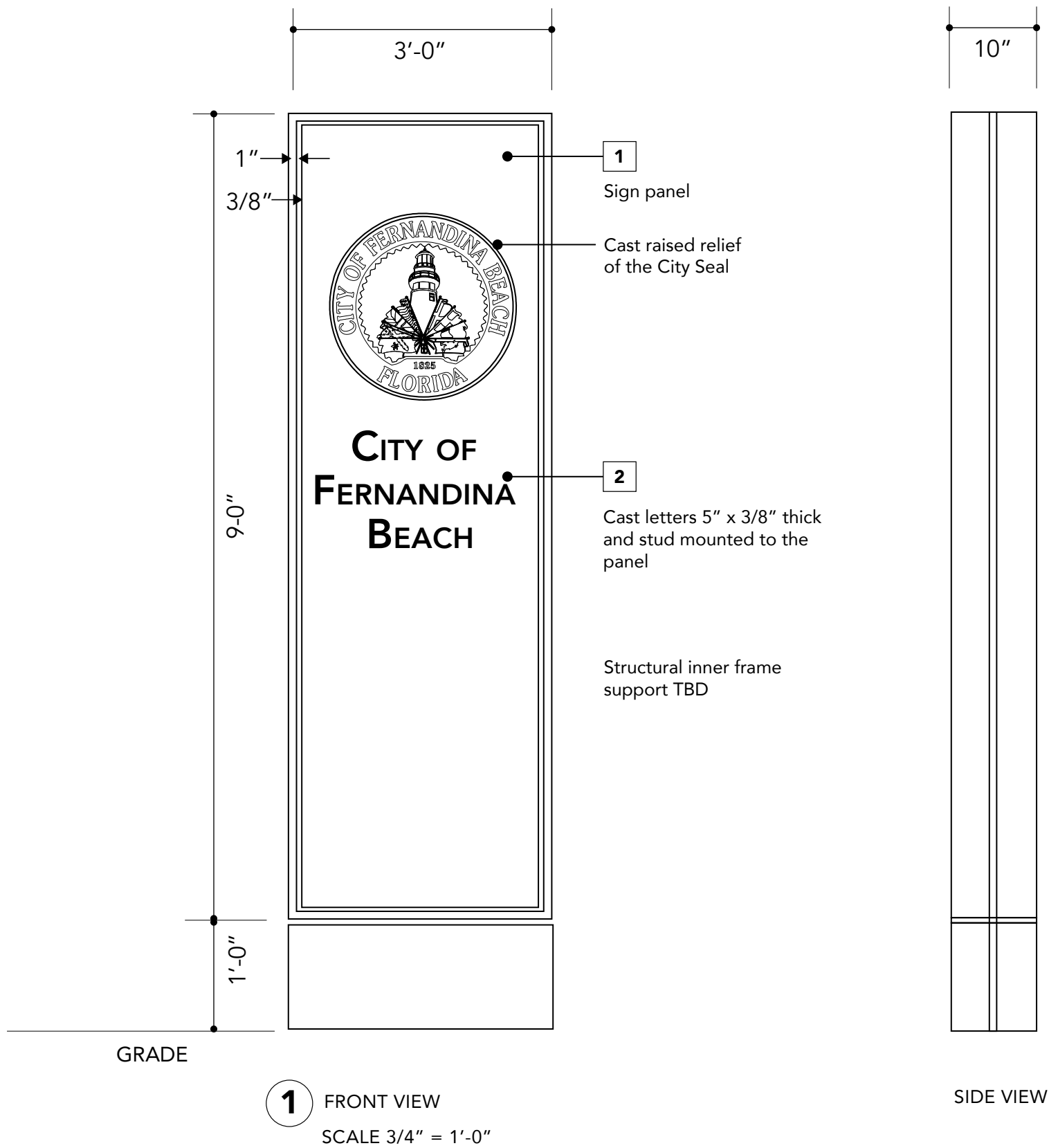
Dawson Associates Ilc
20 Town Way
Scituate, MA 02066
CONTACT:
Jeffrey Dawson
781-544-2080
jdawson@
dawson-associates.com

SIGN TYPE:
**DIRECTIONAL
AD-03**

DATE: 12-7-18

PAGE
06

CITY SIGNS
ENTRANCE AT LIME



SPECIFICATIONS

PROJECT:
**Amelia Island
Community
Aesthetic
Improvement
Project**

**Phase 1
Development**

CLIENT:
Amelia Island
TDC



Dawson Associates IIc
20 Town Way
Scituate, MA 02066
CONTACT:
Jeffrey Dawson
781-544-2080
jdawson@
dawson-associates.com

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. This office must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted for approval prior to proceeding with fabrication. All copy shall be proofread and approved prior to fabrication.

SIGN TYPE:
CITY-01

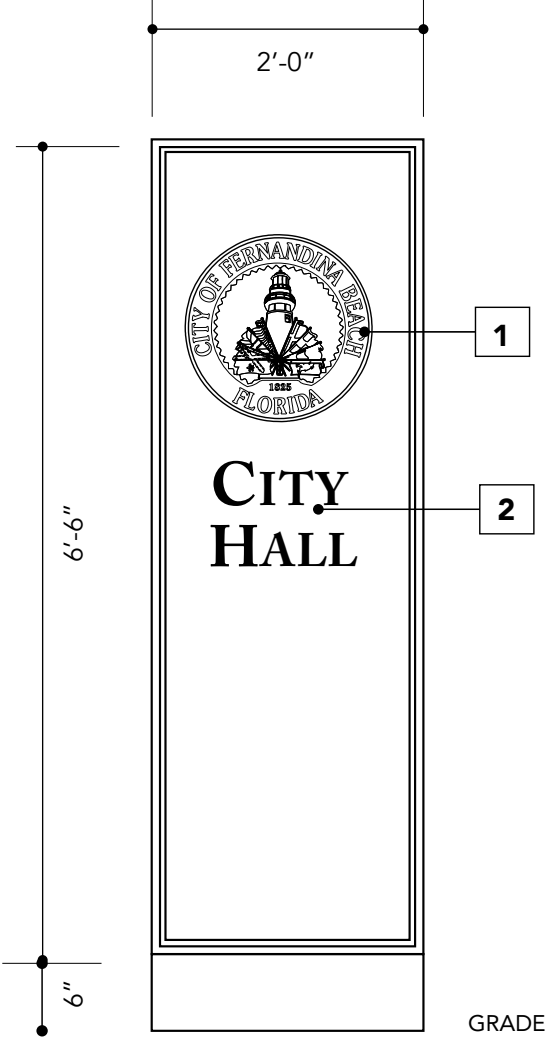
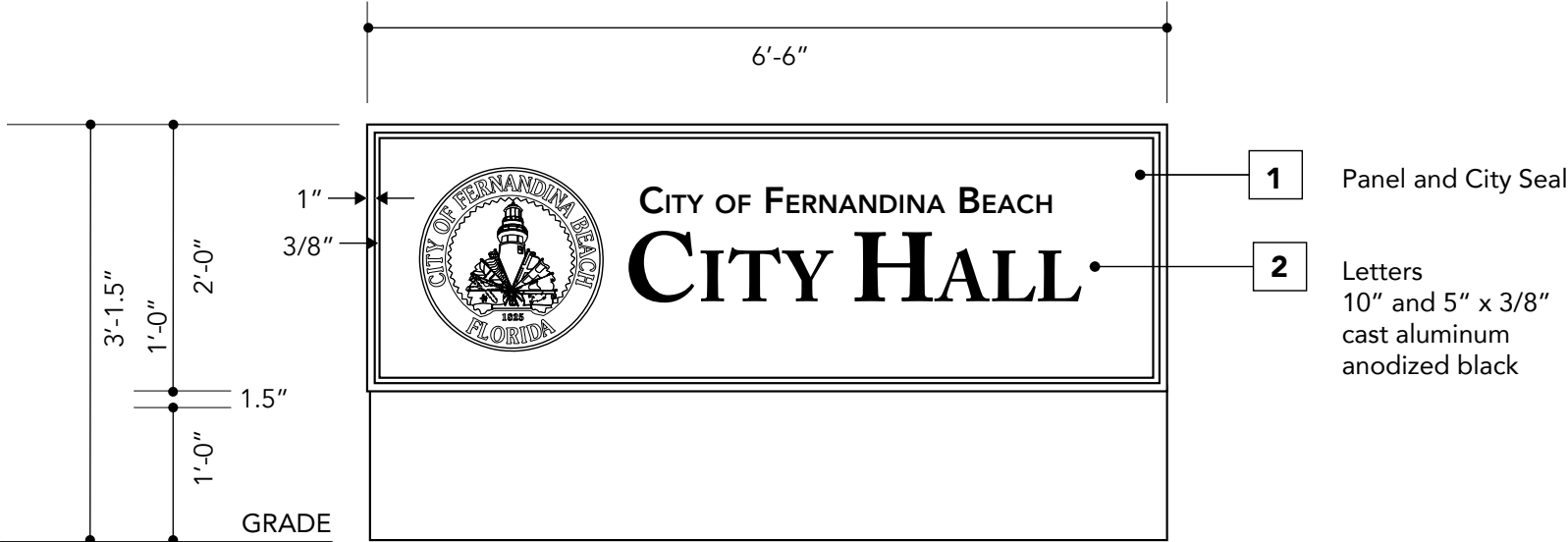
DATE: 12-7-18



Dawson Associates LLC
20 Town Way
Scituate, MA 02066
CONTACT:
Jeffrey Dawson
781-544-2080
jdawson@
dawson-associates.com

Sign Type CITY-02
City Hall Identification

Option

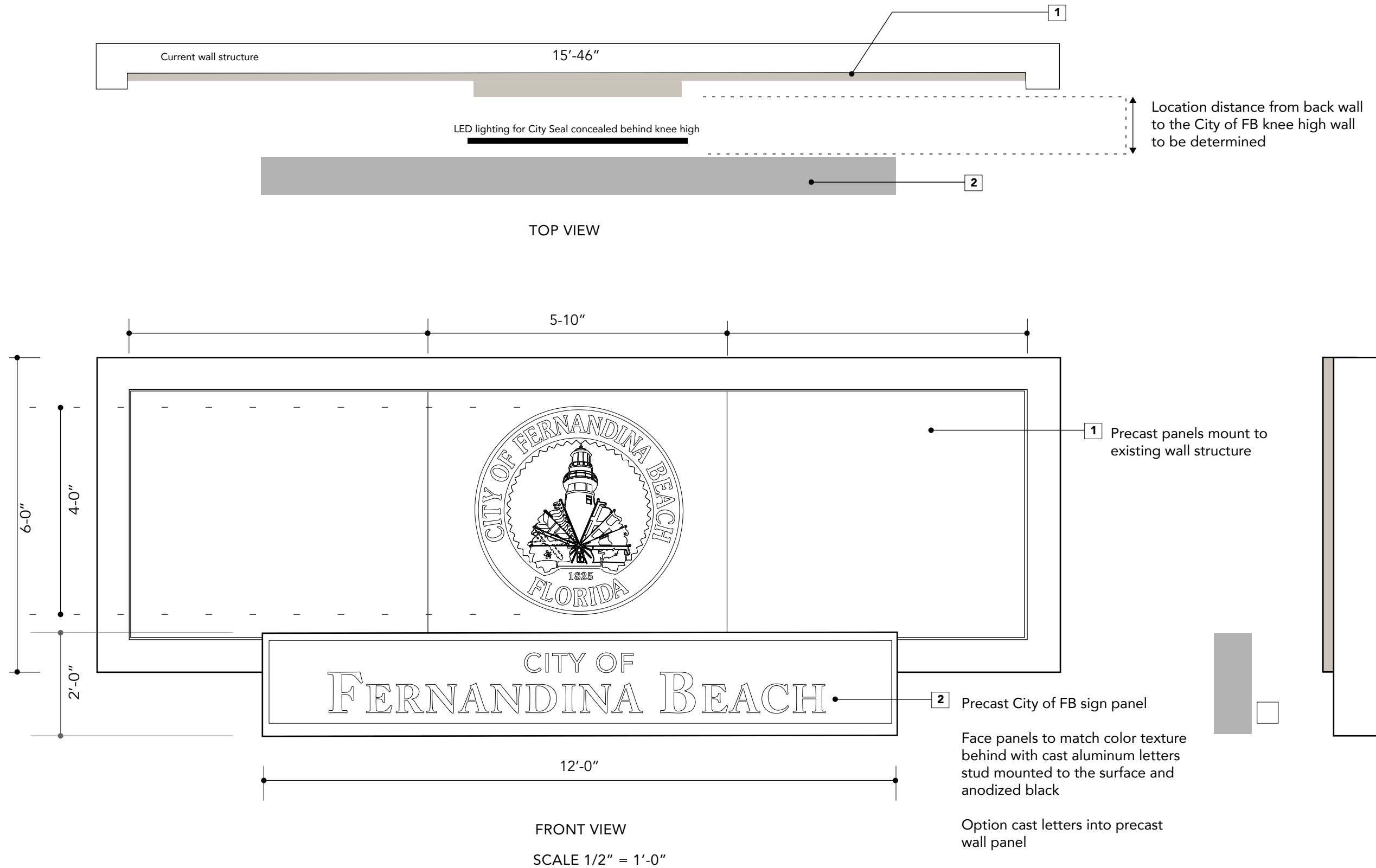


FRONT VIEW
SCALE 3/4" = 1'-0"

FRONT VIEW
SCALE 3/4" = 1'-0"

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. This office must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted for approval prior to proceeding with fabrication. All copy shall be proofread and approved prior to fabrication.

CITY SIGNS THE WALL



PROJECT:

Amelia Island Community Aesthetic Improvement Project

Phase 1 Development

CLIENT:
Amelia Island TDC



Dawson Associates Ilc
20 Town Way
Scituate, MA 02066
CONTACT:
Jeffrey Dawson
781-544-2080
jdawson@
dawson-associates.com

SIGN TYPE:

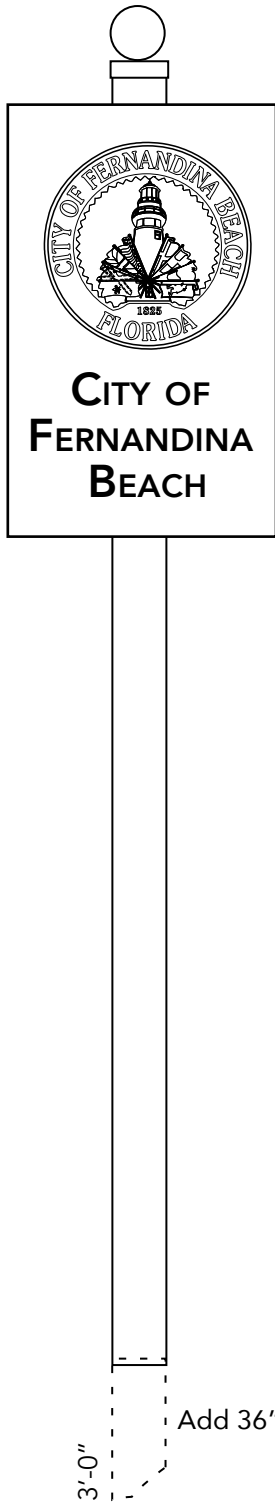
CITY-03

DATE: 12-7-18

PAGE

09

CITY SIGNS
BOUNDARY



POST AND PANEL

1 POST
3"x 3" 12' square post

2 BALL-CAP
Precast aluminum ball with
flange

3 PANEL
1/8" aluminum

4 PAINT
Post - ball-cap - bracket - panel
painted satin finish white
(panel white two sides)

5 GRAPHICS
Four color vinyl four side bleed
Back panel no graphics

SPECIFICATIONS:

PROJECT:

**Amelia Island
Community
Aesthetic
Improvement
Project**

**Phase 1
Development**

CLIENT:
Amelia Island
TDC



Dawson Associates IIc
20 Town Way
Scituate, MA 02066
CONTACT:
Jeffrey Dawson
781-544-2080
jdawson@
dawson-associates.com

SIGN TYPE:

CITY-04

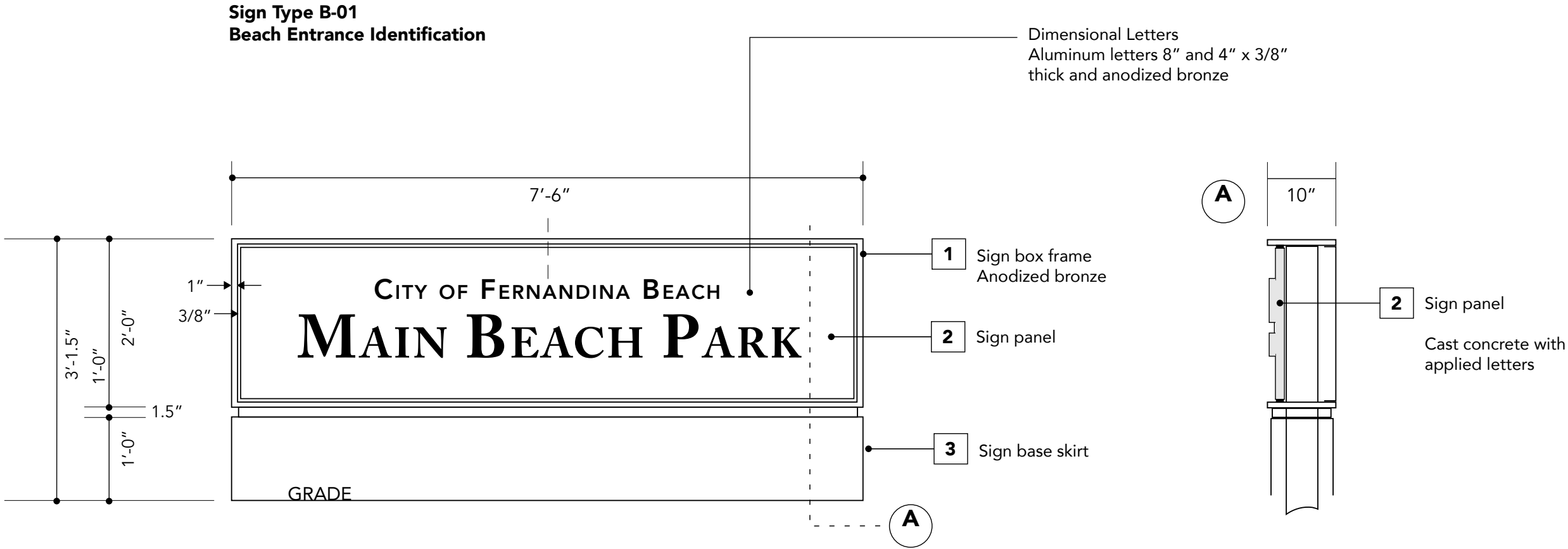
DATE: 12-7-18

PAGE

10

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. This office must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted for approval prior to proceeding with fabrication. All copy shall be proofread and approved prior to fabrication.

BEACH SIGNS
BEACH AUTO ENTRANCE
IDENTIFICATION



These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. This office must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted for approval prior to proceeding with fabrication. All copy shall be proofread and approved prior to fabrication.

PROJECT:
**Amelia Island
Community
Aesthetic
Improvement
Project**

**Phase 1
Development**

CLIENT:
Amelia Island
TDC



Dawson Associates LLC
20 Town Way
Scituate, MA 02066
CONTACT:
Jeffrey Dawson
781-544-2080
jdawson@
dawson-associates.com

SIGN TYPE:
**BEACH SIGN
B-01**

DATE: 12-17-18

PAGE
11

BEACH SIGNS
BEACH AUTO ENTRANCE
IDENTIFICATION

SPECIFICATIONS:

PROJECT:

Amelia Island
Community
Aesthetic
Improvement
Project

Phase 1
Development

CLIENT:
Amelia Island
TDC



Dawson Associates IIc
20 Town Way
Scituate, MA 02066
CONTACT:
Jeffrey Dawson
781-544-2080
jdawson@
dawson-associates.com

SIGN TYPE:

BEACH SIGN
B-01

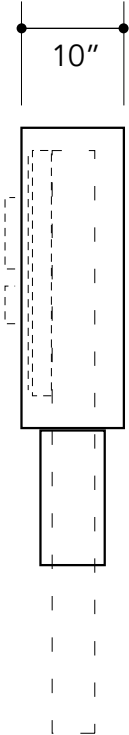
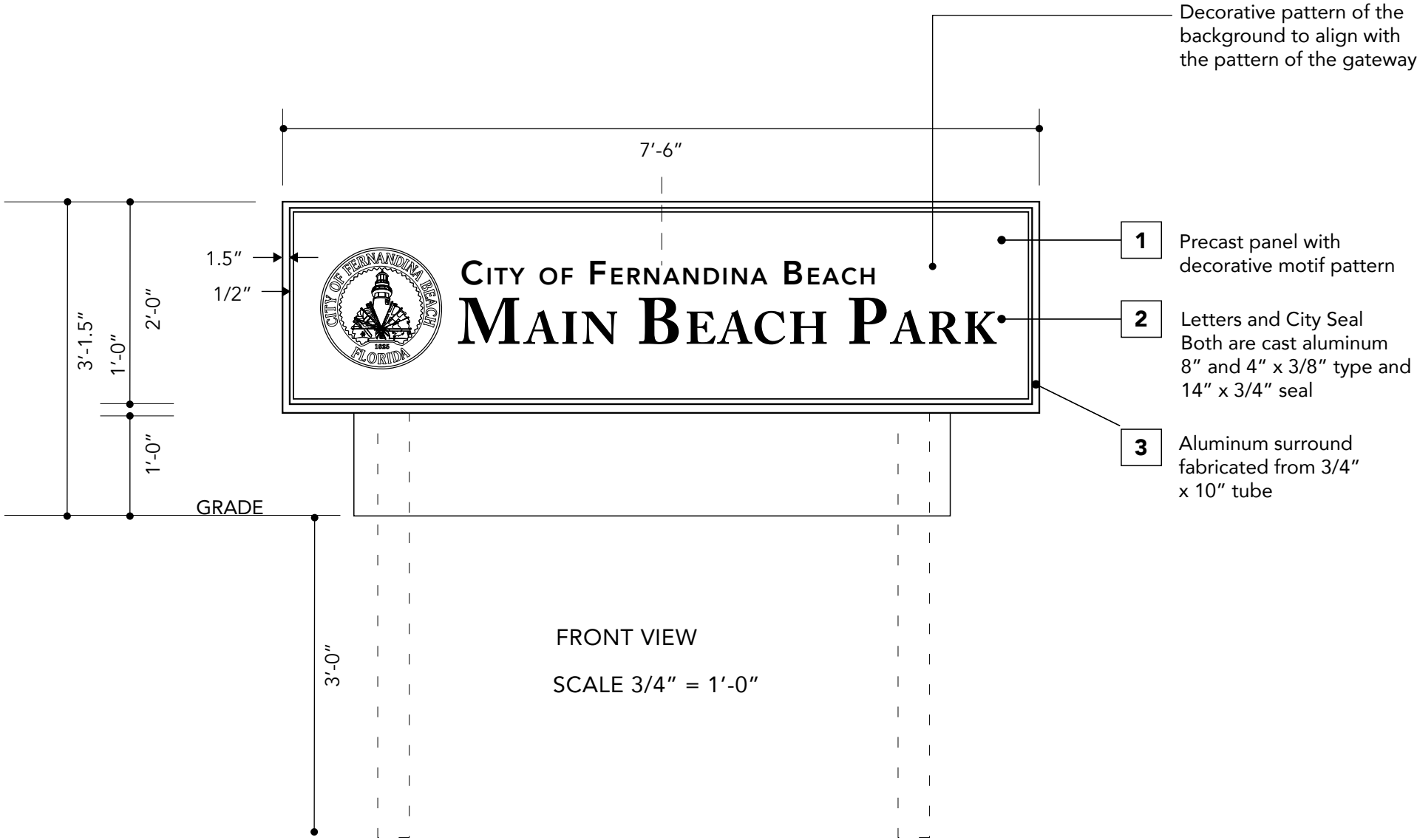
DATE: 12-17-18

PAGE

12

NORTH BEACH PARK
MAIN BEACH PARK
SEASIDE BEACH PARK
PETER’S POINT PARK
AMERICAN BEACH PARK
BURNIEY PARK

Sign Type B-01
Beach Main Entrance



These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. This office must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted for approval prior to proceeding with fabrication. All copy shall be proofread and approved prior to fabrication.

BEACH SIGNS
PEDESTRIAN WALKING
PATH ENTRANCE IDENTIFICATION

A

Sign Type B-02
Double Post and Panel

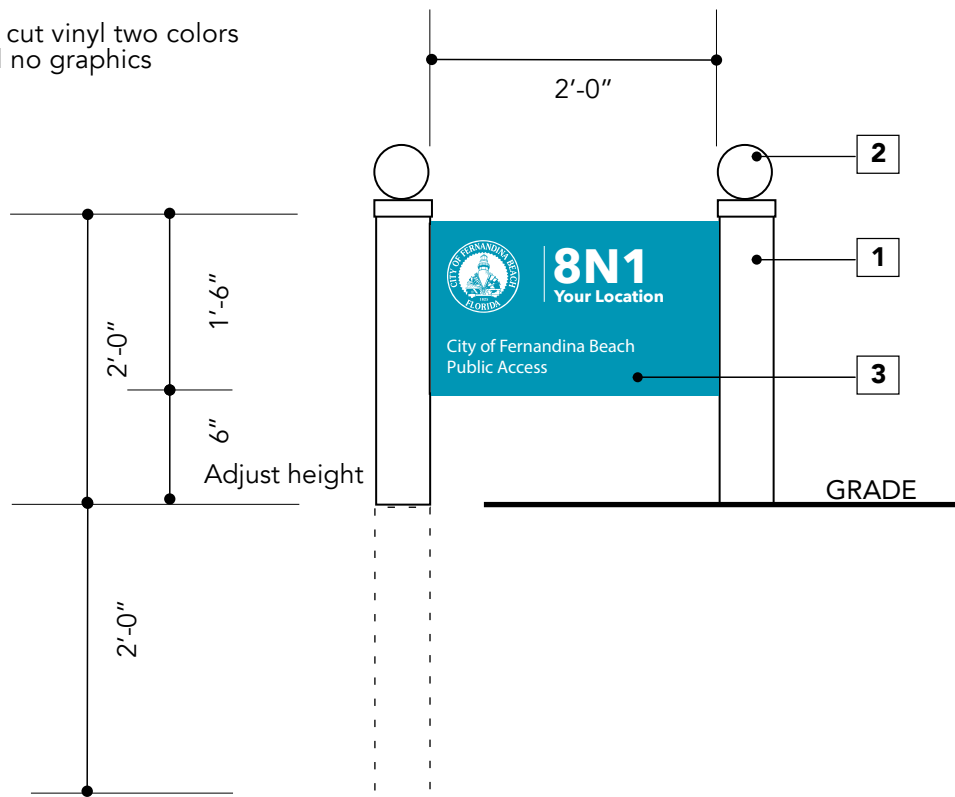
1 POST
5" x 5" 12' square post
1.5 angle attached with
stainless screws

2 BALLCAP
Precast aluminum ball with
flange

3 PANEL GRAPHICS
1/8" aluminum

A) Four color vinyl four side bleed
Back panel no graphics

B) Applied cut vinyl two colors
Back panel no graphics

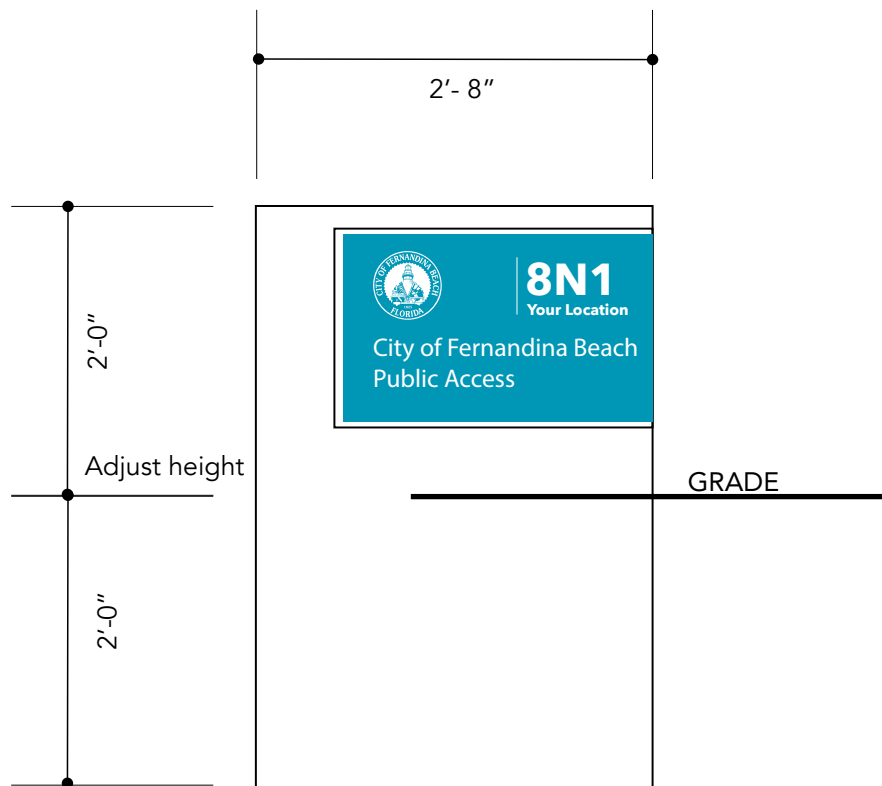


B

Sign Type B-02
Precast white concrete
and Panel

1 Precast white concrete
with .5" recess to hold
16" x 24" graphic panel
on two sides

2 Aluminum engraved panel
with 1/8" raised type and
painted brand color



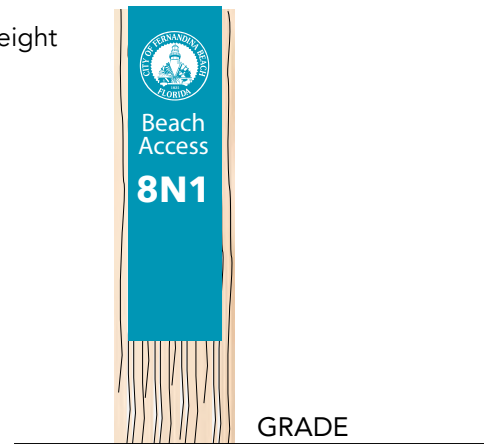
C

Sign Type B-02
Yellow Pine and Panel

1 Yellow pine

2 Aluminum engraved panel
with 1/8" raised type and
painted brand color

Adjust height



These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. This office must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted for approval prior to proceeding with fabrication. All copy shall be proofread and approved prior to fabrication.

PROJECT:

Amelia Island
Community
Aesthetic
Improvement
Project

Phase 1
Development

CLIENT:
Amelia Island
TDC

DAWSON
ASSOCIATES

Dawson Associates IIc
20 Town Way
Scituate, MA 02066
CONTACT:
Jeffrey Dawson
781-544-2080
jdawson@
dawson-associates.com

SIGN TYPE:

BEACH SIGN
B-02

DATE: 12-17-18

PAGE

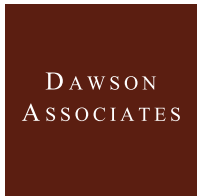
13

BEACH SIGNS
PARKING LOT IDENTIFICATION

PROJECT:
**Amelia Island
Community
Aesthetic
Improvement
Project**

**Phase 1
Development**

CLIENT:
Amelia Island
TDC

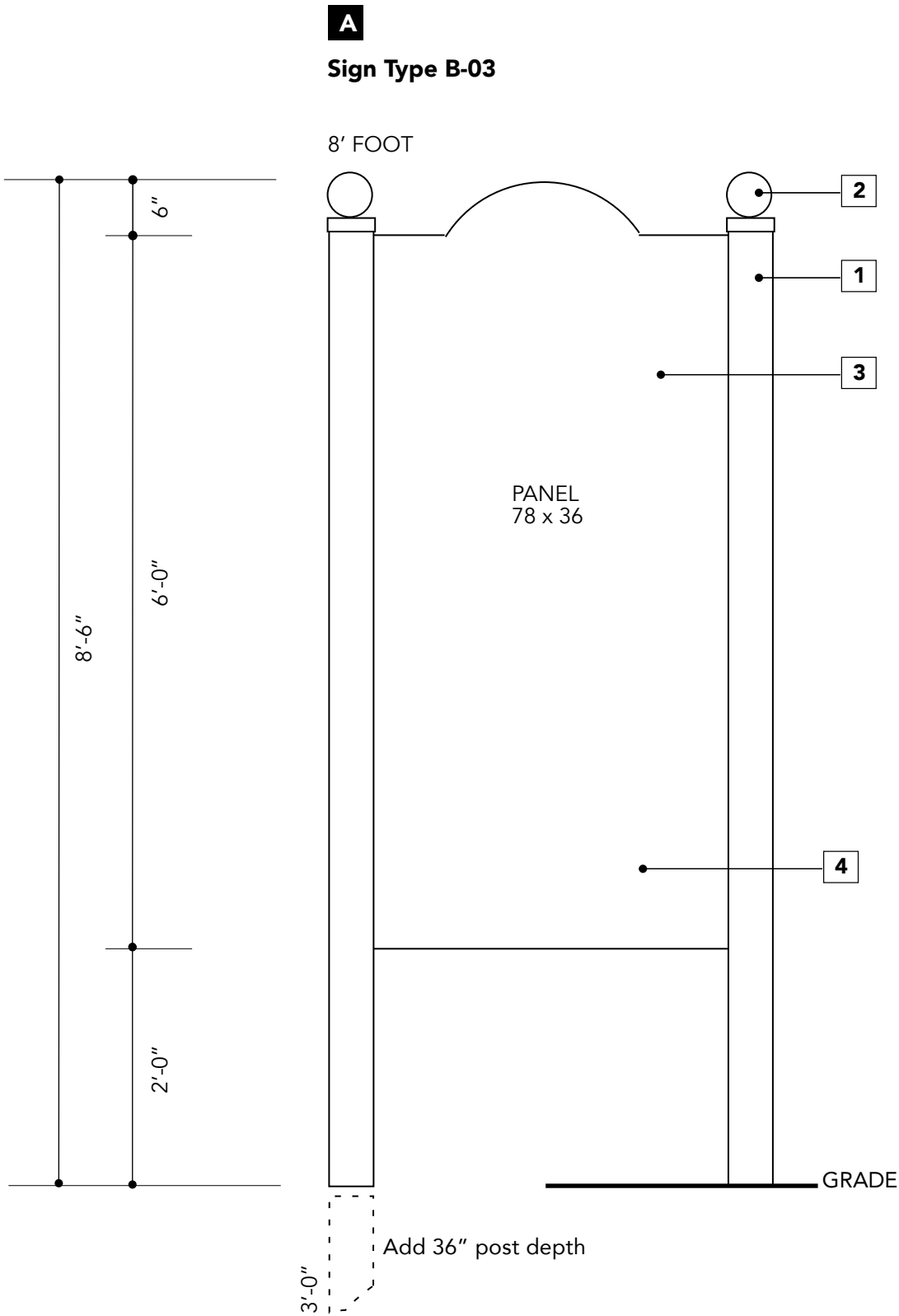


Dawson Associates IIc
20 Town Way
Scituate, MA 02066
CONTACT:
Jeffrey Dawson
781-544-2080
jdawson@
dawson-associates.com

SIGN TYPE:
**BEACH SIGNS
B-03 B-04**

DATE: 12-17-18

PAGE
14



POST AND PANEL

1 POST
5"x 5" 12' square post
1.5 angle attached with
stainless screws

2 BALLCAP
Precast aluminum ball with
flange

3 PANEL
1/8" aluminum with bracket
1.5" aluminum drilled to
hold 1/8" sign panel

4 PAINT
Post - ball-cap - bracket - panel
painted satin finish white
(panel white two sides)

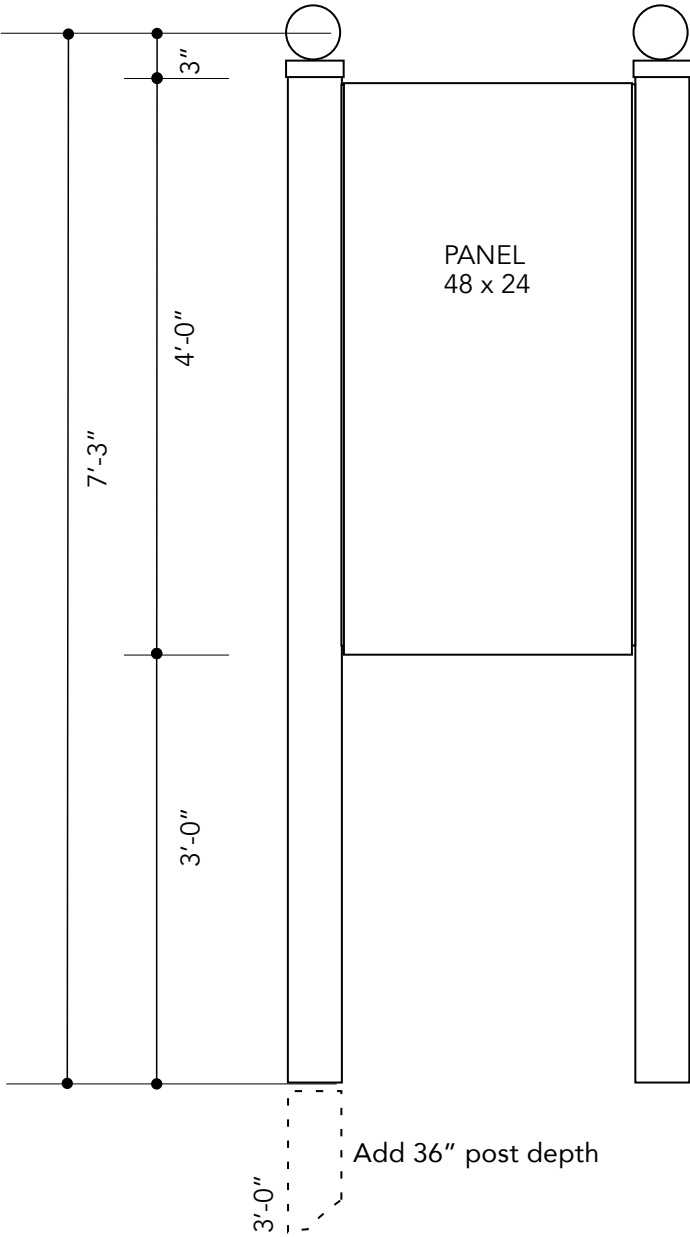
5 GRAPHICS
A) Four color vinyl four side bleed
Back panel no graphics

B) Applied cut vinyl two colors
Back panel no graphics

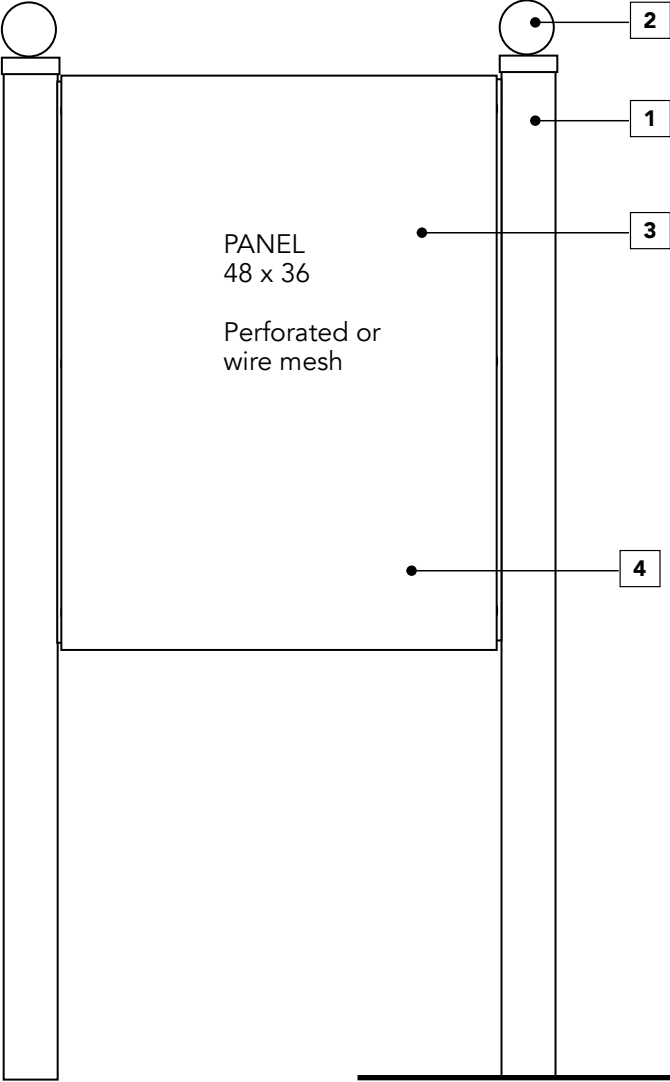
These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. This office must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted for approval prior to proceeding with fabrication. All copy shall be proofread and approved prior to fabrication.

BEACH SIGNS
INFORMATION AND SAFETY

Sign Type B-05
Rules and Environment
Information



Sign Type B-06
Beach Conditions and Warning
Information



POST AND PANEL

1 POST
5"x 5" 12' square post
1.5 angle attached with
stainless screws

2 BALLCAP
Precast aluminum ball with
flange

3 PANEL
1/8" aluminum

BRACKET
1.5" aluminum drilled to
hold 1/8" sign panel

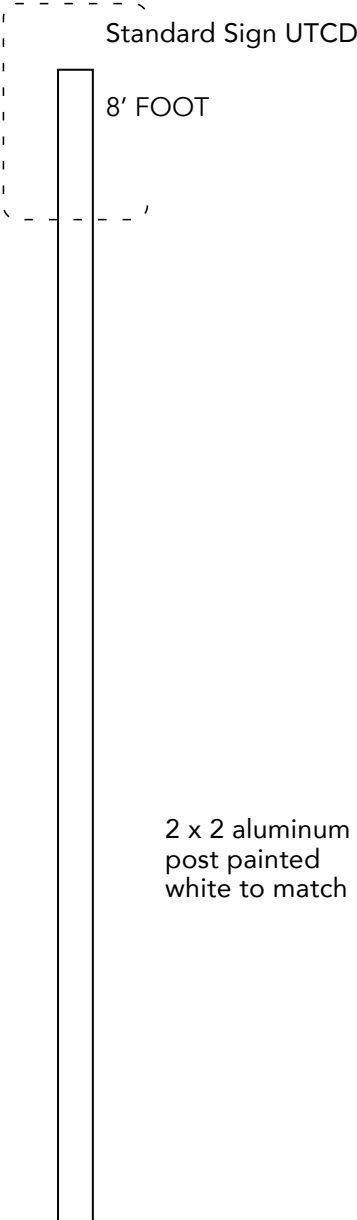
4 PAINT
Post - ball-cap - bracket - panel
painted satin finish white
(panel white two sides)

5 GRAPHICS
A) Four color vinyl four side bleed
Back panel no graphics

B) Applied cut vinyl two colors
Back panel no graphics

GRADE

Sign Type B-07
Post painted for DOT posting



PROJECT:

Amelia Island
Community
Aesthetic
Improvement
Project

Phase 1
Development

CLIENT:
Amelia Island
TDC



Dawson Associates LLC
20 Town Way
Scituate, MA 02066
CONTACT:
Jeffrey Dawson
781-544-2080
jdawson@
dawson-associates.com

SIGN TYPE:

BEACH SIGNS
B-05

DATE: 12-17-18

PAGE

15

BEACH SIGNS
GRAPHIC DESIGN STANDARDS
FOR VARIOUS PANEL SIZES

Consistent graphic design layouts
based on panel size standards required for
various beach environments.

PROJECT:

Amelia Island
Community
Aesthetic
Improvement
Project

Phase 1
Development

CLIENT:
Amelia Island
TDC



Dawson Associates LLC
20 Town Way
Scituate, MA 02066
CONTACT:
Jeffrey Dawson
781-544-2080
jdawson@
dawson-associates.com

SIGN TYPE:

BEACH SIGNS
B-05

DATE: 12-17-18

PAGE

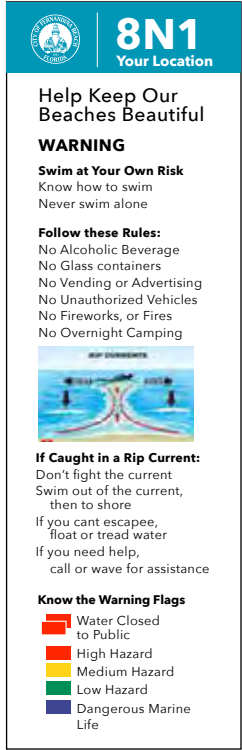
16

Graphic layout and panel system

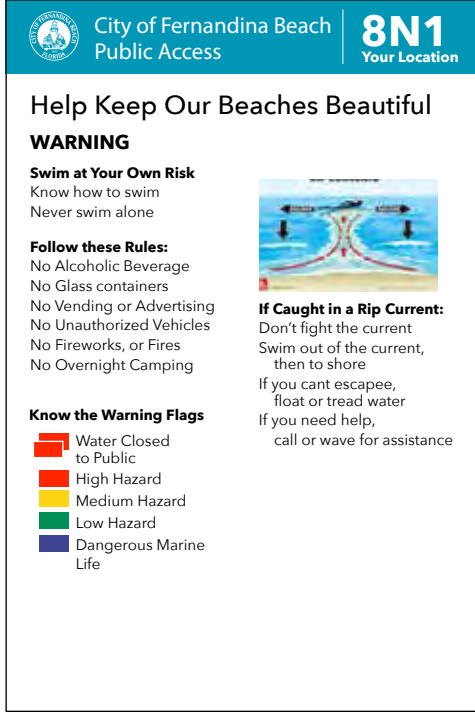
8 x 30



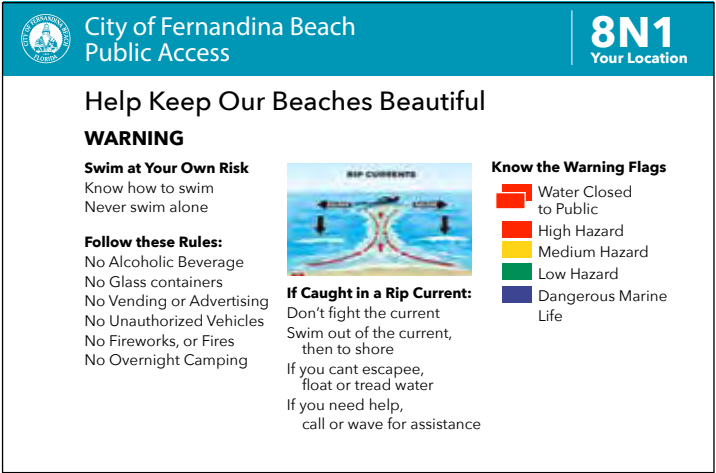
12 x 36



24 x 36



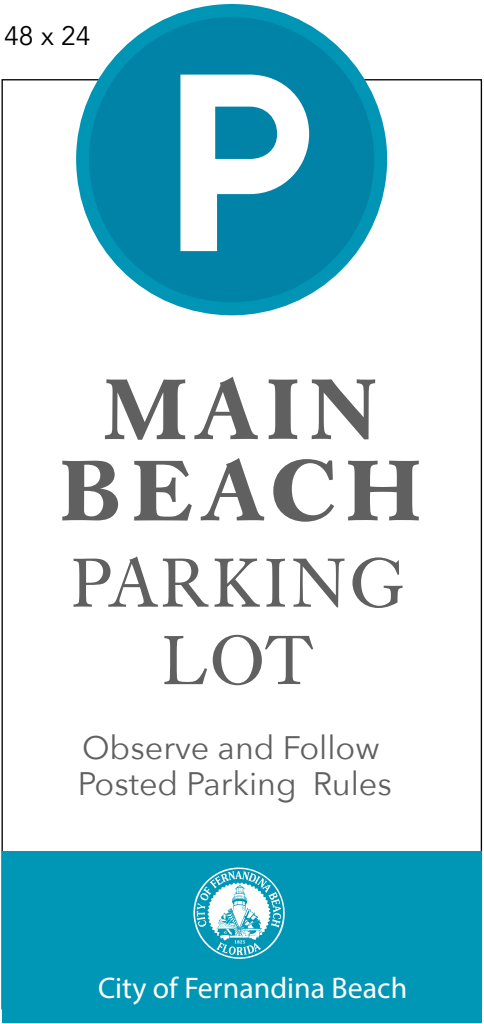
36 x 24



SIGN PANEL
Graphic message panels
are 1/4" aluminum powder
coated white on two sides

GRAPHICS
Four color vinyl coverage
or applied cut vinyl two colors
on painted surface

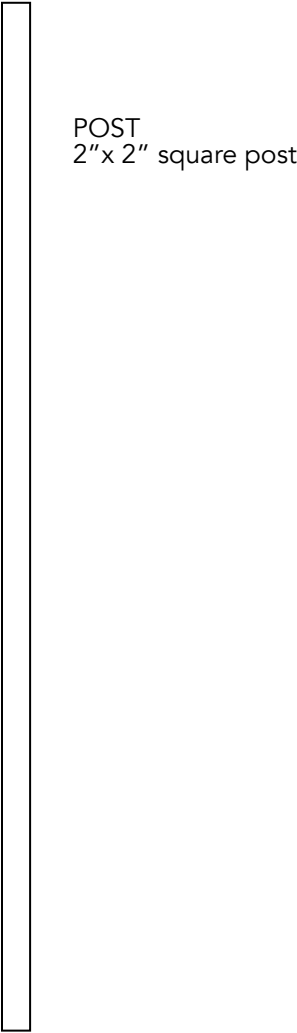
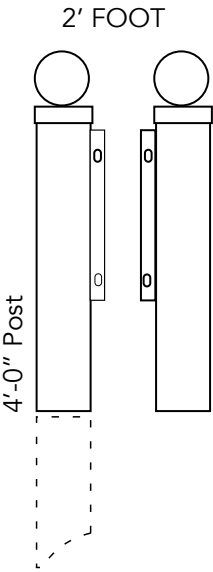
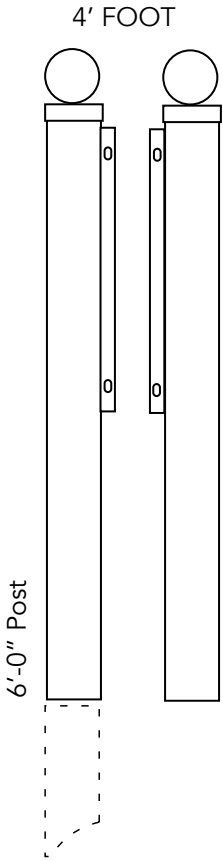
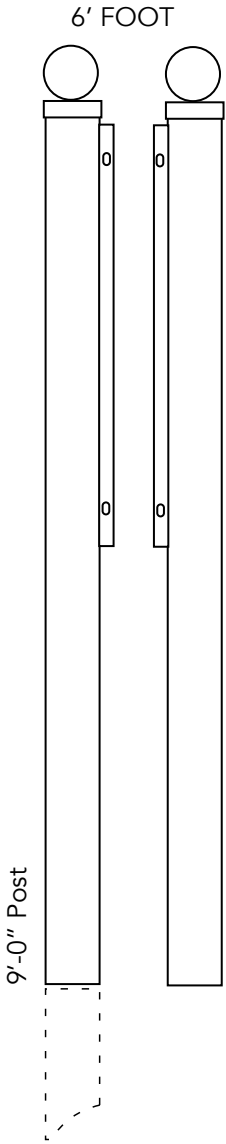
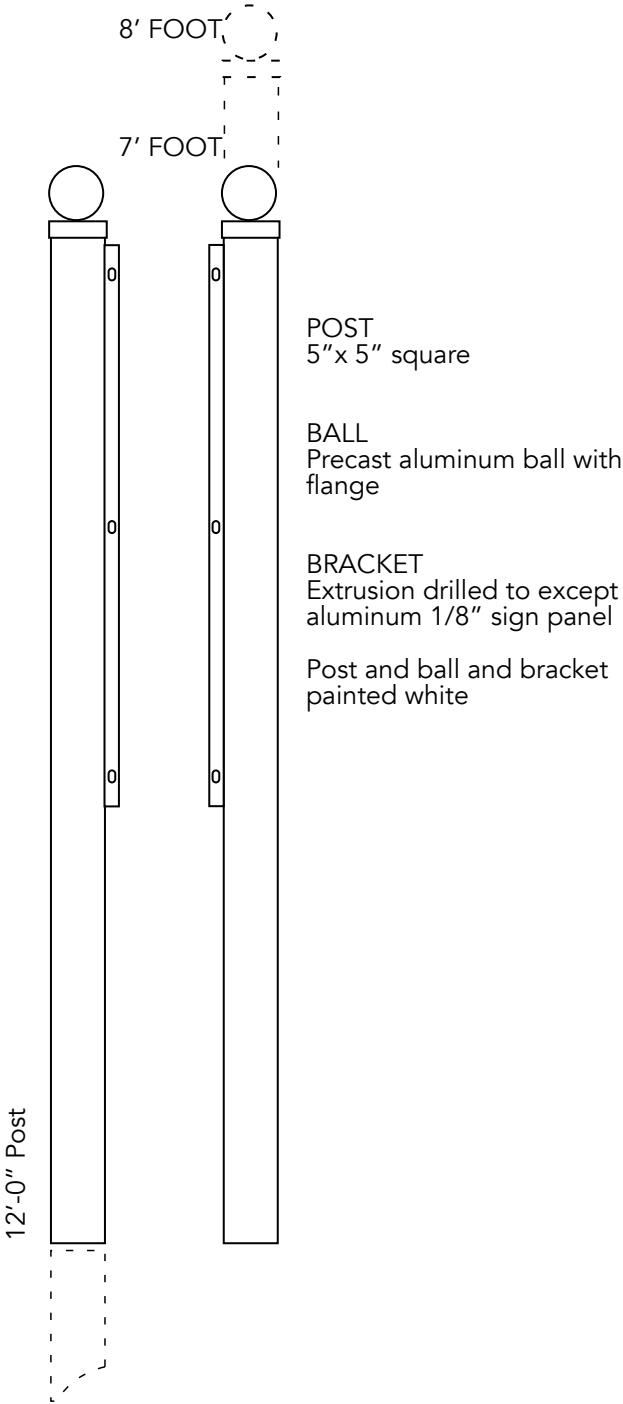
48 x 24



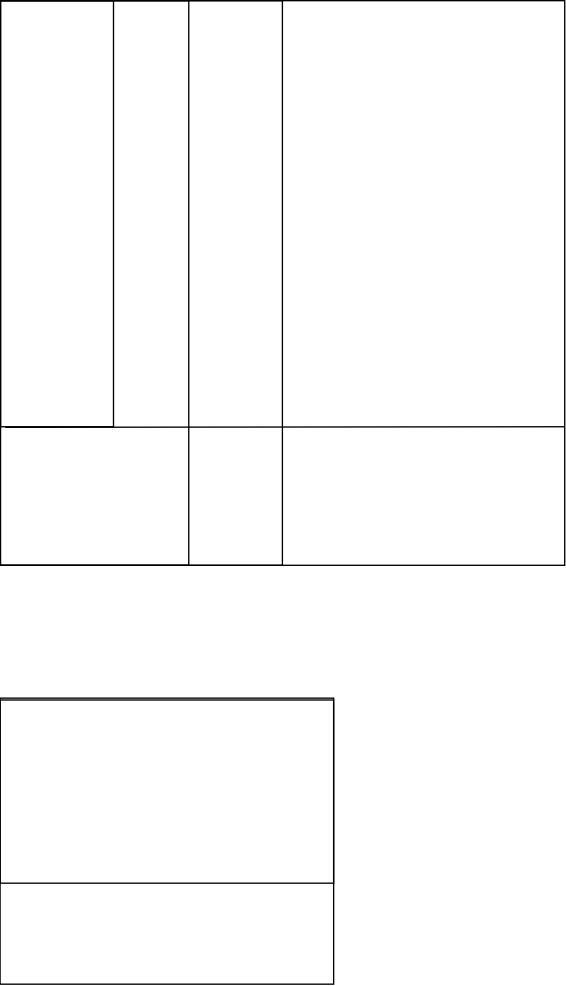
Note: The content (text/images) used in this drawing
illustrates design intent and is not intended to be used
for actual graphic art reproduction or fabrication.

BEACH SIGNS
POST FOR PANEL

POST SIZES



PANEL SIZES



PROJECT:

Amelia Island
Community
Aesthetic
Improvement
Project

Phase 1
Development

CLIENT:
Amelia Island
TDC



Dawson Associates IIc
20 Town Way
Scituate, MA 02066
CONTACT:
Jeffrey Dawson
781-544-2080
jdawson@
dawson-associates.com

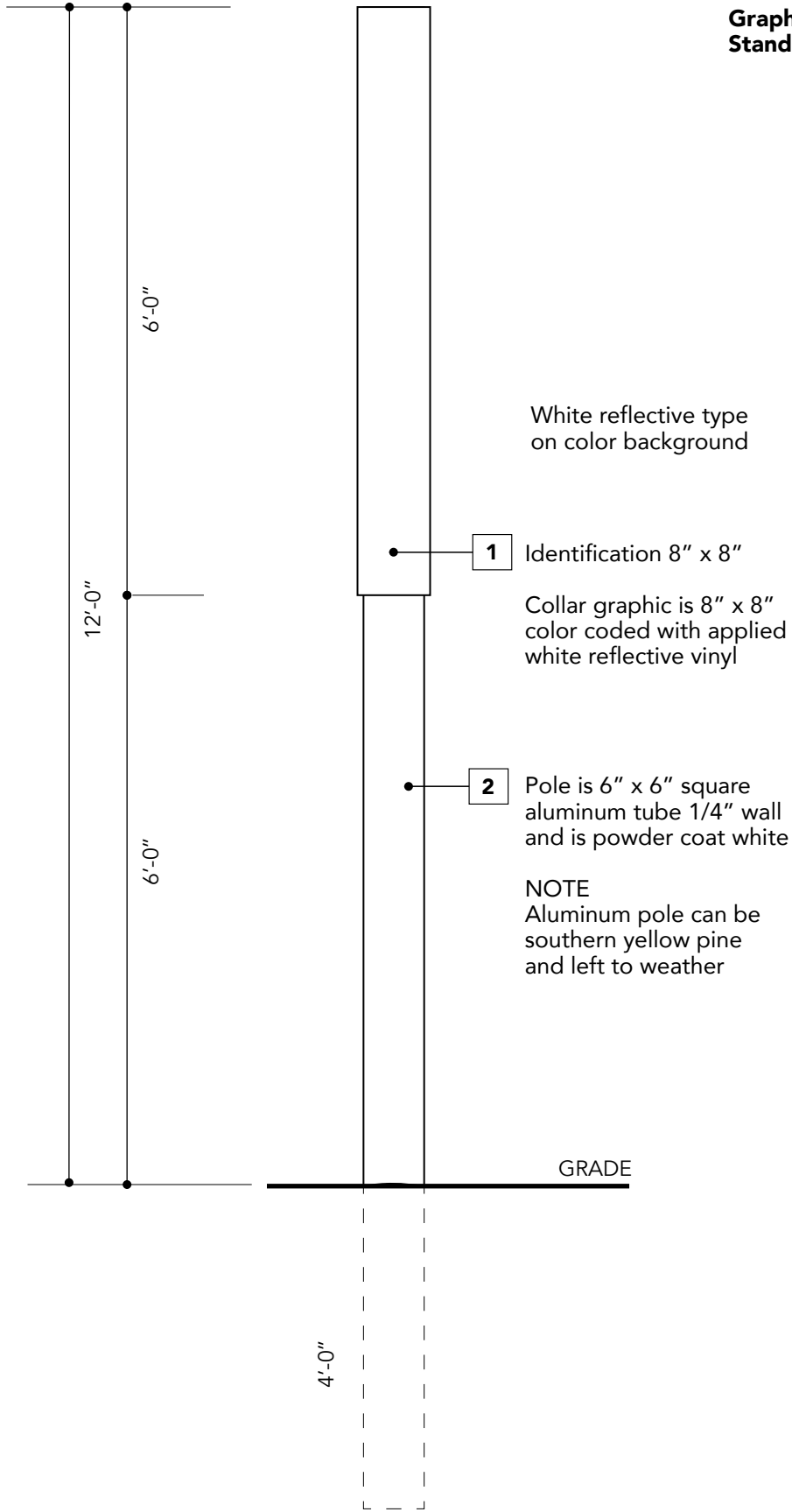
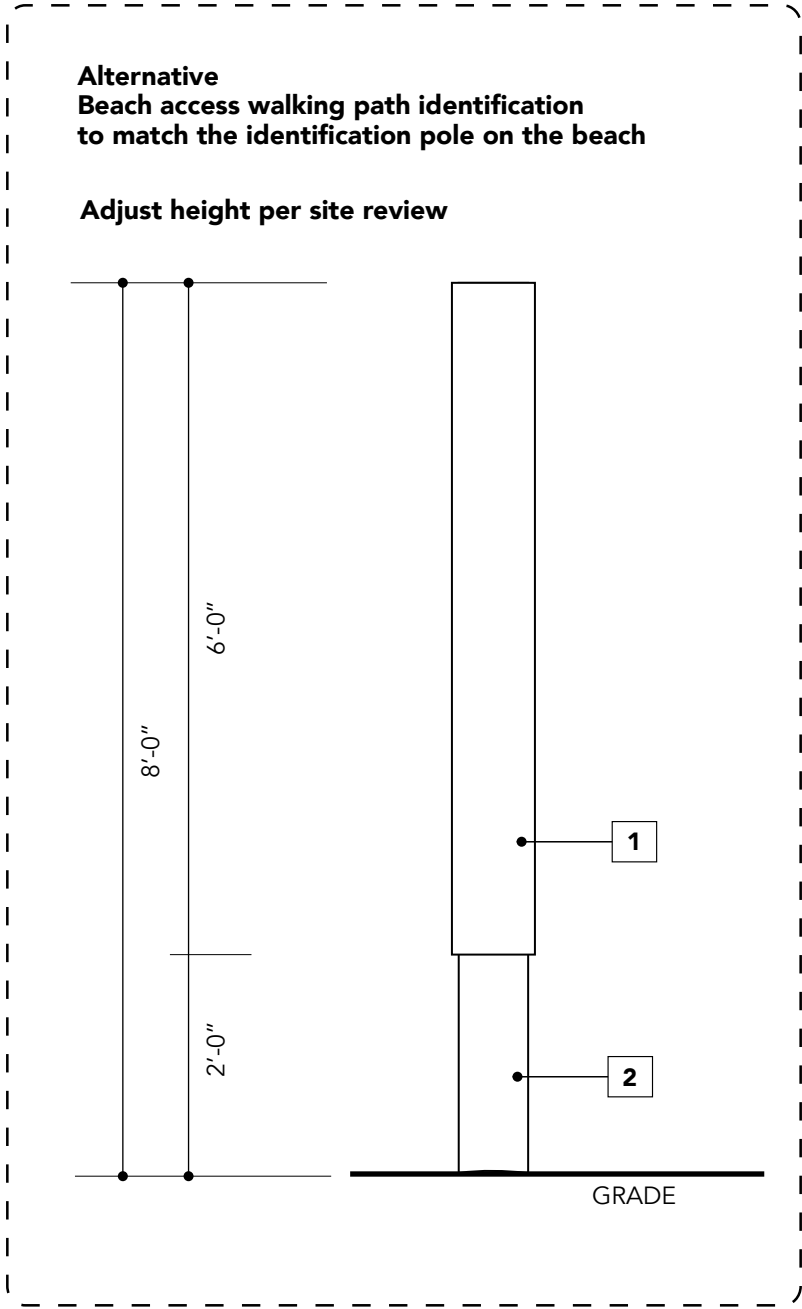
SIGN TYPE:

BEACH SIGNS
B-05

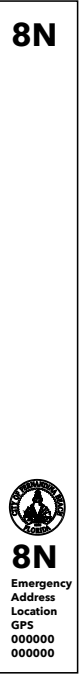
DATE: 12-17-18

PAGE

BEACH SIGNS
ON THE BEACH ACCESS
IDENTIFICATION



Graphic
Standards



Message
TBD



Black type on
white reflective
background

Identification:
Words
Numbers
Color
Symbols

PROJECT:

Amelia Island
Community
Aesthetic
Improvement
Project

Phase 1
Development

CLIENT:
Amelia Island
TDC



Dawson Associates Ilc
20 Town Way
Scituate, MA 02066
CONTACT:
Jeffrey Dawson
781-544-2080
jdawson@
dawson-associates.com

SIGN TYPE:

BEACH SIGN
B-01

DATE: 12-17-18

PAGE

18

Gil Langley

From: Michael Mullin <mmullin@nassaucountyfl.com>
Sent: Thursday, March 28, 2019 5:23 PM
To: Gil Langley
Cc: Susan Gilbert; Amy Boek; Danny Leeper
Subject: RE: AITDC Actions

Tx

From: Gil Langley <glangley@ameliaisland.com>
Sent: Thursday, March 28, 2019 5:02 PM
To: Michael Mullin <mmullin@nassaucountyfl.com>
Cc: Susan Gilbert <sgilbert@nassaucountyfl.com>; Amy Boek <aboek@ameliaisland.com>; Danny Leeper <dleeper@bellsouth.net>
Subject: AITDC Actions

CONTAINS EXTERNAL SENDER CONTENT: Do not open attachments unless you are expecting them and trust the sender.

- Technical Services

Hi Mike.

Attached is the reviewed copy of yesterday's AITDC Quarterly meeting. Looking at the discussion and the materials produced provides insights on all activities. We have captured the meeting materials and have both the Board Book and Powerpoint presentation on the AITDC website.

Coming from the meeting is two actions – both addressing beach related needs. The AITDC is recommending dividing the existing beach cleaning into 3 separate RFP's (Cleaning, Disposal, Restrooms) with advertising, submittal, and award be done as expeditiously as possible.

The Board is also approving/recommending the AITDC move forward on a comprehensive beach signage program approved last spring. It plays a significant part in informing the public about ordinances, Leave No Trace, and beach safety. The motion capped expenditures to implement the plan as designed by Dawson & Associates at \$350k. Jeff Dawson is serving as contract manager (exempted from bid as professional services) and will utilize a bid process for location surveys, production, and installation. Local vendors will be encouraged to submit proposals.

Mike, you have the materials from Jeremiah, Doug and me that should provide the information necessary to clearly define a Scope of Services for the RFP's. Should you desire, we can provide a draft contract with Dawson & Associates for your review. Also, we are willing to serve as contract manager on the beach related programs. We just need it added to the Scope in the new contract.

Let me know if we need to provide additional information.

Amelia Island Convention & Visitors Bureau
2398 Sadler Road, Suite 200
Fernandina Beach, FL 32034
904-277-4369 office
glangley@ameliaisland.com
www.AmeliaIsland.com



AMELIA ISLAND

COME MAKE MEMORIES[®]

Amelia Island - Voted #3 in the Top 10 U.S. Islands by Condé Nast Traveler's Readers' Choice Awards.

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, please do not send electronic mail to this entity. Instead, please contact this office by phone or in writing.

Gil Langley

From: Gil Langley
Sent: Thursday, April 25, 2019 3:47 PM
To: Michael Mullin
Cc: Danny Leeper
Subject: RE: \$350k Signage Bed Tax

Mike:

The actual AG) Ruling is AGO 2000-50. Deals with welcome signs and welcome island in Gainesville. The unified approach to signage has been a goal of the community for at least 30 years. With the TDC's focus on creating a sustainable tourism industry, one of the major tenants of the Marketing Plan is entice current visitors to stay longer, experience more, learn about nature based tourism, and spend more money. The AITDC has found that the program is primarily related to the advancement and the promotion of tourism.

Creating a Sense of Place is the environmental branding initiative of this signage plan. Phase 1 was discussed why change the signage? Among the effects - to provide a unified and attractive island-wide system of signage for all public use facilities - to improve communications, eliminate clutter, simplify/unify message, to enhance enforcement and Public safety.

Signage Program

- Remove current signs
- Replace with consistent signage
- Flag pole & danger signs
- Replace roadside beach signs (6 park, 13 medium, 46 small – Maintain County & City identities)
- Replace signs on the beach (All accesses, Access#, latitude/longitude)
- Design development for the roundabout landscape improvements

Identity Signs

- Interpretive Nature Signage
 - o Beach Ecosystem
 - o Sea Turtles & Wildlife
 - o Dunes protection
 - o Beach Renourishment

At the March meeting of the AITDC, a motion was made by Chip Ross to proceed with the process of the Signage Plan, not to exceed \$350,000.. The motion was seconded by Olivia Hoblit. All Approved.

Please contact me if you need further information.

Gil Langley CAE | President & CEO
Amelia Island Convention & Visitors Bureau
2398 Sadler Road, Suite 200
Fernandina Beach, FL 32034
904-277-4369 office
glangley@ameliaisland.com
www.AmeliaIsland.com

Amelia Island - Voted #3 in the Top 10 U.S. Islands by Condé Nast Traveler's Readers' Choice Awards.

-----Original Message-----

From: Michael Mullin <mmullin@nassaucountyfl.com>

Sent: Wednesday, April 24, 2019 8:46 AM

To: Gil Langley <glangley@ameliaisland.com>

Subject: FW: \$350k Signage Bed Tax

-----Original Message-----

From: Jeff Walukonis <jwalukonis@gmail.com>

Sent: Tuesday, April 23, 2019 9:04 AM

To: Daniel Leeper <dleeper@nassaucountyfl.com>; Aaron C. Bell <acbell@nassaucountyfl.com>; Michael Mullin <mmullin@nassaucountyfl.com>

Cc: Lowell Hall <dlhall7007@aol.com>; lkreger@fbfl.org

Subject: \$350k Signage Bed Tax

I saw something where \$350,000 was being spent from bed tax on signs? I was reading 125.0104 and can find no provision to use bed tax to buy signs.

Could you direct me to this provision which allows Bed taxes to be spent on Signage?

We could use that \$350,000 to pay for beach walkover construction under the erosion portion of the law. With 12 closed walkovers and the city contributing over 2 million in bed tax it would seem this would be a more urgent funding need from our bed tax.

Jeff Walukonis

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, please do not send electronic mail to this entity. Instead, please contact this office by phone or in writing.

Attachment #2 & #3

Gil Langley

From: jdawson <jdawson@dawson-associates.com>
Sent: Friday, November 1, 2019 4:51 PM
To: Gil Langley
Subject: spreadsheet and agreements
Attachments: Amelia Island Sign Schedule total GIL copy.xlsx; AGREEMENT BEACH SIGNING copy.pdf; AGREEMENT ISLAND SIGNING copy.pdf; Florida Template AGREEMENT copy.docx

Attachments

TDC Agreements - the Beach and Island programs

note // We did start on revising the beach (not island) signs types and counts based on our discussions and then stopped when told to do so.

The new sign counts and sign types are not reflected in any of the design presentation documents or the cost schedule spreadsheet attached that was used to establish our working budgets as the new site information has not been fully tallied.

Spreadsheet - estimate bid totals for establishing working budgets - (tweaked and highlighted budget amounts)

City Fernandina Agreement -

Florida Agreement Template - (used for St Augustine and two other Florida projects this year)

Dawson | Associates
20 Town Way
Scituate, MA 02066
781-544-2080

jdawson@dawson-associates.com
www.dawson-associates.com

This e-mail may contain confidential or privileged information. If you are not the intended recipient, please notify the sender immediately and destroy this e-mail. Any unauthorized copying, disclosure or distribution of the material in this e-mail is strictly forbidden.

AMELIA **ISLAND**
TOURIST DEVELOPMENT COUNCIL

Board Meeting
Monday March 27th, 2019
3:00 p.m.

Breakwater Hotel at the Beach, Conference Center
2707 Sadler Road
Fernandina Beach, Fl 32034

Present: Danny Leeper, Chip Ross, Arlene Filkoff, Len Kreger, Olivia Hoblit Mary
O'Donnell, Bob Hartman
Absent: Jim McManemon, Barbara Halverstadt
Staff: Gil Langley, Amy Boek, Susan Hurley, Jaime Fallon, Kate Harris, Deb
Nordstrom

I. Call to Order

Meeting was called to order by Danny Leeper at 3:03p.m.

II. Approval of Minutes – March 11th, 2019 TDC Meeting

A motion was made by Arlene Filkoff to approve minutes of the last meeting, seconded by Len Kreger. All approved.

III. Public Input: Items not on the agenda:

No public input at this point.

IV. Financials

Gil Langley

FY 2019 Budget vs Actual shows:
Admin 216K/68K
Research 1.05M/332K
Marketing 5.05M/1.06M
Trade 701K/195K
Beach 951K/-111K

Approximately 3.5 million dollars or 11% of the annual budget is spent on beach projects. 1M was budgeted for beach cleanup after the Hurricane and approximately 600K was used.

V. Research

Gil Langley

2018 Year in Review shows that Occupancy of 72.9% was achieved which is up .7% YoY. Increased Average Daily Rate was 237.74, up 6.7% YoY. Achieved Demand of 492,963 was up .7% YoY and Increased RevPAR to \$173.28 was achieved for a 7.5% increase YoY.

Our Average age of visitors is 50 years old, annual household income is \$135K, 26.7 % of our visitors arrive by airplane and 55% of visitors were influenced by Amelia Island Messaging. 97% of visitors are satisfied with their visit and would recommend Amelia Island to friends and family as a vacation destination. Key Feeder cities are Atlanta, Jacksonville, Orlando and New York.

STR 2019 shows:

YTD Occupancy +3%

YTD ADR +8%

YTD RevPAR =3.8%

VI. Activity Reports

Amy Boek

Amy gave an overall review the AR (Augmented Reality) of our Visitors Guides, with 200K copies in distribution and 11 scannable pages. Our next steps with the AR Technology is the In-Market Launch set for late April with 6 locations throughout the Island, promotions and media coverage and continuing with the Analytics & support of the program.

A review of the 40 plus Q1 ad placements show that there is a continuous focus on quality visitors. Additional Ad placement is digital, podcasts, Travel & Leisure, Conde Nast, and Trip Advisor.

Kate Harris gave an overview of her continuous work on Video Production and performance siting the most recent videos of our Fernandina Beach Airport, the Concours d' Elegance Event, Book Festival and the next video production coming out this week on American Beach. She is also spearheading the 'Tourism Works' Series, showcasing tourism and how it works for our community. Kate also gave a summary of her recent trip to the ITB 2019 Conference. The event has offered Product Expansion & Promotion along with PR Opportunities & Global Trends.

Jaime Fallon gave an update on some of the upcoming events such as the Petanque Tournament, the Dickens on Centre and the Restaurant Week. Jaime also reported on the successful trade shows that we committed to. Chicago, New York, Boston, Washington DC (X2), Philadelphia and the upcoming event in Dallas. This has allowed us to speak to and work with over 250K consumers, and trade partners.

VII. Old Business

Gil Langley

Gil reiterated to the board that everything we do, we measure. We do this for accuracy, for data, and for ROI. He also pointed out that Destinations International (the CVB Trade Association which certifies our organization), based on the average of all respondents with budgets of \$5 - \$8

million, the typical CVB spends 47% of the budget on administration and overhead, the AITDC budget spends 15% on Administration, this allows the AITDC to keep a strong focus on what is the most important needs to market the island.

The City and County have both met and discussed the Proposed Comprehensive Clean Beach Program – it was asked for AITDC to put forth a plan of action and submit it back to the county BOCC. In doing so, the SWOT Analysis was created which reviews the strengths, weaknesses, opportunities and threats of the clean beach program. The City and County Collaboration was Trash Removal, Beach Cleaning, Bathrooms, Promotions, Signage and Funding and Supervision. (of this supervision was brought up many times).

The staff recommendations were:

3 RFP's:

Beach Cleaning (Handpicking, Year-round, Perception Index).

Day Beach Cleaning

- Vendor Hand Picking
- No proposed mechanical cleaning
- Fort Clinch South boarder to Amelia State Park North boarder
- 1/day, 365 days with adjust of frequency as needed

Night Beach Cleaning

- LNT ordinance strictly enforced
- No items left overnight on the beach
- Removed items and destroyed
- 1/day, 365days, adjust frequency as needed

Contract Essentials

- No Mechanical raking involved
- Enhanced performance standards, experience & credentials (insurance, etc.)
- Increased accountability
- DEP certified

Trash Removal Process

Contract for trash can disposal

- Seasonal, adjustable emptying schedule
- Daily in season
- Flexibility in scheduling
- Issue reporting process

Why Install Receptacle Housing

- Relocate off beach
- Reduce adverse impacts (animals)
- Prevent wind/rain impacts
- Easier to maintain & Service (vetted by County and City staff)
- Reduce theft

Multiple Receptacle Park Locations

- North Beach, Main Beach, Seaside
- Scott Road, Burney Point, Peters Point, Dee Dee Bartels

Single Trash Receptacle

- Beach Accesses: 20, 38, 39 – 43, 45-52

Restroom Facilities

Daily Cleaning of:

- Main Beach, Seaside, Dee Dee Bartels, Peters Point, Burney Point

Proposed Community Cleanliness Index

- Create an index to gauge cleanliness of public areas
- Use quantifiable data to evaluate service levels
- Program based on best practices
- Offer up a beach rating system
 - (1) Extremely Clean
 - (2) Clean
 - (3) Somewhat Clean
 - (4) Somewhat Dirty
 - (5) Dirty
 - (6) Extremely Dirty
- Beach Rating System would allow for description of the litter

To Be Determined

RFP/Contract Process

- Funding source(s)
- Purchasing policy
- Who takes the lead (County, City, Joint)?

Project Management

- Contract supervision
- Performance monitoring
- Issue Reporting (beach hotline)

A motion was made by Len Kreger to move forward with the RFP process for Comprehensive Beach Cleaning Program, including all three components – Beach Cleaning, Trash Removal, and Restroom Cleaning. Motion was seconded by Olivia Hoblit. All Approved.

At this point, Mr. Frank Marone (1859 Ocean Villas Drive) wanted to give public input, he was disappointed in the landscaping and general look of the roundabouts on Sadler and others. He also wanted to let the board know that he wanted an amphitheater. Gil Langley asked Mr. Marone to please allow him to finish his presentation as many of his concerns would be address.

Creating a Sense of Place is the environmental branding initiative signage plan. Phase 1 was discussed including the current signage and why change the signage? To provide a unified and attractive island-wide system of signage for all public use facilities. Also, to improve communications, eliminate clutter, simplify, unify message, enhance enforcement and Public safety.

Signage Program

- Remove current signs
- Replace with consistent signage
- Renumber beach accesses – City and County (N. to S.), Simple numeric, 1- 63, Safety recommendation
- Flag pole & danger signs

- Replace roadside beach signs (6 park, 13 medium, 46 small – Maintain county & City identities)
 - Replace signs on the beach (All accesses, Access#, latitude/longitude)
 - Design development for the roundabout landscape improvements
-
- Identity Signs
 - Interpretive Nature Signage
 - Beach Ecosystem
 - Sea Turtles & Wildlife
 - Dunes protection
 - Beach Renourishment

Next Steps

- Budget Approval
- Inventory Needs (Priority phasing)
- Bidding Process (Local preference)
- Project Management

A motion was made by Chip Ross to proceed with the process of the Signage Plan, not to exceed \$350,000.00. The motion was seconded by Olivia Hoblit. All Approved.

Mr. Langley informed the AITDC board that we are working through various systems to make the AITDC website ADFA compliant.

VIII. New Business

Gil Langley

The process for creating the 2020 budget will begin soon.

IX. Adjourned at 4:45p.m.

Approved _____, 2019
 Tourist Development Council of Amelia Island, Florida

By: _____
 Danny Leeper, Chair

By: _____
 Attest: Gil Langley, Managing Director

Draft Comprehensive Beach Plan
Outline of Presentation
Situation Overview

Major Issues

Safety

Jurisdictions
Ordinance/Enforcement
Expenses
Limited Revenue Sources

Activities

Beach Driving
Fishing
Camping
Special Events
Vendors

Beach Nourishment

Property Protection
Funding
Monitoring
Customary Usage

Facilities

Beach Usage
Parking
Restrooms/Showers
Shelters/Walkovers
Signage

Environmental

Turtles
Bird/Wildlife Habitat
Dune Protection
Native Plants/Sea Oats
Seaweed/Sargassum

Opportunities

Success Metrics
Problem Solutions
Zero Tolerance
Conflict Resolution
Resource Enhancement
Volunteer
Permit Fees
User Fees
Unintended Consequence
Beach Management

Cleanliness

Man Made Garbage
Trash/Abandoned
Leave No Trace
Polluted Wrack/Red Tide
Weather Related Impacts
Domestic Animals

Next Steps

- Issue Related RFP's
- Accelerated Timeline
- Begin Sign Inventory
- FBCC | BOCC Beach Management Duties

attractive island-wide system of signage to improve communications, eliminate clutter, simplify/unify message, enhance enforcement and improve public safety.

Signage Program

- Remove current signs
- Replace with consistent signage
- Renumber beach accesses – City and County (N. to S.), Simple numeric, 1- 63, Safety recommendation
- Flag pole & danger signs
- Replace roadside beach signs (6 park, 13 medium, 46 small – Maintain county & City identities)
- Replace signs on the beach (All accesses, Access#, latitude/longitude)
- Design development for the roundabout landscape improvements

- Interpretive Nature Signage
 - Beach Ecosystem
 - Sea Turtles & Wildlife
 - Dunes protection
 - Beach Renourishment

Next Steps

- Budget Approval
- Inventory Needs (Priority phasing)
- Bidding Process (Local preference)
- Project Management

A motion was made by Chip Ross to proceed with the process of the Signage Plan, not to exceed \$350,000.00. The motion was seconded by Olivia Hoblit. All Approved.

Mr. Langley informed the AITDC board that we are working through various systems to make the AITDC website ADA compliant.

VIII. New Business

Gil Langley

The process for creating the 2020 budget has started and first draft is due by the 30th of April..

IX. Adjourned at 4:45p.m.

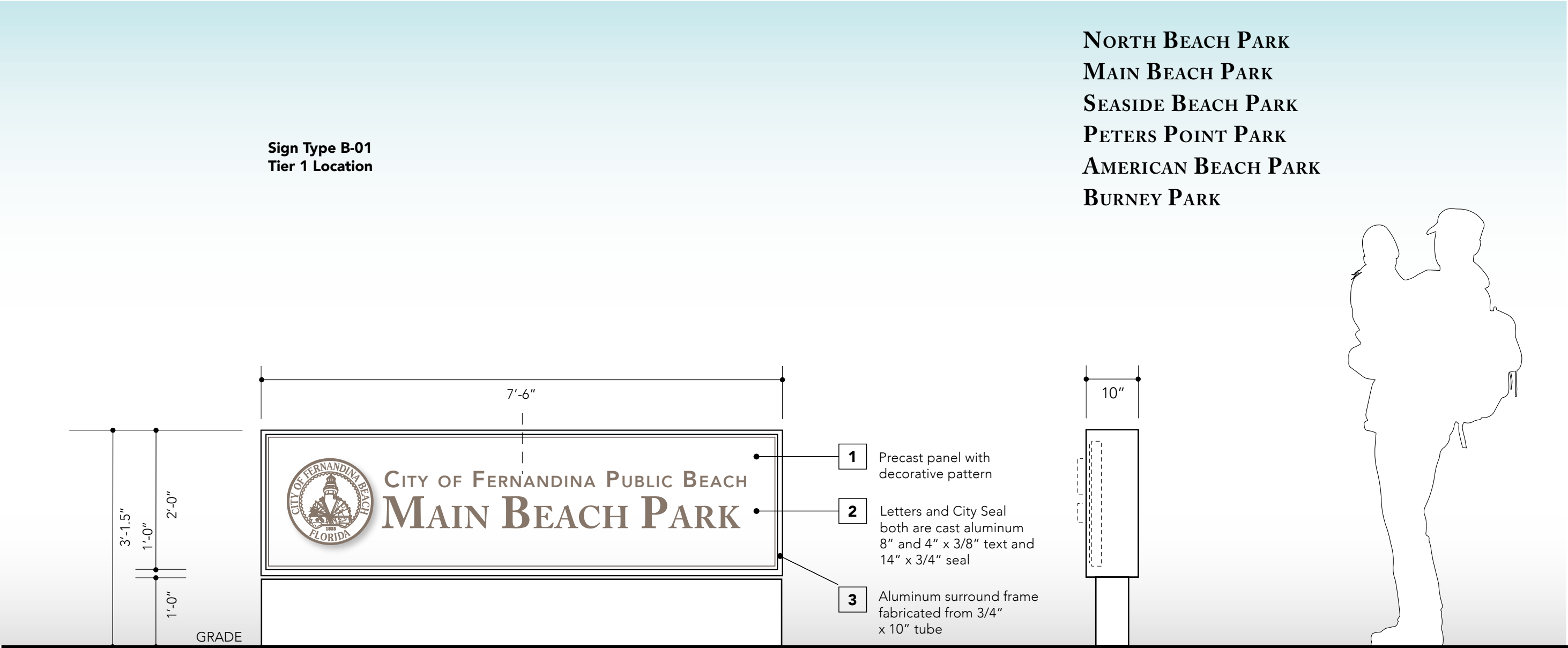
Approved _____, 2019
Tourist Development Council of Amelia Island, Florida

By: _____
Danny Leeper, Chair

By: _____
Attest: Gil Langley, Managing Director

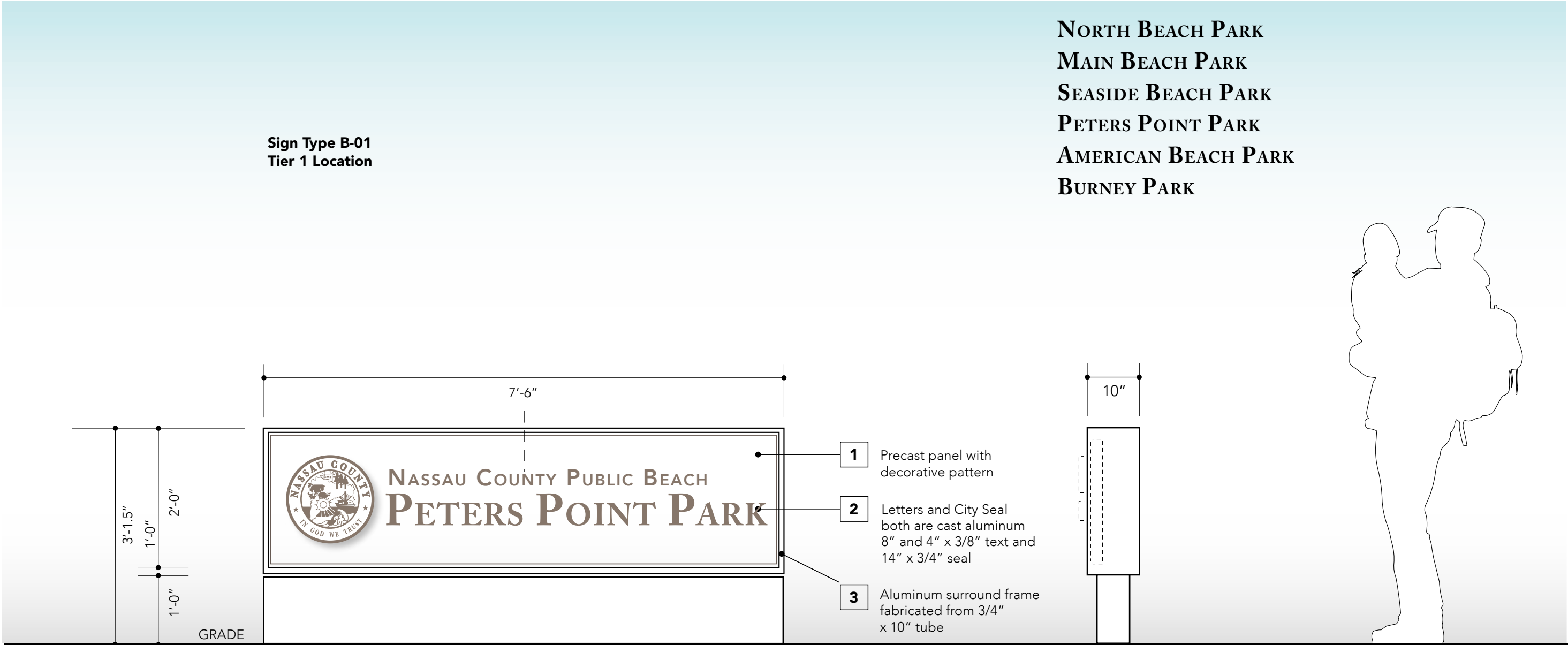
Amelia Island Florida Environmental Branding Beach Program 2021

DESIGN DEVELOPMENT
BEACH GATEWAY AT MAIN
PARKING AREAS



Note: The content (text/images) used in this drawing illustrates design intent and is not intended to be used for actual graphic art reproduction or fabrication.

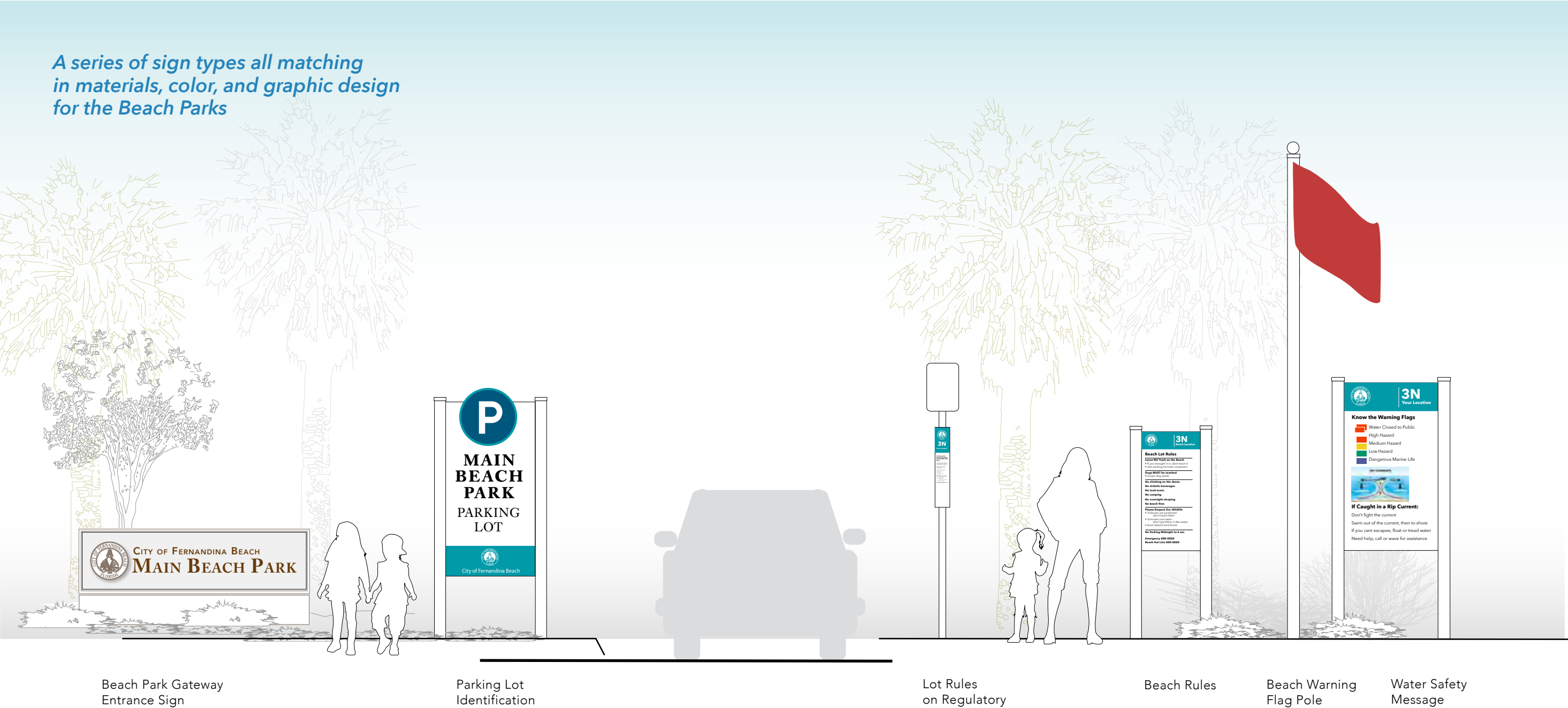
DESIGN DEVELOPMENT
BEACH GATEWAY AT MAIN
PARKING AREAS



Note: The content (text/images) used in this drawing illustrates design intent and is not intended to be used for actual graphic art reproduction or fabrication.

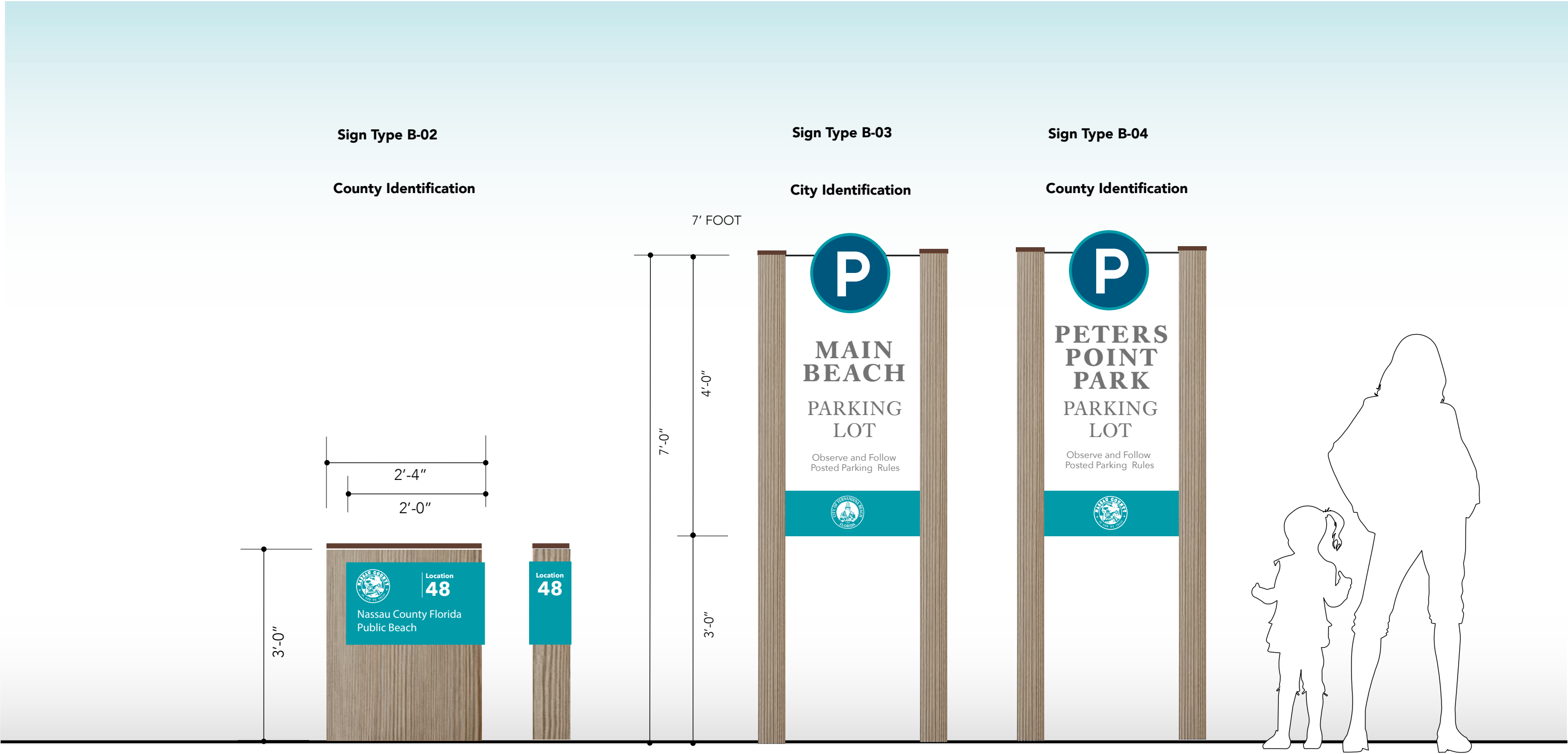
DESIGN DEVELOPMENT

BEACH AREA MAIN PARKING LOCATION OVERVIEW



Note: The content (text/images) used in this drawing illustrates design intent and is not intended to be used for actual graphic art reproduction or fabrication.

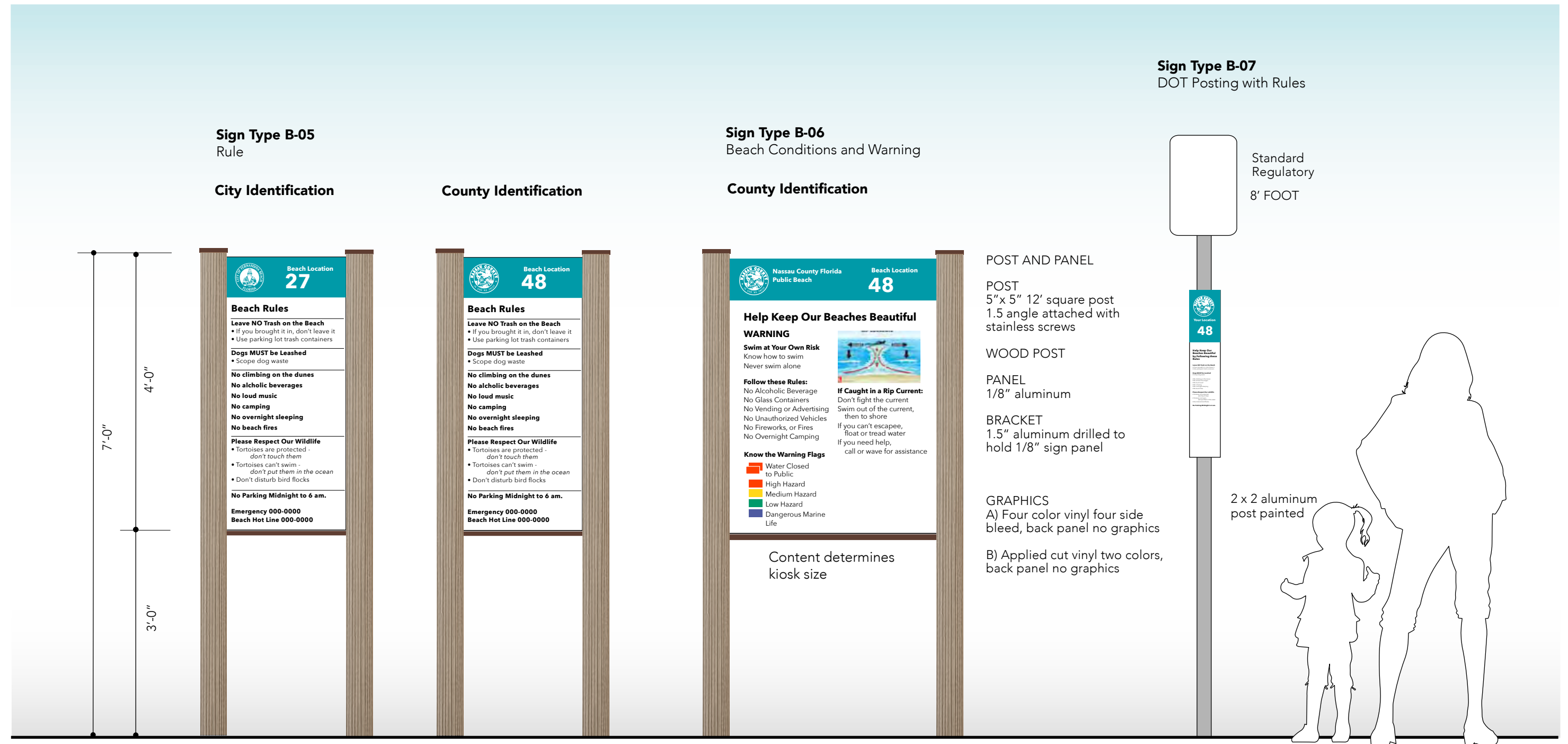
**DESIGN DEVELOPMENT
BEACH PARKING AREA SIGNS
TIER 2 LOCATION**



Note: The content (text/images) used in this drawing illustrates design intent and is not intended to be used for actual graphic art reproduction or fabrication.

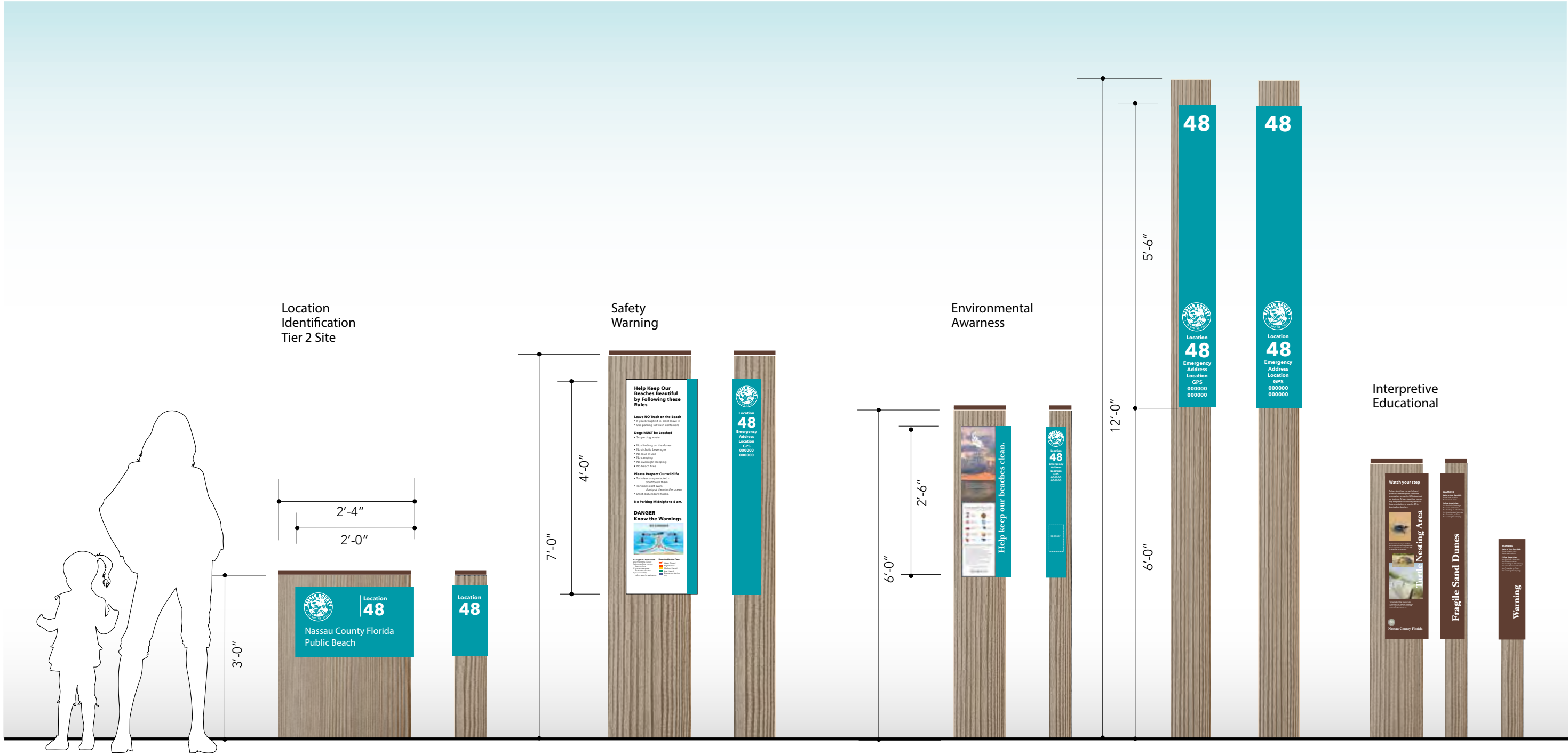
DESIGN DEVELOPMENT

INFORMATION BEACH SAFETY SIGNS



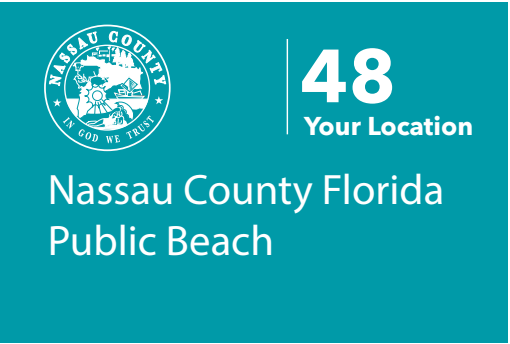
Note: The content (text/images) used in this drawing illustrates design intent and is not intended to be used for actual graphic art reproduction or fabrication.

DESIGN DEVELOPMENT
INFORMATION BEACH SIGNS



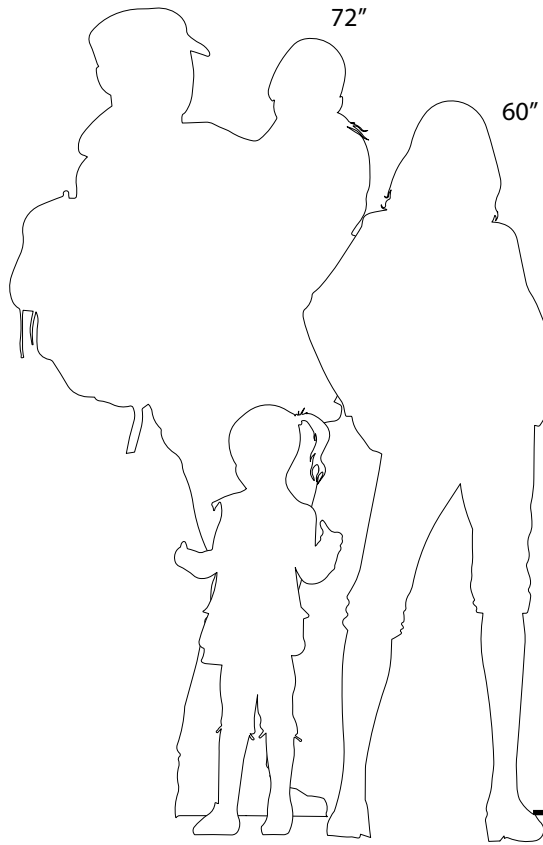
Note: The content (text/images) used in this drawing illustrates design intent and is not intended to be used for actual graphic art reproduction or fabrication.

DESIGN DEVELOPMENT
INFORMATION BEACH SIGNS
OVERVIEW



FPO Graphics

Graphic Design
Standards TBD

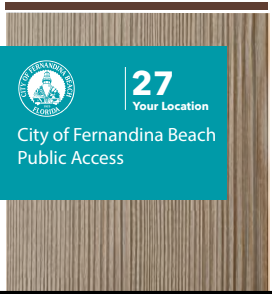


Location
Identification
Tier 2 Site

Rules
Regulatory

Environmental
Awareness

Interpretive
Educational



Note: The content (text/images) used in this drawing illustrates design intent and is not intended to be used for actual graphic art reproduction or fabrication.

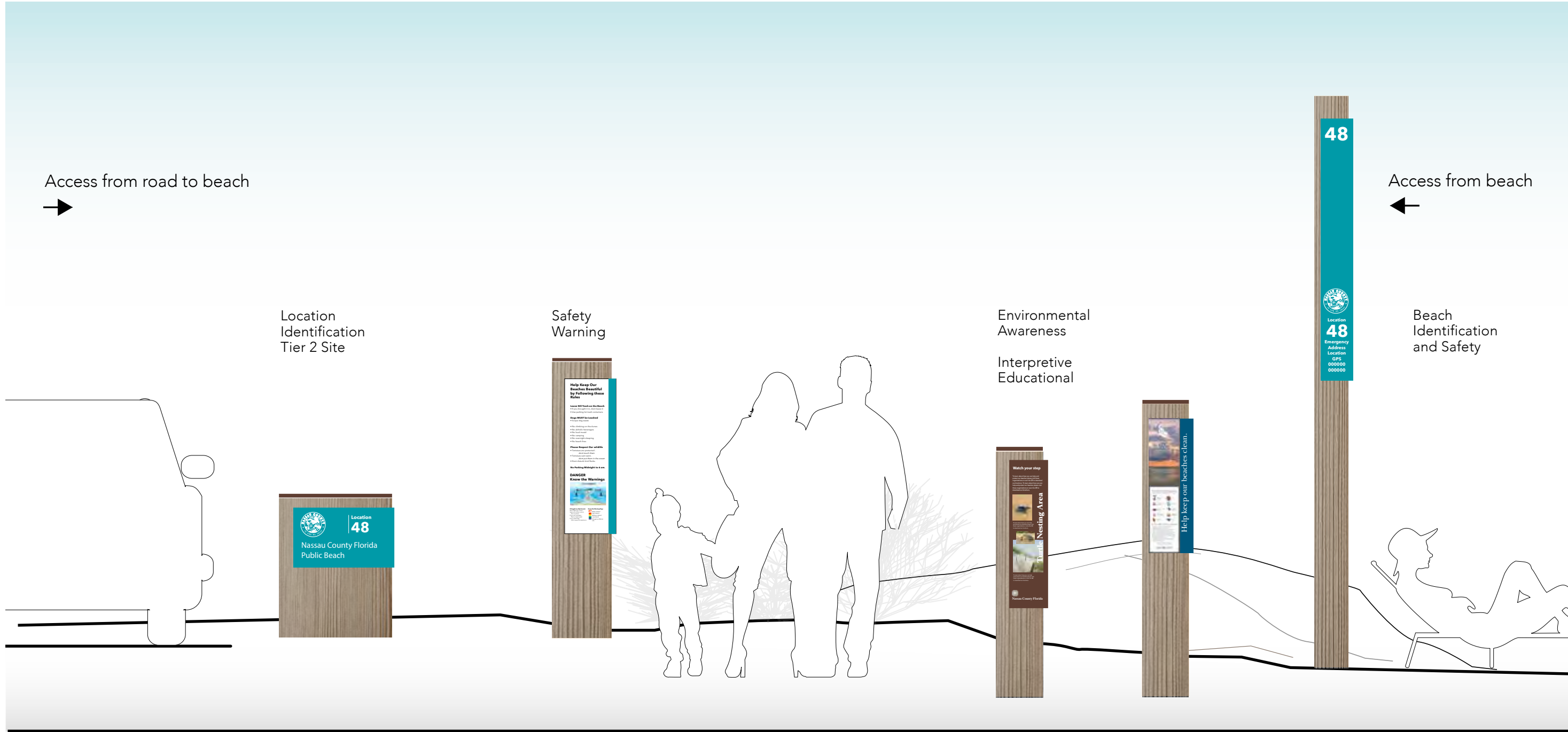
COUNTY

CITY

FRONT
VIEW

SIDE
VIEW

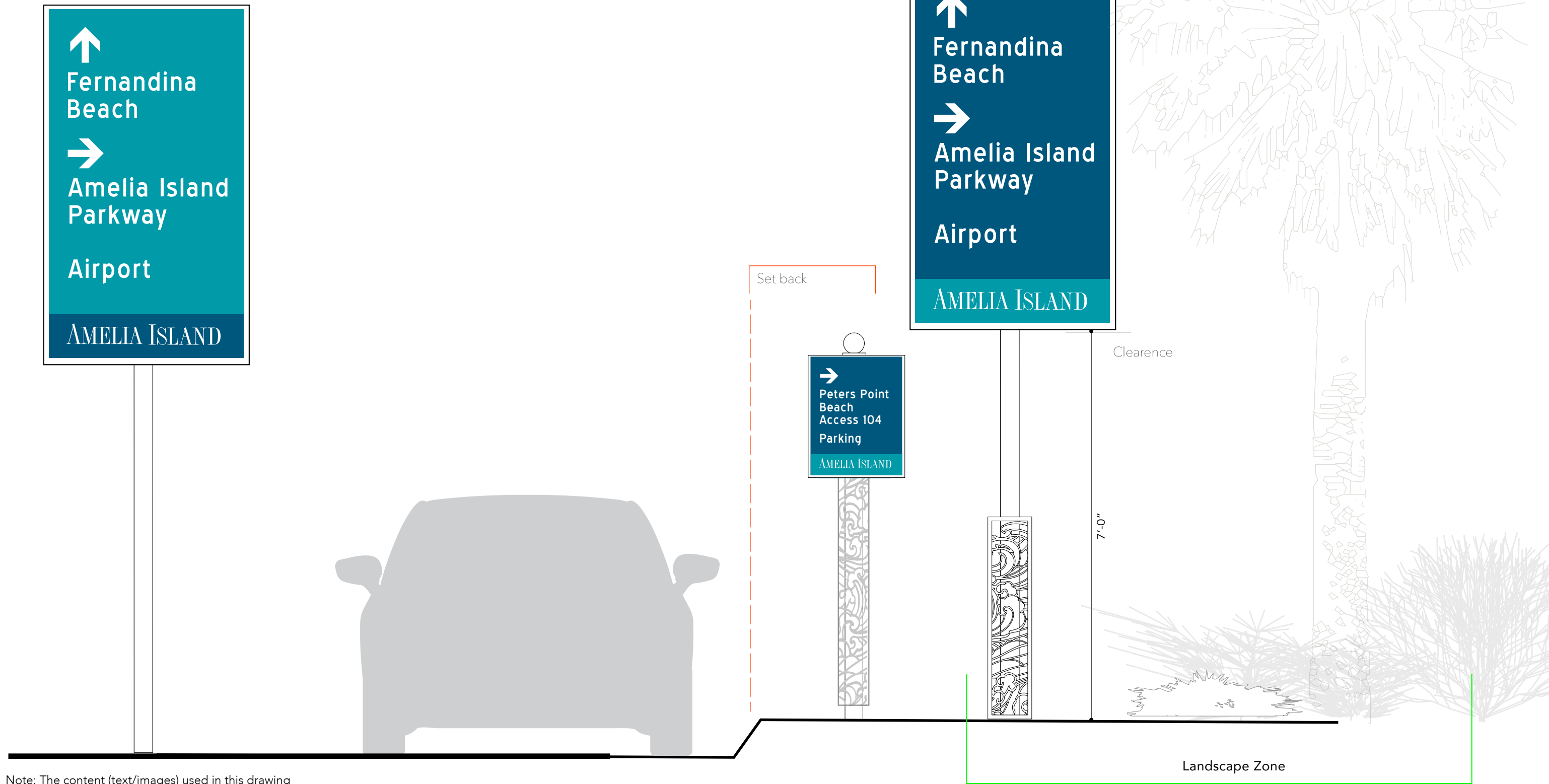
**DESIGN DEVELOPMENT
PEDESTRIAN BEACH PATH OVERVIEW
TYPICAL TRIP PATTERN
AT TIER 2 LOCATION**



Note: The content (text/images) used in this drawing illustrates design intent and is not intended to be used for actual graphic art reproduction or fabrication.

**DESIGN DEVELOPMENT
DIRECTIONAL WAYFINDING SIGNS**

2021



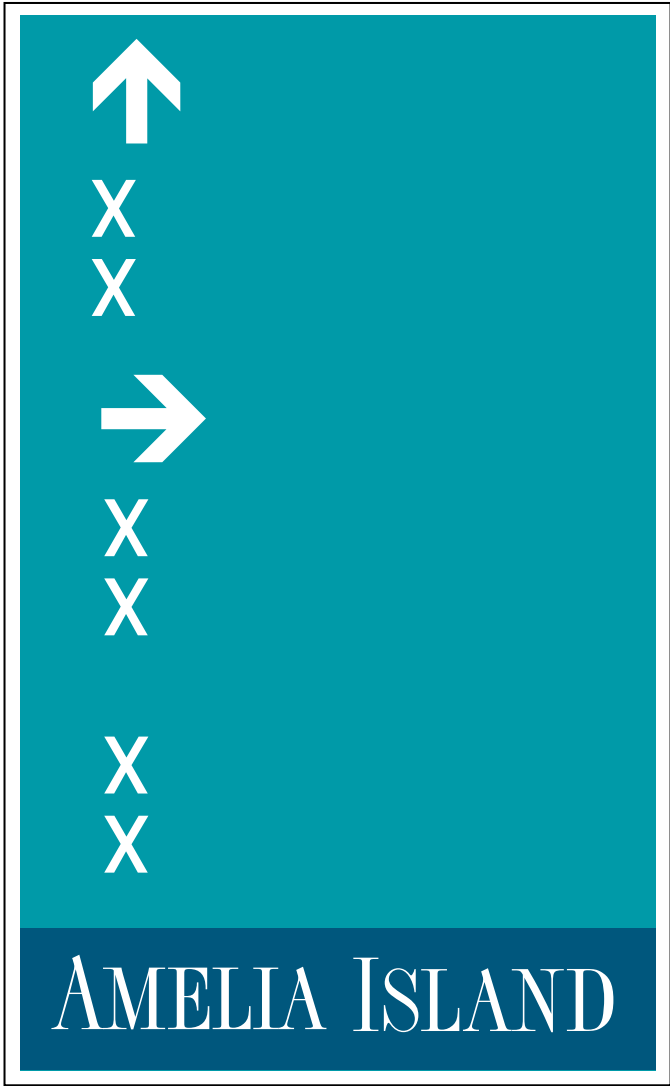
Note: The content (text/images) used in this drawing illustrates design intent and is not intended to be used for actual graphic art reproduction or fabrication.

DESIGN DEVELOPMENT

DIRECTIONAL WAYFINDING SIGNS

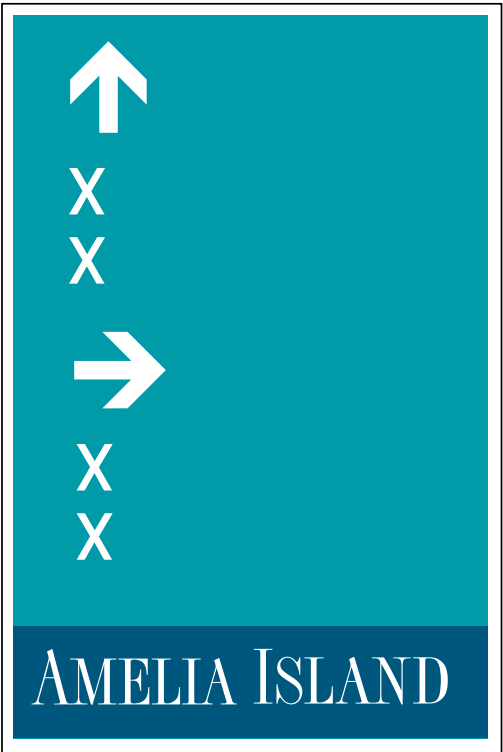
AD-01

4'-0" x 6'-6"



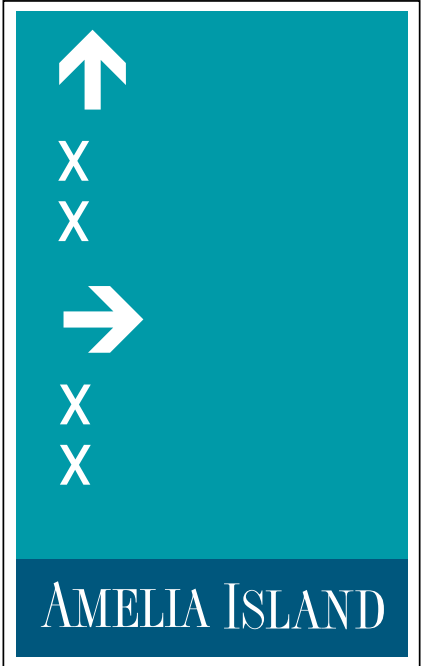
AD-02

3'-0" x 4'-6"



AD-03

2'-6" x 4'-0"



AD-04

2'-0" x 3'-6"

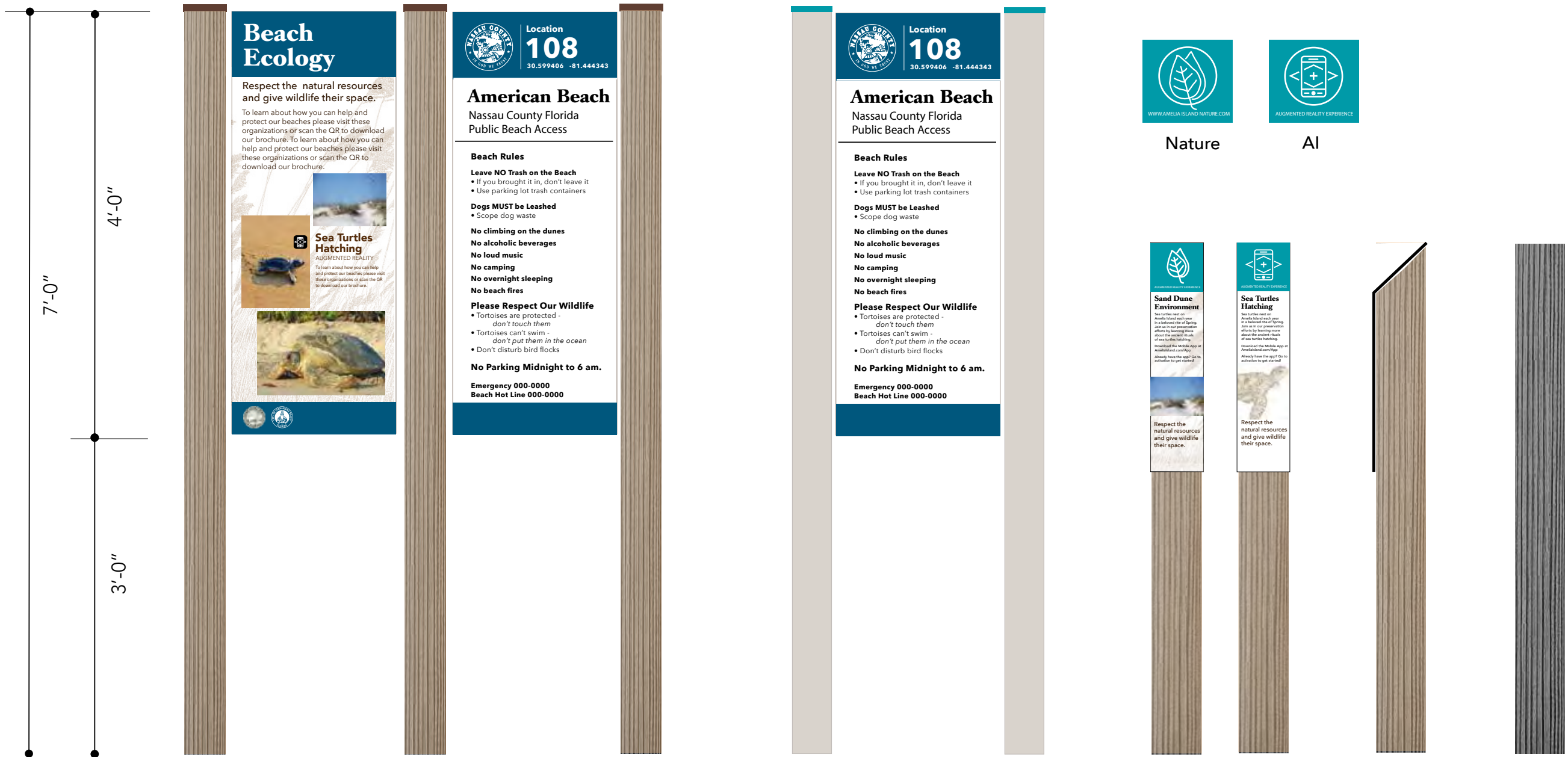
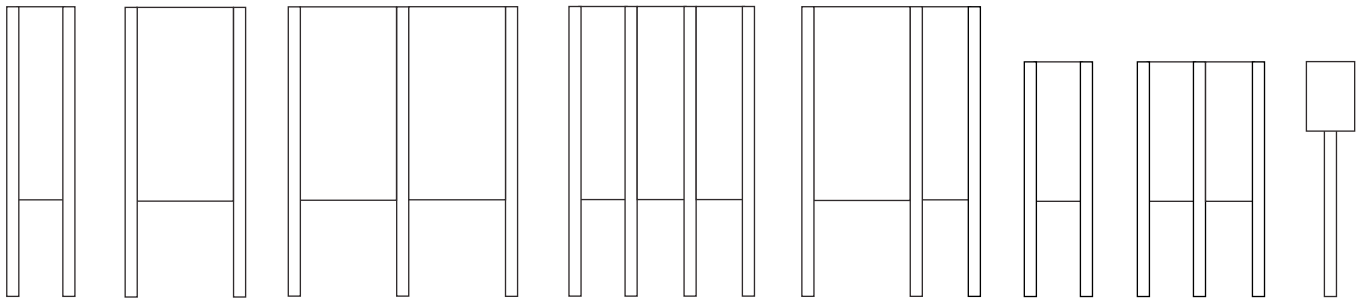


As per the MUTCD
text message readability
standards are based on
Legibility
Class of road
Speed of travel

Note: The content (text/images) used in this drawing
illustrates design intent and is not intended to be used
for actual graphic art reproduction or fabrication.

DESIGN DEVELOPMENT

2021



Environment
Education (Interpretive)
Turtles
Bird/Wildlife Habitat
Dune Protection
Native Plants/Sea Oats
Seaweed/Sargassum

Identification
Rules
Beach
Environment
Parking
Emergency

Beach Ecology

Respect the natural resources and give wildlife their space.

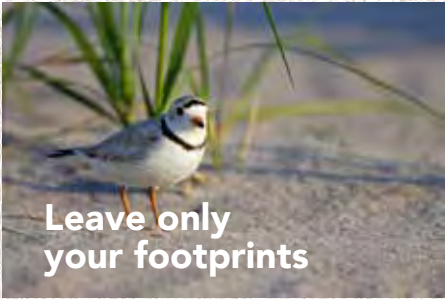
To learn about how you can help and protect our beaches please visit these organizations to download our brochure.

To learn about how you can help and protect our beaches please visit to download our brochure.



Sea Turtles Hatching

To learn about how you can help and protect our beaches please visit these organizations or scan the QR to download our brochure.



Leave only your footprints



Sea Turtles

Respect the natural resources and give wildlife their space.

Nesting sea turtles arrive on Amelia Island around Mother's Day, and their tiny hatchlings emerge from mid-July through the end of September.

To protect these endangered animals, please keep the beach clean, flat and dark:

- Remove all beach furniture and trash.
- Fill in holes and knock down sand obstructions.
- Turn porch lights off and pull curtains closed on beachfront property.

For more information and to find out about public nest excavations, visit ameliaislandseaturtlewatch.com



Sea Turtles Hatching

AUGMENTED REALITY

To learn about how you can help and protect our beaches please visit these organizations or scan the QR to download our brochure.







Location

108

30.599406 -81.444343

American Beach

Nassau County Florida
Public Beach Access

Beach Rules

Leave NO Trash on the Beach

- If you brought it in, don't leave it
- Use parking lot trash containers

Dogs MUST be Leashed

- Scope dog waste

No climbing on the dunes

No alcoholic beverages

No loud music

No camping

No overnight sleeping

No beach fires

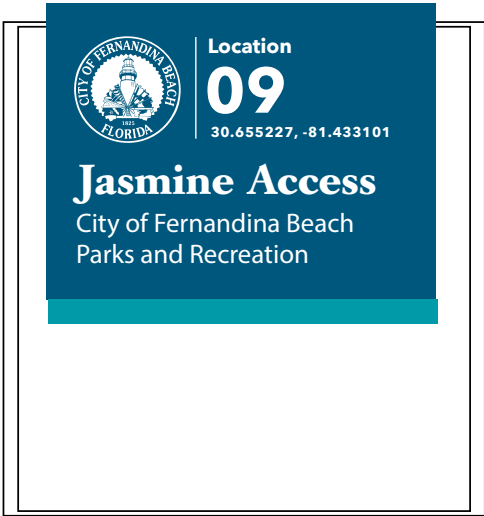
Please Respect Our Wildlife

- Tortoises are protected - *don't touch them*
- Tortoises can't swim - *don't put them in the ocean*
- Don't disturb bird flocks

No Parking Midnight to 6 am.

Emergency 000-0000
Beach Hot Line 000-0000

AI Branding Specs
Check Scale



2'6" x 2'6"



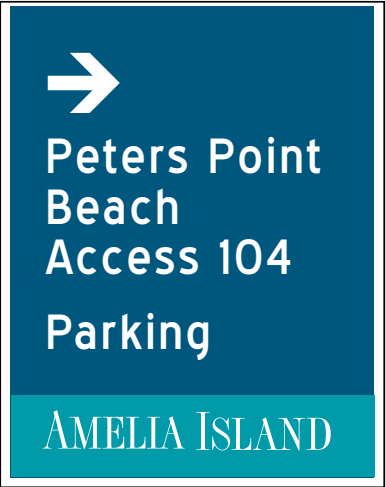
2'6" x 2'6"

Wayfinding Concept

Pedestrian ?

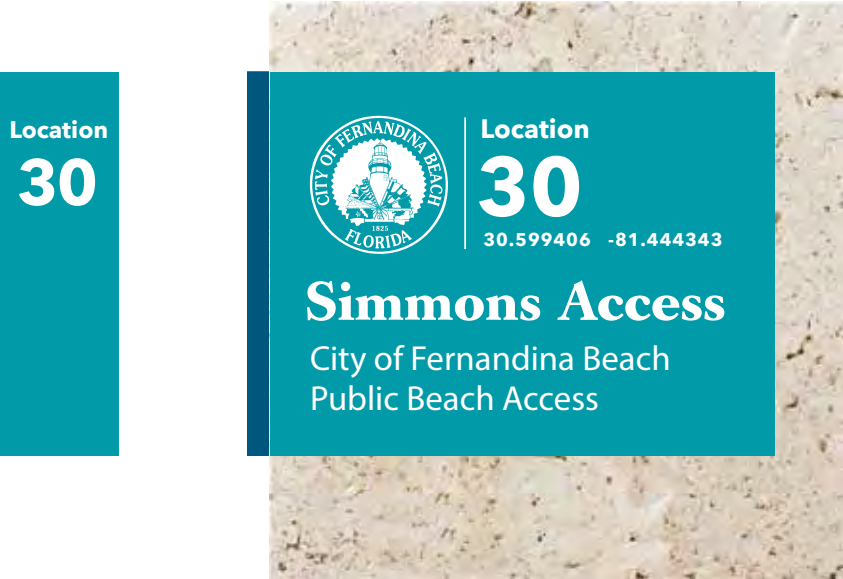
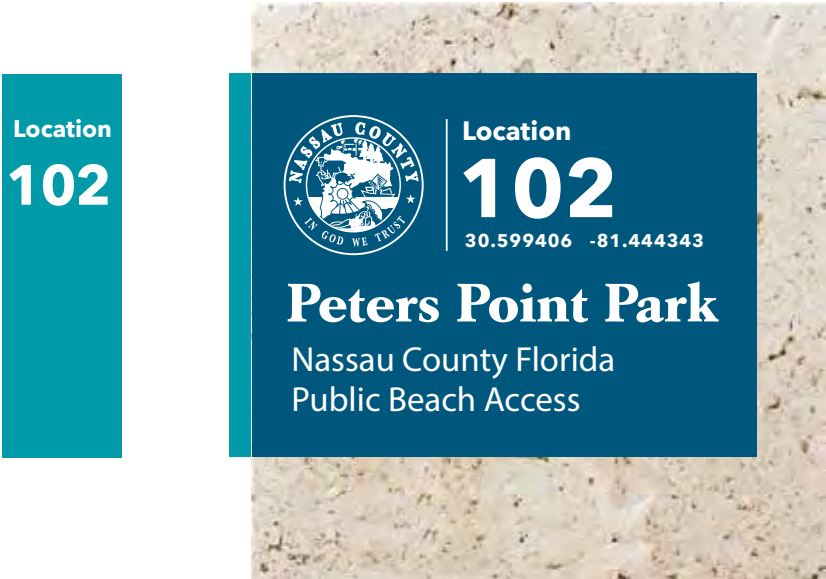


Highway

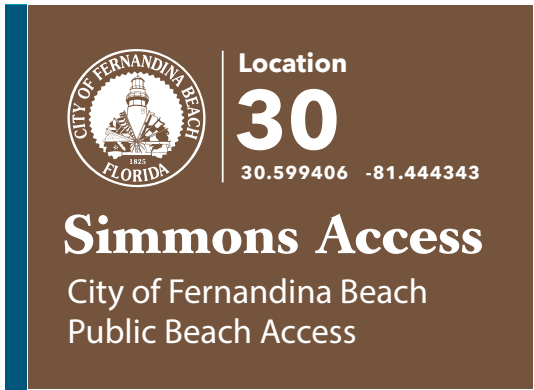


Brand
Logo



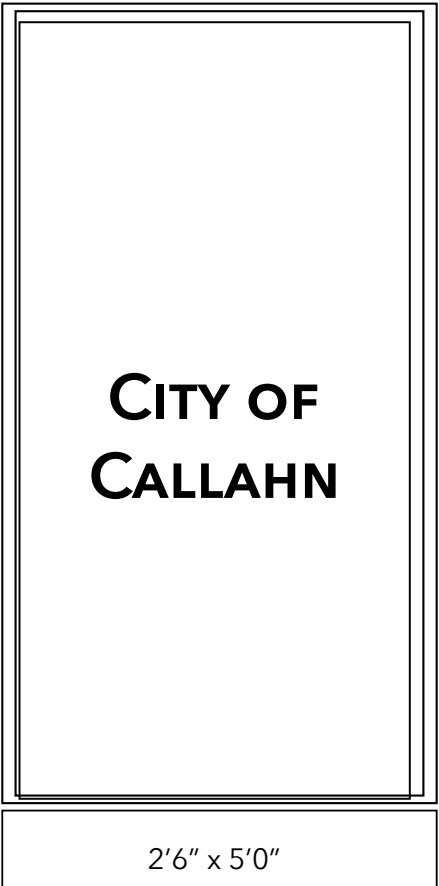
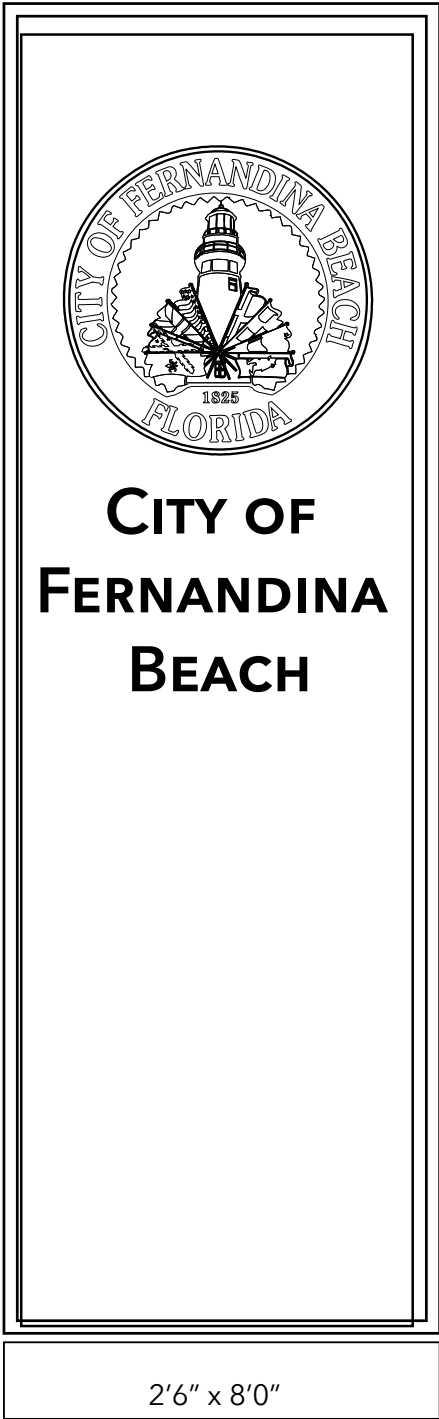


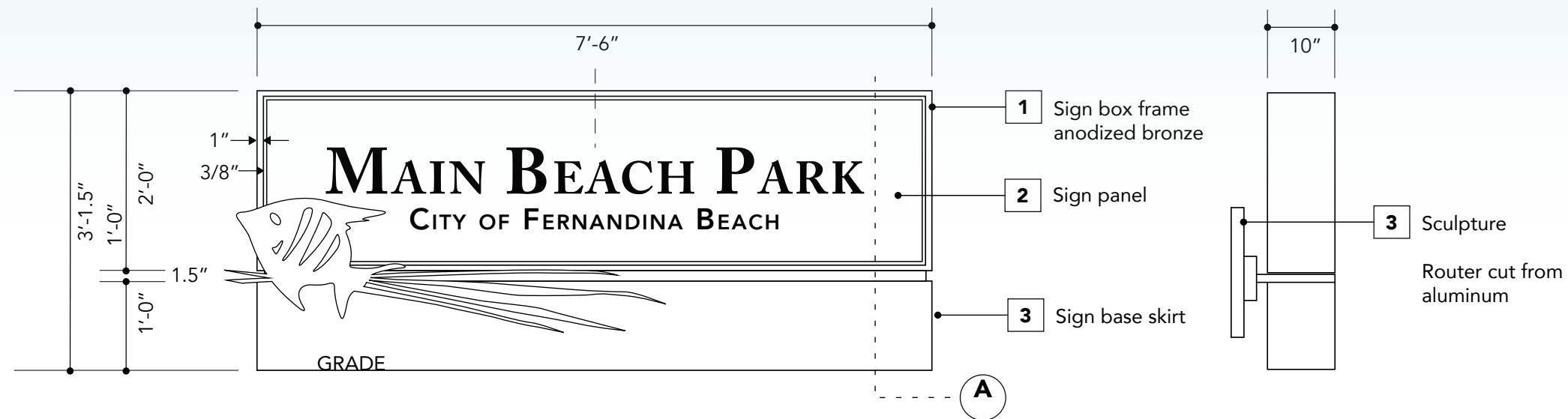
STREET FACE



- Blue vs teal
 - Scale
 - 2 sizes
 - 2 heights
 - Reflective
 - FDOT
 - ROW
 - Color
 - Contrast
- North Beach Park
 - Main Beach Park
 - Seaside Beach Park
 - Peters Point Park
 - American Beach Park
 - Burney Park
 - Drummond Point Park

- Precast
- vs
- Wood
- vs
- Metal



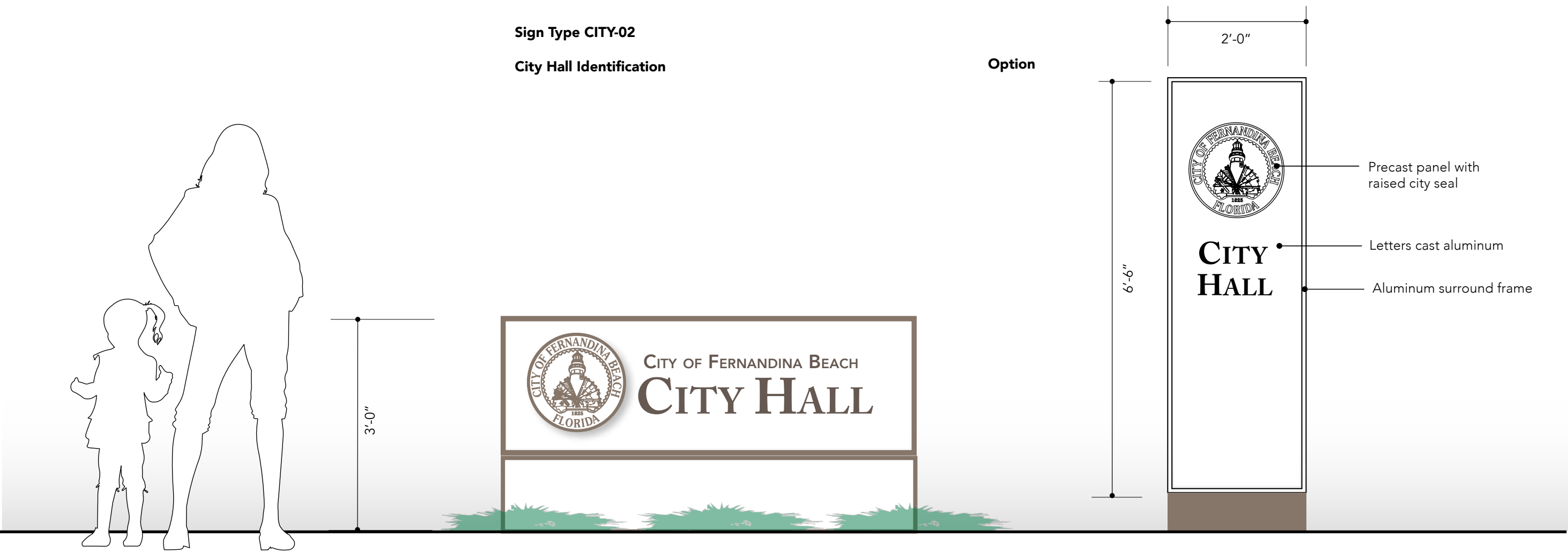


Dimensional Letters
Aluminum letters 8" and 4" x 3/8"
thick and anodized bronze

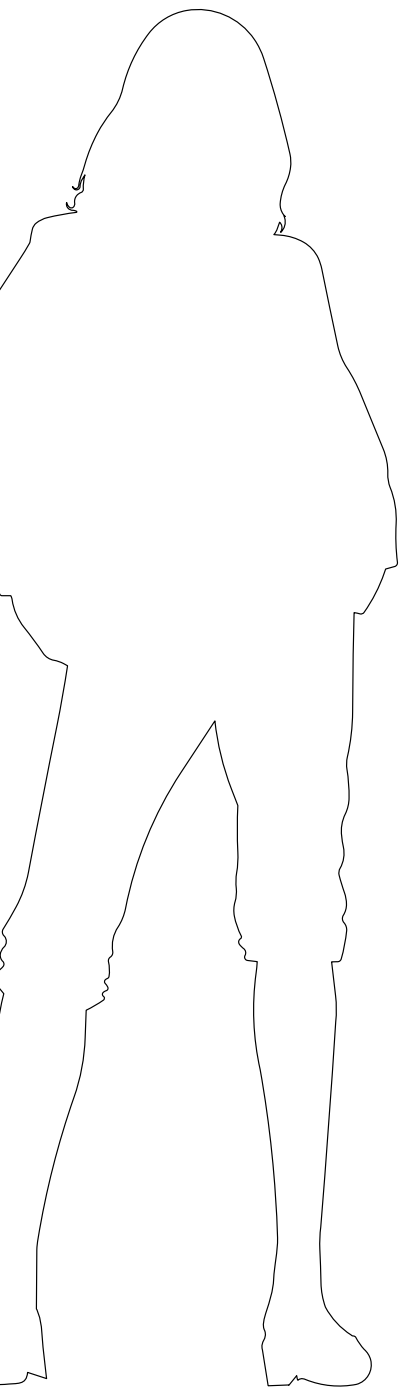
CITY OF FERNANDINA BEACH
MAIN BEACH PARK



**DESIGN DEVELOPMENT
CITY HALL**



Note: The content (text/images) used in this drawing illustrates design intent and are not intended to be used for actual graphic art reproduction or fabrication.



AUGMENTED REALITY EXPERIENCE

Sea Turtles Hatching

Sea turtles nest on Amelia Island each year in a beloved rite of Spring. Join us in our preservation efforts by learning more about the ancient rituals of sea turtles hatching.

Download the Mobile App at Ameliasland.com/App

Already have the app? Go to activation to get started!



Identificatin distance

AT THE END OT BOARD WALK
AUGMENTED REALITY EXPERIENCE

Our Shrimping History



AUGMENTED REALITY EXPERIENCE

Our Shrimping History

Walk to the end of the pier. When you've arrived, either scan the activation sign or activate within the app to see a historic shrimping vessel in the harbor.

Download the Mobile App at Ameliasland.com/App

Already have the app? Go to activation **B** to get started!

35 words

Amelia Island **AR** Augmented Reality Experience

www.ameliaisland.com/app

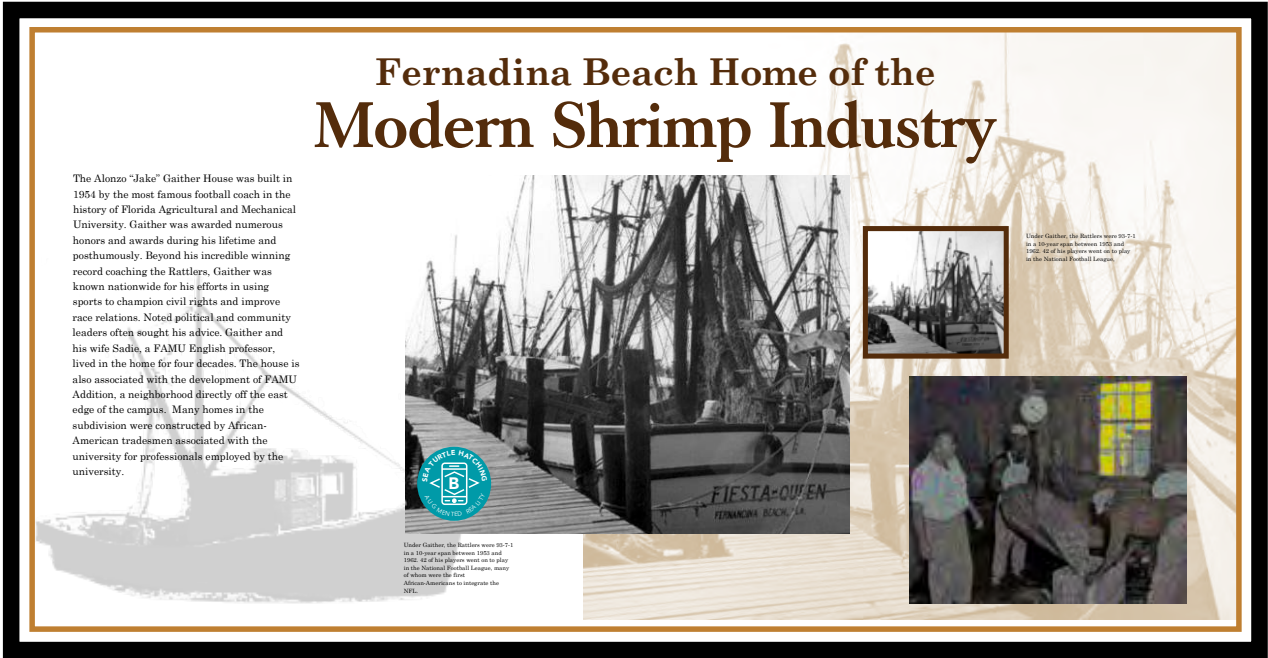


 Amelia Island AR Augmented Reality Experience



Download the Mobile App at
AmeliaIsland.com/App
Already have the app? Go to
activation to get started!

- No numbers - name only
- Expand program
- Make it a unique product





TOURIST DEVELOPMENT TAX PROJECTS AMELIA ISLAND, FLORIDA

PROPOSAL FOR MASTER VISION PLANNING SERVICES





TOURIST DEVELOPMENT TAX PROJECTS AMELIA ISLAND, FLORIDA

MARCH 16, 2021

PREPARED FOR:

GIL LANGLEY CAE

President & CEO
Amelia Island Convention & Visitors Bureau
2398 Sadler Road, Suite 200
Fernandina Beach, FL 32034
glangley@ameliaisland.com

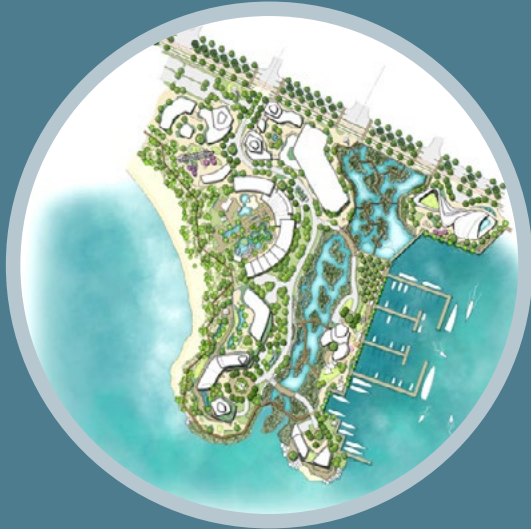
SUBMITTED BY:

JEFFREY R. SUITER, PLA, ASLA

EDSA INC.
1512 East Broward Boulevard, Suite 110
Fort Lauderdale, Florida 33301
954-524-3330
jsuiter@edsaplan.com

TABLE OF CONTENTS

SECTION 1. PROPOSAL	5
SECTION 2. QUALIFICATIONS	19



SECTION 1 PROPOSAL

- SCOPE OF SERVICES
- FEES BREAKDOWN
- CLIENT RESPONSIBILITIES
- GENERAL TERMS & CONDITIONS



WE ARE CONFIDENT THAT OUR EXPERIENCE, HISTORY OF SUCCESSFUL
PROJECT IMPLEMENTATION, PASSION TO ASSIST CLIENTS, AND COLLABORATIVE
DESIGN APPROACH WILL BRING DEPTH TO YOUR ENDEAVORS.

TOURIST DEVELOPMENT TAX PROJECTS
AMELIA ISLAND, FLORIDA

March 16, 2021

Gil Langley CAE
President & CEO
Amelia Island Convention & Visitors Bureau
2398 Sadler Road, Suite 200
Fernandina Beach, FL 32034
glangley@ameliaisland.com

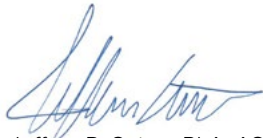
TOURIST DEVELOPMENT TAX (TDT) PROJECTS – AMELIA ISLAND, FLORIDA
Proposal for Master Vision Planning Services

Dear Gil:

Thanks for the opportunity to provide a proposal for professional planning and visioning services. We believe the initiative to study, design and vision for the beach front projects as prioritized by the Nassau County Board of Commissioners (BOCC) will contribute towards a cohesive image of Amelia Island's long-term planning efforts. EDSA is committed to the holistic success of these projects on Amelia Island and we look forward to working together on this important assignment.

We thank you again for the opportunity to submit our proposal for Tourist Development Tax (TDT) Projects – Amelia Island, Florida project. EDSA will be available to discuss our proposal offer to ensure that the services requested meet your needs.

Sincerely,



Jeffrey R. Suiter, PLA, ASLA
Principal

SCOPE OF SERVICES

PROJECT DESCRIPTION

As we understand, Amelia Island and the BOCC have identified the need to study key beachfront parks on the Atlantic Ocean design visioning using the Tourist Development Tax (TDT) project initiative. The study areas include North Beach Park, Main Beach, Seaside Park, Peters Point Park, Bernie Park, American Beach Park, and South Beach access. These efforts will be based on a 10-year horizon towards implementation and completion of BOCC initiatives and programs. EDSA will work with the community towards capturing the essence of each area and finding consensus for the overall effort. We will begin the process with a kick-off meeting in Amelia Island. The next step will be a series of meetings with key stakeholders from the community who have a vested interest in each area of study. Based on the input gathered, we will develop a preliminary vision plan for each project area. Upon completion, EDSA will present the plans to the stakeholders for review and refinement. The final visioning plan(s) will be presented based on the input gathered. This process will be iterative and allow us to advance the plan(s) quickly towards the future goals of the BOCC.

APPROACH

Our Approach to this project includes preliminary research, investigation, and coordination to determine existing conditions and provide information for development of a clear and successful vision for Amelia Island beach offerings, and visitor enhanced experiences.

From our conversations EDSA has prepared the following Master Visioning Plan services proposal organized by the following tasks and subsequent deliverables outlined in our Scope of Work:

Task One:	Preliminary Program Definition, Analysis and Workshop Preparation
Task Two:	Workshop and Conceptual Master Vision Plan
Task Three:	Preliminary Master Vision Plan
Task Four:	Final Master Vision Plan

Our Team will work closely with BOCC, Amelia Island TDC the AICVB and relevant stakeholder groups within the community to develop a Master Vision Plan for the described parks that will create a strategy that harmonizes environmental branding, enhances the visitor experience, and benefit the surrounding community.

SCOPE OF SERVICES

1

TASK ONE: PRELIMINARY PROGRAM DEFINITION, ANALYSIS AND WORKSHOP PREPARATION

Once the team's agreement has been executed; EDSA will coordinate to complete the following preliminary work:

1. Preliminary Program Definition

The initial step of the planning process is to prepare a preliminary description of program elements to be included in

the Master Vision plan. EDSA will assist the BOCC, Amelia Island TDC, AICVB to develop and refine the preliminary planning program.

2. Analysis and Workshop Preparation

- The Planning Team will rely on the client to provide the specific base data, such as up-to-date scaled base information relative to boundaries, aerial photography, topography, and infrastructure. Pertinent programming information, planning, zoning, building permits and government regulatory and legal guidelines are also desirable.
- Upon receipt, the Planning Team shall convert this information into a base plan format that will enable everyone involved to easily comprehend the overall project's general characteristics and attributes. This data shall be used as a basis for our on-site reconnaissance and shall provide a basis for further study during the workshop.
- The Planning Team shall also develop a benchmark study of comparable projects elsewhere. Collate, analyze and rationalize the brief and other existing information and confer with the stakeholders, site requirements, site utilities and other factors to assist with the planning of the project sites.
- In addition, prior to the on-site meeting/participatory design workshop, the Planning Team shall prepare a Preliminary Program for the beach front projects and surrounding areas. This program shall be used to develop the conceptual Master Visioning Plan described below.

2

TASK TWO: CONCEPTUAL MASTER PLAN AND WORKSHOP

Following the completion of our initial analysis, EDSA will conduct and facilitate a two (2) day onsite workshop with the appropriate team members and stakeholders.

1. Community Engagement:

Community engagement is a major part of our approach. EDSA will engage the community stakeholders from the beginning and throughout the entire planning process. We will begin with a project discovery and informational meeting with the BOCC, Amelia Island staff and stakeholders followed by subsequent meetings to discuss initial findings. We will listen very carefully and utilize our discovery to understand the physical, environmental and emotional aspects of the TDT Priority Projects. The planning effort must be visionary and realistic at the same time. As we see, this effort will be driven by community input. We look forward to gathering and synthesizing the ideas of the local community that live, work and play on Amelia Island. The community engagement process needs to be a multi-generational experience that involves everyone from the Amelia Island's work force, and residence from elders and kids. By involving a cross section of adults and youth the planning process will plant the seeds for future generations benefitting all end users.

The purpose of this kick-off meeting / stakeholder workshop is to encourage discussion towards refining the goals and objectives of the BOCC / Amelia Island Staff; and outstanding issues; etc. Prior to the workshop, EDSA work with BOCC/Amelia Island Staff to confirm information, objectives and goals. During this process, we will be able to gather input and feedback.

The goals of the Community Engagement are:

- Defining the existing characteristics of the beach front projects.
- Discussing key elements, recommendations, issues, opportunities and constraints in any current plans and

-
- policies that may affect the beach front projects.
 - Work to develop planning principles to be applied to the beach front projects.
 - Identifying key stakeholders and partners.
 - Clarify a Plan review process for the public, policy makers and other key stakeholders.
 - Decide on the general style and content of the Plan, how it should be integrated into the Amelia Island Staff's policy framework and how it should be used by stakeholders.

2. Participatory Design Workshop:

EDSA proposes to assemble the Planning Team on-site for two (2) days in order to accomplish the following:

- Start the workshop with community engagement. History has taught our team that this should take place before the workshop, allowing the general public the ability to attend.
- Review previously provided base data, assemble all additional base data and determine other needs for information.
- Conduct a preliminary site reconnaissance and verify project limits and additional existing features such as:
 - Existing Conditions
 - Topography
 - Drainage and Hydrology
 - Vegetation
 - Views
 - Infrastructure
 - Planning Regulations
 - Sensitive Environmental Features
 - Important Site Amenities
- Identify development opportunities and limitations for the site and summarize in graphic and written form to describe location and setting.
- Develop alternative diagrams based on the development program and site analysis that illustrate the following:
 - Land use areas
 - Access
 - Massing and view opportunities
 - Vehicular, service and pedestrian circulation
 - Recreational and other amenities
 - Preservation of significant site features
 - Open space systems
- Reach consensus on the best alternative or combinations of alternatives.

EDSA will attend one (1) on-site kick-off and workshop meeting during this phase of work.

3. Post Workshop/Conceptual Master Plan

The team shall return to our offices and complete the following:

- Refine the preferred plan and studies that originated on site.
- Generate sections and elevations that illustrate project relationships.
- Prepare "Image Boards" for the project to indicate desired character, image and design themes including buildings and architecture, roads and infrastructure, landscape (softscape and hardscape elements) and major amenity and recreational elements.

- Produce a package that will include graphic/visual and written information that may be utilized for preliminary market testing, financial projections, preliminary engineering concepts and construction cost estimating.

Task Two Deliverables:

- Site Analysis Diagrams
- Opportunities and Constraints Diagram
- Phasing Plan
- Image and Character Study
- Overall Project Narrative

3

TASK THREE: PRELIMINARY MASTER VISION PLAN

Following the approval of the Conceptual Master Plan, the Planning Team will develop the Preliminary Master Vision Plan to a more detailed level in coordination with the sub-consultants.

Task Three Deliverables:

- Preliminary Master Vision Plan
- Plan Enlargements of Key Areas
- Sections/Elevations that illustrate site relationships and design character
- Preliminary building concepts
- Design Report booklet including plans, sections, gateway/building and landscape character images/sketches.
- Refined Project Narrative and Overall Concept Statement

EDSA will attend one meeting on Amelia Island to present the Preliminary Master Vision Plan to the Stakeholders.

4

TASK FOUR: FINAL MASTER VISION PLAN

Refinement of the Master Plan will allow concepts established and approved during the Preliminary Master Vision Planning to be developed in greater detail. This study will establish the project's identity, gateway architectural vision and landscape character, overall layout, and program opportunities that reflect and/or exceed the standards and formats established by the Stakeholders.

Task Four Deliverables:

- Overall Illustrative Master Vision Plan at an appropriate scale.
- Illustrative and thematic sketches describing the design character of the seven (7) parks.
- Function Diagram
- Circulation Diagram
- Landscape View Diagram
- Conceptual Grading
- Conceptual Key Area Enlargements
- Design sketches, sections and elevations illustrating design intent of the Master Vision Plan.
- Perspective rendering as requested for the beach front projects. Renderings will be billed per the outlined fee below.
- All drawings, sketches, images and exhibits will be assembled in a Master Vision Plan Report to include a project narrative and other relevant consultant work.

EDSA will attend one meeting on Amelia Island to present the Final Master Vision Plan to the Stakeholders.

PRELIMINARY SCHEDULE AND MEETINGS

EDSA will adhere to the proposed schedule delineated below for Master Planning/Visioning and Documentation. Based on our current understanding of the project, we estimate the following schedule:

TASKS	DURATION	MEETINGS
Task One: Preliminary Program Definition, Analysis and Workshop Preparation	2 Week	WebEx Meeting
Task Two: Workshop and Conceptual Master Vision Plan	2.5 Week	One 2-Person Trip
Task Three: Preliminary Master Vision Plan	2 Week	One 2-Person Trip
Task Four: Final Master Plan	2 Week	One 2-Person Trip

*Schedule does not include US holidays, travel time, and time required for review and approvals by the City and County and any associated regulatory agencies.

CLIENT'S RESPONSIBILITIES

The Client will be responsible to provide the Planning Team with required information during the planning and design process. EDSA and the Planning Team will rely on information and input from the Client or Client's representative to include the following:

- A. Certified property survey including boundary, topography, aerial photographs and existing conditions, and features.
- B. Site conditions including public utilities, geographic conditions, rights of way, restrictions, easements, deed restrictions, environmental impact reports, etc.
- C. Survey and site conditions data will be provided to EDSA in electronic file format compatible with AutoCAD 2008.
- D. The Client will provide EDSA with all zoning and planning requirements and will be responsible for securing planning, zoning and environmental impact report approvals from all relevant municipalities and government agencies.
- E. The Client will provide all necessary development program and budget information for the project. In addition, the Client and Client's representatives will establish a schedule for the project.
- F. Copies of all Ordinances, Resolutions, and Policies that govern the 7 beach parks and operations.

COMPENSATION

TASKS	AMOUNT
Task One: Preliminary Program Definition, Analysis and Workshop Preparation	\$3,900.00
Task Two: Workshop and Conceptual Master Vision Plan	\$21,000.00
Task Three: Preliminary Master Vision Plan	\$12,500.00
Task Four: Final Master Plan	\$12,500.00
Total	\$49,900.00

Eye level perspective rendering per rendering	\$3,000.00
Birds Eye perspective rendering per rendering	\$3,800.00

If this proposal meets your needs and expectations, receipt of a signed copy of proposal and initialed attachments along with a retainer of \$10,000.00 will serve as our authorization to proceed with the above outlined scope. This proposal is valid for 90 days. Should you have any questions or feel modifications would better meet your needs, please do not hesitate to call.

This is our understanding of Scope of Work to be performed. We very much look forward to the opportunity to work together on this exciting project with you and hope to hear from you soon.

Regards,



Jeffrey R. Suiter, PLA, ASLA
Principal

Cc: Marc Hall, Rob Hutcheson, Alex Fenech, Maritza Figueroa, Jill Martinez, Flavia Gondim
Attachments: EDSA General Terms and Conditions

APPROVED and ACCEPTED on this _____ day of _____ 2021.

Signature: _____

Name: _____ Title: _____

Company Name: _____

GENERAL TERMS & CONDITIONS

A

INTRODUCTION

These General Terms and Conditions are part of the attached Agreement and are hereby incorporated by reference. If EDSA does not receive a response to the Agreement within ninety (90) days, fees and conditions for design services may be subject to change. Your acceptance of this Agreement constitutes your acceptance of the foregoing General Terms and Conditions.

B

STANDARD OF CARE

The standard of care for all professional services performed or furnished by EDSA under this Agreement will be of the skill and care used by landscape architects practicing under similar circumstances, at the same time, and in the same locality.

C

REQUIREMENTS OF CLIENT FURNISHED INFORMATION

Client shall provide EDSA with a development program and site information regarding the requirements and objectives for the Project. Additionally, EDSA shall rely upon the accuracy and completeness of any information, reports, and/or site surveys/base information supplied by Client or others authorized by Client.

Client warrants that it is the copyright owner or has permission from the copyright owner to use and/or transmit the design documents or any other information ("Design Documents") to Consultant for its use on the Project.

Client hereby releases the Consultant and any of Consultant's sub-consultant(s) from all claims and causes of action arising from Consultant's use of the Design Documents. Client, to the extent permitted by law, further agrees to indemnify and hold harmless Consultant and any of its sub-consultants from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from the Consultant's use of the Design Documents.

Upon notice by EDSA, Client shall defend EDSA with counsel chosen by EDSA. The parties agree that this duty to defend is separate and distinct from any indemnity obligation, and the duty to defend shall apply regardless of whether the Client is obligated to indemnify EDSA.

Client's obligation to indemnify EDSA against any attorneys' fees or other costs or expenses incurred by EDSA in connection with the defense of any claims or causes of action within the scope of this Paragraph shall be construed as a separate item of indemnification which shall be an absolute obligation of Client even if such claims or causes of action are invalid or groundless.

D

RESPONSIBILITIES DURING CONSTRUCTION PHASE

If EDSA's services under this Agreement do not include construction administration related services for the Project, then Client assumes all responsibility for the application and interpretation of EDSA's drawings, specifications, and other instruments of service; the observation and evaluation of Contractor's work and the performance of any other necessary construction phase landscape architectural or professional services; and Client waives any claims against EDSA that may be connected in any way thereto.

E

OUT-OF-POCKET EXPENDITURES

Unless otherwise stated in the attached Agreement, Client shall pay all out-of-pocket expenses, in addition to professional fees. Out-of-pocket expenses are defined as actual expenditures made by EDSA, their employees, and/or sub-consultants in the interest of the Project and include, but are not limited, to the following expenses:

1. Air travel, including departure taxes and related airline/agency fees ((Business Class on flights of three (3) hours or greater);
2. Hotel accommodations;

3. Meals;
4. Ground transportation (i.e., rental cars and taxis);
5. Postage, telephone, express mail, and courier services;
6. Photocopying, reproductions, and printing costs;
7. Photographic supplies and processing;
8. Study model materials;
9. Client authorized consultants engaged to create/complete special renderings, models, and photography.

The above listed items may be billed at actual cost incurred plus a 10% Administrative Fee.

OWNERSHIP OF DOCUMENTS

All documents prepared or furnished by EDSA pursuant to this Agreement are instruments of EDSA's professional service. Upon payment in full for services rendered, EDSA shall grant joint ownership of such documents. Reuse, reproduction, or modification of such documents by Client without EDSA's written permission, shall be at Client's sole risk, and Client agrees to indemnify and hold EDSA harmless from all claims, damages, and expenses including attorney's fees arising from such reuse by Client or others acting through Client.

USE OF ELECTRONIC MEDIA

Copies of documents that may be relied upon by Client are limited to printed copies (also known as hard copies) that are signed or sealed by EDSA. Electronic files in text, data, graphic, or other formats furnished by EDSA to Client are for convenience only. Any conclusion or information obtained or derived from such electronic files will be at the sole risk of Client. When transferring documents in electronic media format, EDSA makes no representations as to long-term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems, or computer hardware differing from those in use by EDSA at the onset of the Project.

ADDITIONAL SERVICES OUTSIDE AGREED UPON SCOPE

Services requested by Client or Client's Representative that are in addition to the Scope of Work listed in the Agreement will be considered Additional Services and reviewed, at that time for additional fees. Additional services shall be provided if authorized by the Owner. These additional services may include, but are not limited to:

1. Services related to revisions and/or additions to drawings, specifications, or other documents outlined, when such revisions are inconsistent with instructions previously given or are a result of program modifications, change to previous direction, or governmental reviews;
2. Scope of work changes in project size, scope, area, complexity, and budget;
3. Documentation, assistance, and coordination of on-site visits or representation beyond what is outlined;
4. Team changes in General Contractor, Client Representative, Consultants and/or Joint Venture;
5. Schedule changes related to meetings, duration, and phasing;
6. Significant time spent to review Contractor substitutions;
7. Time spent addressing program/design changes or field revisions by the Owner or Operator caused by construction issues of other disciplines;
8. Budgeting or value engineering requiring changes or modifications to complete and approve drawings;
9. Separation of the project construction into phases or other development strategies requiring repackaging of construction documents;
10. Extensions of construction time;
11. Preparation of professional plans, drawings, documents and/or renderings beyond what is detailed in the scope of deliverables;
12. Cost estimating;
13. Documentation specific to LEED certification

COMPENSATION/INVOICING

All fees and reimbursable expenses will be invoiced monthly and shall be payable in net U.S. Dollars by wire transfer or by check drawn upon a U.S. Bank, unless otherwise stated in this Agreement. The Client understands and acknowledges that these fees are net of any non-U.S. taxes and/or tariffs. If a retainer is received by EDSA, it will be applied to the final payment due unless otherwise stated in this Agreement. In the event Client should use a foreign bank as its payment bank, Client shall wire the funds in U.S. Dollars, net of any transaction fees, to EDSA's local bank using the following information:

BANK: SunTrust Bank
515 East Las Olas Boulevard
Fort Lauderdale, FL 33301
ABA NUMBER: 061000104
SWIFT NUMBER: SNTRUS3A
CREDIT: EDSA, Inc.
ACCOUNT NUMBER: 1000114180770

Please indicate Project name and/or number to be credited.

All invoices are payable upon receipt. In the event payment is not received within thirty (30) days of invoice date, the past due balance may be assessed an interest penalty of one and one-half percent (1 ½%) per month.

TERMINATION RIGHTS

In the event EDSA does not receive payment within sixty (60) days, EDSA may stop work on the Project until payment is received. Such stoppage of work by EDSA will not be deemed as a default under the terms of this Agreement. Under this scenario, an additional fee may be required to restart work due to non-payment.

Client may terminate this Agreement for cause, with seven (7) days prior written notice to EDSA. EDSA may terminate this Agreement for cause with seven (7) days prior written notice to Client. Failure of Client to make payments when due shall be cause for suspension of services or ultimately, termination, unless and until EDSA has been paid in full for services rendered, expenses incurred, and other related charges.

In the event that the Project is suspended for more than forty-five (45) days, through no fault of EDSA, EDSA shall be entitled to payment for services based on a percentage of completion for all completed work. In the event of termination, EDSA shall be compensated for all services fully and satisfactorily performed up until such termination date, together with reimbursable expenses incurred.

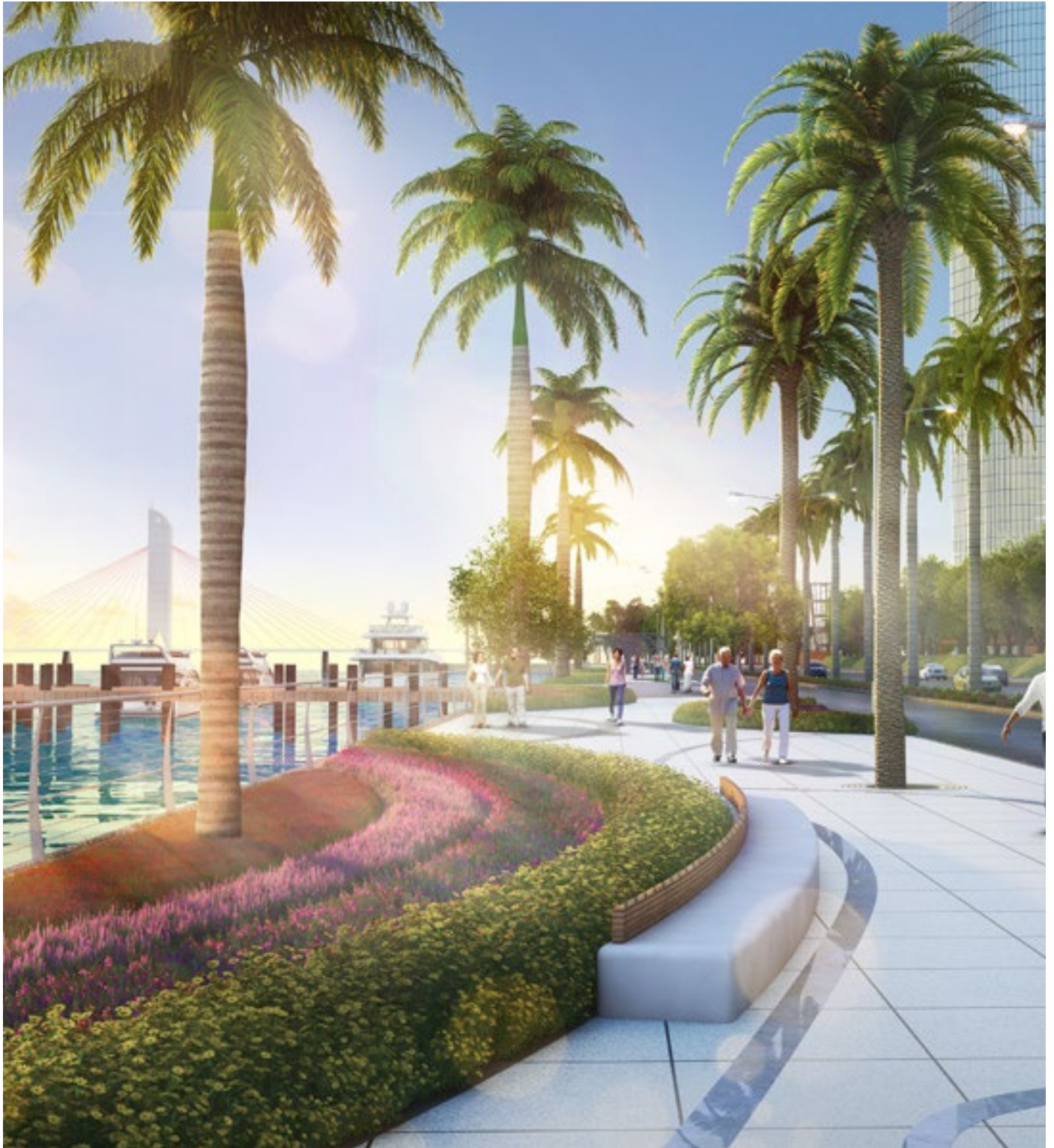
DISPUTE RESOLUTION

The Client agrees that this Agreement shall be interpreted according to the laws of the state where the contracting EDSA office is located, and agrees to reimburse EDSA for reasonable attorney's fees, court costs, and all expenses including without limitation, all such fees, costs, and expenses incidental to arbitration, appeals, and post-judgment proceedings that it may expend in enforcing this Agreement. In the event of any such dispute, Client agrees that the ultimate court venue will be located in Broward County, Florida.

EXECUTION/DURATION

Signature of the attached Agreement will signify Client's acceptance of all the Terms and Conditions outlined herein. Accordingly, Client warrants that the necessary funds are available to pay EDSA for the services and expenses outlined in this Agreement and that these funds are not encumbered nor contingent upon subsequent approvals, permits, or financing commitments. This Agreement will be valid for the duration of the Project.

TOURIST DEVELOPMENT TAX PROJECTS
AMELIA ISLAND, FLORIDA





SECTION 2

QUALIFICATIONS

- FIRM OVERVIEW
- EXPERTISE

INTRODUCTION



THE ENTIRE EDSA TEAM POSSESSES A PASSION FOR THEIR CRAFT
– LOOKING BEYOND TRADITIONAL LINES AS INNOVATIVE PROBLEM
SOLVERS TO EXCEED CLIENT EXPECTATIONS.

LIVING WITH WATER

Nearly 60% of the global population lives and works within 100 kilometers of the coast and three-quarters of the world's mega-metropolises are situated at the edge of the sea.

Desirable simply by virtue of location, development of coastal areas continue to draw leisure seekers, sports and nature lovers, tourists and urban dwellers in search of beautiful, organic surroundings.

Like the water itself, design coastal communities must be fluid – for when a waterfront is shared, its value is distributed throughout the broader region. **Bringing a sense of social, economic and environmental vitality, waterfronts are compelling amenities that must be optimized and preserved to deliver greater accessibility and usage to those who live, work or visit.**

As landscape architects, we make responsible development a priority by **addressing water quality, coastal ecosystems and habitats, rising sea levels, storm surge and beach erosion among other sensitive matters.** By educating people, being interpreters of current day circumstances and envisioning the future world, we are providing design solutions for coastal resiliency.

While the challenges are daunting, EDSA continues to apply intellectual, technological and conceptual tools to explore and apply alternative, original and innovative solutions.

We are confident that our broad-based experience, history of the successful project implementation, passion to assist clients and collaborative approach to design will bring depth to your real estate undertakings.



FIRM OVERVIEW

In 1960, visionary Edward D. Stone, Jr. founded a firm dedicated to the proper use of land resources and thoughtful creation of human environments.

From these modest but ambitious beginnings, **EDSA's legacy has grown into one of the world's most renowned design firms.** Upon this foundation, we continue to adapt, evolve and positively influence real estate development to better meet the environmental, social and economic needs of our clients and users of the earth's landscapes.

Bringing an intrinsic value to how land and space are utilized, our work respects, enriches and showcases natural beauty in harmony with cutting-edge creativity. **By designing for the best use of land forms, natural resources and public interface, we help commerce and communities thrive.** Our strength resides in a comprehensive understanding of the development process and proven track record of getting projects built and operational.

Beyond creating quality outdoor spaces, we care deeply about the human experience and how people feel, act and enjoy the spaces we create.

Extending from our designers who infuse passion into their creations, to consumers who experience our spaces and clients who are rewarded for their investments – our designs create lasting value.

**WE SEE OURSELVES AS CREATORS,
VISIONARIES, LEADERS, ARTISTS AND
DESIGN TECHNICIANS WITH THE
APTITUDE TO EFFECT CHANGE AND THE
PASSION TO MAKE A DIFFERENCE.**





WITH **SIX DECADES** OF EXPERIENCE AND **HUNDREDS** OF COMPLETED PROJECTS ON **SIX CONTINENTS**, EDSA HAS HELPED SHAPE THE GLOBAL PRACTICE OF PLANNING, LANDSCAPE ARCHITECTURE, AND URBAN DESIGN.



AREAS OF EXPERTISE

HOSPITALITY & TOURISM

ATTRACTIONS & ENTERTAINMENT

URBAN ENVIRONMENTS

CAMPUS & HEALTHCARE

COMMUNITIES & NEIGHBORHOODS

RETAIL, COMMERCIAL & MIXED-USE

PARKS & PUBLIC REALM

WATERFRONTS & MARINAS

WE CONSIDER OURSELVES **STEWARDS OF THE LAND** AND PLACE
SUSTAINABILITY AT THE FOREFRONT OF OUR PLANNING AND DESIGN EFFORTS.

EDSA CORE DISCIPLINES

Across our five locations, the EDSA spirit is firmly united in a passion for results. We connect seamlessly between offices and make it a point to understand the businesses in which our clients are engaged, regardless of location. This understanding enables the firm to explore and provide culturally-sound and economically-viable planning and design alternatives.

Our service offerings cover the complete range of planning, design, production and field supervision.

MASTER PLANNING

- Site selection + analysis
- Land use planning
- Feasibility studies
- Visioning workshops
- Development strategies
- Site-specific plans
- Design guidelines
- Entitlements

LANDSCAPE ARCHITECTURE

- Site design + theming
- Conceptual + schematic design
- Design development
- Hardscapes + water features
- Planting design
- Construction period services

URBAN DESIGN

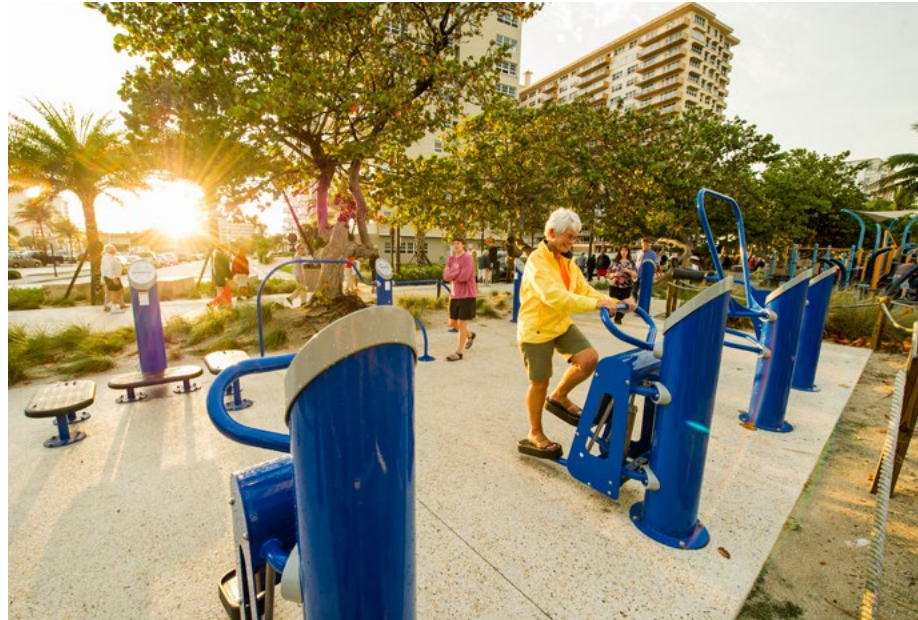
- Downtown planning
- City revitalization + redevelopment
- Urban open space
- Transit-oriented design
- Public consensus building
- Vision plans



WE BEGIN EACH ASSIGNMENT WITH
A BASIC UNDERSTANDING OF THE
UNIQUE NEEDS OF THE CLIENT,
PROJECT, SITE, AND END USER –
SO THAT A CLEAR, VIABLE AND
EXCITING SOLUTION IS ACHIEVED.

GUIDING PRINCIPLES

COMPETITION AMONG CITIES IS INTENSE, AND A STRONG POSITION MAXIMIZES A CITY'S VISIBILITY AND DRAW. AT EDSA, WE IDENTIFY THE BEST GROWTH OPPORTUNITIES AND NURTURE THEM – ENSURING THAT ALL CITIZENS ENJOY AND SHARE IN THEIR CITY'S PROSPERITY.



A

CREATE A UNIFIED VISION

“Begin with the end in mind.” This philosophy is a focus of EDSA’s design process. We work closely with our clients, major stakeholders, and community residents to ensure that the project’s vision is a shared one. Involving locals, business owners, and special interest groups in the consensus-building process ensures comprehensive, action-oriented plans and designs that serve as positive reflections of the communities in which they reside.

B

ENSURE ECONOMIC VIABILITY

Thriving communities invite commerce, lead to job creation, create pride in home ownership, and increase property values for a stronger tax base by which to attract newcomers and improve conditions for residents. EDSA assists in garnering public support, private investment, and tax increment financing for programs that address adaptive reuse, increase the attractiveness of spaces, and reinforce a city’s brand.



C

DESIGN FOR MEMORABLE EXPERIENCES

Great public spaces are the living room of a city – the place where people come together for social engagement. Adding vitality to a community means creating synergies between uses and public connectivity where life happens. EDSA brings about the character, dynamism, and beauty of a city with textural patterns, vibrant spaces, landmarks, and focal points.

D

ENCOURAGE HEALTHY LIVING

Attractive, pedestrian-friendly streets, greenspace, recreational amenities, and transportation alternatives represent a few of the elements that contribute to good urban form. Wheel-and-spoke, concentric circles to parks and open space provide for active and passive recreation in support of pedestrian-over-vehicle hierarchy.

E

INSIST ON INCLUSIVITY

Neighborhoods, where everyone has the equal opportunity and access to public realm offerings, widens resident base, enhances commercial viability, reduces crime, and increases economic activity. Critical to socially harmonious environments are schools, housing, and mass transport, as well as dedicated spaces for special events, sports leagues, and cultural festivals.

F

STRENGTHEN CONNECTIVITY

Properly sited roads, rail, bicycle, and walking networks transform intercity travel, improve efficiencies, and genuinely enhance mobility and compatibility with adjacent neighborhoods. EDSA addresses infrastructure improvements, redevelopment opportunities, and siting of civic amenities with shops, offices, residences, and other attractions strategically accessible by public transportation.

EXPERTISE



OUR PRIMARY GOAL IS TO **CREATE VALUE** THROUGH
EXCELLENT DESIGN COMPLETED ON TIME AND WITHIN **BUDGET**



WATER AS AN AMENITY

EDSA designers recognize the significance of water and have positively and responsibly contributed to newly designed and restored waterfronts for municipalities, communities, resorts and attractions around the globe. Our efforts balance functional and aesthetic, cultural and economic with historic and contemporary to create **settings that celebrate the relationship between land, water, and most importantly, people.**

In planning waterfronts and marinas, we prioritize the human experience and unify a development through visual and physical connections. From the grandeur of a world-class cruise port to the intimate form of a pedestrian promenade, EDSA transforms distinctive elements into a cohesive project identity. In doing so, **our designs create habitats for people that inherently match expectations while providing for a sense of environmental and economic sustainability that not only strengthens coastal appeal but reinvigorates entire cities and metropolitan areas.**

Waterfront and marina design must also have a naturally realistic result. **To create something deliberate and have it look and feel as though it were placed by nature is the measure of great design and drives the process that helps shape these unique and precious spaces.** Our goal is to work in harmony with the environment – protecting natural habitats while preserving public open space and maintaining access for everyone.

Our portfolio of work includes the revitalization of beaches, ecological treatment of shorelines, dune preservation, introduction of marinas and cruise ship terminals, restoration and naturalization of river floodplains as well as development of shoreline recreation.



FORT LAUDERDALE BEACH REVITALIZATION

FORT LAUDERDALE, FLORIDA

Services: Master Planning, Detailed Design and Construction Administration



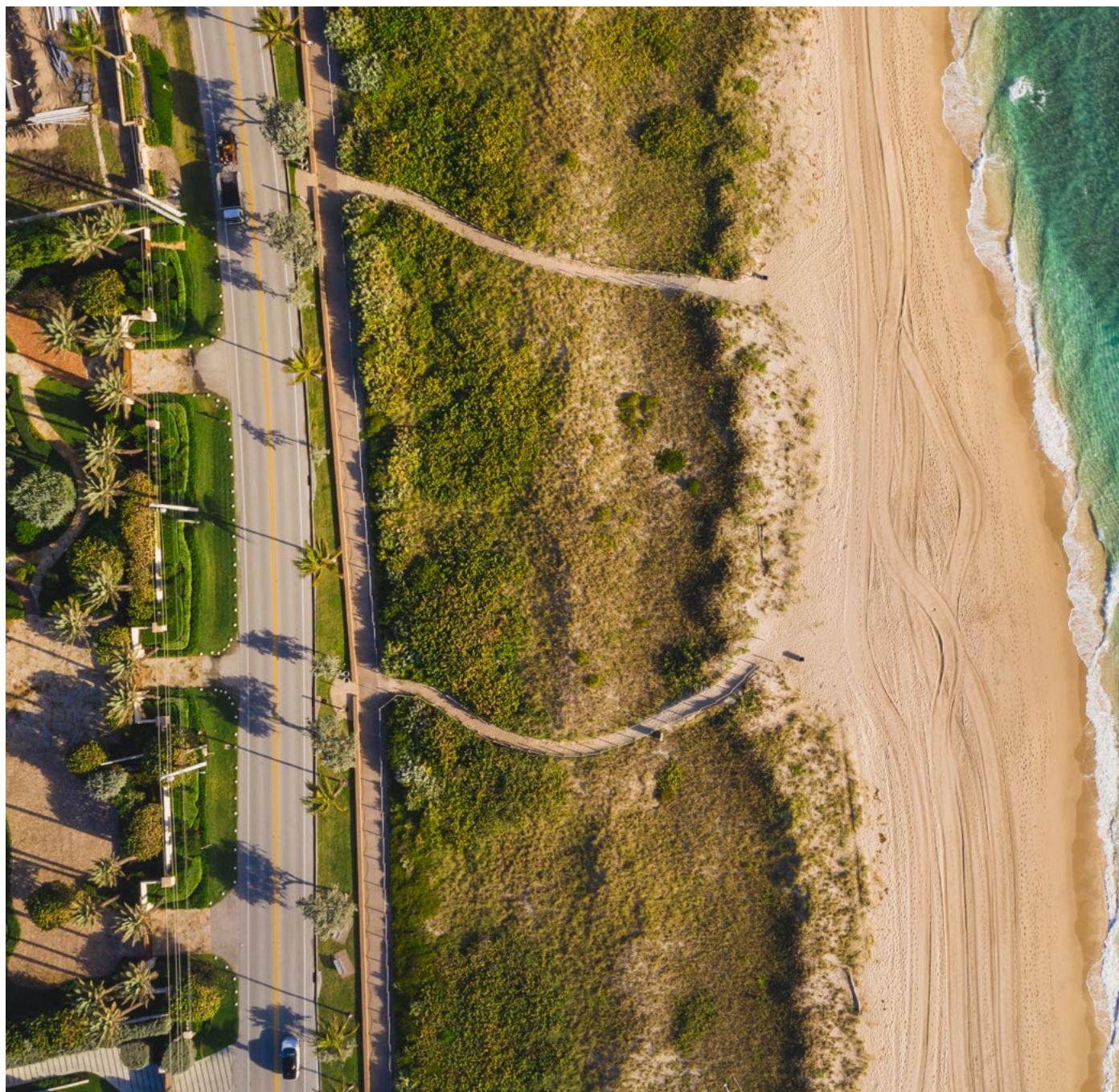
TOURIST DEVELOPMENT TAX PROJECTS
AMELIA ISLAND, FLORIDA



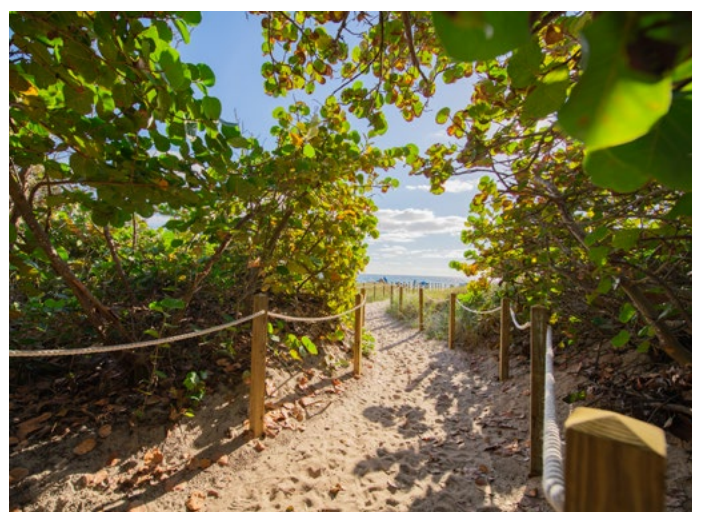
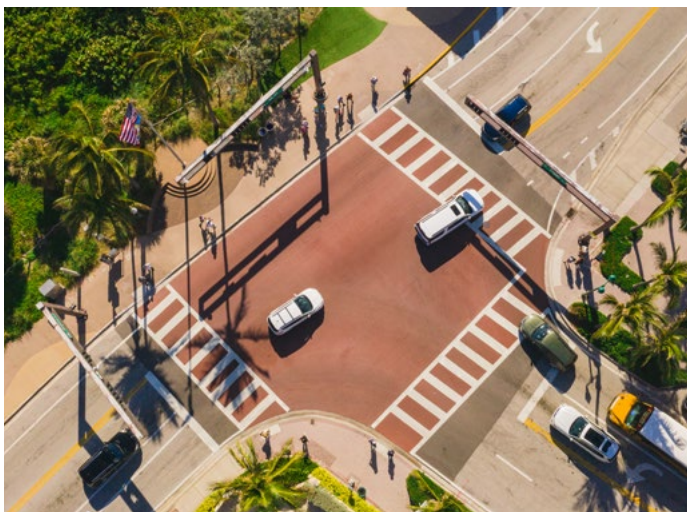
DELRAY BEACH REVITALIZATION

DELRAY BEACH, FLORIDA

Services: Detailed Design and Construction Administration



TOURIST DEVELOPMENT TAX PROJECTS
AMELIA ISLAND, FLORIDA



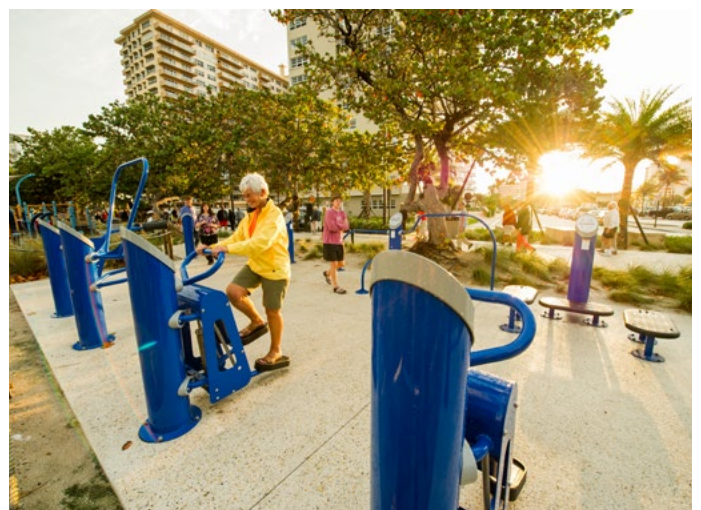
POMPANO BEACH REDEVELOPMENT

POMPANO BEACH, FLORIDA

Services: Master Planning, Detailed Design and Construction Administration



TOURIST DEVELOPMENT TAX PROJECTS
AMELIA ISLAND, FLORIDA



OWENSBORO RIVERFRONT

OWENSBORO, KENTUCKY

Services: Master Planning, Detailed Design and Construction Administration



TOURIST DEVELOPMENT TAX PROJECTS
AMELIA ISLAND, FLORIDA



FORT LAUDERDALE RIVERWALK

FORT LAUDERDALE, FLORIDA

Services: Master Planning, Detailed Design and Construction Administration



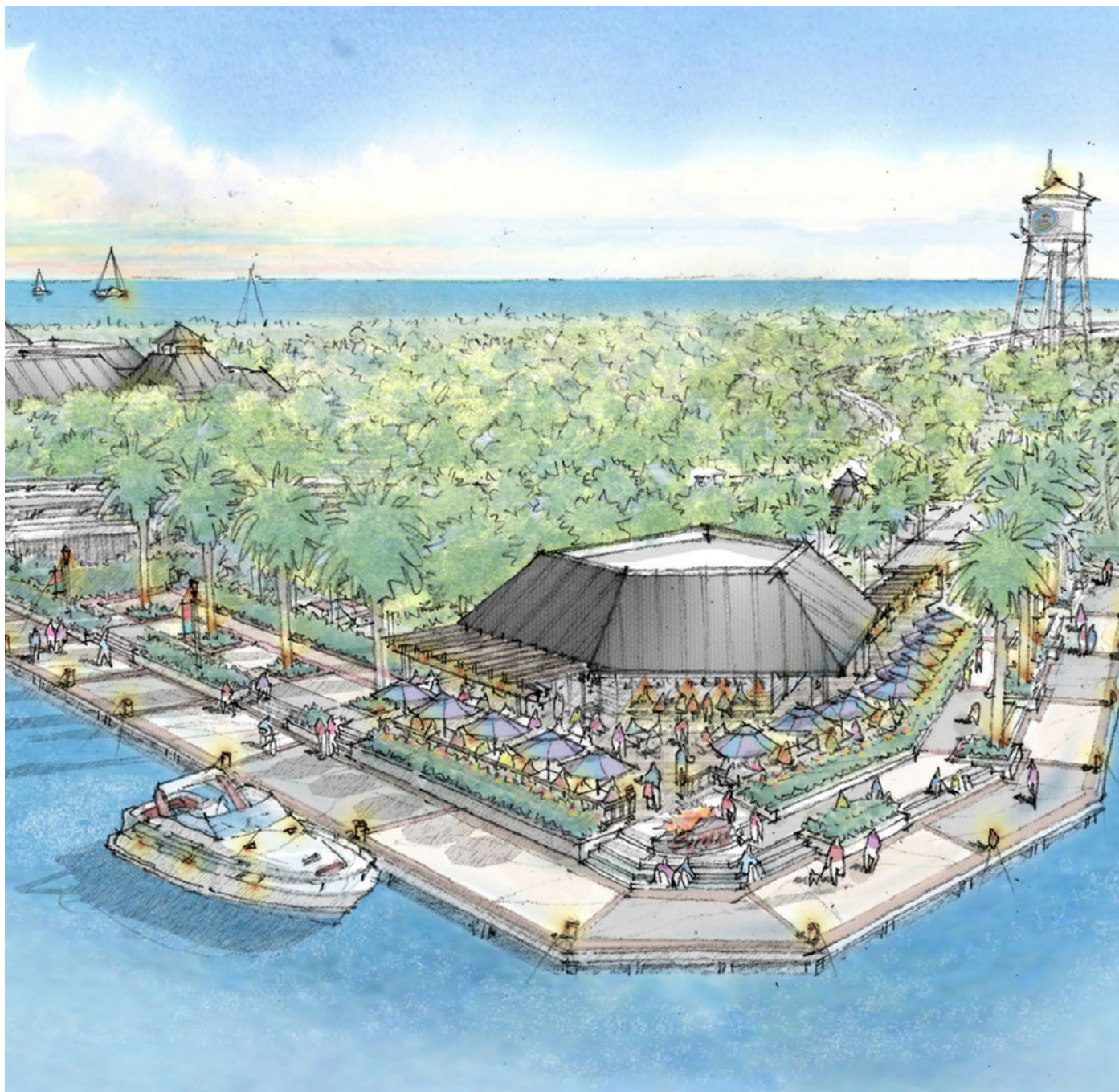
TOURIST DEVELOPMENT TAX PROJECTS
AMELIA ISLAND, FLORIDA



DANIA BEACH WATERFRONT REVITALIZATION

DANIA BEACH, FLORIDA

Services: Master Planning, Detailed Design, and Construction Documentation Services



TOURIST DEVELOPMENT TAX PROJECTS
AMELIA ISLAND, FLORIDA



LEHIGH WATERFRONT

ALLENTOWN, PENNSYLVANIA

Services: Master Planning and Redevelopment



MILLVILLE RIVERFRONT DEVELOPMENT VISION PLAN

MILLVILLE, NEW JERSEY

Services: Master Planning and Detailed Design



TOURIST DEVELOPMENT TAX PROJECTS
AMELIA ISLAND, FLORIDA



COLUMBUS RIVERFRONT

COLUMBUS, GEORGIA

Services: Master Planning and Redevelopment



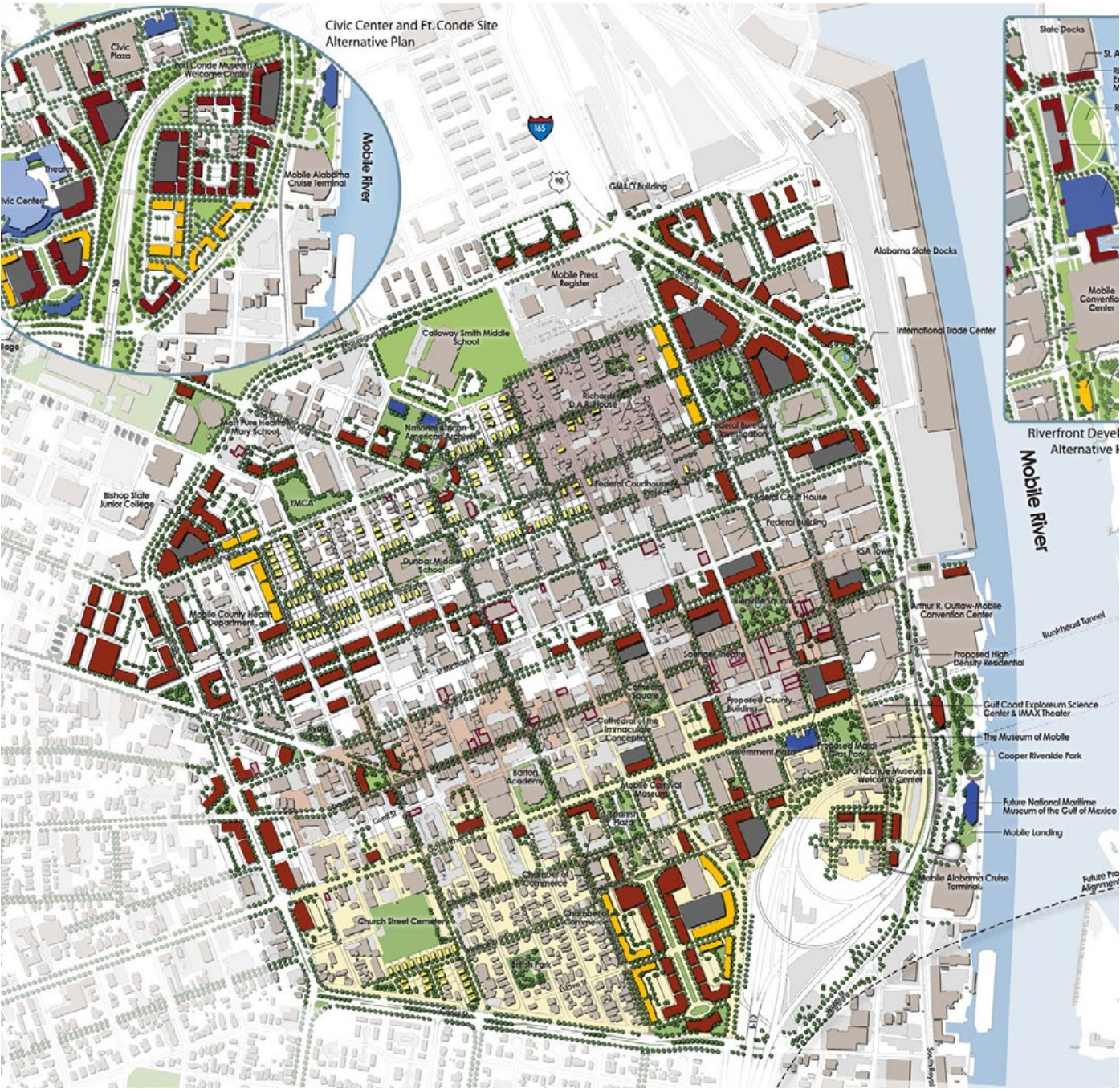
TOURIST DEVELOPMENT TAX PROJECTS
AMELIA ISLAND, FLORIDA



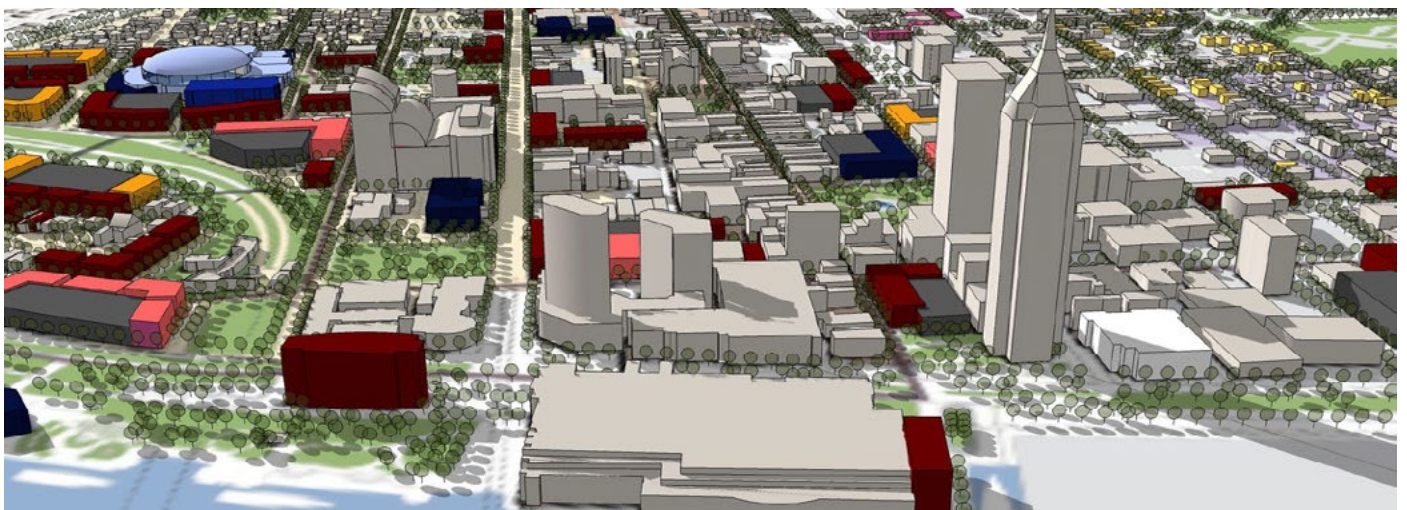
MOBILE URBAN PLANNING & DESIGN

MOBILE, ALABAMA

Services: Master Planning



TOURIST DEVELOPMENT TAX PROJECTS
AMELIA ISLAND, FLORIDA



BLUEWATERS

DUBAI, UNITED ARAB EMIRATES

Services: Master Planning, Detailed Design and Construction Administration



TOURIST DEVELOPMENT TAX PROJECTS
AMELIA ISLAND, FLORIDA



VALLETTA WATERFRONT

VALLETTA, MALTA

Services: Master Planning, Detailed Design and Construction Documentation



TOURIST DEVELOPMENT TAX PROJECTS
AMELIA ISLAND, FLORIDA



VINHOMES CENTRAL PARK & RESIDENCES

HO CHI MINH, VIETNAM

Services: Conceptual and Schematic Design



TOURIST DEVELOPMENT TAX PROJECTS
AMELIA ISLAND, FLORIDA



COLON URBAN RENEWAL

COLON, PANAMA

Services: Conceptual Design



TOURIST DEVELOPMENT TAX PROJECTS
AMELIA ISLAND, FLORIDA



MARINA VILLAGE

PARADISE ISLAND, BAHAMAS

Services: Detailed Design and Construction Administration



TOURIST DEVELOPMENT TAX PROJECTS
AMELIA ISLAND, FLORIDA



SHANWEI WATERFRONT

GUANGDONG PROVINCE, CHINA

Services: Master Planning, and Schematic Design



TOURIST DEVELOPMENT TAX PROJECTS
AMELIA ISLAND, FLORIDA



ADDITIONAL EXPERIENCE



BRINGING AN INTRINSIC VALUE TO HOW LAND AND SPACE ARE
UTILIZED, OUR WORK RESPECTS, ENRICHES, AND SHOWCASES
NATURAL BEAUTY IN HARMONY WITH CUTTING-EDGE CREATIVITY.

**TOURIST DEVELOPMENT TAX PROJECTS
AMELIA ISLAND, FLORIDA**

1 Hotel & Homes Miami Beach, Florida	Beef Island Golf & Country Club Tortolla, British Virgin Islands	Crescent Hills Xiamen, China
17th Street Quay Fort Lauderdale, Florida	Bicentennial Park Miami, Florida	Crosswaters Ecolodge & Spa Huizhou, China
Abu Dhabi Naval Base Abu Dhabi, United Arab Emirates	Bluewaters Dubai, United Arab Emirates	Dania Beach Waterfront Revitalization Dania Beach, Florida
Abu Suma Safaga, Egypt	Blueways Master Plan Miami Beach, Florida	Delray Beach Revitalization Delray Beach, Florida
Al Zorah Golf Residential Ajman, United Arab Emirates	Boca Beach Club Boca Raton, Florida	Destin Harbor Destin, Florida
Ancient Sands Resort El Gouna, Egypt	Boca Raton Waterfront Boca Raton, Florida	Diamond Bay Vision Plan Dalian, China
Angelfish Point Great Abaco Island, Bahamas	Botany Bay St. Thomas, U.S. Virgin Islands	Deira Waterfront Dubai, United Arab Emirates
Angler's Club Key Largo, Florida	Boynton Beach Oceanfront Park Boynton Beach, Florida	Dongting New Town Yueyang, China
Astra Montenegro Zavja, Montenegro	Breakers Cabana Club Palm Beach, Florida	Dreams Hotel at Buenaventura Rio Hato, Panama
Atlantis Paradise Island, Bahamas	Bubier Park Fort Lauderdale, Florida	Dreams Playa Mujeres Cancun, Quintana Roo, Mexico
Atlantis, The Palm Dubai, United Arab Emirates	Buenaventura Rio Hato, Panama	Dubai Creek Golf & Yacht Club Dubai, United Arab Emirates
Atlantis Sanya Sanya, China	Cabo Negro Tetouan, Morocco	El Conquistador Resort & Country Club Fajardo, Puerto Rico
Bahia Beach Resort & Golf Club Rio Grande, Puerto Rico	Campeche Waterfront Campeche, Mexico	El Morro Tourist Complex Puerto La Cruz, Venezuela
Bahia Mar Beach Resort & Yachting Center Fort Lauderdale, Florida	Coakley Bay St. Croix, U.S. Virgin Islands	Essex/Middle River Waterfront Middle River, Maryland
Bald Head Island Southport, North Carolina	Columbus Riverfront Columbus, Georgia	Failaka Tourist Park Kuwait City, Kuwait
Baru Island Baru Island, Colombia	Cotton Bay/Davis Harbor Eleuthera, Bahamas	Fairfield Bay Fairfield Bay, Arkansas

Fairfield Fort George Island
Jacksonville, Florida

Fairfield Harbour
New Bern, North Carolina

Fairmont Acapulco Princess
Acapulco, Mexico

Fairmont Mayakoba
Quintana Roo, Mexico

Fort Lauderdale Beach Revitalization
Fort Lauderdale, Florida

Fontainebleu Hainan Island
Hainan Island, China

Four Seasons Bahrain Bay
Manama, Bahrain

Four Seasons Marsa Arabia
Doha, United Arab Emirates

Four Seasons Milos
Milos, Greece

Four Seasons Nevis
Nevis, West Indies

Four Seasons Resort & Residences
Barnes Bay, Anguilla

Frenchman's Creek
Juno Beach, Florida

Friar's Bay
St. Kitts, Lesser Antilles

Gilgamesh Island
Manama, Bahrain

Guacalito de la Isla
Manzanillo, Nicaragua

Gulf Landings
New Port Richey, Florida

Haig Point
Daufuskie Island, South Carolina

Hainan Qingshui Bay Outrigger Resort
Hainan, China

Hainan Tropical Wildlife Park & Resort
Haikou, Hainan, China

Harborview Floating Wetlands Study
Baltimore, Maryland

Harbour Ridge
St. Lucie County, Florida

Heritage Plantation
Pawley's Island, South Carolina

Hilton Fort Lauderdale Marina
Fort Lauderdale, Florida

Hongtang Bay
Sanya, China

Hotel Transamerica
Bahia, Brazil

Huiji Water Town
Xinmi,, China

Hulhule Lagoon Resort
Male, Maldives

Hyatt Regency Aqaba Ayla Resort
Aqaba, Jordan

Hyatt Regency Pier 66
Fort Lauderdale, Florida

Hyatt Rio Mar
Palmer, Puerto Rico

Indura Beach and Golf Resort
Bahia de la Tela, Honduras

Jenkin's Island Marina
Hilton Head, South Carolina

Key West Resort
Key West, Florida

Kiawah Island
Charleston, South Carolina

Kimpton Seafire Resort + Spa
Seven Mile Beach, Grand Cayman

Kinloch Golf Resort
Kinloch, New Zealand

Kissimmee 'Save Our Rivers'
Kissimmee, Florida

Koncha Zaspá
Kyiv, Ukraine

The Landings, St. Lucia
St. Lucia, Lesser Antilles

Land's End Marina
Key West, Florida

Las Hadas
Manzanillo, Mexico

Lauderdale Yacht Basin
Fort Lauderdale, Florida

Lehigh River Waterfront
Allentown, Pennsylvania

Liberty Harbor
Brunswick, Georgia

Lingshui Water Town
Hainan, China

Little Dix Bay
Virgin Gorda, British Virgin Islands

Loblolly Bay
Stuart, Florida

Longboat Key Club
Longboat Club, Florida

**TOURIST DEVELOPMENT TAX PROJECTS
AMELIA ISLAND, FLORIDA**

Luštica Bay Podgorica, Montenegro	Ocean Pines Ocean City, Maryland	Rif Fort Renaissance Village Willemstad, Curacao
Madinat Jumeirah Dubai, United Arab Emirates	Owensboro Riverfront Development Owensboro, Kentucky	Rivercamps Sandy Creek Bay County, Florida
Marbella Club Palmas del Mar, Puerto Rico	Palatka Riverfront Master Plan Palatka, Florida	Riverwalk Fort Lauderdale, Florida
Marina de Cope Cabo Cope, Spain	Pamlico Plantation Washington, North Carolina	Riviera Beach Redevelopment Riviera Beach, Florida
Marina Grande on the Halifax Holly Hill, Florida	Paradise Island Paradise Island, Bahamas	Rosewood Mayakoba Quintana Roo, Mexico
Marina Village Paradise Island, Bahamas	Piper's Landing Stuart, Florida	Ruyi International Island Haikou, China
Marriott Curaçao Curacao, Netherlands Antilles	Playa Tumbes Lima, Peru	Rybovich Spencer Marina West Palm Beach, Florida
Marsh Island Vero Beach, Florida	Pompano Beach Revitalization Pompano Beach, Florida	Sabal Bay Naples, Florida
Miami Beach EDITION Miami Beach, Florida	Port Ba Son Ho Chi Minh, Vietnam	Sahl Hasheesh International Resort Cairo, Egypt
Miami Bayfront Park Miami, Florida	Port de Plaisance St. Maarten, Netherlands Antilles	Sanctuary Resort Northern Caye, Belize
Millville Riverfront Millville, New Jersey	Port Ghalib Lagoon Marsa Al Alam, Egypt	Scotts Creek Marina Portsmouth, Virginia
Nanhu Lake Century Oasis Guangzhou, China	Port of Castries Castries, St. Lucia	St. James Island St. James Island, Florida
Naples Landing Naples, Florida	Port Lucaya Marketplace Freeport Freeport, Bahamas	St. Regis Punta Mita Resort Punta Mita, Mexico
Nassau Waterfront Nassau, Bahamas	Port of Saint Maarten St. Maarten, Netherlands Antilles	Shanwei Waterfront Shanwei, China
Nine Dragons Resort & Golf Club Shanghai, China	Port of Zante St. Kitts, West Indies	South Shore Redevelopment Miami Beach, Florida
Norman Island British Virgin Islands	Qingshui Bay Beachfront Sanya, China	Stouffer Pine Isle Resort Lake Lanier Islands, Georgia

Turtle Harbour
Wilmington, North Carolina

Ushaka Island Marine Park
Durban, South Africa

Valletta Waterfront
Valletta, Malta

VinHomes Central Park
Ho Chi Minh, Vietnam

Virginia Key Master Plan
Miami, Florida

Waccamaw Riverfront District
Conway, South Carolina

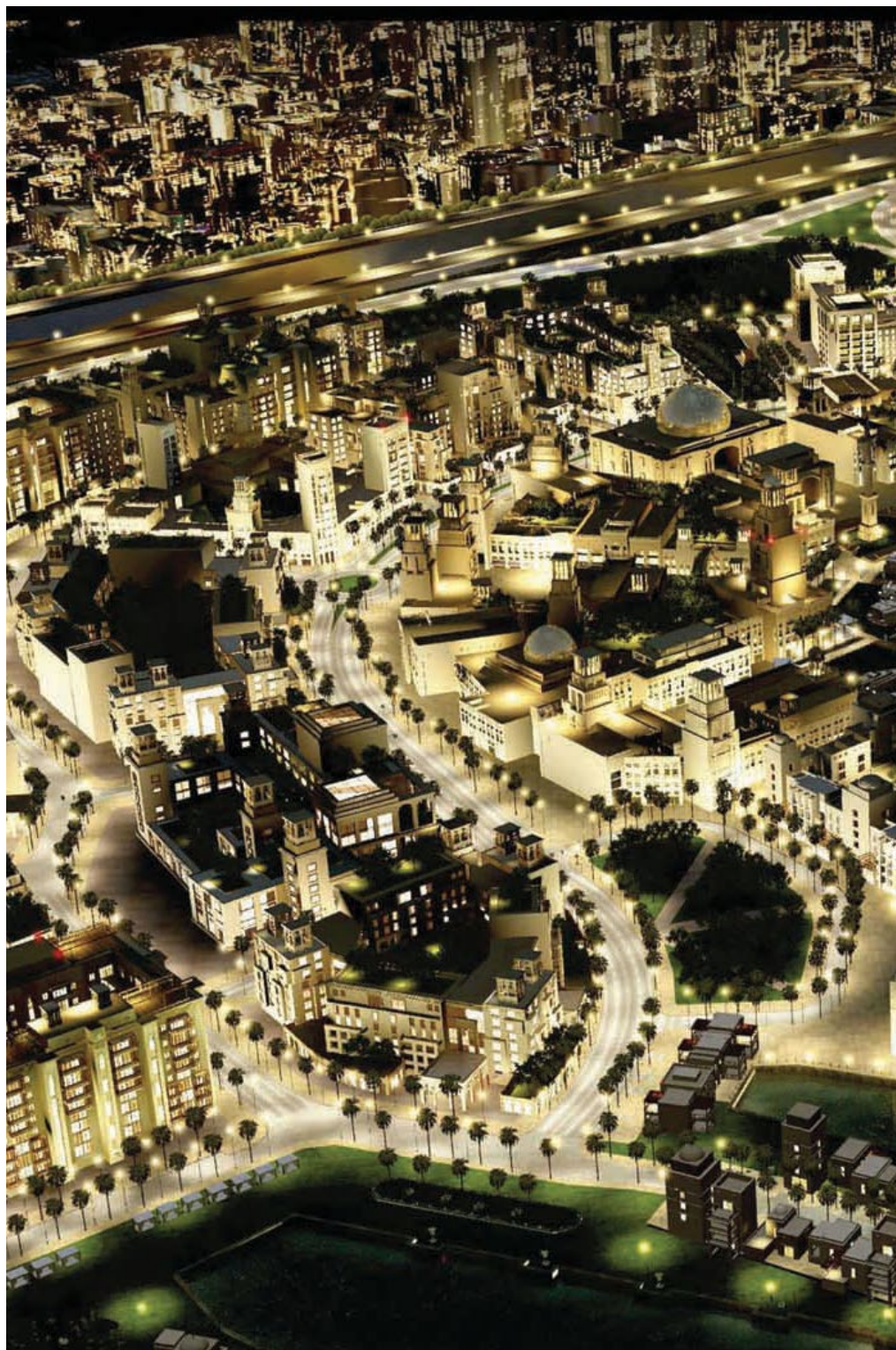
Watson Island
Miami, Florida

West Lake Park
Hollywood, Florida

Wilmington Riverfront
Wilmington, Delaware

Wolong Bay
Dalian, China

Yacht Haven Grande
St. Thomas, U.S. Virgin Islands





PLANNING PROCESS



EACH PHASE OF THE **PLANNING PROCESS** SERVES AS A GUIDE FOR
FUTURE DECISIONS AND CONTINUOUSLY EVOLVES AS AN ACCURATE
DEPICTION OF THE **COMMUNITY'S VISION**

PROJECT DESIGN & APPROACH

1

PROJECT DEFINITION

At the onset of an assignment, **EDSA along with our client, team members and constituents collaborate to outline project objectives and prepare a preliminary description of program elements.** As team leader, EDSA coordinates with other consultants to ensure the project's vision is achieved. Action items include:

- Form a consultant team and define responsibilities
- Determine project schedules and timing of milestones
- Review of relevant data, planning studies, etc.
- Discuss development opportunities and study areas

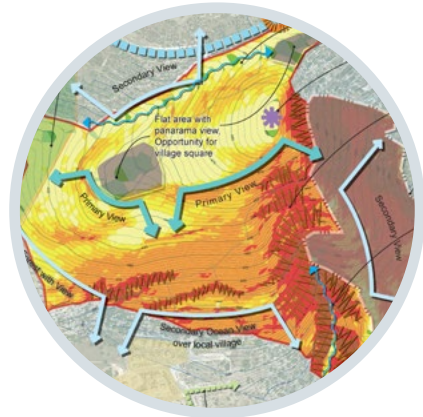


2

INVENTORY AND ANALYSIS

This step provides an understanding of the physical site, market opportunities and constraints. It identifies zones for preservation and development, potential program elements and areas needing reinvestment strategies. Responsibilities during this phase entail:

- Analyze the existing site and its surroundings
- Document physical features, compile base data
- Identify pedestrian and transportation facilities
- Evaluate topography, slope, drainage and utilities
- Review vegetation cover and characteristics
- Examine historical, and cultural attributes
- Assess zoning, land use and permitting regulations



3

CONCEPTUAL FRAMEWORK PLANS

These plans establish the vision for continued development. Alternatives are reviewed to ensure consistency with established goals and objectives. Preliminary recommendations identify:

- Potential land uses and revitalization opportunities
- Proposed pedestrian, vehicular, bicycle and transit routes
- Infrastructure improvements
- Parks and open spaces
- Community gateways and focal points





4

COMMUNITY INPUT AND PARTICIPATION

EDSA and team members present their initial findings and conceptual framework plans to the community using a variety of proven techniques. These may include:

- Community workshops and design charrettes
- Public information meetings
- Breakout groups and work sessions
- Scorecards and rating systems

These presentations allow the team to test ideas, gather feedback and garner a better understanding of the study area through the eyes of stakeholders.



5

MASTER PLANNING

Crafted from a series of recommendations and prioritized into an action list, the **master plan serves as the blueprint for the community as it makes decisions, creates policies and allocates resources**. Detailing includes:

- Potential infill development and redevelopment areas
- Preferred land uses
- Streetscape and roadway improvements
- Transit initiatives and bike facilities
- Environmental Remediation Plan
- Infrastructure improvements
- Zoning, building codes and design guidelines
- Parks, open space and recreational opportunities

Upon approval of the final master plan, priority implementation efforts are studied in greater detail for their potential to enhance a site's attributes, attract investment and strengthen connections between existing uses, people and sense of place.



6

SITE PLANNING AND CONCEPTUAL DESIGN

During this stage, **the physical design and layout for specific amenities and features is developed and an overall character for the place is crafted**. The design package begins to detail specific materials, colors and textures, signage, and site furnishings. Refined site plans, character sketches, site sections and elevations are combined with engineering and economic models to provide a coordinated and cohesive package.



7

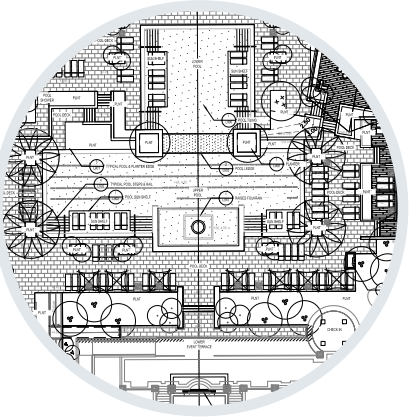
DETAILED DESIGN

Once approvals are obtained and funding is in place, detailed design commences.

Schematic Design: Site specific enlargements provide closer examination of key elements. Cross-sections and elevations illustrate critical relationships. Cost estimates are refined in order to monitor budget parameters.

Design Development: Drawings are enlarged to scale further establishing project character. General layouts, grading, hardscape materials, detailing suggestions, lighting and landscape massing are recommended.

Construction Documents: Suitable for obtaining competitive construction bids from contractors, this package illustrates all of the design components and construction details. This fully documented package of working drawings and specifications is sealed by each registered discipline and becomes the legal document of record for the construction of the project.



8

IMPLEMENTATION

The Planning Process culminates with a coordinated bidding and construction process. This phase is critical, as use of quality materials and installation practices ultimately influence the sustainability of the design.

EDSA assists clients in the review of competitive bids and selection of qualified contractor. This may also include issuing of addenda and clarifications relative to the design documents.

During the coordinated construction schedule, EDSA will visit the site as necessary to ensure compliance with the design intent and to monitor the quality of construction. These services are oriented toward reviewing the progress of the construction, specifically design and aesthetics of the site work and preparing written documents advising the owner of items which appear to need correction.

During this process, EDSA will review and act on contractor's submittals such as shop drawings, product data and samples. EDSA also provides assistance in the interpretation of the requirements of the construction documents and is available to render interpretations necessary for the proper execution of the work.





PLANNING | LANDSCAPE ARCHITECTURE | URBAN DESIGN

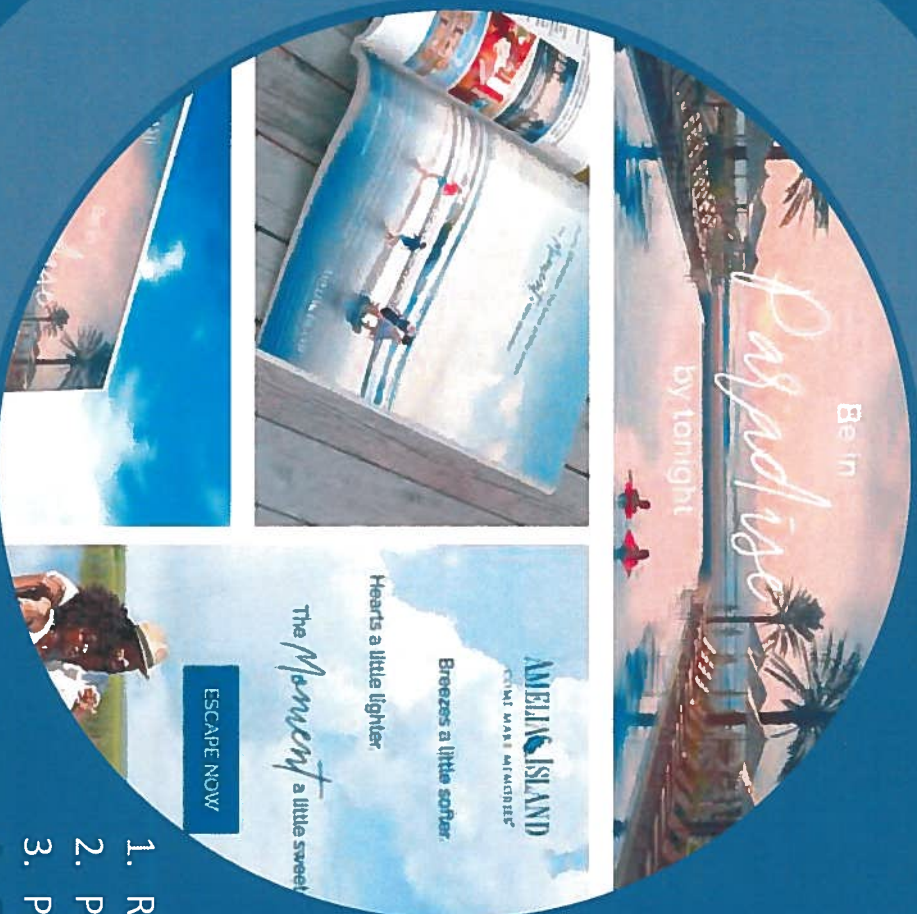
BALTIMORE | FORT LAUDERDALE | NEW YORK | ORLANDO | SHANGHAI
www.edsaplan.com

2/17/2020

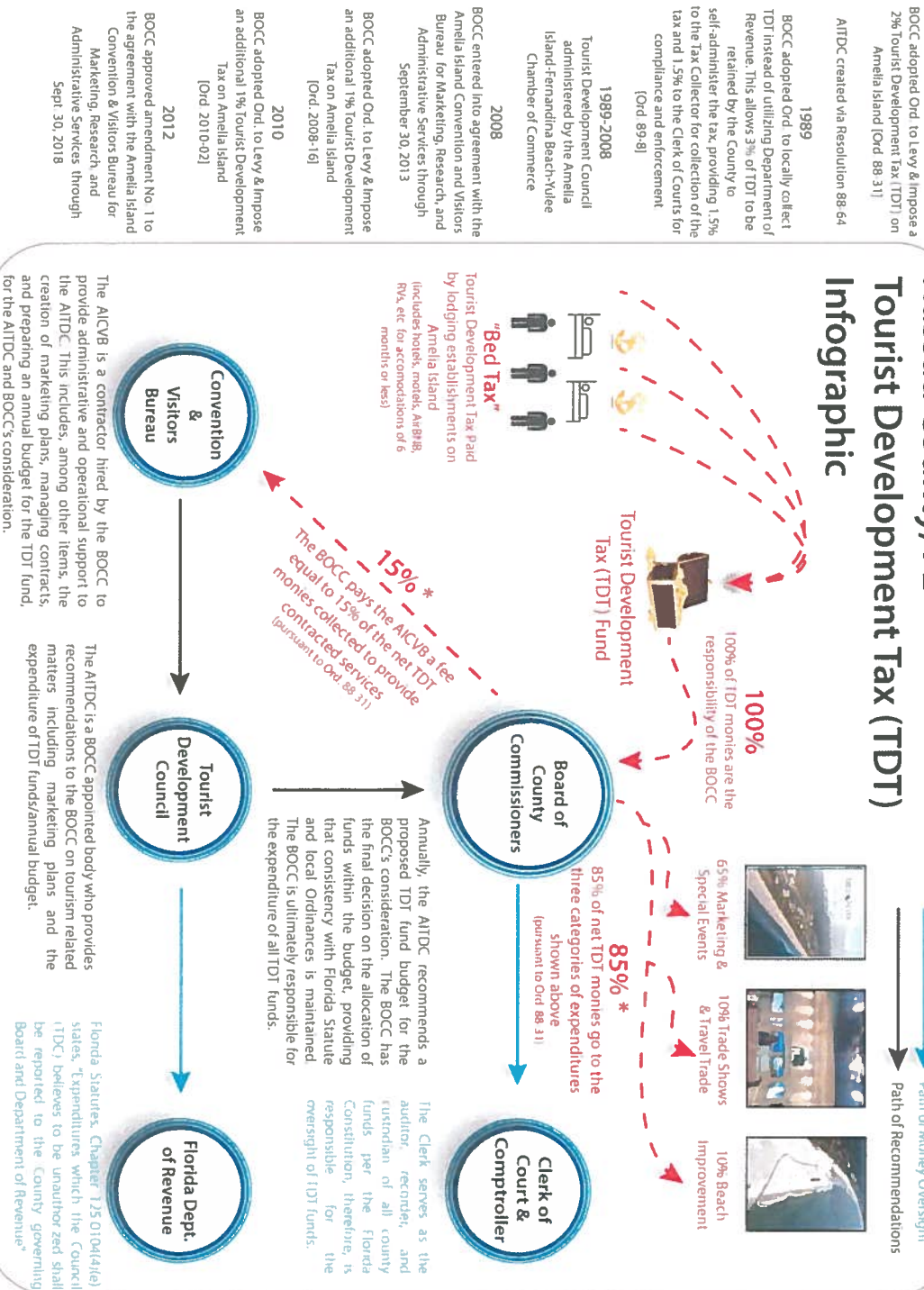
TOURIST DEVELOPMENT TAX - PROJECTS

AARON C. BELL - CHAIRMAN AITDC
TACO E. POPE, AICP – COUNTY MANAGER
MICHAEL S. MULLIN, ESQ. – COUNTY ATTORNEY
GIL LANGLEY - PRESIDENT & CEO AICVB

1. Recap of 1/11/21 BCC Workshop
2. Priority Tourism Projects: Planning Horizon/Complexities
3. Priority Tourism Projects: Details and Direction
4. Questions Related to Management of TDT Funds



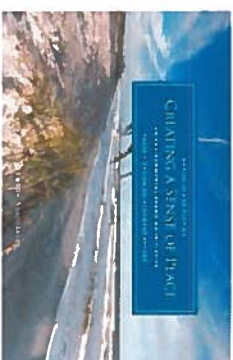
Nassau County, FL Tourist Development Tax (TDT) Infographic



Planning = 10 Years Horizon

Budget Process:

- IS NOT an accounting exercise
- It IS a collaborative, co-produced planning exercise and communication tool
 - Defines priorities, values, timelines, and expectations
 - Provides for open & free public discourse, transparency, and accountability



Amelia Island Florida Environmental Branding Initiative



Amelia Island Beach Front Parks Branding Harmonization & Visitor Experience Enhancement Initiative



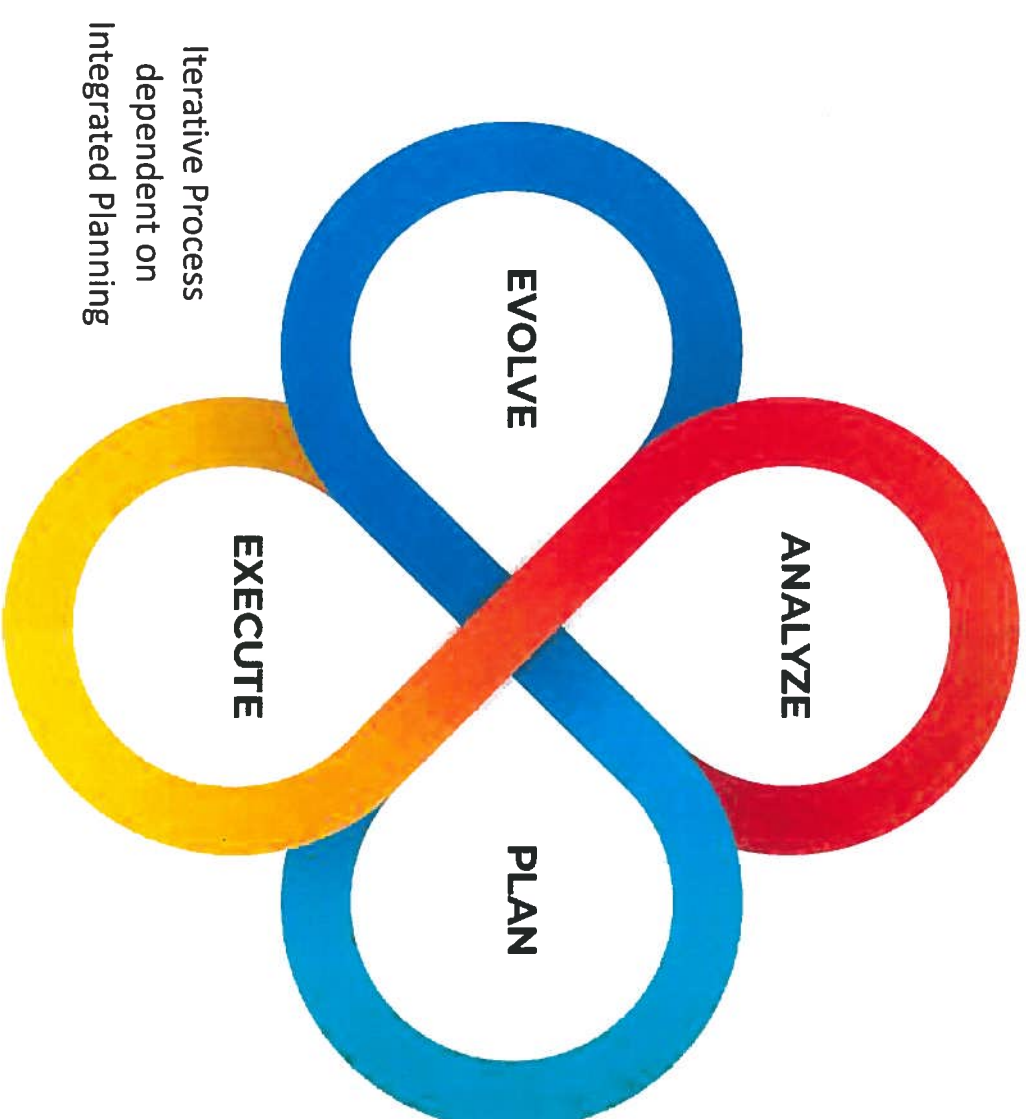
American Beach Cultural Heritage Visitor Experience Enhancement Initiative

1. Interrelated, synergetic, and compounding
2. Comprehensive strategy
3. Significant resources
4. Impact work programs & budgeting for the next decade

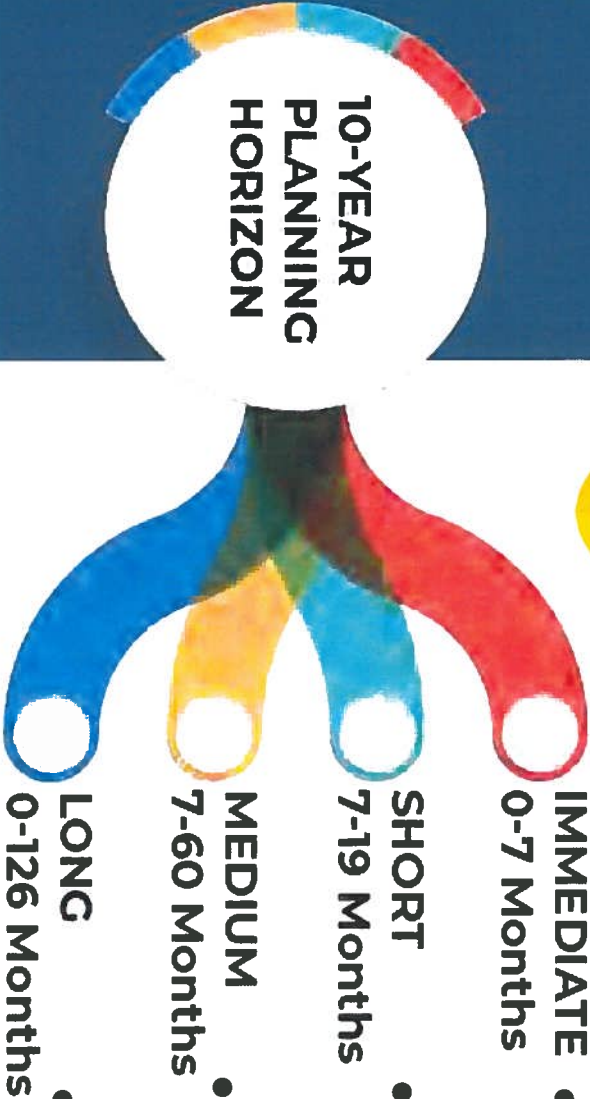
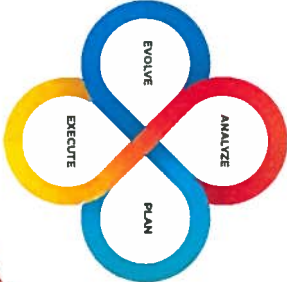
Planning Horizon = 10 Years

Planning Process:

- Not a simple linear or circular process
- It is dynamic and evolutionary
- The environment in which we operate is in a constant state of flux
- Evolve with the environment



Planning = 10 Years Horizon



February 17, 2021 through the BOCC budget adoption in September 2021. Items that can be executed or programmed/funded in the current fiscal year and/or provide inputs for fiscal year 21/22 budget development and 5-year CIP (fiscal years 21/22 - 26/27)

October 1, 2021 through September 30, 2022. Items to be executed, commenced, and/or programmed/funded in fiscal year 21/22 and/or provide inputs for the 5-yr CIP (fiscal years 22/23 - 27/28)

October 1, 2021 through October 1, 2026. This includes execution of those items adopted in September of 2021 for inclusion in the 5-year CIP for fiscal years 21/22 - 26/27. This will also correspond with the adoption of the fy 26/27 budget and 5-year CIP for fiscal years 27/28 - 31/32 (planning horizon)

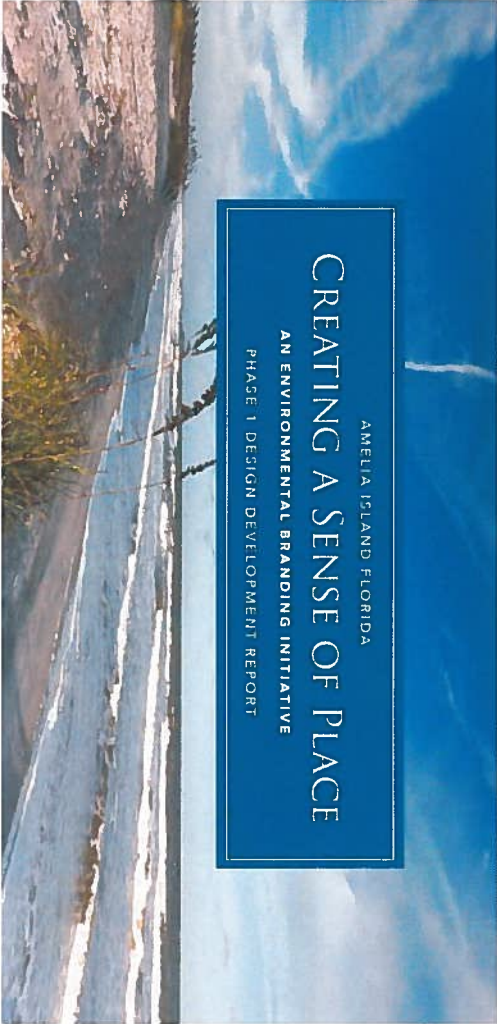
February 17, 2021 to October 1, 2032. This will be an evolutionary process commencing with the adoption of a 10-year conceptual road map through completion of all three initiatives via the execution of the 27/28 - 31/32 CIP.

Amelia Island Florida Environmental Branding Initiative

As part of the fy 20/21 budget, the BOCC allocated \$350,000 of Tourist Development Tax dollars, at the recommendation of the AITDC, toward implementing the first phase of the Amelia Island Florida Environmental Branding Initiative created by Dawson and Associates.

“The purpose of the Amelia Island Environmental Branding Initiative (EBI) is to enable and maintain a focus on Amelia Island as a major visitor destination through a new and consistent use of environmental branding...

...in an effort to create a better sense of place and to expand Amelia Island’s brand identity. Expanding the brand identity will enhance the visitor experience and grow the market by encouraging return visits.”

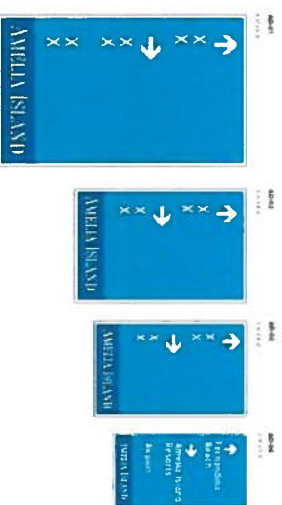
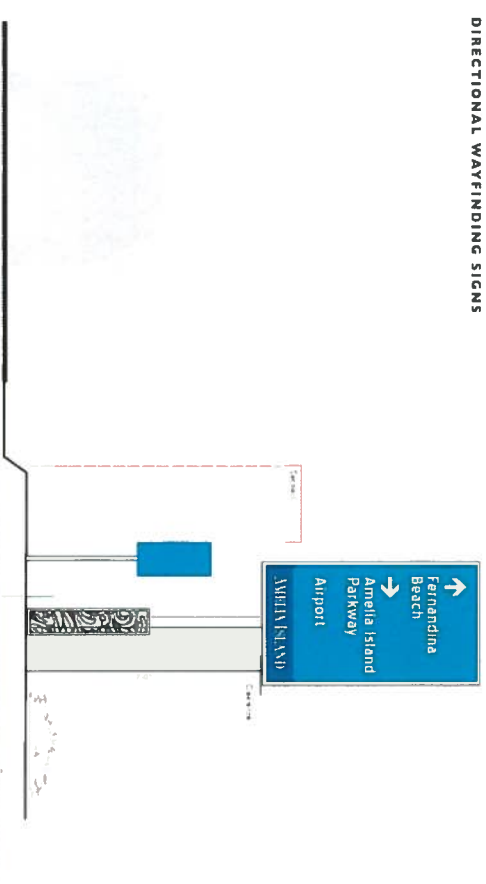
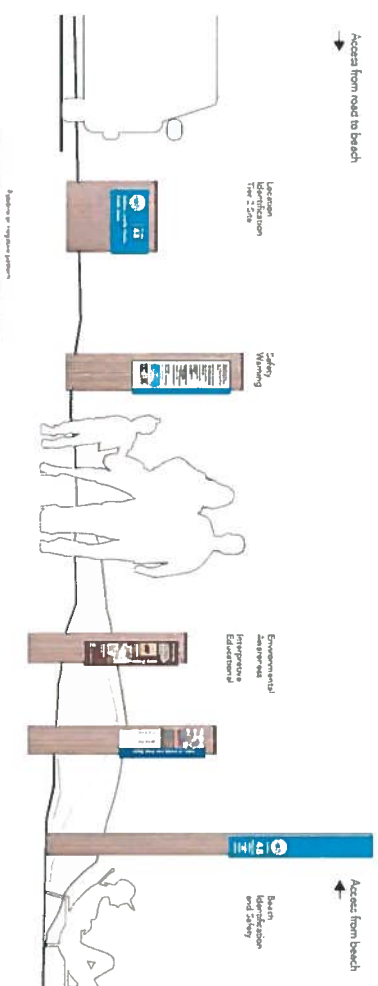


DESIGN DEVELOPMENT
AMELIA ISLAND GATEWAY SIGN



Amelia Island Florida Environmental Branding Initiative

DESIGN DEVELOPMENT DIRECTIONAL WAYFINDING SIGNS



Amelia Island Florida Environmental Branding Initiative: Staff Direction

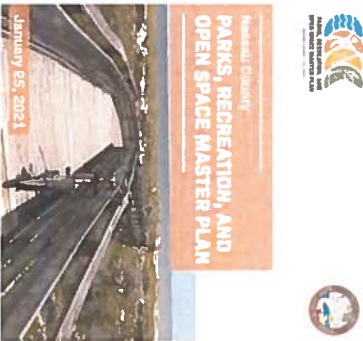
1. For the funds allocated in fy20/21 to execute 'Phase 1':
 - Prioritize implementing solutions at strategic gateways and key motorist decision points, i.e. round-a-bouts.
 - Direct the AICVB, through the AITDC, to bring forward updated cost estimates, funding source, and recommendations for specific improvements to be implemented in Phase 1 for the BOCC to consider.
 2. Through the AICVB and AITDC, direct staff to expand the contract with Dawson and Associates to identify potential environmental branding solutions for the following corridors/areas based on typical visitor trip patterns, key motorist and pedestrian decision points, and other orientation factors that impact wayfinding and destination identification on Amelia Island.
 - 14th Street
 - A1A on Amelia Island
 - SR200/A1A from CR107 to the Amelia Island Parkway
 - Amelia Island Parkway segment not part of A1A
 - Sadler Road
 - Strategic public spaces/lands along identified corridors
 - Intersections of AIP and Fletcher Ave./Julia St. and First Coast Hwy
 3. As part of the expanded contract, Dawson and Associates are to deliver a comprehensive menu of environmental branding solutions with cost estimates, funding source, annual maintenance cost estimates, and an implementation schedule that corresponds with the 10-year planning horizon.
 4. Target completion by July 2021 in order to provide inputs for 21/22 annual budget and 5-yr CIP (21/22 - 26/27).
 5. In coordination with the AICVB, direct OMB to calculate a preliminary estimate for use in fy21/22 budget development and the corresponding 5-yr CIP. Cost will be refined as the related directives are executed.
- Project Notes: (1) AICVB will provide project management and oversight (2) Services by Dawson and Associates are to be paid for with Tourist Development Tax dollars, subject to review by County Attorney/OMB Director/Procurement Manager

Amelia Island Beach Front Parks Branding Harmonization & Visitor Experience Enhancement Initiative

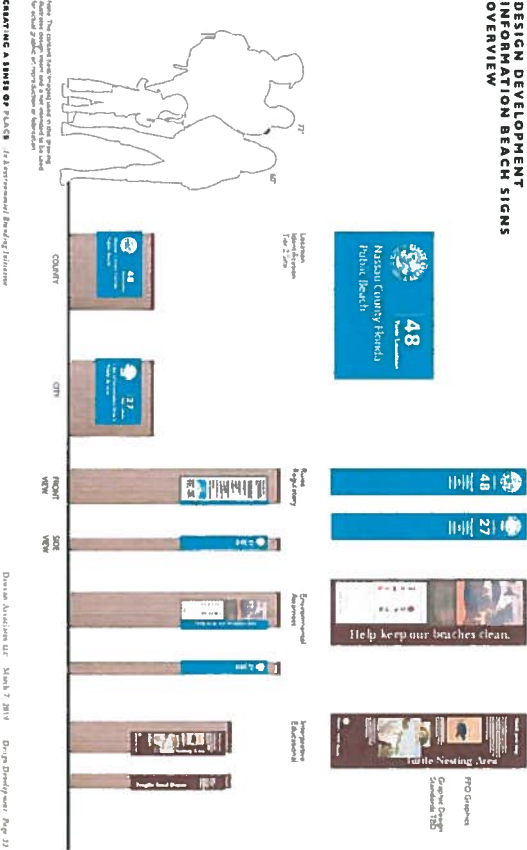
The beaches of Amelia Island are the primary amenity attracting visitors from across the globe. The beaches of Amelia Island routinely win national and international awards for their beauty.

When visitors come to Amelia Island, it is with an expectation of experiencing the natural beauty of Amelia. Our beach front parks and access points must be viewed as a series of gateways providing access to a single amenity. Unfortunately, in large part, our beach gateways fail to meet visitor expectations and lack a cohesive place-based aesthetic.

To meet visitor expectations, enhance visitor experiences, and grow the market by encouraging return visits, it is imperative that our beach gateways match the exquisite standard of the natural feature they access and provide for a cohesive, place-based aesthetic.



DESIGN DEVELOPMENT INFORMATION BEACH SIGNS OVERVIEW



DESIGN DEVELOPMENT



Amelia Island Beach Front Parks Branding Harmonization & Visitor Experience Enhancement Initiative:

Staff Direction

1. Direct the ALCVB, through the AITDC, to create and bring back to the BOCC for consideration, a scope of work to execute a study and create an implementation strategy that:
 - Harmonizes environmental branding amongst all beach front parks and beach access points
 - Enhances visitor experience at all beach front parks and beach access points
2. The scope shall include, at a minimum:
 - Conceptual enhancement plans/packages for the following seven beach front parks:
(1) Main Beach Park, (2) Sadler Seaside Park, (3) Peters Point Park, (4) Burney Park, (5) Scott Road Access, (6) Southend Access, (7) North Beach Park Access
 - Corresponding and comprehensive menu of visitor enhancements projects/packages with cost estimates, funding sources, annual maintenance cost estimates, and a recommended 10-year implementation strategy.
 - Incorporation of the work executed by Dawson and Associates as part of the Amelia Island Florida Environmental Branding Initiative.
3. In coordination with the ALCVB, direct OMB to calculate a preliminary estimate for use in fy21/22 budget development and 5-yr CIP. Cost will be refined as the related directives are executed.

Project Notes:

1. ALCVB will provide project management and oversight
2. Tourist Development Tax dollars to fund execution of the study and creation of an implementation strategy, subject to review by County Attorney/OMB Director/Procurement Manager

American Beach Cultural Heritage Visitor Experience Enhancement Initiative

Tourism has long been a part of Florida history, but not always for the benefit of Black Americans. American Beach represents an historic tourism destination for Black Americans, a place to relax, recreate, and enjoy nature in peace.

American Beach is a site on the Florida Black Heritage Trail and contains many sites listed on the National Register of Historic Places. The Trail was established by the state legislature in 1990 to increase public awareness of African Americans' contributions to the state.

American Beach is also a part of the Gullah Geechee Cultural Heritage Corridor, which is a National Heritage Area *"designated by Congress as a place where natural, cultural, and historic resources combine to form a cohesive, nationally important landscape"*



American Beach Cultural Heritage Visitor Experience Enhancement Initiative

It is the intent of this initiative is to capture the essences of American Beach, protect the sense-of-place, honor the rich cultural heritage of the community, and authentically tell the story of American Beach through the built and natural environment.

To meet visitor expectations, enhance visitor experiences, and grow the market by encouraging return visits, we must allocate the resources necessary to maintain the integrity-of-place and authentically celebrate the unique characteristics that draw visitors from around the globe.

The authenticity of the cultural experience is the attraction. Without protecting the physical and natural environment, American Beach is no longer a destination. It is a story of a place that no longer exists.



American Beach Cultural Heritage Visitor Experience Enhancement Initiative: Staff Direction

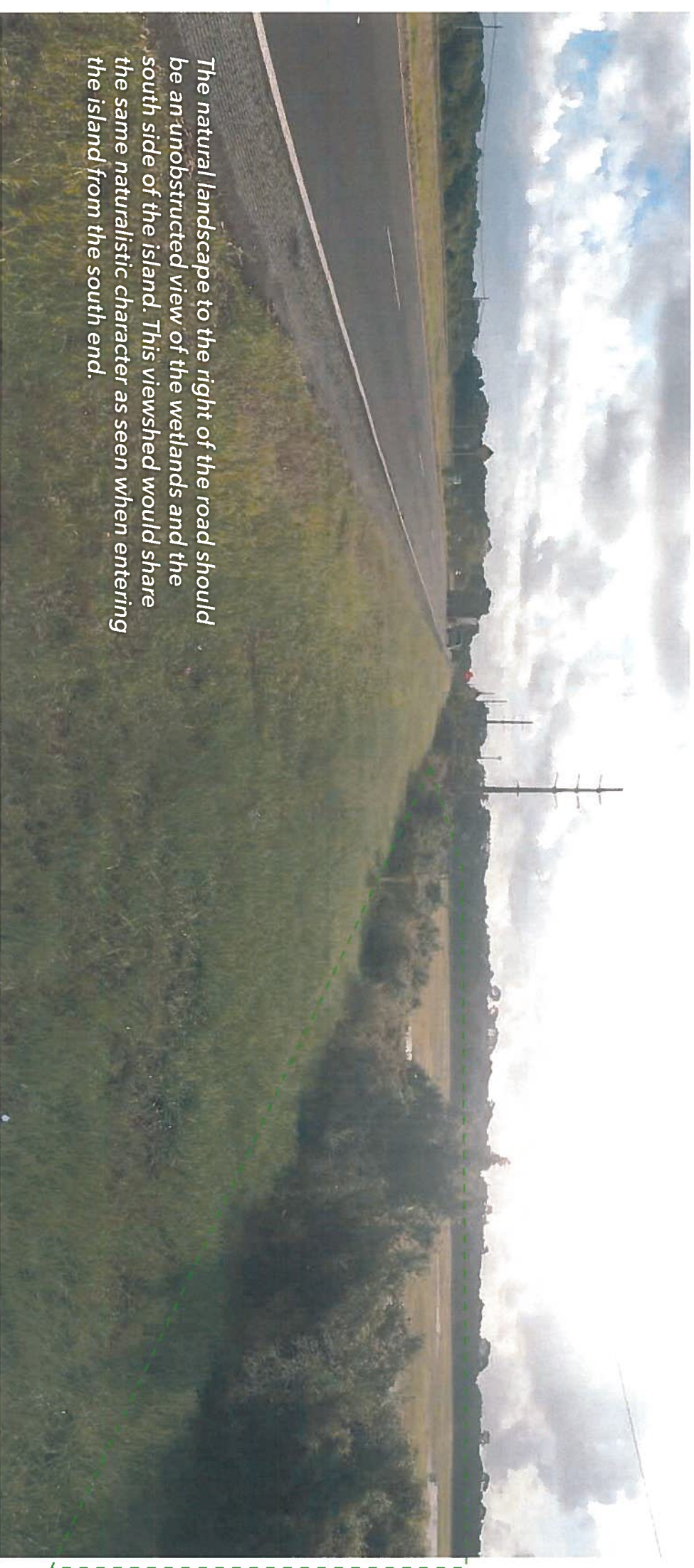
1. Based on the 2/16/21 Outline project plan, scope of work and timeline:
 - i. Direct staff to work with Dr. David Barth to finalize the project scope
 - ii. Work with County Attorney, OMB Director and Procurement Manager to secure services via the proper mechanism at an amount not-to-exceed (NTE) \$175,000
 - iii. After receiving AITDC input related to scope of service, bring back to the BOCC for consideration the final scope of service and contract/work authorization to execute the assignment.
 - iv. Target completion Q-4 2021.
2. In coordination with the ALCVB, direct OMB to calculate a preliminary estimate for use in fy21/22 budget development and corresponding 5-yr CIP. Cost will be refined as the project progresses.

Project Notes:

1. Nassau County's Planning and Economic Opportunity Dept. will provide project management and oversight
2. The project team has been identified and is listed in the outline project plan
3. Study funding will be from a combination of:
 - PEO's current budget for planning activities in American Beach (\$30,000)
 - Recreation Impact Fees for aspects related to increasing recreation capacity (\$17,500 +/-)
 - Tourist Development Tax fund (\$127,500 +/-)

Amelia Island Florida Environmental Branding Gateways Program 2021

DESIGN DEVELOPMENT AMELIA ISLAND GATEWAY

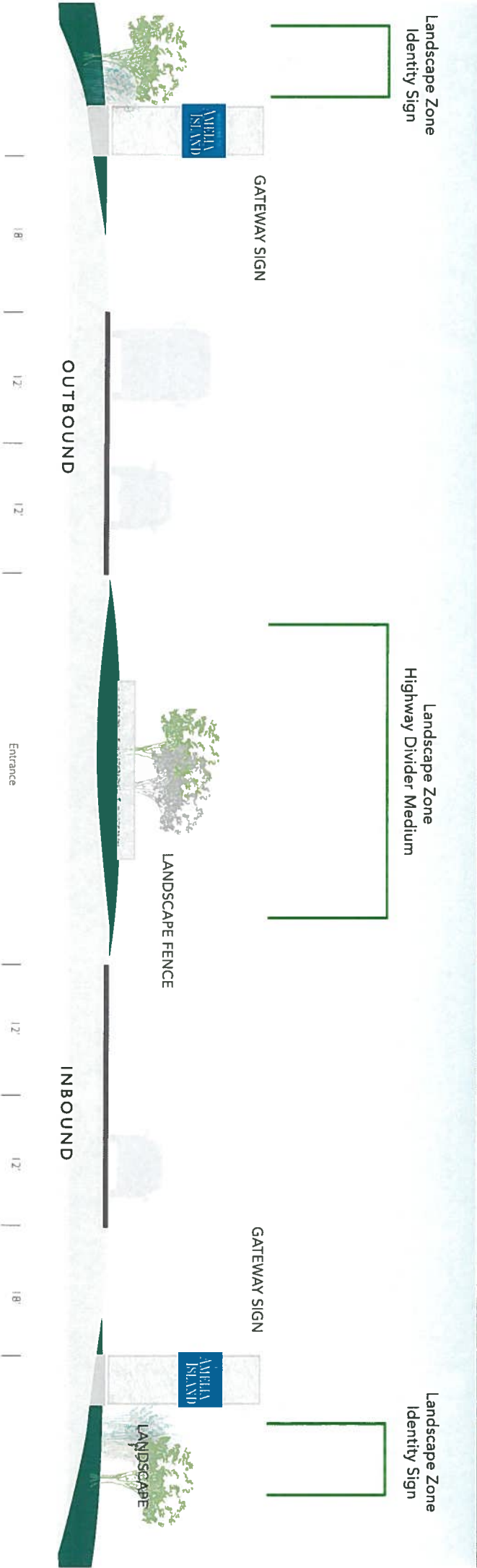


The natural landscape to the right of the road should be an unobstructed view of the wetlands and the south side of the island. This viewshed would share the same naturalistic character as seen when entering the island from the south end.

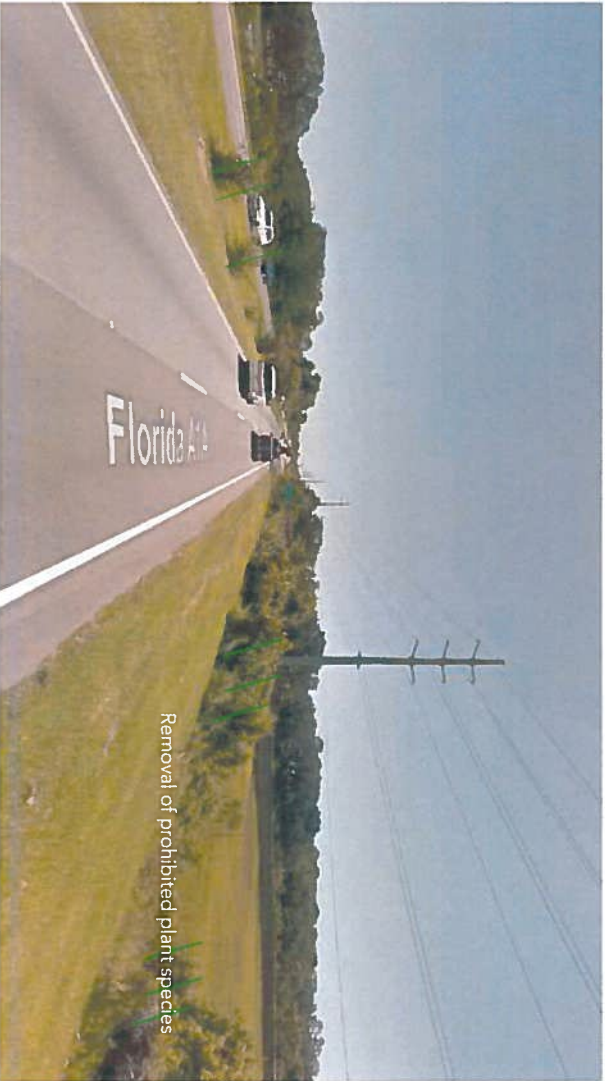
DESIGN DEVELOPMENT
AMELIA ISLAND GATEWAY



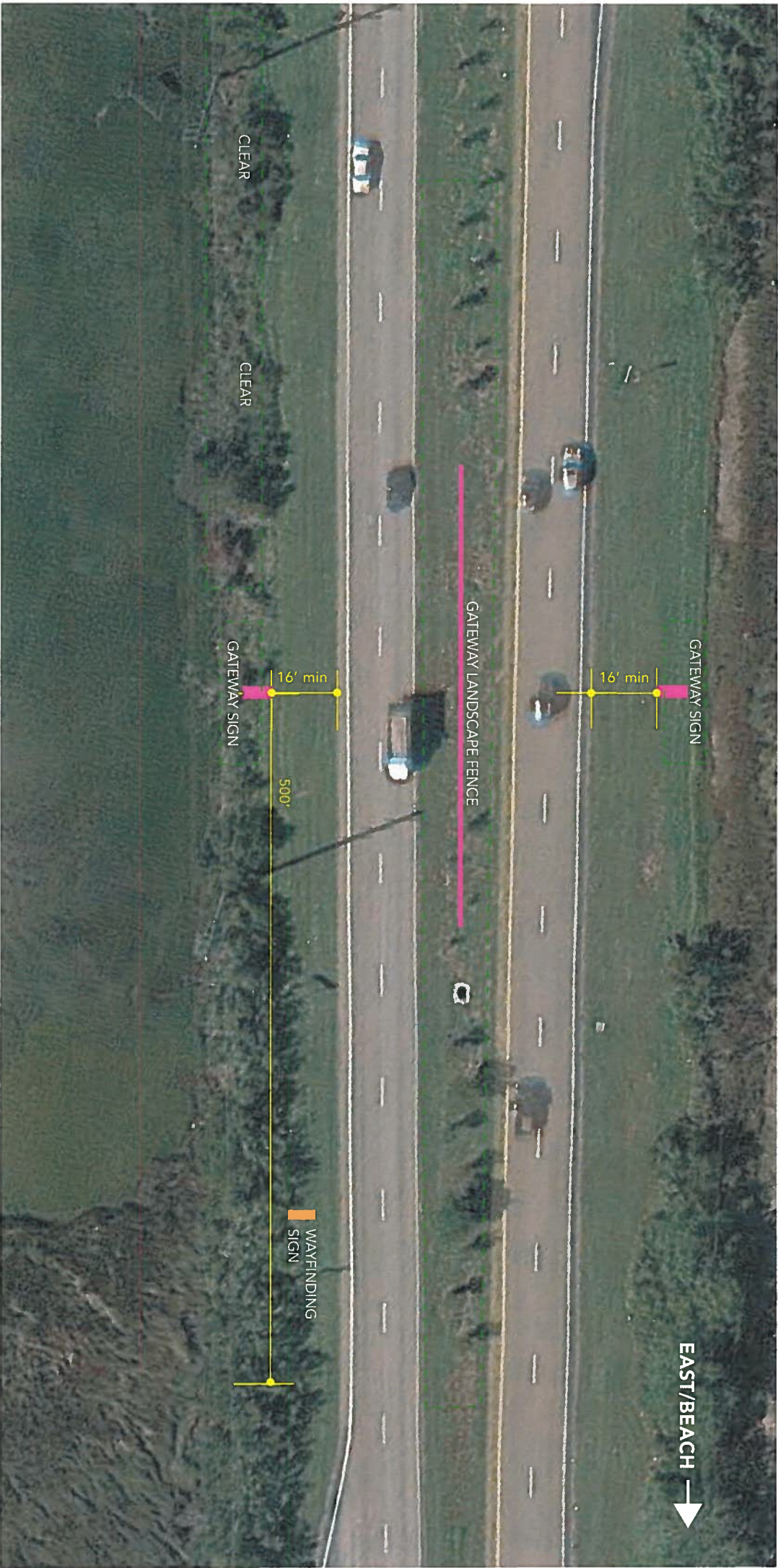
DESIGN DEVELOPMENT
AMELIA ISLAND GATEWAY
INBOUND OVERVIEW



DESIGN DEVELOPMENT
AMELIA ISLAND GATEWAY



DESIGN DEVELOPMENT
AMELIA ISLAND GATEWAY
LANDSCAPE AND SIGNAGE



DESIGN DEVELOPMENT
AMELIA ISLAND GATEWAY SIGN

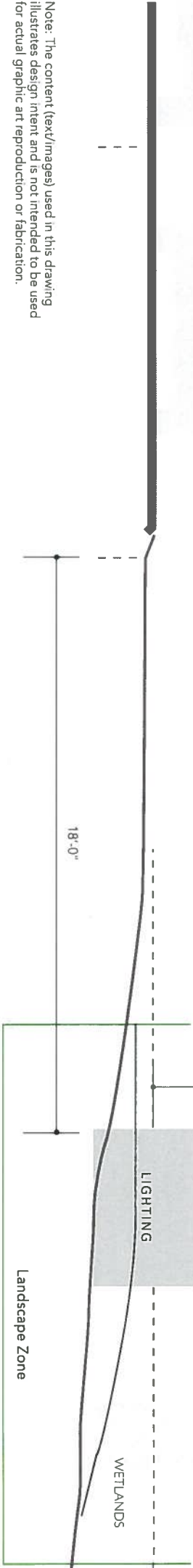


General Description

Background structure is fabricated decorative 3- dimensional pattern cut out of aluminum and clad with precast concrete. The pattern represents natural elements (wind, waves, clouds) is painted white and is illuminated at night from base.

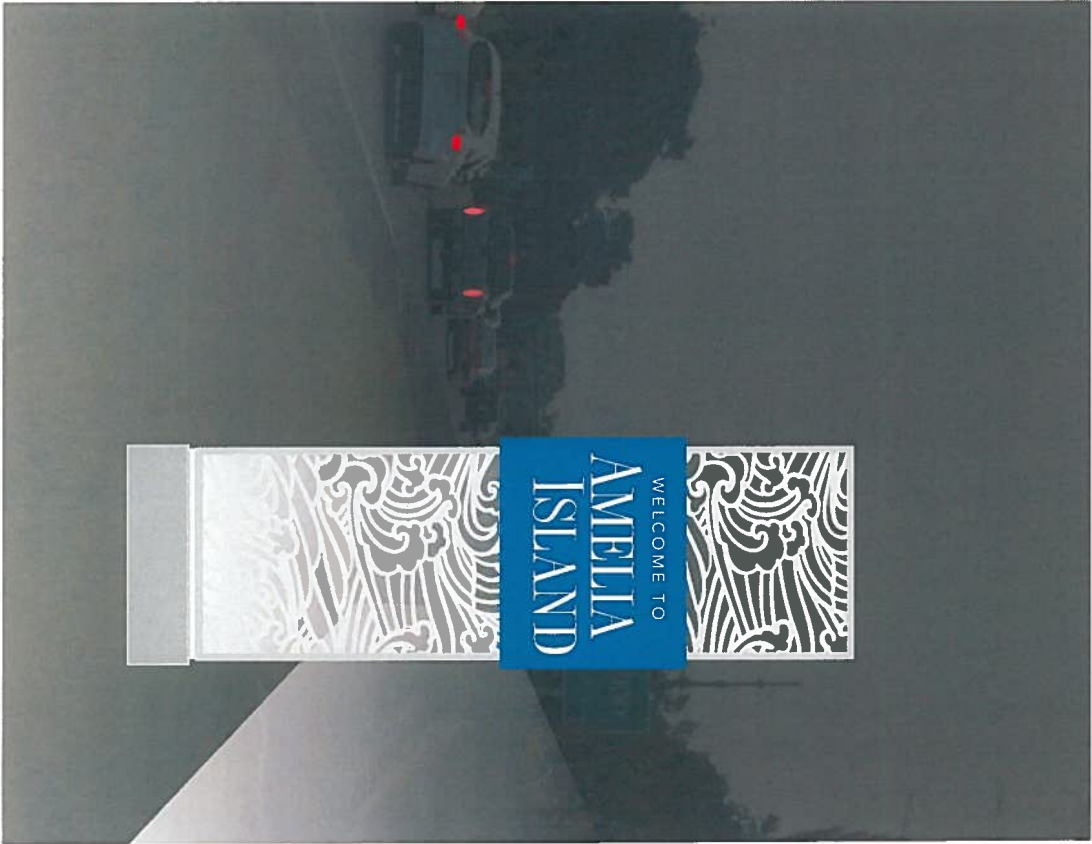
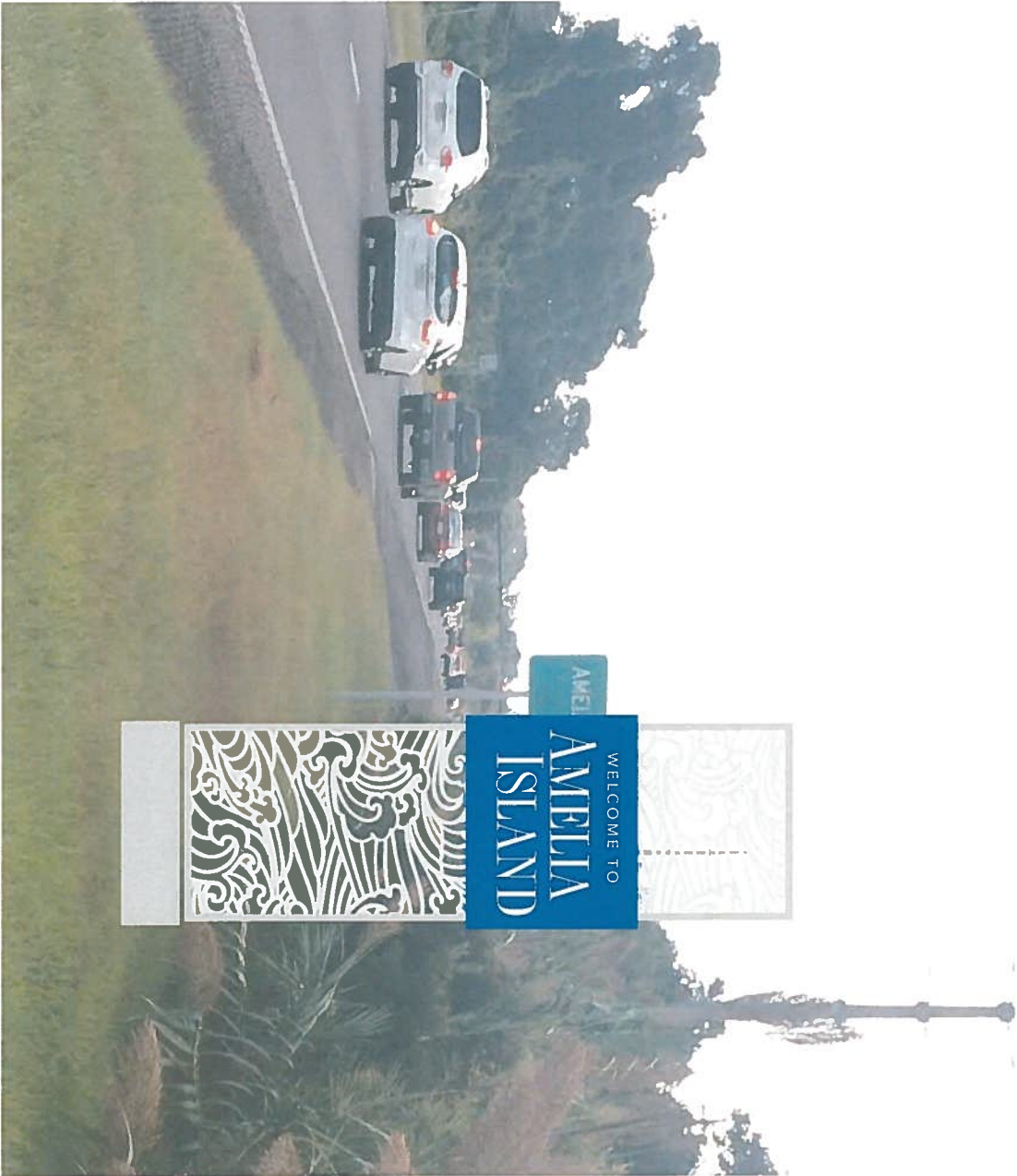
Sign box is fabricated from aluminum and painted blue with push through individual letters that are white and can be illuminated.

Landscapeing is mix of new and existing plant material with night illumination from ground fixtures.



Note: The content (text/images) used in this drawing illustrates design intent and is not intended to be used for actual graphic art reproduction or fabrication.

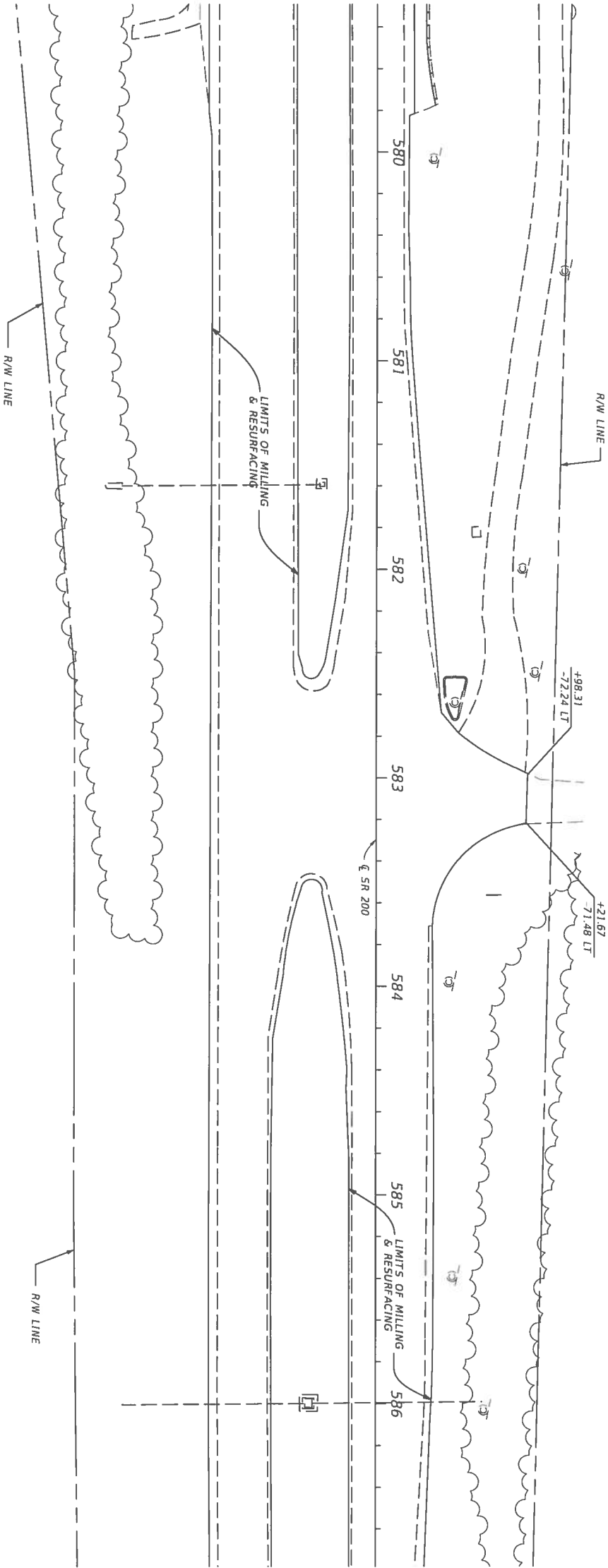
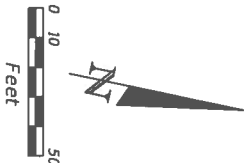
**DESIGN DEVELOPMENT
AMELIA ISLAND GATEWAY SIGN**



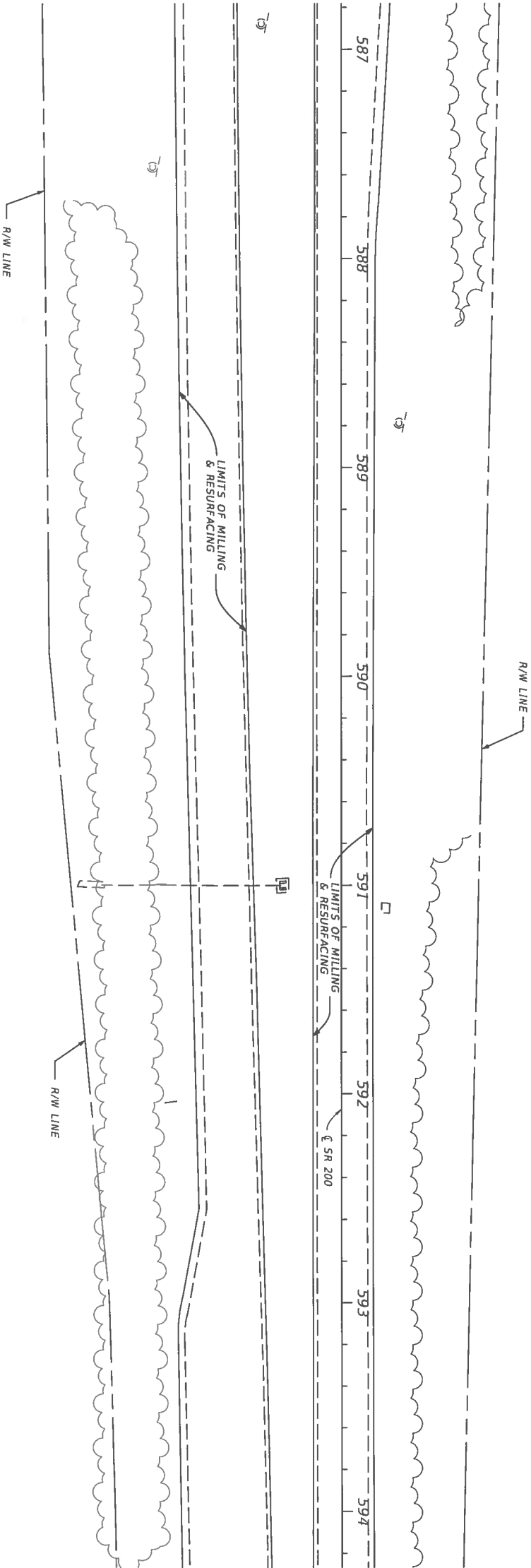
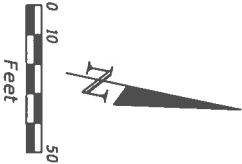
DESIGN DEVELOPMENT
AMELIA ISLAND GATEWAY - SOUTH END



AMELIA ISLAND YACHT BASIN



REVISIONS		ENGINEER OF RECORD		STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			SHEET NO.
DATE	DESCRIPTION	DATE	DESCRIPTION	ROAD NO.	COUNTY	FINANCIAL PROJECT ID	
			RICHARD S. MILES, P.E. 68433 DISTRICT II ROADWAY DESIGN 1109 SOUTH MARION AVENUE LAKE CITY, FL 32025-5874	200	NASSAU	436160-1-52-01	13
PLAN SHEET							



REVISIONS		ENGINEER OF RECORD		STATE OF FLORIDA		PLAN SHEET
DATE	DESCRIPTION	DATE	DESCRIPTION	DEPARTMENT OF TRANSPORTATION	FINANCIAL PROJECT ID	
				ROAD NO. 200	COUNTY NASSAU	14
					436160-1-52-01	

RICHARD S. MILES, P.E. 68433
DISTRICT II ROADWAY DESIGN
1109 SOUTH MARION AVENUE
LAKE CITY, FL 32025-5874

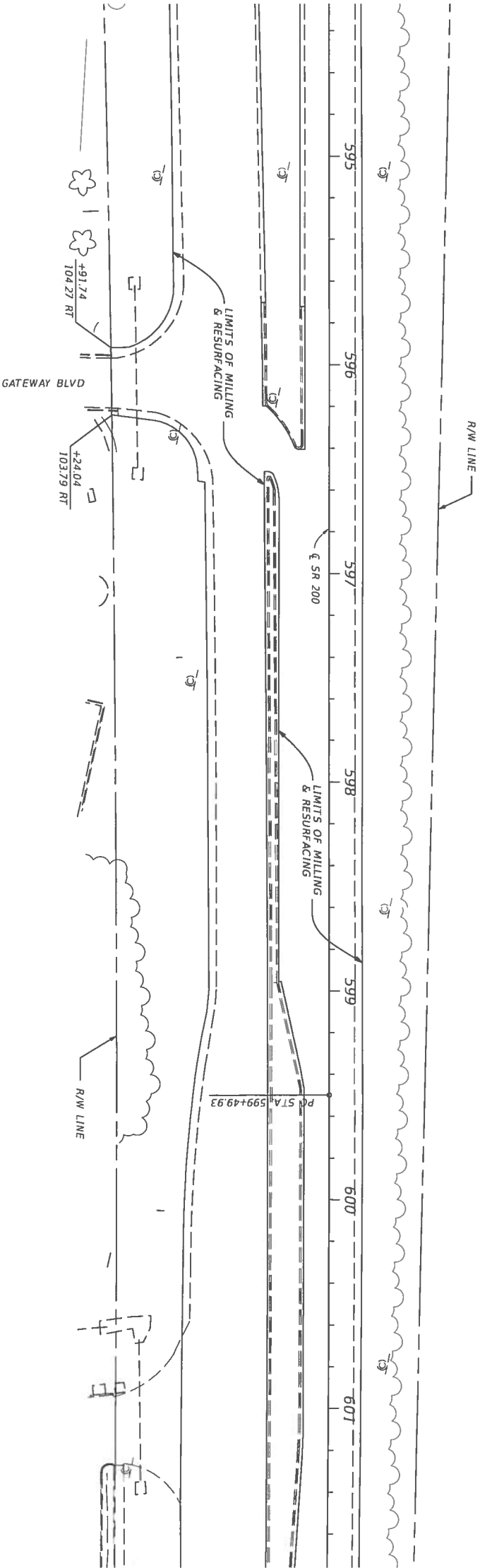
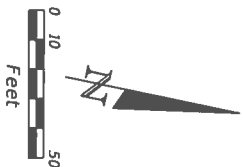
RD232KH

2/9/2017

12:29:49 PM

C:\n\projects\436160\ROADWAY\plan.dgn

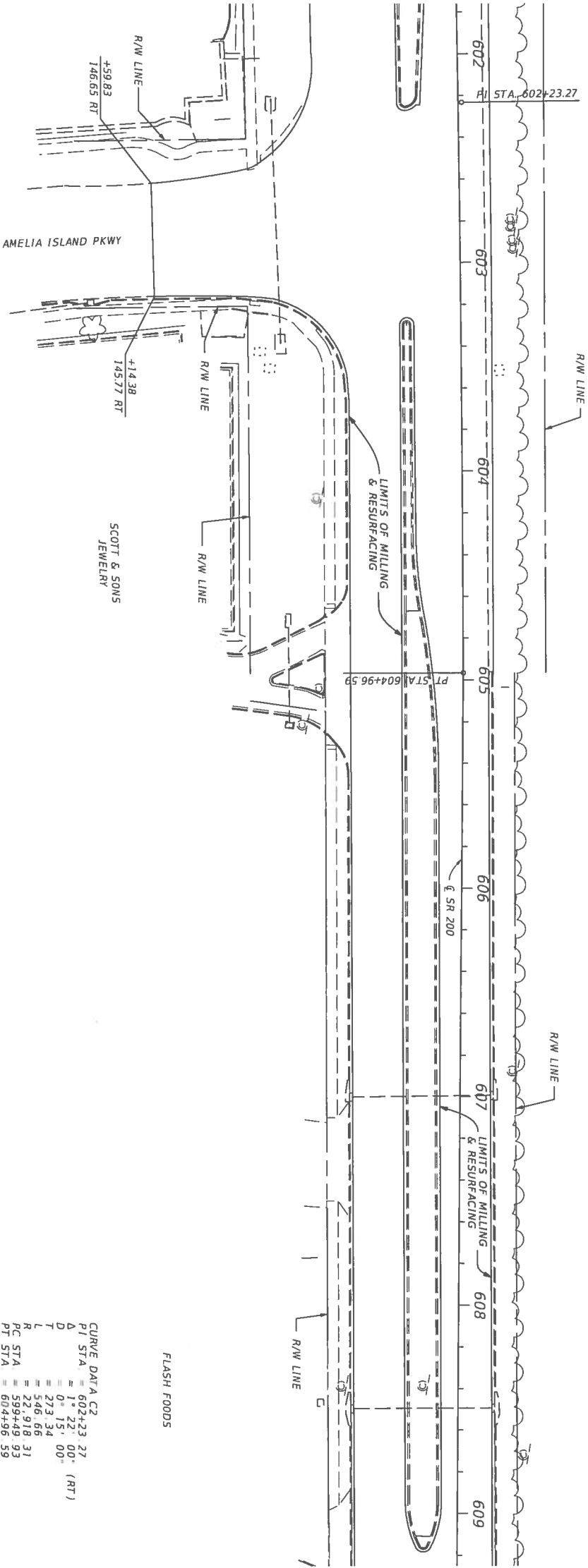
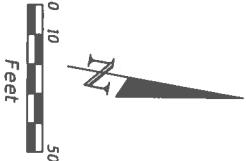
PHASE 2 PLAN SET



BARBARA JEAN'S
RESTAURANT

SPEEDWAY

REVISIONS		ENGINEER OF RECORD			STATE OF FLORIDA		PLAN SHEET
DATE	DESCRIPTION	DATE	DESCRIPTION	RICHARD S. MILES, P.E. 68433	DEPARTMENT OF TRANSPORTATION	FINANCIAL PROJECT ID	
				DISTRICT II ROADWAY DESIGN 1109 SOUTH MARION AVENUE LAKE CITY, FL 32025-5874	ROAD NO 200	COUNTY NASSAU	15

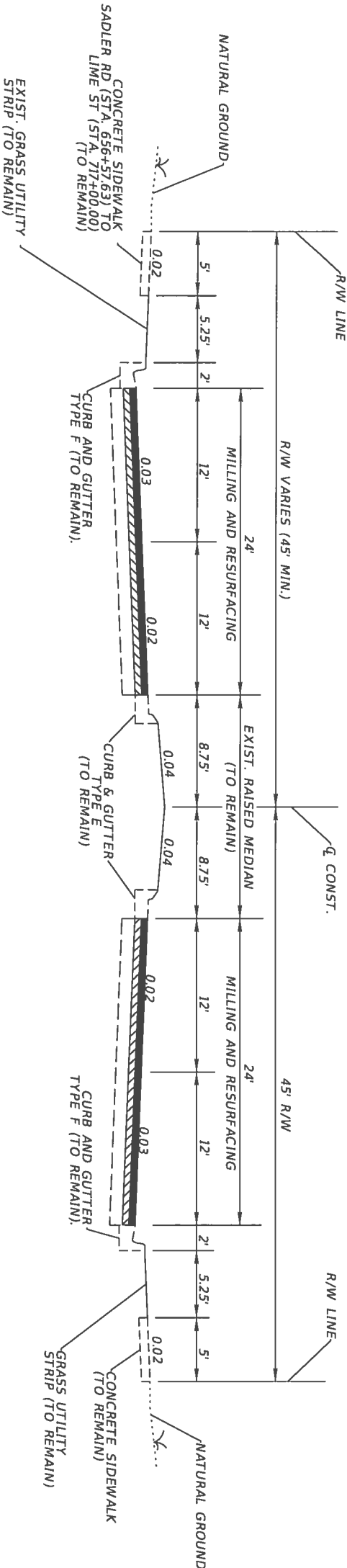


REVISIONS		ENGINEER OF RECORD		STATE OF FLORIDA		PLAN SHEET
DATE	DESCRIPTION	DATE	DESCRIPTION	ROAD NO.	COUNTY	
				200	NAASSAU	16

RICHARD S. MILES, P.E. 68433
DISTRICT 11 ROADWAY DESIGN
1109 SOUTH MARION AVENUE
LAKE CITY, FL 32025-5874

DEPARTMENT OF TRANSPORTATION
FINANCIAL PROJECT ID
436160-1-52-01

PLAN SHEET



TYPICAL SECTION NO. 2
SR 200 (SR A1A) (8TH STREET)
AMELIA ISLAND PKWY TO LIME STREET
STA. 602+79.63 TO STA. 717+00.00

MILLING
MILL EXISTING ASPHALT PAVEMENT (4" AVG. DEPTH)
RESURFACING
TYPE SP STRUCTURAL COURSE (TRAFFIC C) (2") (PG 76-22)
AND FRICTION COURSE FC-12.5 (TRAFFIC C) (2") (PG 76-22)

*MILL EXISTING SIDE STREETS AT 1 1/2" AND RESURFACE WITH TYPE FC-12.5 FRICTION COURSE AT 1 1/2".

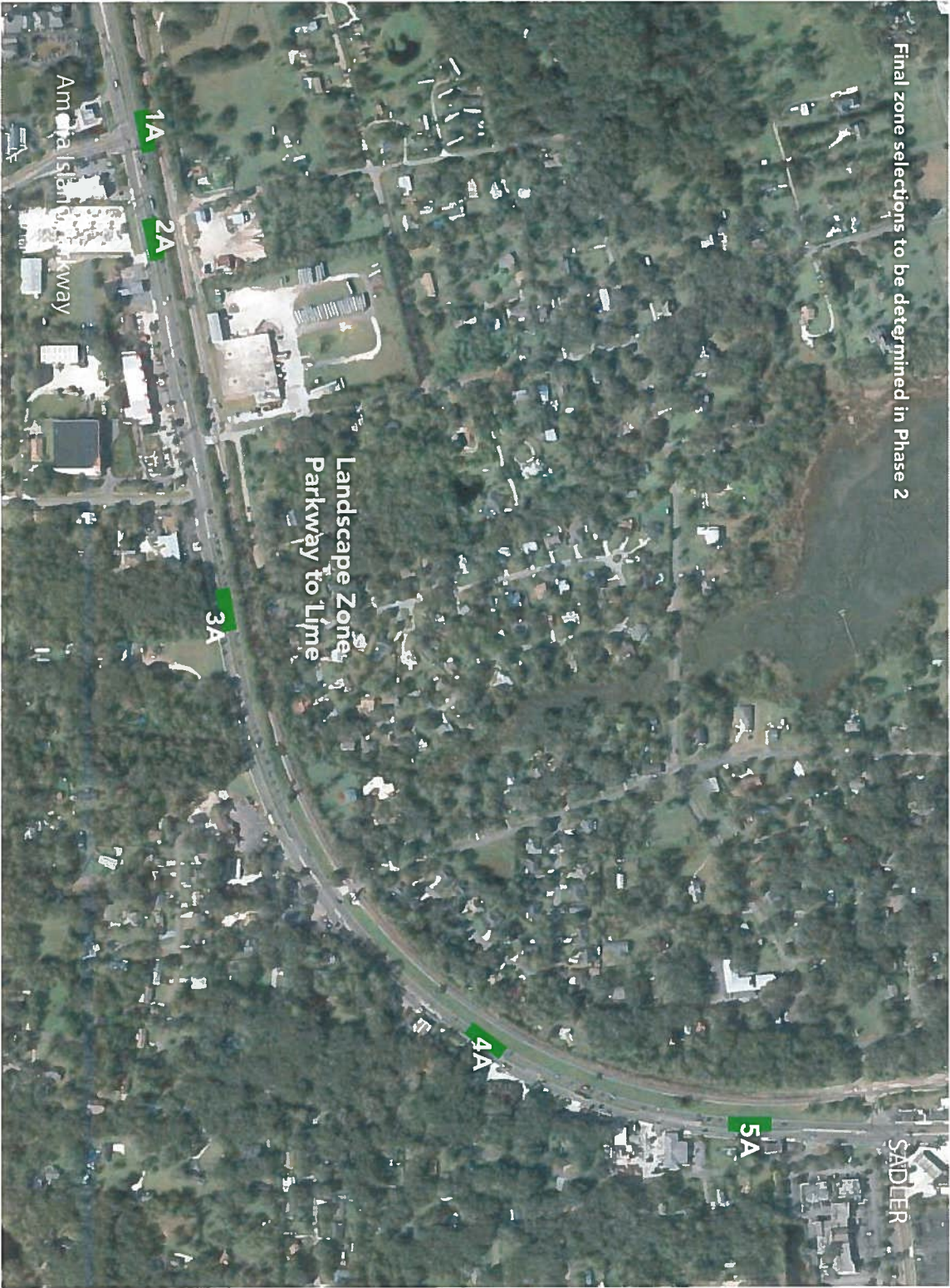
REVISIONS			ENGINEER OF RECORD			STATE OF FLORIDA			TYPICAL SECTION		SHEET NO.
DATE	DESCRIPTION	DATE	DESCRIPTION			DEPARTMENT OF TRANSPORTATION	FINANCIAL PROJECT ID				
			RICHARD S. MILES, P.E. 68433 DISTRICT 11 ROADWAY DESIGN 1109 SOUTH MARION AVENUE LAKE CITY, FL 32025-5874			ROAD NO. 200	COUNTY NASSAU	436160-1-52-01			5

RD232KH2/9/201712/29/17 PM C:\NTP\proj13\436160\ROADWAY\TYPICAL\T001.DGN

**DESIGN DEVELOPMENT
LANDSCAPE IMPROVEMENT AREAS**



**DESIGN DEVELOPMENT
PARKWAY TO LIME STREET
LANDSCAPE IMPROVEMENTS**



DESIGN DEVELOPMENT
SHAVE BRIDGE TO LIME STREET
LANDSCAPE IMPROVEMENT



Silver Palmetto



Lantana



Sandcord Grass



Crepe Myrtle

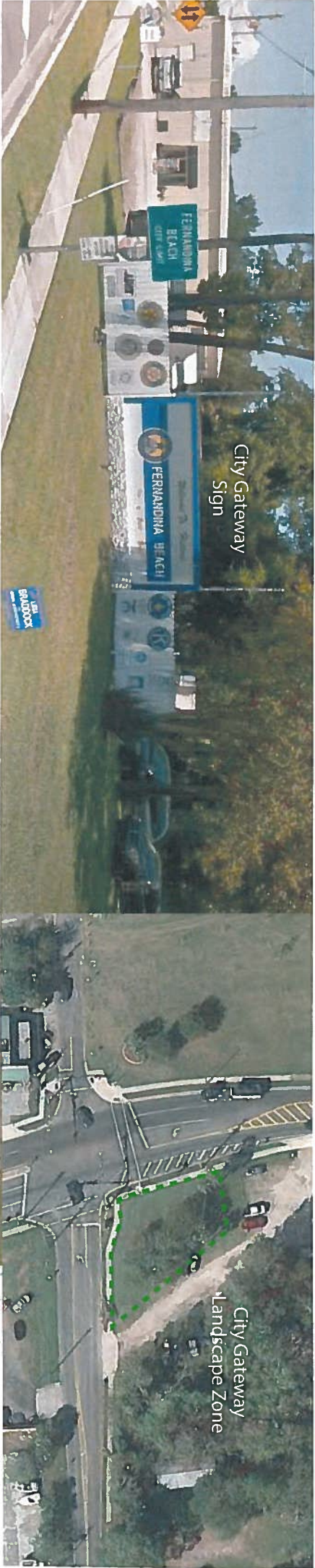
**DESIGN DEVELOPMENT
AMELIA ISLAND PARKWAY
LANDSCAPE IMPROVEMENTS**



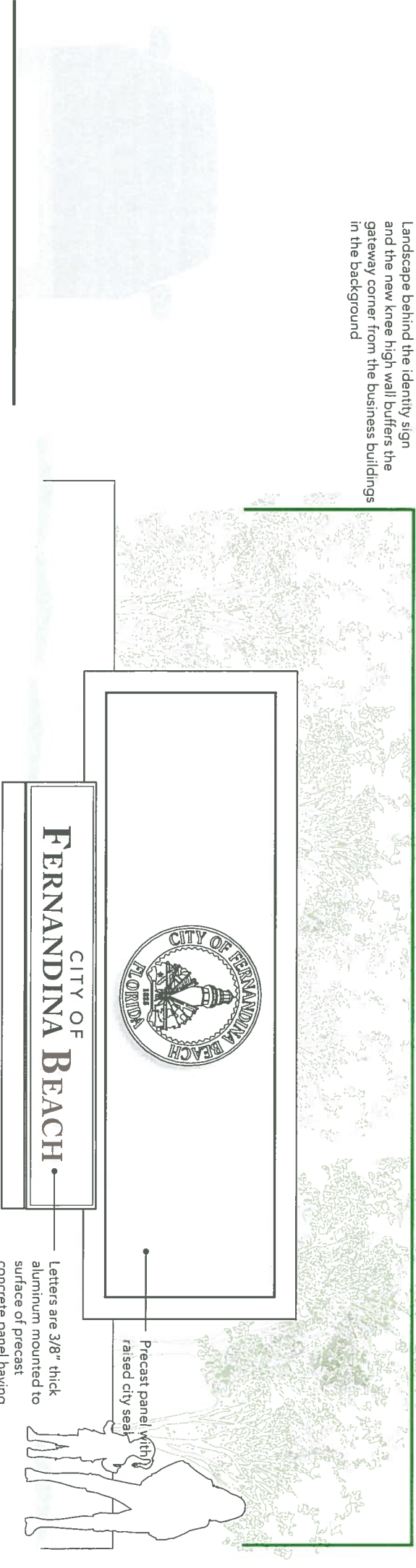
Final zone selections to be determined in Phase 2



DESIGN DEVELOPMENT
CITY GATEWAY



Landscape behind the identity sign and the new knee high wall buffers the gateway corner from the business buildings in the background



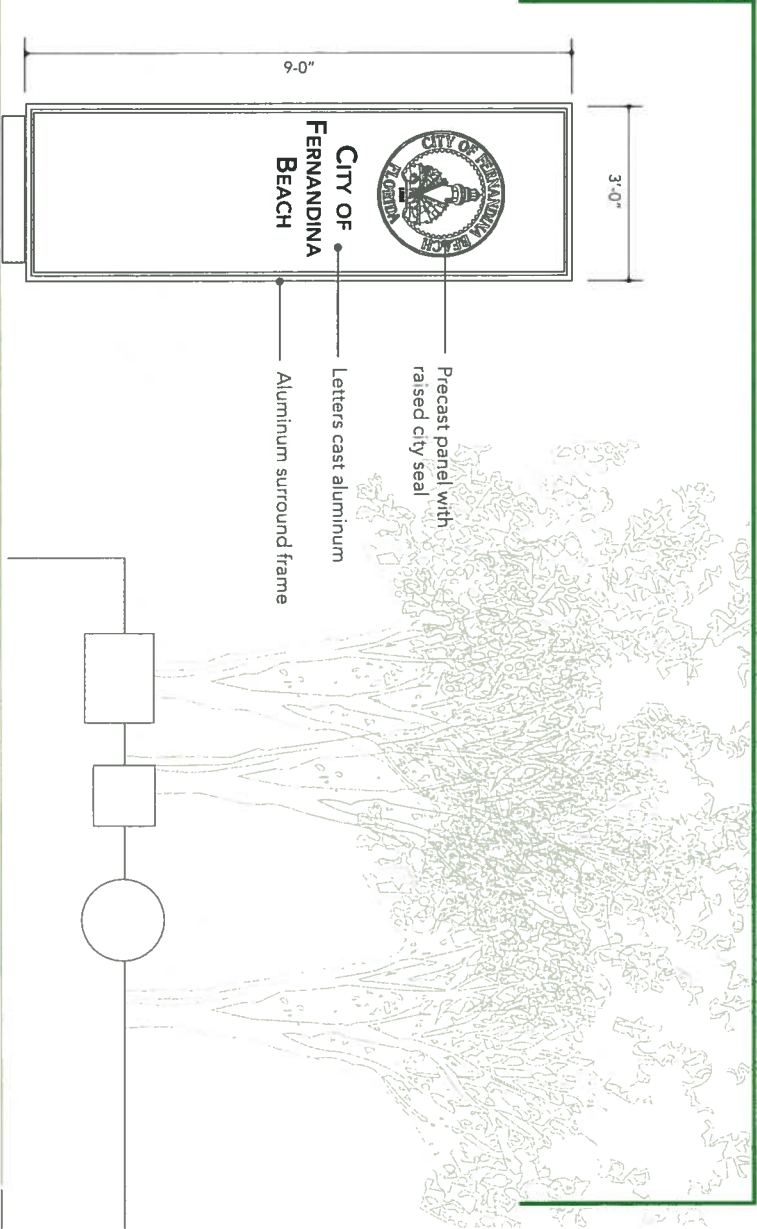
Note: The content (text/images) used in this drawing illustrates design intent and is not intended to be used for actual graphic art reproduction or fabrication.

DESIGN DEVELOPMENT
CITY GATEWAY



Example of precast panel with raised aluminum letters mounted to surface

Landscape behind the identity sign and the new knee high wall buffers the gateway corner from the business buildings in the background



Note: The content (text/images) used in this drawing illustrates design intent and is not intended to be used for actual graphic art reproduction or fabrication.

**DESIGN DEVELOPMENT
ROUNDBOUT LANDSCAPE IMPROVEMENTS**



Silver Pony Foot



Silver Palmetto



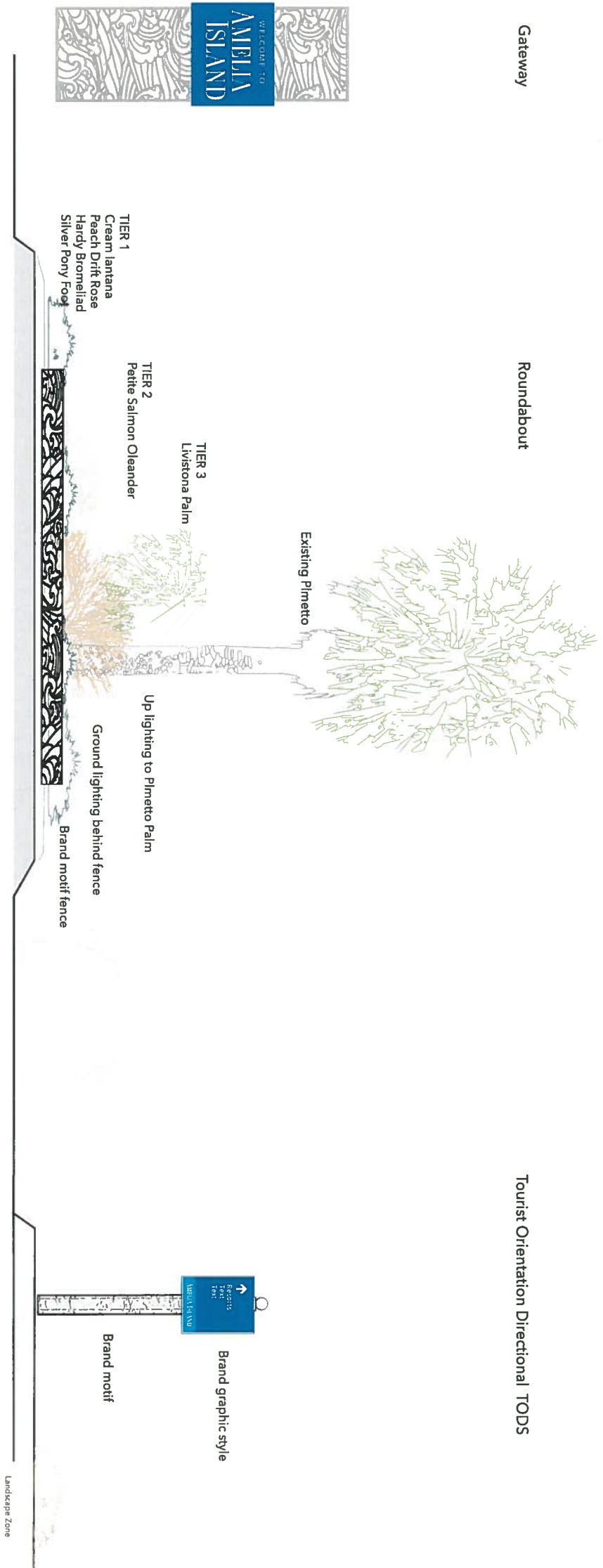
Lantana



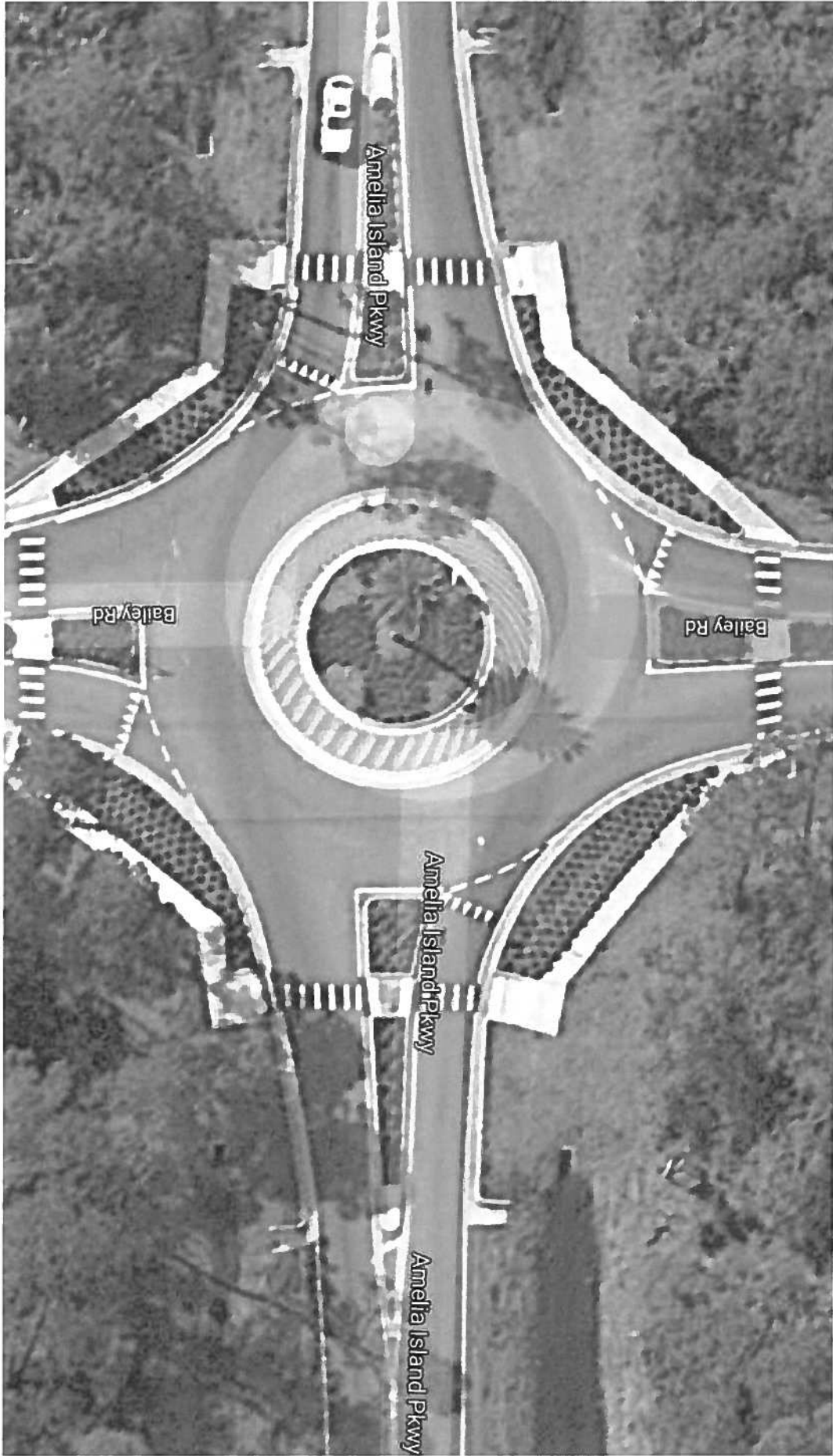
Sandcord Grass



Maiden Grass



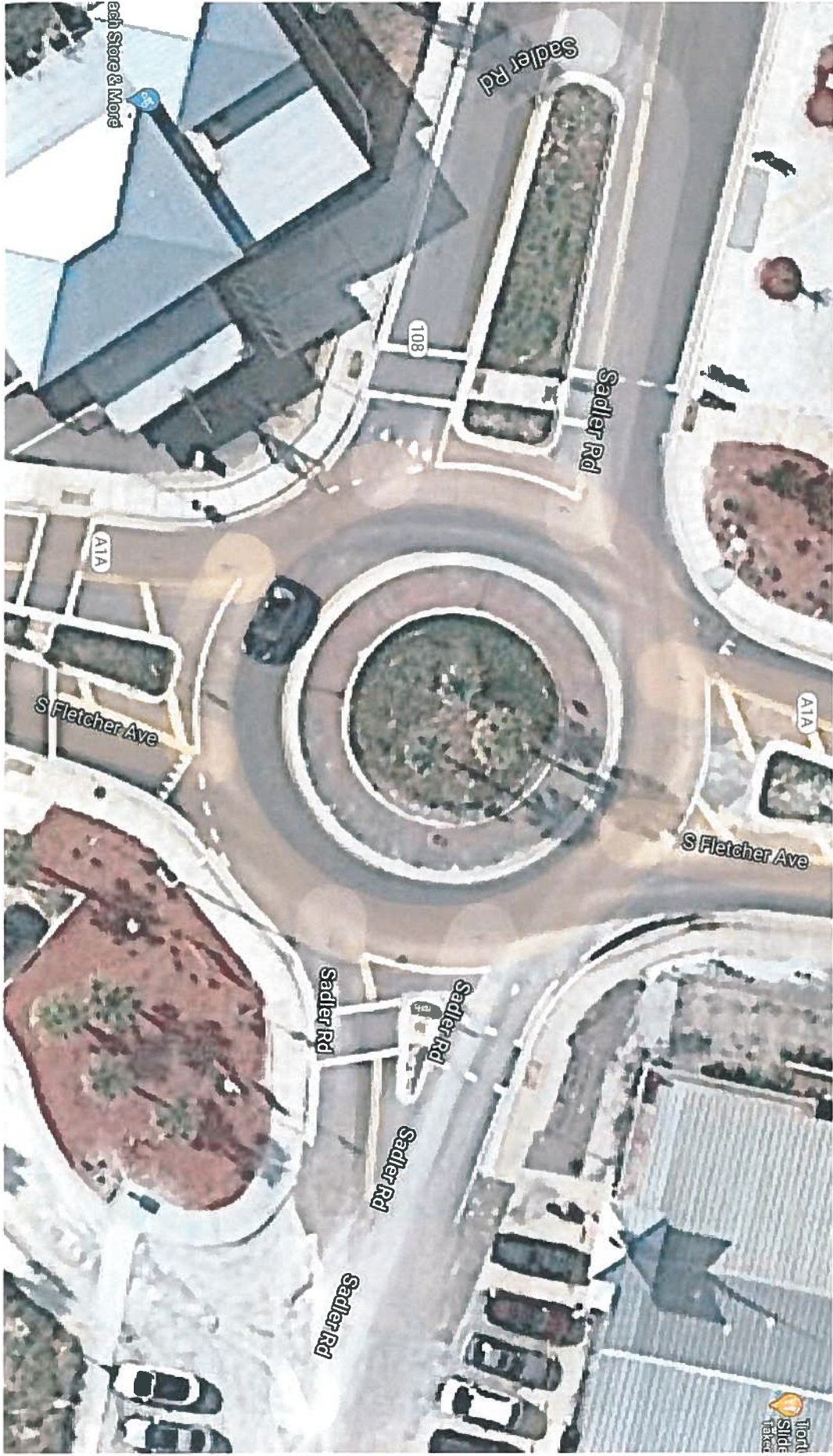
ROUNDAABOUT



ROUNDBOUT



ROUNDBABOUT



ROUNDAABOUT



**INTERLOCAL AGREEMENT BETWEEN NASSAU COUNTY AND
THE CITY OF FERNANDINA BEACH
TO ESTABLISH THE FERNANDINA BEACH PLANNING AREA**

THIS INTERLOCAL ~~AGREEMENT~~, AGREEMENT, is made and entered into this _____ day of _____, 2020, by and between NASSAU COUNTY, FLORIDA, a political subdivision of the State of Florida (herein, the “County”), and the CITY OF FERNANDINA BEACH, FLORIDA, a Florida municipality (herein the “City”).

WHEREAS, both the County and the City exercise comprehensive planning authority pursuant to the Community Planning Act, as set forth in Part II of Chapter 163, Florida Statutes, and enforce land development regulations to regulate the development of land within the respective jurisdiction of each party; and

WHEREAS, numerous parcels of unincorporated land subject to the planning jurisdiction of the County are enclaves, or are otherwise within adjacent areas of possible future voluntary annexation by the City, but lie outside of the planning jurisdiction of the City; and

WHEREAS, Ch. 163.3171, provides that a county and an incorporated municipality may jointly exercise the powers granted under the provisions of the Ch. 163, Part II, the Community Planning Act, upon formal adoption of an official agreement by the governing bodies, following a public hearing with public notice, and

WHEREAS, the City and the County desire to engage in joint planning activities; and

WHEREAS, the Nassau County Comprehensive Plan contains policy RC 1.03 and the City of Fernandina Beach Comprehensive Plan contains policy 7.01.07 which read similarly and direct that the jurisdictions “consider the establishment of joint municipal planning areas through interlocal agreements”; and

WHEREAS, the County and the City wish to participate cooperatively in the performance of a coordinated, comprehensive planning process to assure facilities will be properly located and developed in relation to the overall community development; and

WHEREAS, the County and City recognize the sensitive ecology of properties on Amelia Island and seek to ensure that sanitary sewer services are provided as part of new and redeveloping properties contiguous to the City’s jurisdictional boundaries; and ~~[not sure County is prepared to address in this one...see subsequent comments]~~

WHEREAS, the City of Fernandina Beach Planning Area Map (Exhibit B) depicts the areas subject to this Agreement; and

NOW THEREFORE, in consideration of the mutual terms, conditions, promises, and covenants set forth, the County and the City agree as follows:

SECTION 1. Authority. This Interlocal Agreement is entered into pursuant to Section 163.3171 (3), Florida Statutes, the Community Planning Act (herein, Planning Act) and Section 163.01, the Florida Interlocal Cooperation Act of 1969.

SECTION 2. TermAmendments. ~~This initial term of this Interlocal Agreement shall be ten (10) years commencing on the first date written above. The term of this Interlocal Agreement may be extended for an additional ten (10) years upon mutual agreement of both parties.~~ The agreement will be reviewed on an annual basis during a Joint Local Planning Agency meeting.

Comment [AB1]: Like this!

SECTION 3. Fernandina Beach Planning Area Created. The County and City hereby designate those lands described in Exhibit A and graphically depicted in Exhibit B as the Fernandina Beach Local Planning Area (LPA).

SECTION 4. Planning Authority for Fernandina Beach Planning Area.

- (a) The County shall have full authority for the preparation and adoption of the Comprehensive Plan and any amendments thereto pursuant to the Planning Act, and for the adoption, amendment and enforcement of land development regulations thereunder, for all parcels of property within the LPA lying outside the corporate limits of the City unless and until such parcel is annexed by the City. The County recognizes the sensitive ecology of Amelia Island and shall direct ~~voluntary~~ connection to water and sanitary sewer services ~~when service is available and for~~ properties ~~are~~ contiguous to the City boundary. Contiguous properties requesting connection to the City's water or sanitary sewer shall initiate annexation procedures prior to receiving any development approvals from Nassau County.
- (b) The City, in preparing and adopting its Comprehensive Plan (Plan) for the development of land within the City, and amendments thereto, may include the Fernandina Beach Planning Area within the City's Plan in order to advise both the County and the owners of parcels of property therein of the City's Plan for the LPA. The City acknowledges that the inclusion in the City's Plan of parcels of property within the LPA which lie outside the corporate limits of the City shall not be binding on the County or the property owners prior to such annexation of such parcels by the City.
- (c) ~~Any affected person within the Fernandina Beach Planning Area shall have standing to participate in any administrative, legislative, quasi-judicial or judicial proceeding in which the adoption or effect of the City's comprehensive plan or any amendment thereto upon the affected person's property is an issue, and may challenge the adoption of the plan or any amendment thereto, to the same extent that the affected person would have standing if the property were included within the boundaries of the City. For the purpose of this sub-paragraph, affected person" includes the owner~~

Comment [AB2]: "Direct voluntary connection" seems contradictory...Mullin will want to see "when service is available" defined. Absent a mandatory hookup ordinance which I don't see coming imminently on our end, I don't think we are prepared to address this.

(c) of the property and any person residing upon it or owning or operating a business thereon, and shall be synonymous with the "affected person" as defined by Section 163.3184(1)(a), Florida Statutes (2014), as the same may be amended from time to time.

(c) In the event that an owner of property within the LPA applies to the City for voluntary annexation of the property, the owner may assent to the City's Comprehensive Plan as it applies to the property if the City's Comprehensive Plan provides for intensity of use or density which is equal to or less than the County's Comprehensive Plan. In such case, the City's Comprehensive Plan shall take effect for the annexed property at the time of annexation.

(c) If the property owner's assent is not provided or the designation of the property provides for intensity of use or density that is greater than the County's Comprehensive Plan, it shall require an amendment to the City's Comprehensive Plan and be subject to any necessary amendments to the Countywide Plan Map maintained by Nassau County.)

(c) Property in the Fernandina Beach Planning Area shall become subject to the planning authority of the City upon the effective date of annexation by the City as provided by Section 171.062, Florida Statutes.

(d) Need to add paragraph about ROW acceptance in event of annexationThe City and the County will work to establish a strategy for the transition of rights-of-way ownership and management.

(e) Continue coordination around school concurrency pursuant to interlocal agreement

Comment [AB3]: I don't understand these paragraphs. Is there a way to simplify the language?

SECTION 5. Joint Planning Studies. The City and the County recognize that certain areas within the LPA have particular community needs which cross jurisdictional boundaries. The City and County may ~~cooperatively~~cooperatively, and voluntarily engage in joint planning studies for areas of mutual concern, including, both not limited to:

- -land use planning,
- tree protection,
- housing needs,
- beach management,
- extension of water and sewer lines,
- wetlands protection,
- signage standards,
- buffer requirements,
- parking design standards,
- use of pervious materials,
- inter- connections on commercial development sites,
- corridor redevelopment,
- and transportation facilities; including multi-use trail plans for areas located along the Amelia Island Parkway.

Comment [AB4]: For now this is where I would put “sanitary sewer connection” as something we will continue to discuss.

Such joint planning studies shall be mutually adopted by the City and County for their respective jurisdictions. In the event that a property voluntarily annexes into the City, the City's plan shall take effect upon annexation to the extent allowed by law and this Interlocal Agreement.

SECTION 6. Conflict Resolution.

(a) In the event that a disagreement or conflict arises regarding the application or interpretation of this Interlocal Agreement, the parties shall attempt to resolve the matter through informal negotiation.

(b) If a dispute cannot be resolved informally, the parties agree to follow the provisions of Ch. 164, Florida Statutes, the “Florida Governmental Conflict Resolution Act”.

SECTION 7. Notice. All notices pursuant to his agreement shall be in writing and sent via certified mail, return receipt requested to the following:

If to the County: County Administrator
96135 Nassau Place
Suite 1
Yulee, FL 32097

If to the City: City Manager
City Hall
204 Ash Street
Fernandina Beach, FL 32034

SECTION 8. Construction. This Interlocal Agreement shall be construed as an expression of interlocal cooperation enabling each party to make the most efficient use of its powers in furtherance of the objectives of the Community Planning Act. However, this Interlocal Agreement shall not be construed as delegating or authorizing the delegation of the constitutional or statutory duties of either party to the other.

SECTION 9. Termination. Either party may terminate this Interlocal Agreement upon 90 days notice to the other.

SECTION 10. Filing; effective date. As required by Section 163.01(11), Florida Statutes, this Interlocal Agreement shall be filed with the Clerk of the Circuit Court of Nassau County, after execution by the parties, and shall take effect upon the date of filing.

CITY OF FERNANDINA BEACH, FLORIDA

Johnny A. Miller, Mayor

ATTEST:

REVIEWED AND APPROVED:

Caroline Best, City Clerk

Tammi E. Bach, City Attorney

JOHN A CRAWFORD, Clerk of Courts

**NASSAU COUNTY, FLORIDA by and
through its Board of County Commissioners**

By: _____
Clerk

By: _____
Justin M. Taylor, Chairman

APPROVED AS TO FORM

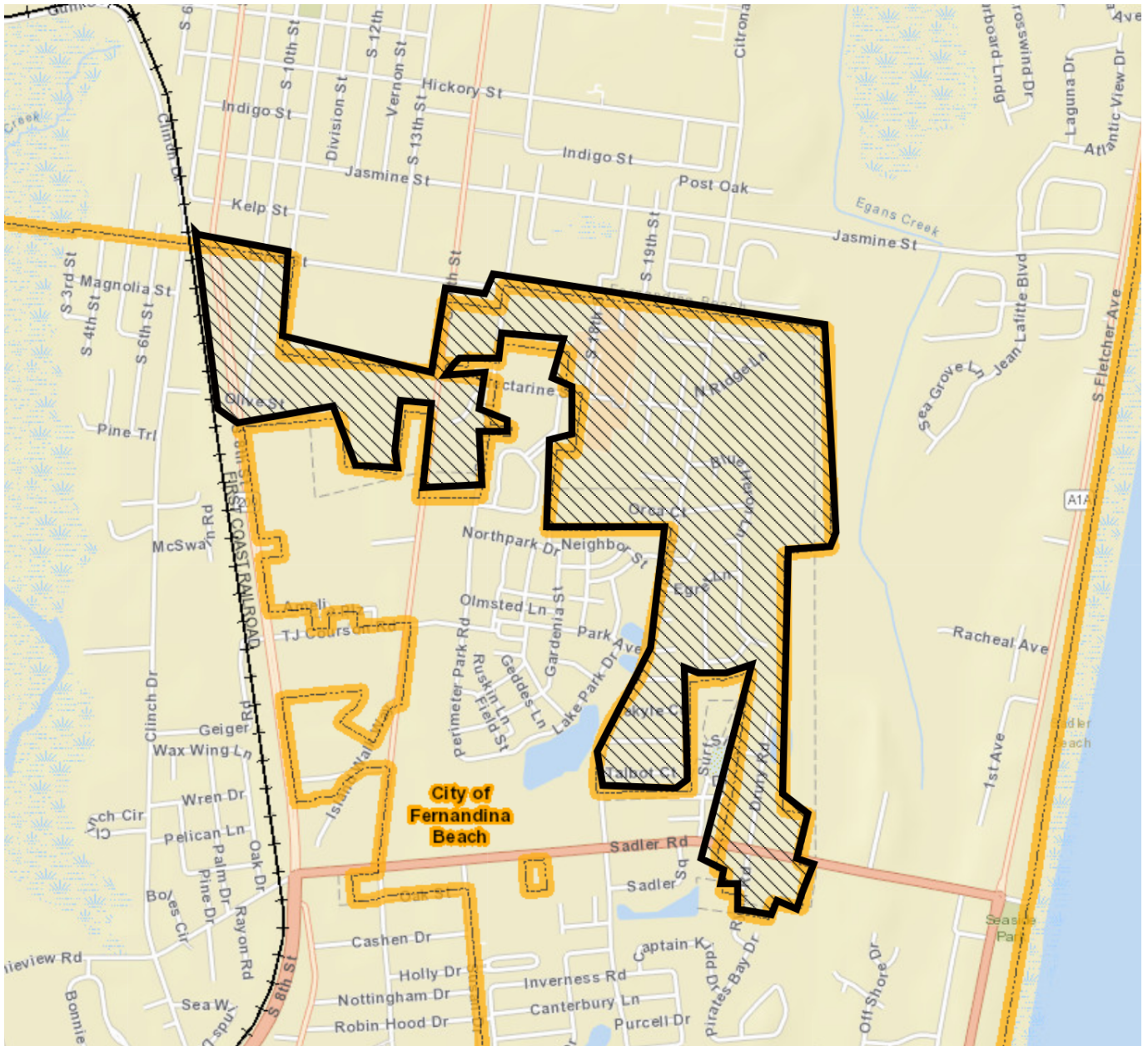
By: _____
Office of the County Attorney

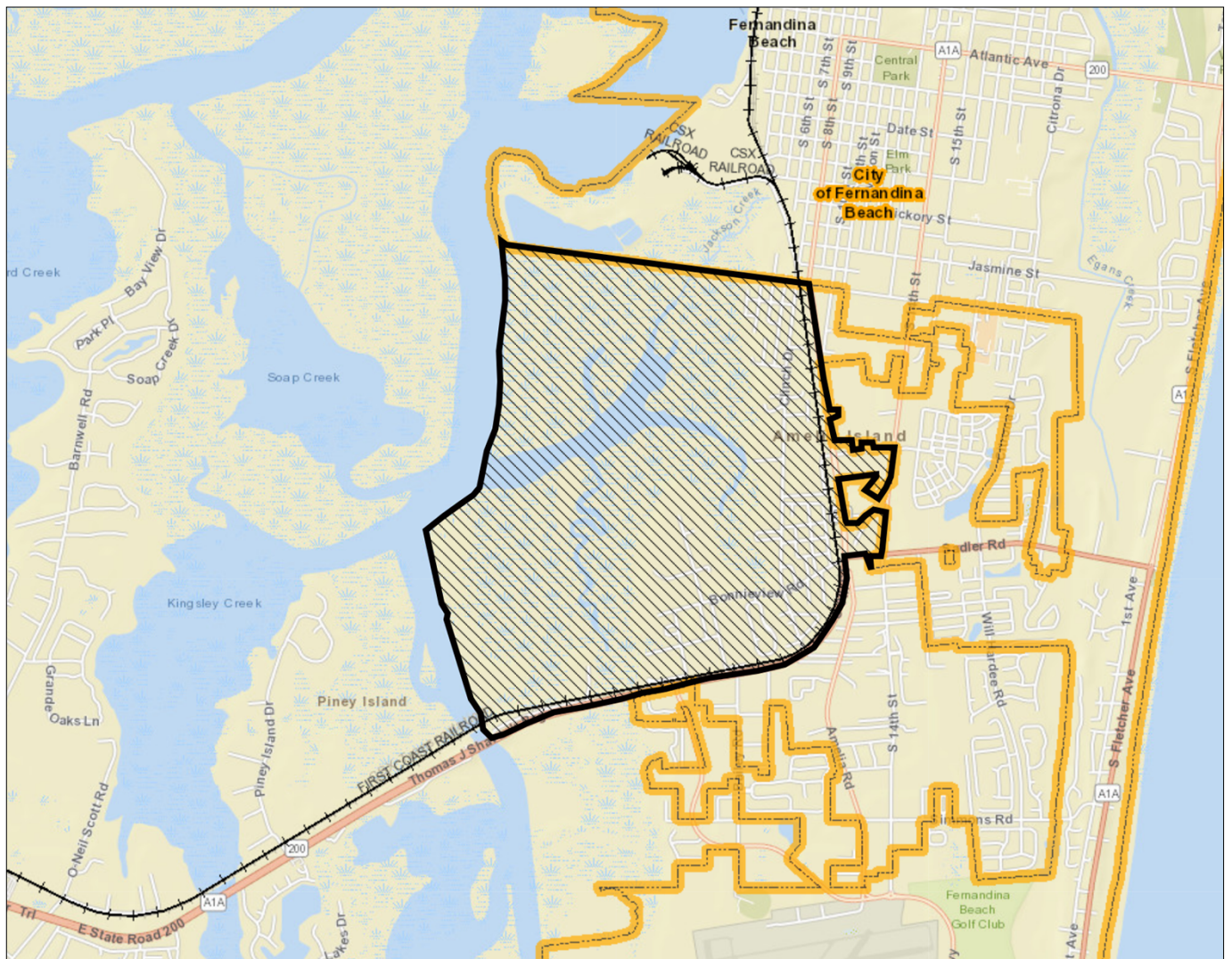
EXHIBIT A

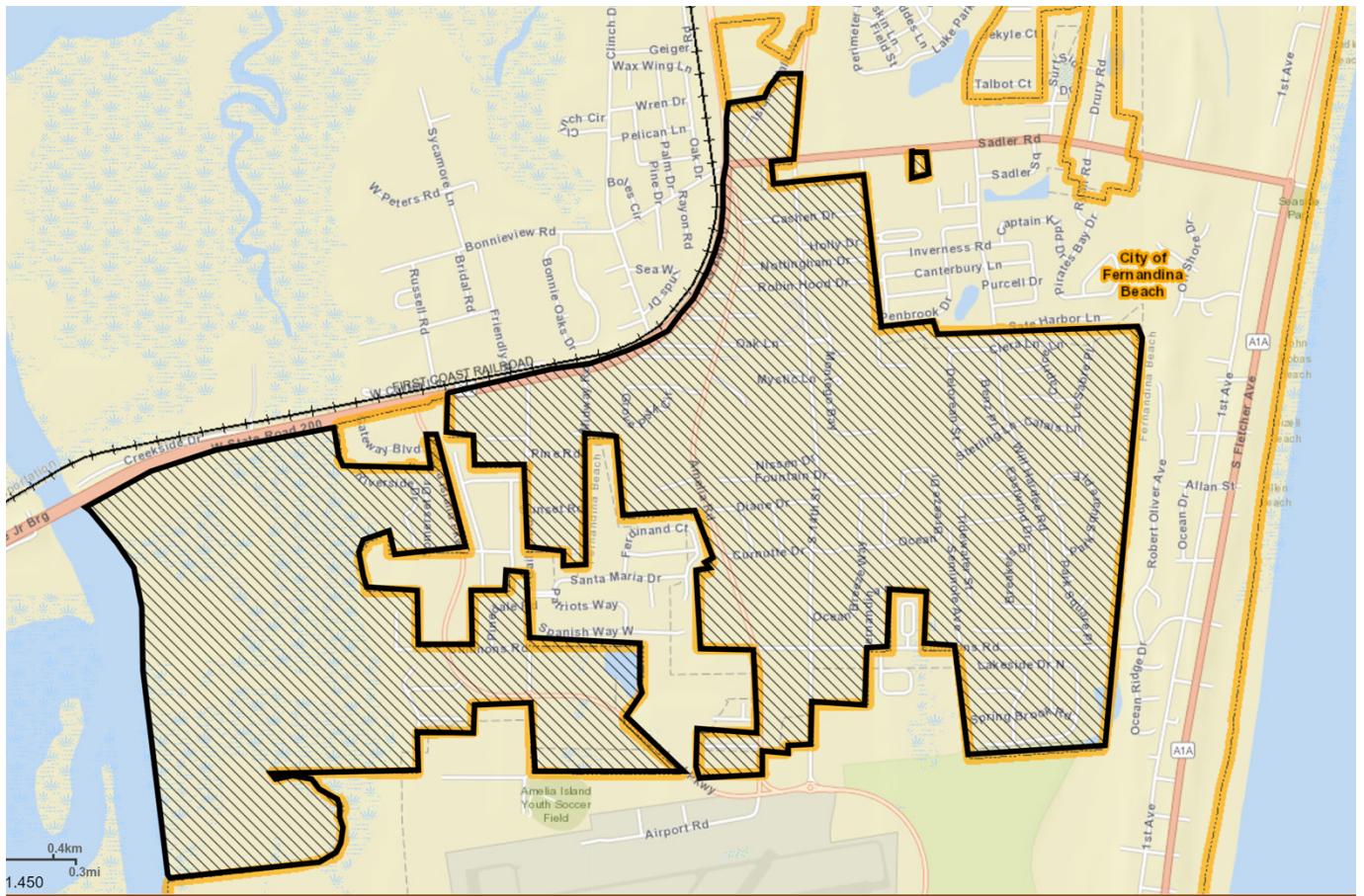
LEGAL DESCRIPTIONS OF LANDS INCLUDED WITHIN JOINT PLANNING AREA

(to be obtained by City following determination of consensus for area boundaries)

EXHIBIT B
MAP OF JOINT PLANNING AREA
(for discussion purposes only)









FLORIDA RECREATION AND PARK ASSOCIATION IMPACT CALCULATOR



The calculator has been called a “game changer” in the journey to provide a way for FRPA members to use evidence-based information to place a value on the services/programs they provide. Utilizing the resulting reports when communicating with community members, decision makers, advocates and critics, you will be equipped with information that shows a return on the investment of tax dollars and user fees to your community. That impact can be economic or social.

PROPERTY VALUES

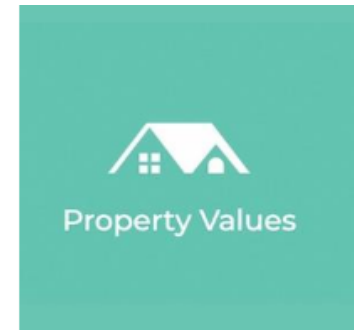
Distance from parks and trails is known to influence property values. Nationwide research shows that the premium for proximity to these spaces can affect market values up to 2,000 feet by 20 percent or more. Dr. John Crompton's proximity principle estimates:

Proximity to a park improves home values

- 20% for homes adjacent to the park
- 10% for homes 1 block away (500 feet)
- 5% for homes 2 blocks away (2,000 feet)

In addition to the location, the type of park also impacts the home values:

- 10% for active parks
- 33% for active and passive recreation areas within the park
- 70% for passive recreation within the park



HEALTH BENEFITS

Studies of health care economics and policy have established that increased access to public outdoor spaces and more biking and walking infrastructure encourages people to exercise, which as a result, reduces overall health care expenditures.



ENVIRONMENT

Parks have been proven to positively impact the environment and reduce the cost of environmental impacts for communities related to stormwater management, pollution mitigation, energy consumption, and other issues. This calculator utilizes currently published data to quantify the positive environmental impacts in terms of the appropriate unit measurement (gallons of stormwater mitigated) and the monetary value of these impacts. The tree calculation considers a broad set of impacts based on the number of trees in a park while the acreage calculation considers only stormwater mitigation impacts based on the number of acres of park land.



Environment

TOURISM

From majestic parks to ocean side beaches and sports tourism destinations, visitors are attracted to Florida's natural resources and spend money on food, travel, and lodging during their stay, bringing new dollars and tax receipts into the region as tourists.



Tourism

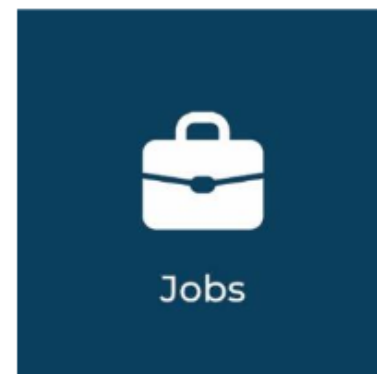
PUBLIC SAFETY

Parks that offer spaces that are well-maintained, patrolled, and activated can have a positive impact on the public safety of the communities they are located in. Additionally, parks that offer out-of-school time programming can help deter youth from engaging in risky behavior. Furthermore, parks and recreation is the leading provider of low-cost/free aquatics programming. These programs can help to lower drowning cases, which is one of the leading causes of death for children ages one through four.



JOBS

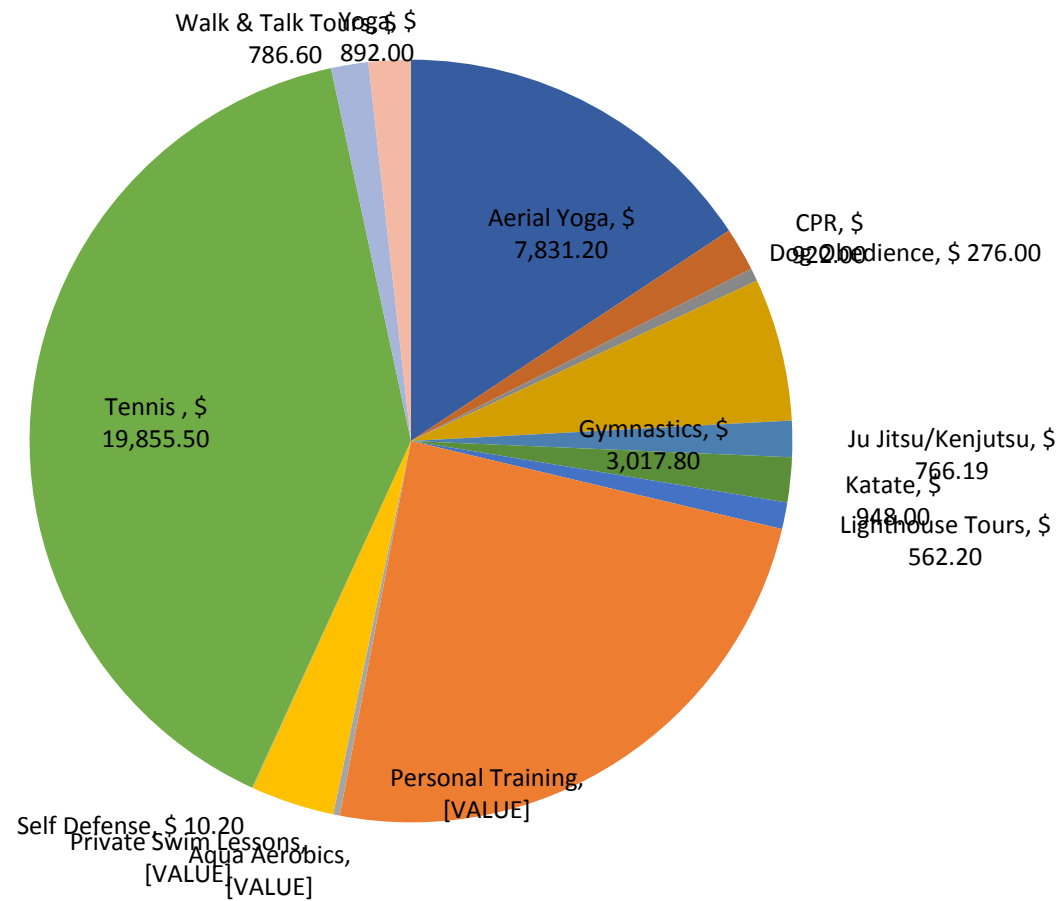
Parks have been proven to be drivers of significant economic activity, having a positive impact on the economy through supporting jobs in local communities. The calculator strives to utilize currently published data to quantify the total jobs supported in the community. This is not meant to determine the number of Full Time Employees that a department should employ.



Demonstrating how parks add value to your community in larger areas of community impact is one of the primary areas that should be in focus as agencies maintain and develop community assets. If stakeholders and decision-makers fail to see the value in parks, arguably, there is no value. Reporting should ensure that no one is unaware of the impacts that are delivered, not just be an historical accounting.

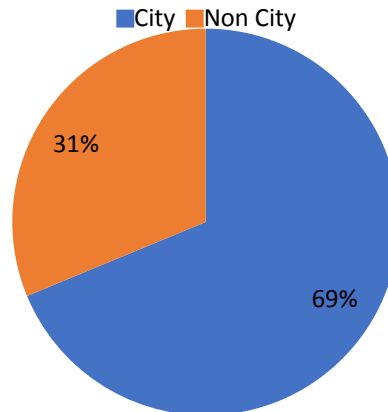
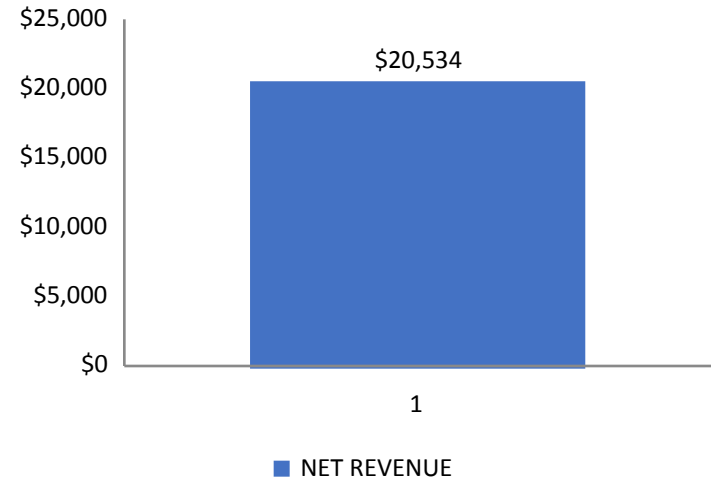
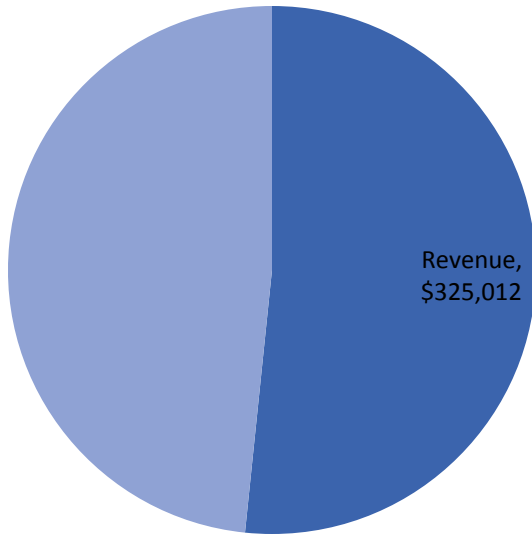
Cost Analysis

Instructors

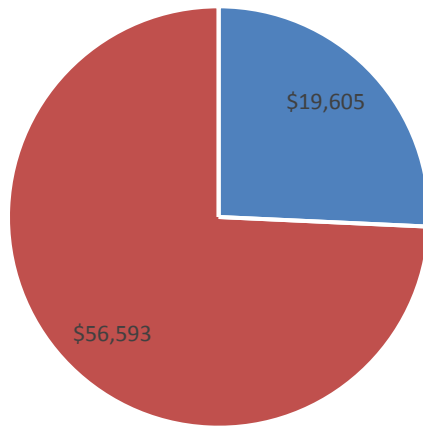


Child Care Program

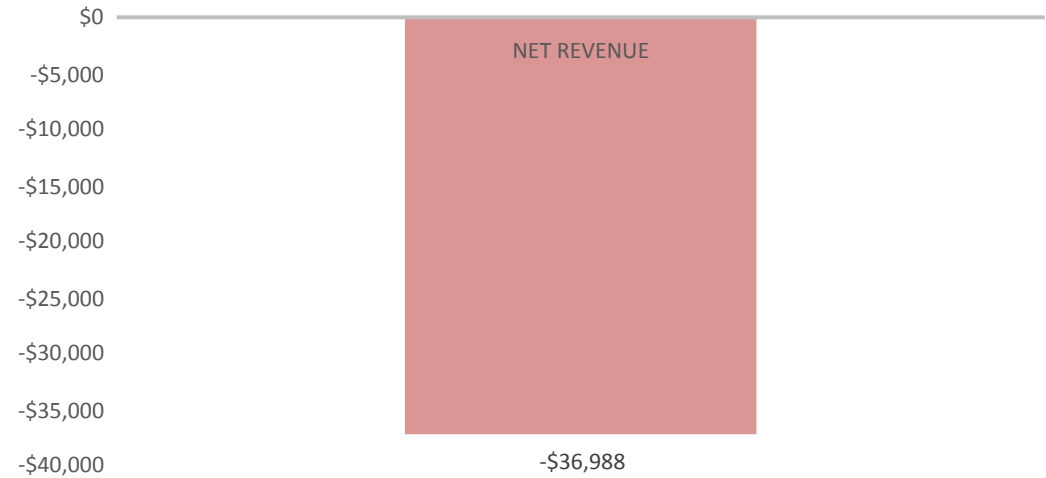
Expense,
\$304,478



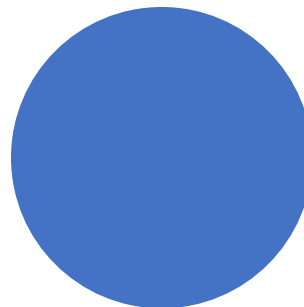
Tutoring Program



■ Revenue ■ Expense



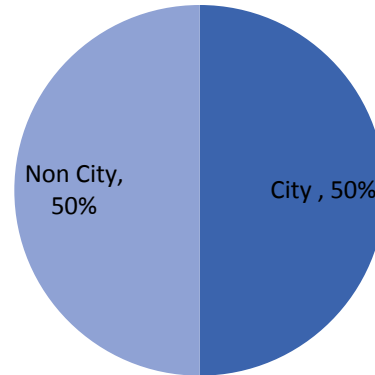
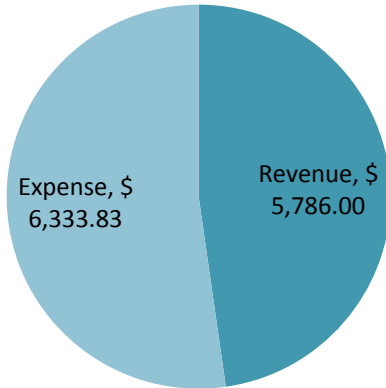
■ City 0% ■ Non City



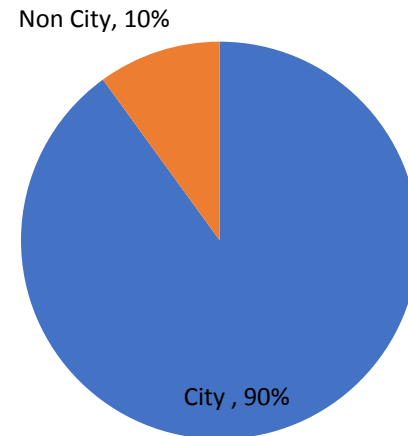
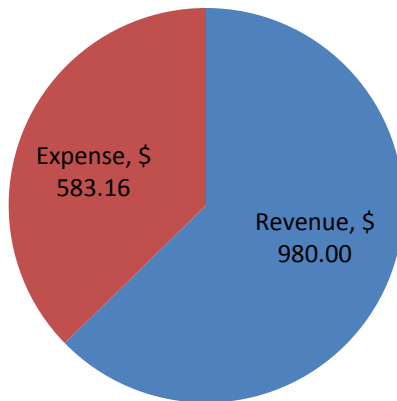
100%

Peck Gym

Volleyball

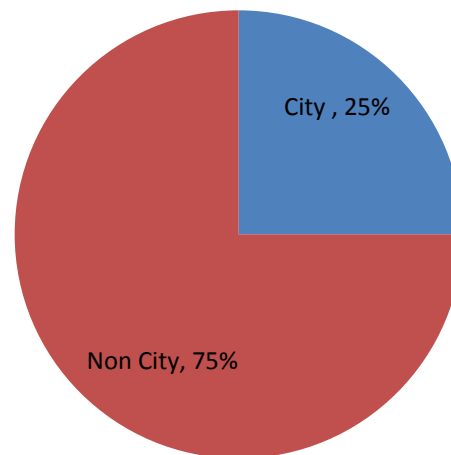
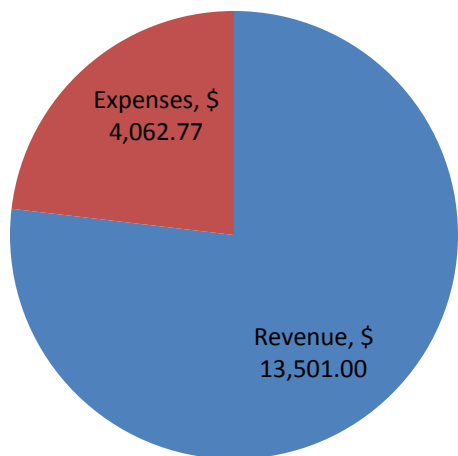


Indoor Soccer

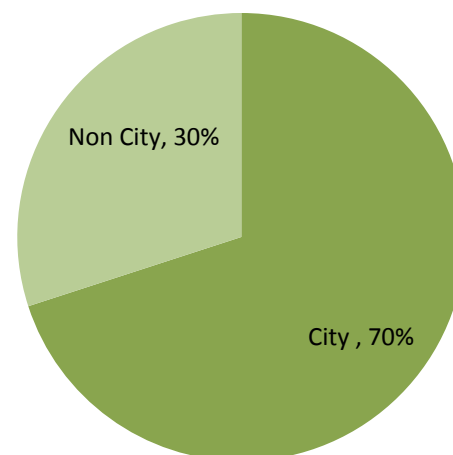
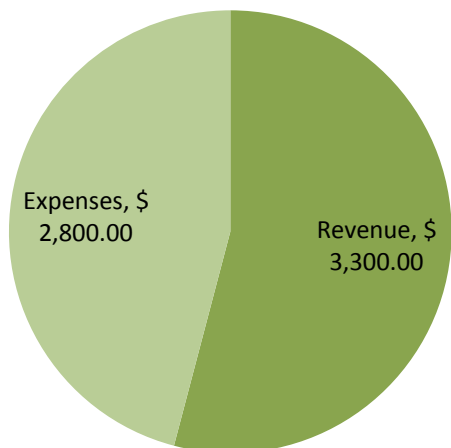


Adult Leagues

Adult Softball

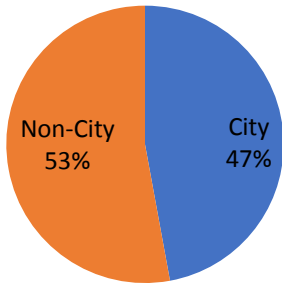


Adult Basketball

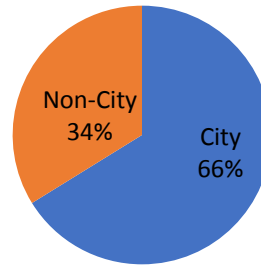


Aquatics Attendance

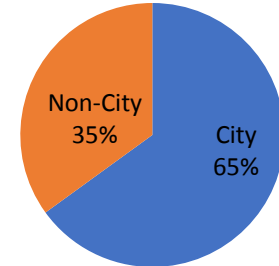
**Aquatics Programs
Attendance**



**Aerobics
Attendance**

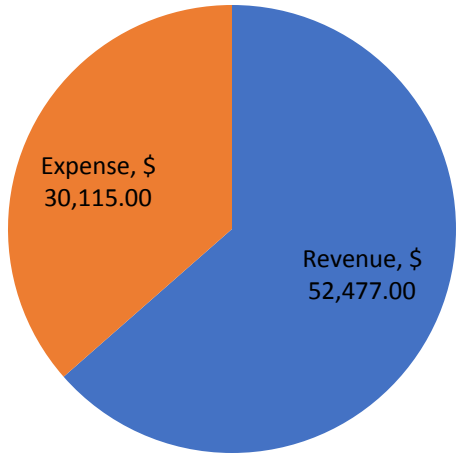


**Public Swim
Attendance**

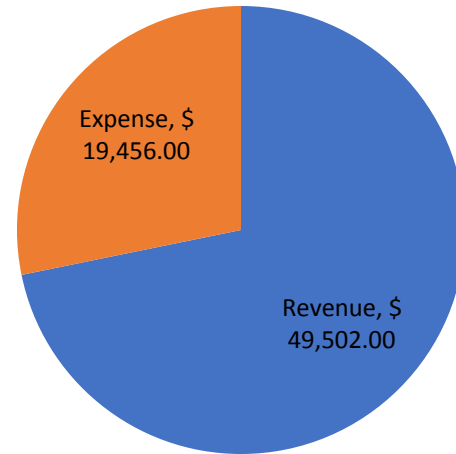


Aquatics Financials

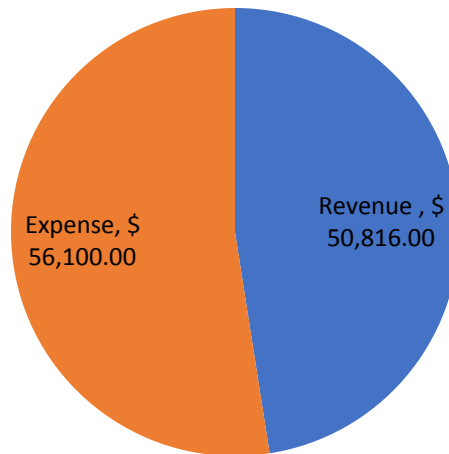
Aquatics Programs



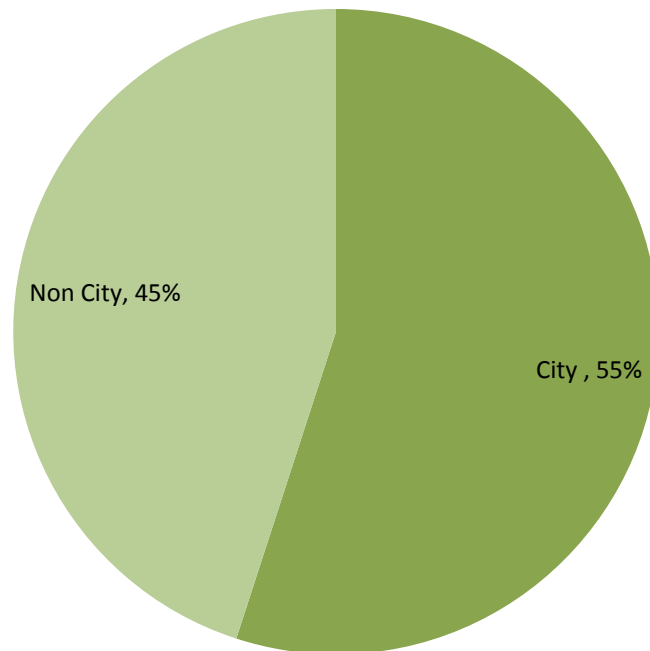
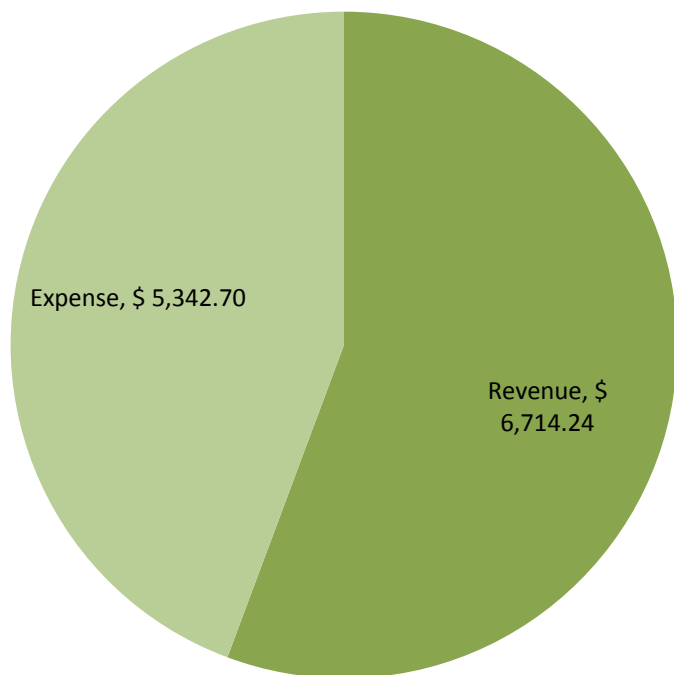
Water Aerobics



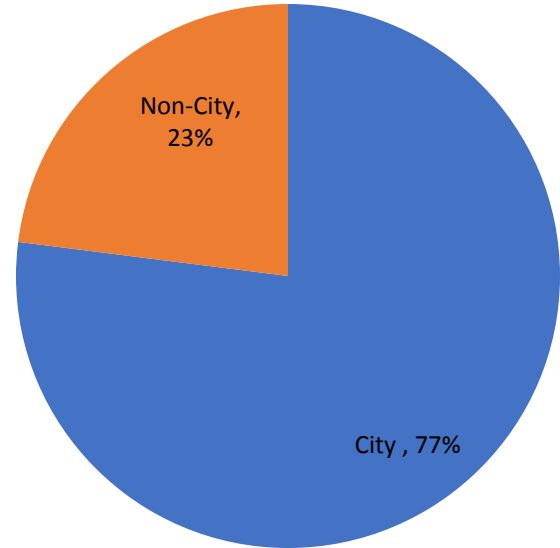
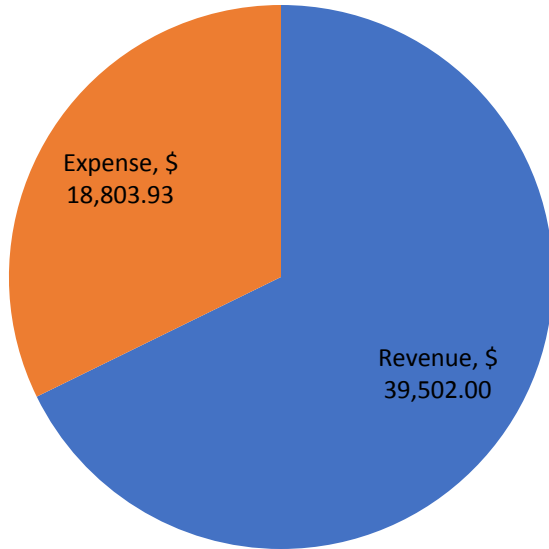
Public Swim



Senior Programs



Fitness Centers



CITY OF FERNANDINA BEACH, FLORIDA
RFP 2019-06
AMELIA ISLAND BEACH HABITAT CONSERVATION PLAN

INTRODUCTION

The City of Fernandina Beach, Florida (CITY) is accepting competitive sealed proposals for **AMELIA ISLAND BEACH HABITAT CONSERVATION PLAN**. “Amelia Island” includes beaches within the limits of the City of Fernandina Beach, and unincorporated areas of Nassau County.

The CITY will receive sealed proposals at the location stated below no later than **2:00pm, January 09, 2020**.

Any proposal received after the above stated time and date will not be considered. It shall be the sole responsibility of the FIRM to have its proposal delivered to the City of Fernandina Beach, by U.S. Mail, hand delivery or any other method available to him/her; however, **facsimile or electronic submittals will not be accepted**. Delay in delivery shall be the sole responsibility of the Proposer. Proposals received after the deadline will not be considered.

The original proposal (**1 original, 4 copies and 1 electronic version, cd or thumb drive**) must be delivered to City Hall in a sealed package, clearly marked on the outside, **RFP #2019-06** and addressed to:

City of Fernandina Beach
Attn: City Clerk’s Office – **RFP #2019-06**
204 Ash Street
Fernandina Beach, FL 32034

Hand delivered Proposal is to be taken to the Clerk’s Office at the above address.

The competitive sealed proposal shall be accompanied by a “**Contact Sheet/Proposal Form**”, herein provided as “**Exhibit A**”, a “**Public Entity Crimes Statement**”, herein provided as “**Exhibit B**”, a “**Drug Free Workplace Certification**”, herein provided as “**Exhibit C**”, an “**E-Verify Statement**,” herein provided as “**Exhibit D**”, “**Proposer Acknowledgements and Agreements**”, herein provided as “**Exhibit E**”, “**Conflict of Interest**”, herein provided as “**Exhibit F**”, “**Non-Collusion Affidavit**”, herein provided as “**Exhibit G**” and “**Dispute Disclosure**” herein provided as “**Exhibit H**”.

CITY OF FERNANDINA BEACH, FLORIDA
RFP 2019-06
AMELIA ISLAND BEACH HABITAT CONSERVATION PLAN

SCOPE OF WORK

The City of Fernandina Beach (COFB) is seeking qualified, experienced, and licensed firm(s) to develop a Beach Habitat Conservation Plan (HCP) for Amelia Island beaches (exclusive of state and federal lands subject to an existing HCP):

- Implement a series of meetings with potential partners to assess needs and concerns and garner support for establishment and implementation of a Beach Habitat Conservation Plan (HCP). Facilitation will include: conducting the meetings, taking meeting minutes, and providing a written summary of the meeting for attendees and other interested parties. Potential partners may include, but are not limited to, the Amelia Island Sea Turtle Watch, COFB designated Staff, Nassau County Board of Commissioners (BOCC) designated staff, and others deemed necessary by either COFB or BOCC.
- Delineate the area to be covered by the HCP, which shall include all beach areas on Amelia Island (exclusive of state and federal lands subject to an existing HCP).
- Define a list of plant and animal species to be covered by the HCP, specifically including endangered species and Florida imperiled species.
- Determine the activities to be covered by the HCP.
 - Using existing data to the greatest extent possible (which may include fieldwork and surveys) and compilation of known data on other species, and providing them in ARC/Shape files, develop a conservation overlay tool, showing the best representation of plant and animal species present and the best spatial configuration for viable populations of species:
 - Location of all remaining coastal areas on conservation land
 - Location of all coastal areas on Amelia Island
 - Location of all coastal associated plant and animal species
 - A map of both individual plant and animal species location and all plant and animal species location
 - All existing private, state, and federally protected lands, including easements, on the beach and that which are proposed for state, federal conservation acquisition/easement
 - Protected areas on the beach that are conservation-managed and those proposed to be conservation-managed lands
 - All federally protected plant and animal species in the covered area
- Estimate amount of time expected over the duration of the Incidental Take Permit (ITP)
- Identify the avoidance and minimization measures and alternatives for those activities to be covered by the HCP.
- Identify mitigation measures to cover area that cannot be avoided or minimized
- Develop an implementation plan and identify funding source(s) for implementing the HCP
- Provide economic analysis to determine most sustainable and equitable funding options to support the HCP long term (including potential grants)
- Develop a monitoring plan
- Coordinate a liaison with Florida Fish and Wildlife Conservation Commission (FWC) and the US Fish & Wildlife Services

CITY OF FERNANDINA BEACH, FLORIDA
RFP 2019-06
AMELIA ISLAND BEACH HABITAT CONSERVATION PLAN

- Submit final draft of HCP and application for an Incidental Take Permit (ITP) to US Fish & Wildlife Services.
- **The project should be completed by April 1, 2021.**

CONTENT OF PROPOSALS

Proposals should include the following:

- An introduction indicating an understanding of the desired services and commitment to the City.
- A detailed proposed work plan incorporating the above scope of work, and timetable for completion including application period for the ITP.
- A description of the expected relationship between the consultant and City staff.
- Description of similar work completed and the associated clients (including contact information).
- Any other information that may be of interest to the City or relevant to the proposal.
- City Exhibits A-H

EVALUATION PROCESS

All Requests for Proposals (RFP) will be evaluated in terms of project approach, experience, quality of work, and capacity to perform. Past performances on local government projects will also be assessed in terms of timeliness, completing work within budget and quality of work.

EVALUATION CRITERIA

- | | |
|--|------------|
| • Quality of Firm and Experience | 20% |
| • Qualifications of Staff | 20% |
| • Project Approach – demonstrates understanding of project requirements, and proposes methods to accomplish the work meeting or exceeding criteria listed in the RFP. | 20% |
| • Schedule of Work | 20% |
| • Proposed Cost | 20% |

Award shall be made to the consultant whose proposal is deemed to be most advantageous to the CITY.

CONTACT

Specification questions during the proposal period shall be submitted in writing to Wanda Weeks, Purchasing Agent, at wweeks@fbfl.org.

FIRMS are hereby put on notice that no contact shall be made with any of the City or County Commission members, other City or County staff, or others that may be involved in the selection process to discuss this request or to influence the outcome of the selection.

CITY OF FERNANDINA BEACH, FLORIDA
RFP 2019-06
AMELIA ISLAND BEACH HABITAT CONSERVATION PLAN

ADDENDA

A written response to FIRM's questions will be issued via Addendum and posted on the CITY's website at www.fbfl.us/bids and the Demandstar website at www.demandstar.com. It is the responsibility of the FIRM to check the CITY's website for Addenda prior to submitting their proposal.

The deadline for questions is **five days** before proposal opening.

FIRM SHALL SIGNIFY RECEIPT OF ADDENDA (IF ANY). Failure to Acknowledge Receipt of any Addendum may result in rejection of the proposal.

The selection committee charged with the review and ranking of RFPs shall include the following:

1. Two City of Fernandina Beach representatives
2. Two Nassau County Board of County Commissioners representatives
3. One member of the Amelia Island Sea Turtle Watch

All RFP respondents will be notified of selection or non-selection. The selection committee will review and rank each of the RFP responses.

ANTICIPATED SCHEDULE

Request for Proposal (RFP) advertised	December 5, 2019
RFP Opening Date (deadline for receipt 2:00pm)	January 09, 2020
Evaluation Committee Meeting	February 13, 2020
Selection by City Commission	March 17, 2020

This schedule is approximate. All dates are subject to change at the discretion of the City of Fernandina Beach.

CITY OF FERNANDINA BEACH, FLORIDA
RFP 2019-06
AMELIA ISLAND BEACH HABITAT CONSERVATION PLAN

GENERAL CONDITIONS OF REQUEST FOR PROPOSAL

1. **PREPARATION OF PROPOSAL** – REQUEST FOR PROPOSAL shall be prepared in accordance with the following:
 - a. The enclosed Contact Sheet/Proposal Form, attached hereto as “Exhibit A”, shall be used when submitting your REQUEST FOR PROPOSAL.
 - b. All information required by the Contact Sheet/Proposal Form shall be furnished. The Proposer shall print or type his/her name and manually sign the Form and any continuation sheet on which an entry is made.
 - c. Unit prices shall be shown and where there is an error in extension of price, the unit price shall govern.
 - d. Alternate Proposals will not be considered unless authorized by the Request for Proposal.
 - e. Proposers will **not** include federal taxes nor State of Florida sales, excise, and use taxes in prices, as the City is exempt from payment of such taxes. An exemption certificate will be signed where applicable upon request.
 - f. Proposers shall make all investigations necessary to thoroughly inform themselves about any and all conditions related to the performance of the contract. Plea of ignorance by the Proposer of conditions that exists or may hereafter exist as a result of failure or omission on the part of the Proposer to make the necessary examinations and investigations, or failure to fulfill in every detail the requirements provided for in the Purchasing Policy, Purchasing Ordinance and/or State and Federal Statutes. The City’s Purchasing Ordinance is set forth in Chapter 2-420, *et seq.*
 - g. Prices quoted must be FOB City of Fernandina Beach, Florida with all transportation charges prepaid unless otherwise specified in the Request for Proposal.
 - h. Deliveries are to be FOB Destination unless otherwise specified in the Request for Proposal.
 - i. Deliveries are to be made during regular business hours.
 - j. Proposals and Proposal prices shall be valid for a minimum of ninety (90) days, unless otherwise stated on the REQUEST FOR PROPOSAL.
2. **SUBMISSION OF PROPOSAL**
 - a. Proposals and changes thereto shall be enclosed in sealed envelopes and addressed as instructed on the Proposal Form. The name and address of the Proposer, the date and hour of the Request for Proposal opening and the material or service shall be placed on the outside of the envelope.
 - b. REQUEST FOR PROPOSAL must be submitted on the forms furnished. Electronic Proposals will not be considered.

CITY OF FERNANDINA BEACH, FLORIDA
RFP 2019-06
AMELIA ISLAND BEACH HABITAT CONSERVATION PLAN

3. REJECTION OF PROPOSAL

- a. The City reserves the right to accept or reject any or all Proposals, to waive irregularities and technicalities, and to request resubmission or to re-advertise for the services. The City shall be the sole judge of the submittals. The City's decision shall be final.

4. WITHDRAWAL OF PROPOSAL

- a. Proposals may not be withdrawn after the time set for the opening for a period of time as specified.
- b. Proposals may be withdrawn prior to the time set for the opening. Such request must be in writing.

5. LATE PROPOSAL

- a. REQUEST FOR PROPOSAL and modifications received after the time set for the opening will not be considered.
- b. Modifications in writing received prior to the time set for the opening will be accepted.

6. LOCAL, STATE, AND FEDERAL COMPLIANCE

- a. Proposers shall comply with all local, state, and federal directives, orders and laws as applicable to the REQUEST FOR PROPOSAL and subsequent contract(s) in accordance with the requirements as stated in CFR 200.321, including but not limited to Equal Employment Opportunity (EEO), Minority Business Enterprise (MBE), and Occupational Safety and Health Administration (OSHA) as applicable to this contract.
- b. A "Public Entity Crimes Statement", in accordance with Florida Statutes, Section 287.133 (3) (a), on Public Entity Crimes, attached hereto as "Exhibit B", must be received at the time of the proposal.
- c. A "Drug Free Workplace Certification" attached hereto as "Exhibit C", must be received at the time of the proposal.
- d. The City of Fernandina Beach requires that the Proposer selected will not discriminate under the contract against any person, in accordance with federal, state and local government regulations.
- e. An "E-Verify Statement" attached hereto as "Exhibit D" must be received at the time of the proposal.

7. AWARD OF REQUEST FOR PROPOSAL

- a. The REQUEST FOR PROPOSAL will be awarded to the most responsive and responsible proposer offering the best value to the City of Fernandina Beach.
- b. The City reserves the right to accept and award item by item, and/or by group, or in the aggregate.

CITY OF FERNANDINA BEACH, FLORIDA
RFP 2019-06
AMELIA ISLAND BEACH HABITAT CONSERVATION PLAN

- c. A written award of acceptance (Purchase Order), mailed or otherwise furnished to the successful Proposer shall result in a binding contract without further action by either party.
- d. Unless otherwise noted in the specifications, the length of the agreement shall be one year, with 2 one year renewals possible based on the mutual consent of the parties.
- e. Upon award, for construction projects, the Contractor will be required to complete/execute the City's Contract and General Conditions for Construction Services. An example of the contract can be found on the City's website at www.fbfl.us/bids, Bids and Purchasing web page.
- f. Agreement may be cancelled with 60 day notice unless otherwise stated in signed contract documents.

8. NOT RESPONSIBLE FOR COSTS

- a. The City shall not be responsible for any cost incurred by a prospective Proposer in responding to this REQUEST FOR PROPOSAL.

9. BONDS

- a. If Proposal is less than \$100,000 no Proposal Bond or Payment and Performance Bond required.
- b. If Proposal is greater than \$100,000 and is for material only, a Proposal Bond is required but no Payment and Performance Bond is required.
- c. If Proposal is \$100,000 - \$200,000, and is for services, a Proposal Bond is required but no Payment and Performance Bond is required.
- d. If Proposal is greater than \$200,000, and is for services, Proposal Bond and Payment and Performance Bond is required.

PROPOSAL BOND:

- a. If the Base Proposal or the Base Proposal plus the sum of any alternates fall into the criteria above requiring a Proposal Bond, the Proposer shall enclose a Certified Check or Proposal Bond with each Proposal. A Certified Check or Proposal Bond shall be for an amount not less than five percent (5%) of the Proposal price and shall be made payable to the CITY OF FERNANDINA BEACH as a guarantee that the Proposer will not withdraw its proposal for a period of ninety (90) calendar days after Proposal closing time. Proposal

Bonds or Certified Checks will be returned to unsuccessful Proposal within 10 days of proposal award. Successful proposers will receive their Certified Check or Proposal Bond after the contract/agreement has been signed and a Performance and Payment Bond is received.

CITY OF FERNANDINA BEACH, FLORIDA
RFP 2019-06
AMELIA ISLAND BEACH HABITAT CONSERVATION PLAN

PERFORMANCE AND PAYMENT BONDS:

- a. In the event the Contract is awarded to the Proposer, Proposer will thereafter enter into a written contract with the CITY OF FERNANDINA BEACH and furnish a Payment and Performance Bond in an amount equal to the contract price. The form of the bonds shall be in accordance with Section 255.05 of Florida Statutes. Failing to do so, Proposer shall forfeit its proposal security.

Payment and Performance Bond shall be secured from or countersigned by an agency or surety company recognized in good standing and authorized to do business in the State of Florida.

The following exceptions to proposer providing Performance and Payment Bonds are as follows: In lieu of the Performance and Payment Bonds, a contractor may file with the City an alternative form of security in the form of cash, a money order, a certified check, a cashier's check, an irrevocable letter of credit, or a security of a type listed in part II of chapter 625, Florida Statutes. Any such alternative form of security shall be for the same purpose and be subject to the same conditions as those applicable to the bonds. The value of an alternative form of security shall be in the amount of the proposal.

10. PUBLIC INFORMATION

- a. All information contained in this Proposal is public information, and as such will be handled in accordance with chapter 119, Florida Statutes.

11. ADDITIONAL INFORMATION

- a. The City reserves the right to require Proposers to provide references and information on previous similar experience prior to award of the contract.

12. QUESTIONS

- a. Any questions about the REQUEST FOR PROPOSAL should be communicated per instructions in the REQUEST FOR PROPOSAL.

13. INDEMNIFICATION AND INSURANCE

INDEMNIFICATION

The parties recognize that CONTRACTOR/VENDOR is an independent Contractor. CONTRACTOR/VENDOR agrees to assume liability for and indemnify, hold harmless, and defend the CITY, its commissioners, mayor, officers, employees, agents, and attorneys of, from, and against all liability and expense, including reasonable attorney's fees, in connection with any and all claims, demands, damages, actions, causes of action, and suits in equity of whatever kind or nature, including claims for personal injury, property damage, equitable relief, or loss of use, arising directly or indirectly out of or in connection with any negligent and/or deliberate act or omission of CONTRACTOR/VENDOR, its officers, employees, agents, and representatives. CONTRACTOR/VENDOR's liability hereunder shall include all attorney's

CITY OF FERNANDINA BEACH, FLORIDA
RFP 2019-06
AMELIA ISLAND BEACH HABITAT CONSERVATION PLAN

fees and costs incurred by the CITY in the enforcement of this indemnification provision. This includes claims made by the employees of CONTRACTOR/VENDOR against the CITY and CONTRACTOR/VENDOR hereby waives its entitlement, if any, to immunity under Section 440.11, Florida Statutes. The obligations contained in this provision shall survive termination of this Agreement and shall not be limited by the amount of any insurance required to be obtained or maintained under this Agreement. Nothing contained in the foregoing indemnification shall be construed to be a waiver of any immunity or limitation of liability the CITY may have under the doctrine of sovereign immunity or Section 768.28, Florida Statutes.

INSURANCE

Prior to commencement of any work under this Contract and until completion and final acceptance of the work, the CONTRACTOR/VENDOR shall, at its sole expense, maintain the following insurance on its own behalf, and furnish to the CITY certificates of insurance evidencing same and reflecting the effective date of such coverage as follows:

The term "Contractor" as used in the insurance rider, shall mean and include Subcontractors of every tier.

- A. Worker's Compensation and Occupational Disease Insurance in accordance with the applicable law or laws; Employer's Liability Insurance with limit of at least One Million (\$1,000,000) dollars. This includes sole proprietorships and officers of corporations who will be performing work on the job.
- B. Commercial General Liability with a combined Bodily Injury and Property Damage limit of not less than ONE Million (\$1,000,000.00) dollars per occurrence and TWO Million (\$2,000,000) Dollars in the aggregate. The aggregate must be applicable on a per project basis. Coverage must include the following perils:
 - 1. Broad Form Blanket Contractual Liability for liability assumed under this Contract and all other Contracts relative to the project.
 - 2. Completed Operations/Products Liability.
 - 3. Broad Form Property Damage
 - 4. Personal and Advertising Injury Liability
 - 5. Independent Contractors
 - 6. Endorsements must be furnished reflecting the inclusion of the interests of Owner, Construction Manager, General Contractor, Contractor, (your company), their officers, directors, partners, representatives, agents and employees, and naming each as an Additional Insured on a primary and non-contributing basis.
 - 7. Coverage is to be endorsed to reflect that insurance is to be primary and non-contributory with respect to any other collectable insurance, for the Owner, General Contractor, Contractor, (your company) and all other parties required to be named as additional insureds.

CITY OF FERNANDINA BEACH, FLORIDA
RFP 2019-06
AMELIA ISLAND BEACH HABITAT CONSERVATION PLAN

8. Coverage is to be provided on an "occurrence" basis with carriers licensed and admitted to do business in the State of [your state] or otherwise acceptable to the Contractor (your company).
9. A copy of policy and/or endorsement(s) and any other documents required to verify such insurance are to be submitted with the appropriate certificate(s), or upon the request of Contractor (your company). Failure to provide these documents is not to be construed as a waiver of the requirements to provide such insurance.
- C. Commercial Automobile Liability Insurance covering the use of all Owned, Non-Owned, and Hired Vehicles with combined Bodily Injury and Property Damage Limit of at least One Million (\$1,000,000.00) Dollars.
- D. Umbrella I Excess Liability Insurance with a limit of no less than One Million (\$1,000,000) Dollars minimum per occurrence.
- E. During the term of this agreement, (if applicable) the Contractor/Vendor will carry Professional Liability Insurance which will cover liability for any damage or non-performance on account of any error, omission, or other provable negligence caused by the Contractor/Vendor. The amount of insurance shall not be less than One Million (\$1,000,000) Dollars per occurrence and aggregate.
- F. Loss Deductible – If the insurance of any CONTRACTOR/VENDOR contains deductible(s), penalty(s) or self-insured retention(s), the CONTRACTOR/VENDOR Whose insurance contains such provision(s) shall be solely responsible for payment of such deductible(s), penalty(s) or self-insured retention(s).
- G. Where an Off Project Site Property exposure exists, the Contractor at its sole expense shall furnish to the Owner and Contractor (your company) Certificates of Insurance and other required documentation evidencing the following coverage which shall provide for the interests of [Name of Owner] , [Name of General Contractor] and (your company) to be named as Loss Payees and shall contain a provision requiring the insurance carriers to waive their rights of subrogation against all indemnities' named in the contract.
"All Risk" Property Insurance on all materials, equipment and supplies intended to become a permanent part of the construction stored on premises away from the project site and while in transit, until actually delivered to the project site. Coverage is to be provided on a replacement cost basis.
- H. The above insurances shall each contain the following wording verbatim: "[Name of Owner], [Name of General Contractor] , and (your company) are interested in the maintenance of this insurance and it is agreed that this insurance will not be canceled, materially changed or not renewed without at least a thirty (30) day advance written notice to [Name and address of Owner], [Name and address of General Contractor] and [Name and address of your company] by certified mail-return receipt requested".
- I. The amount of insurance contained in the aforementioned insurance coverages shall not be construed to be a limitation of the liability on the part of the Subcontractor or any of its Subcontractors.

CITY OF FERNANDINA BEACH, FLORIDA
RFP 2019-06
AMELIA ISLAND BEACH HABITAT CONSERVATION PLAN

- J. The Contractor shall file certificates of insurance prior to the commencement of work with the Owner and the General Contractor which shall be subject to the Owner, General Contractor and (your company) approval of adequacy of protection and the satisfactory character of the Insurer.
- K. Any type of insurance or any increase of limits of liability not described above which the Subcontractor requires for its own protection or on account of statute shall be its own responsibility and at its own expense.
- L. The carrying of the insurance described shall in no way be interpreted as relieving the Contractor or Subcontractor of any responsibility of liability under this Contract.
- M. Any policies effected by the Contractor on its Owned and/or Rented Equipment and Materials shall contain a provision requiring the insurance carriers to waive their rights of subrogation against the [Name of Owner], [Name of General Contractor], [Name of Contractor (your company)] and all other indemnities' named in the Contract.
- N. Should the Contractor engage a Subcontractor, the same conditions will apply under this contract to each Subcontractor, however, the retained Subcontractor shall be required to maintain limits of liability of not less than One Million (\$1,000,000.00) Dollars per occurrence and Two Million (\$2,000,000) Dollars in the aggregate, with said limits applicable on a per project basis, or such greater limits as may be required by the retaining Subcontractor.

14. PAYMENT

Payment due hereunder shall be made by the City to CONTRACTOR/VENDOR in accordance with the Florida Prompt Payment Act. The City's preferred method of payment is electronically by credit card/line. Upon award, CONTRACTOR/VENDOR will be contacted by the City's provider, Commerce Bank, to participate in the City's electronic payments program. **CONTRACTOR/VENDOR must state on Exhibit "A" Contact Sheet/Proposal Form whether they accept credit card payments and provide their Accounting Department contact name, phone number and email address.**

15. PROPOSAL PROTESTS

Proposal protest conditions and procedures are in accordance with City Ordinances – Part 2, Chapter 2, Article VII, Division 2, Section 2-444.

16. FEDERAL GRANT MONEY

In the event this project is funded with federal grant monies, CONTRACTOR/VENDOR may not participate in the proposal if CONTRACTOR/VENDOR is listed in the Excluded Parties List System (EPLS) a federal suspension and debarment listing, www.epls.gov/eplsearch.do. CONTRACTOR/VENDOR shall include copy of search results with proposal.

CITY OF FERNANDINA BEACH, FLORIDA
RFP 2019-06
AMELIA ISLAND BEACH HABITAT CONSERVATION PLAN

17. LOBBYING

Lobbying is defined as any action taken by an individual, firm, association, joint venture, partnership, syndicate, corporation, and/or all other groups who seek to influence the governmental decision of a Board Member, the City Manager, and/or any City Personnel during the solicitation process. The lobbying black-out period commences upon the issuance of this solicitation and concluded upon the signing of the agreement. CONTRACTORS shall not contact any City or County Commission Member and/or any requesting or evaluating Department/Office personnel during said black-out period. All questions and procedural matters shall be directed to the City Manager. The City and County Commissioners and/or the City Manager may disqualify any solicitation response where any Commissioner, the City Manager, and/or City or County Personnel have been lobbied in violation of the black-out period.

CITY OF FERNANDINA BEACH, FLORIDA
RFP 2019-06
AMELIA ISLAND BEACH HABITAT CONSERVATION PLAN

EXHIBITS

EXHIBIT “A”	Contact Sheet/Proposal Form
EXHIBIT “B”	Public Entity Crimes
EXHIBIT “C”	Drug-Free Workplace Certification
EXHIBIT “D”	E-Verify Statement
EXHIBIT “E”	Proposer Acknowledgments and Agreements
EXHIBIT “F”	Conflict of Interest
EXHIBIT “G”	Non-Collusion Affidavit
EXHIBIT “H”	Dispute Disclosure

CITY OF FERNANDINA BEACH, FLORIDA
RFP 2019-06
AMELIA ISLAND BEACH HABITAT CONSERVATION PLAN

EXHIBIT "A"
CONTACT SHEET/PROPOSAL FORM

AMELIA ISLAND BEACH HABITAT CONSERVATION PLAN: \$ _____

Name: _____

Federal Taxpayer ID: _____

Mailing Address: _____

City, State, & Zip Code: _____

Telephone: _____ **Fax:** _____

Email: _____

Submitted By: _____

Title: _____

FIRM Accepts Credit Cards*: Yes No

Accounting Contact:

Name: _____ **Title:** _____

Email Address: _____ **Phone:** _____

***See preferred method of payment under "Prompt Payment Act" section of the General Conditions**

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
RFP 2019-06
AMELIA ISLAND BEACH HABITAT CONSERVATION PLAN

EXHIBIT "B"

SWORN STATEMENT UNDER F.S. SECTION 287.133(3) (A), ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with Bid, Proposal or Contract for _____.
2. This sworn statement is submitted by (entity) _____ whose business address is _____ and (if applicable) Federal Employer Identification Number (FEIN) is _____ (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)
3. My name is _____ and my relationship to the entity named above is _____.
4. I understand that a "public entity crime" as defined in Paragraph 287.133(a) (g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any proposal or contract for goods or services to be provided to any public entity or any agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
5. I understand that "convicted" or "conviction" as defined in paragraph 287.133(a) (b), Florida Statutes, means finding of guilt or a conviction of a public entity crime with or without an adjudication of guilt, in any federal or state trial court of records relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an "affiliate" as defined in Paragraph 287.133(1) (a), Florida Statutes, means:
 1. A predecessor or successor of a person convicted of a public entity crime; or
 2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The City of Fernandina Beach, Florida ownership by one of shares constituting a controlling income among persons when not for fair interest in another person, or a pooling of equipment or income among persons when not for fair market value under a length agreement, shall be a prima facie case that one person controls another person. A person who was knowingly convicted of a public entity crime, in Florida during the preceding 36 months shall be considered an affiliate.
7. I understand that a "person" as defined in Paragraph 287.133(1) (e), Florida Statutes, means any natural person or entity organized under the laws of the state or of the United States with the legal

power to enter into a binding contract for provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and

CITY OF FERNANDINA BEACH, FLORIDA

RFP 2019-06

AMELIA ISLAND BEACH HABITAT CONSERVATION PLAN

agents who are active in management of an entity.

8. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies)

_____ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. (Please attach a copy of the final order.)

_____ The person or affiliate was placed on the convicted FIRM list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in public interest to remove the person or affiliate from the convicted FIRM list. (Please attach a copy of the final order.)

_____ The person or affiliate has not been placed on the convicted FIRM list. (Please describe any action taken by, or pending with, the Department of General Services.)

Signature

Date:

STATE OF FLORIDA

COUNTY OF _____

PERSONALLY APPEARED BEFORE ME, the undersigned authority, _____ who, after first being sworn by me, affixed his/her signature at the space provided above on this _____ day of _____, 20____, and is personally known to me, or has provided _____ as identification.

Notary Public

My Commission expires: _____

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
RFP 2019-06
AMELIA ISLAND BEACH HABITAT CONSERVATION PLAN

EXHIBIT "C"

DRUG-FREE WORKPLACE CERTIFICATION

The below-signed INDIVIDUAL/FIRM certifies that it has implemented a drug-free workplace program. In order to have a drug-free workplace prepare, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violation of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or services a copy of the statement specified in paragraph 1.
4. In the statement in paragraph 1., notify the employees that, as a condition of working on the commodities or contractual services that are under proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of nolo contendere to, any violation occurring in the workplace no later than five (5) working days after such conviction.
5. Impose a sanction on, or require fine satisfactory participation in drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign this statement, I Certify that this firm complies fully with the above drug-free workplace requirements.

COMPANY: _____

CITY: _____ STATE: _____ ZIP CODE: _____

SIGNATURE: _____ PHONE: _____

NAME (TYPED OR PRINTED): _____ TITLE: _____

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
RFP 2019-06
AMELIA ISLAND BEACH HABITAT CONSERVATION PLAN

EXHIBIT “D”

CITY OF FERNANDINA BEACH, FLORIDA



E-VERIFY STATEMENT

Bid/Proposal Number: _____

Project Description: _____

I/FIRM acknowledges and agrees to the following:

I/FIRM shall utilize the U.S. Department of Homeland Security's E-Verify system, in accordance with the terms governing use of the system, to confirm the employment eligibility of:

1. All persons employed by the FIRM during the term of the Contract to perform employment duties within Florida; and
2. All persons assigned by the FIRM to perform work pursuant to the contract with the Department.

Individual/Company/Firm: _____

Authorized Signature: _____

Title: _____

Date: _____

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
RFP 2019-06
AMELIA ISLAND BEACH HABITAT CONSERVATION PLAN

EXHIBIT “E”

PROPOSER ACKNOWLEDGEMENTS AND AGREEMENTS

The undersigned, as an employee or agent of the Proposer, having the authority to sign a binding agreement on behalf of the corporation, company, or firm presenting this submittal, confirms understanding and/or agreement and/or takes exception with any statement in the following sections of this RFP document.

1. INTRODUCTION AND GENERAL INFORMATION
Understands and agrees to all terms.
2. PROPOSAL INSTRUCTIONS, TERMS AND CONDITIONS
Understands and agrees to all terms.
3. EVALUATION AND CONTRACT OVERVIEW
Understands and agrees to all terms.
4. PROPOSER’S RESPONSE: SUBMITTAL INFORMATION
Understands and agrees to all terms.
5. PROPOSER’S RESPONSE: PROPOSED TEAM
Understands and agrees to all terms.
6. PROPOSER’S RESPONSE: PROPOSED COMPENSATION
Understands and agrees to all terms.

Name: _____ Title: _____

Signature: _____ Date: _____

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
RFP 2019-06
AMELIA ISLAND BEACH HABITAT CONSERVATION PLAN

EXHIBIT "F"

CONFLICT OF INTEREST STATEMENT

This sworn statement is submitted with Bid, Proposal or Contract for _____.

This sworn statement is submitted by (entity) _____ whose business address is _____ and (if applicable) Federal Employer Identification Number (FEIN) is _____. (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

My name is _____ and my relationship to the entity named above is _____.

1. The above named entity is submitting a Proposal for the City of Fernandina Beach.
2. The Affiant has made diligent inquiry and provides the information contained in the Affidavit based upon his/her own knowledge.
3. The Affiant states that only one submittal for the above proposal is being submitted and that the above named entity has no financial interest in other entities submitting proposals for the same project.
4. Neither the Affiant nor the above named entity has directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraints of free competitive pricing in connection with the entity's submittal for the above proposal. This statement restricts the discussion of pricing data until the completion of negotiations if necessary and execution of the Contract for this project.
5. Neither the entity nor its affiliates, nor anyone associated with them, is presently suspended or otherwise ineligible from participation in contract letting by any local, State, or Federal Agency.
6. Neither the entity nor its affiliates, nor anyone associated with them have any potential conflict of interest due to any other clients, contracts, or property interests for this project.
7. I certify that no member of the entity's ownership or management is presently applying for an employee position or actively seeking an elected position with the City of Fernandina Beach.
8. I certify that no member of the entity's ownership or management, or staff has a vested interest in any aspect of the City of Fernandina Beach.
9. In the event that a conflict of interest is identified in the provision of services, I, on behalf of the above named entity, will immediately notify the City of Fernandina Beach.

Signature

Date:

STATE OF FLORIDA

COUNTY OF _____

PERSONALLY APPEARED BEFORE ME, the undersigned authority, who, after first being sworn by me, affixed his/her signature at the space provided above on this ____ day of _____, 20____, and is personally known to me, or has provided _____ as identification.

Notary Signature

My Commission expires: _____

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
RFP 2019-06
AMELIA ISLAND BEACH HABITAT CONSERVATION PLAN

EXHIBIT "G"
NON-COLLUSION AFFIDAVIT

This sworn statement is submitted with Bid, Proposal or Contract for _____.

This sworn statement is submitted by (entity) _____ whose business address is _____ and (if applicable) Federal Employer Identification Number (FEIN) is _____. (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

My name is _____ and my relationship to the entity named above is _____.

1. The above named is fully informed respecting the preparation and contents of the attached proposal and of all pertinent circumstances respecting such proposal;
2. Such Proposal is genuine and is not a collusive or sham proposal;
3. Neither the said Proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, connived, or agreed, directly or indirectly, with any other Bidder, firm or person to submit a collusive or sham Proposal in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm, or person to fix the price or prices in the attached proposal or any other Bidder, or to fix any overhead, profit or cost element of the proposal price or the proposal price of any other Bidder, or to secure through any collusion, connivance, or unlawful agreement any advantage against the City of Fernandina Beach, Florida or any person interested in the proposed Contract; and
4. The price or prices quoted in the attached proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Signature

Date:

STATE OF FLORIDA
COUNTY OF _____

PERSONALLY APPEARED BEFORE ME, the undersigned authority, who, after first being sworn by me, affixed his/her signature at the space provided above on this ____ day of _____, 20____, and is personally known to me, or has provided _____ as identification.

Notary Signature

My Commission expires:

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
RFP 2019-06
AMELIA ISLAND BEACH HABITAT CONSERVATION PLAN

EXHIBIT “H”
DISPUTES DISCLOSURE FORM

Answer the following questions by placing as “X” after “YES” or “NO”. If you answer “YES”, please explain in the space provided, or via attachment.

Has your firm or any of its officers, received a reprimand of any nature or been suspended by the Department of Professional Regulations or any other regulatory agency or professional association within the last five (5) years?

YES___ NO___

Has your firm, or any member of your firm, been declared in default, terminated or removed from a contract or job related to the services your firm provides in the regular course of business within the last five (5) years?

YES_____NO_____

Has your firm had against it or filed any request for equitable adjustment, contract claims, bid protest, or litigation in the past five (5) years that is related to the services your firm provides in the regular course of business?

YES_____NO_____

If yes, state the nature of the request for equitable adjustment, contract claim, litigation, or protest, and state a brief description of the case, the outcome or status of the suit and the monetary amounts or extended contract time involved.

I hereby certify that all statements made are true and agree and understand that any misstatement or misrepresentation or falsification of facts shall be cause for forfeiture of rights for further consideration of this proposal for the City of Fernandina Beach.

Firm	Date
------	------

Authorized Signature	Printed or Typed Name and Title
----------------------	---------------------------------

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

Topics for Discussion and Clarification Prior to Joint City/County Commissioner meeting:

- **City of Fernandina Beach Building Department: Nassau County acquisition**

The County Manager has opined that it will require a "significant allocation of time and resources to complete proper and necessary analysis to examine the potential merger of the City and County Building Department operations." [See exhibit A & B]

Does the City Commission support asking the County Commissioners to move forward to direct and fund the complete and necessary analysis to examine the potential merger?

Is the City willing to absorb the cost of such an analysis? If yes, is there a not to exceed cost?

- **Interlocal Agreement: Fernandina Beach Planning Area**

Does the City Commission support asking the County Commissioners to move forward adopting the attached proposed interlocal agreement? [See Exhibit C]

- **City of Fernandina Beach Parks and Recreation facilities maintenance: cooperative funding**

Previously the City Manager [Exhibit D] asked the County to consider appropriating County Funds for renovation and repairs to City recreational facilities. The request was denied. What new request are the City Commissioners making for "cooperative funding"?

Attached are estimates of costs and usage of Ybor Alveraz Softball and Soccer Fields [Exhibit E]

- **Amelia Island Beach Habitat Conservation Plan Assistance Grant: status**

\$179,500: Florida Fish and Wildlife Service application for Habitat Conservation Plan funding assistance. Information requested [Exhibit F]

- **Amelia Island Beachfront Parks Branding Harmonization & Visitor Enhancement Initiative: as it relates to beaches within the City**

A copy of the initiative and associated materials have been provided by the TDC and are in the packet.

Does the City wish to participate, and if so with what conditions?

- **Amelia Island Tourist Development Council (AITDC):**

infrastructure fee expenditures;

What is the ask?

See 10 July 2020 letter from the City Manager to the then Chair of the TDC [Exhibit G]

See e-mail with Gil Langley [Exhibit H]

- **City beaches' trash pickup funding**

See attached e-mails – [Exhibit I]

- **Explore possibility of amending MSTU [sand tax] to allow the funding of beach walkovers and other beach infrastructure [Exhibit J]**

Exhibit A



City of Fernandina Beach
Office of the City Manager

Mr. Dale L. Martin
dmartin@fbfl.org

April 14, 2021

Exhibit A

To: Mr. Taco Pope, County Manager

From: Dale L. Martin, City Manager *DLM*

Re: Building Department Operations

1. The Fernandina Beach City Commission has expressed interest in exploring the possibility of merging City of Fernandina Beach Building Department operations with Nassau County Building Department operations.

2. For that purpose, please consider the following questions:

- a) At this time, does Nassau County have the capacity to assume control of Building Department operations currently provided by the City of Fernandina Beach Building Department, including, but not limited to, permit processing, plan reviews, site inspections, and code (State and local) compliance?
- b) If not, what additional resources (personnel, equipment, etc.) would be required to assume Building Department operations within the City of Fernandina Beach?
- c) How would fees associated with Building Department operations be affected: would Nassau County fees be uniformly implemented throughout the County (including within the City of Fernandina Beach)?
- d) If Nassau County were amenable to assuming City of Fernandina Beach Building Department operations, what formal actions would be necessary by both the Board of County Commissioners and the City of Fernandina Beach City Commission?
- e) What, if any, other issues should be considered as part of this effort?

3. This effort is, at this time, solely to be considered exploratory: the City of Fernandina Beach City Commission has taken no action other than seeking answers to the preliminary questions posed above.

4. If you desired additional information, please contact me. I look forward to hearing from you.

cc: T. Bach, City Attorney
M. Mullin, County Attorney

Exhibit B



NASSAU COUNTY
BOARD OF COUNTY COMMISSIONERS
96135 Nassau Place, Suite 1
Yulee, Florida 32097

John F. Martin
Aaron C. Bell
Jeff Gray
Thomas R. Ford
Klynt A. Farmer

Dist. No. 1 Fernandina Beach
Dist. No. 2 Amelia Island/Fernandina Beach
Dist. No. 3 Yulee
Dist. No. 4 Bryceville/Hilliard
Dist. No. 5 Callahan/West Yulee

TACO E. POPE, AICP
County Manager

MARSHALL EYERMAN
Assistant County Manager

JOHN A. CRAWFORD
Ex-Officio Clerk

MICHAEL S. MULLIN
County Attorney

April 20, 2021

Exhibit B

Dale L. Martin, City Manager
City of Fernandina Beach, FL
204 Ash Street
Fernandina Beach, FL 32034

Sent via email to: dmartin@fbfl.org

Re. Response to April 14, 2021 Letter, Building Department Operations

Mr. Martin,

I am in receipt of your above captioned letter, attached, regarding a potential merger of the City and County Building Department operations. As we have discussed previously, the Board of County Commissioners represent all the citizens of Nassau County, those located inside and outside of a municipal boundary. As such, I would be happy to coordinate a meeting between BOCC staff and your team at the City to discuss best practices, our organizational structure, technical application of the Florida Building Code, use of technology, or simply be a sounding board for new ideas.

In response to the questions posed in your letter, the merger of City and County Building Departments is a complex and multifaceted endeavor. The questions posed in your letter, and the many questions raised by my staff, cannot be answered with the information available. To engage in meaningful discussions regarding a potential merger, there will need to be a significant allocation of time and resources to complete proper and necessary analysis to examine any actions that may be in the best interests of the citizens.

Until such time I am directed by a majority of the Board of County Commissioners to commence said analysis, I do not have the authority to expend resources on the endeavor as there is no budget allocated to engage the proper legal and consulting services to properly examine your request in a manner that could adequately assess impacts to the public, the

(904) 530-6010 or (866) 474-1446
An Affirmative Action / Equal Opportunity Employer

application of local regulations and the Florida Building Code, and the effects on staff and financial resources of both agencies.

As we have discussed, what is being considered is not a simple matter. If this concept is directed to move forward by both the City and County Commissions, a prudent approach based on proper due diligence is necessary. I am happy to discuss the topic further at our regular monthly meeting. In closing, please let your team know they are welcome to contact the County's Building Official, Keith Ellis, to discuss matters related to implementing the Florida Building Code and our internal operations.

Professional Regards,

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

Taco E. Pope, AICP | County Manager
Nassau County, FL | Board of County Commissioners
96135 Nassau Place | Yulee, FL 32097
P: (904) 530-6010 E: tpope@nassaucountyfl.com

cc.

Thomas R. Ford, Chairperson BOCC
Michael S. Mullin, County Attorney
Marshall Eyerman, Asst. County Manager
Tammi Bach, City Attorney
Keith Ellis, Nassau County Building Official

Exhibit C

Exhibit C

INTERLOCAL AGREEMENT BETWEEN NASSAU COUNTY AND THE CITY OF FERNANDINA BEACH TO ESTABLISH THE FERNANDINA BEACH PLANNING AREA

THIS INTERLOCAL ~~AGREEMENT~~, AGREEMENT, is made and entered into this _____ day of _____, 2020, by and between NASSAU COUNTY, FLORIDA, a political subdivision of the State of Florida (herein, the "County"), and the CITY OF FERNANDINA BEACH, FLORIDA, a Florida municipality (herein the "City").

WHEREAS, both the County and the City exercise comprehensive planning authority pursuant to the Community Planning Act, as set forth in Part II of Chapter 163, Florida Statutes, and enforce land development regulations to regulate the development of land within the respective jurisdiction of each party; and

WHEREAS, numerous parcels of unincorporated land subject to the planning jurisdiction of the County are enclaves, or are otherwise within adjacent areas of possible future voluntary annexation by the City, but lie outside of the planning jurisdiction of the City; and

WHEREAS, Ch. 163.3171, provides that a county and an incorporated municipality may jointly exercise the powers granted under the provisions of the Ch. 163, Part II, the Community Planning Act, upon formal adoption of an official agreement by the governing bodies, following a public hearing with public notice, and

WHEREAS, the City and the County desire to engage in joint planning activities; and

WHEREAS, the Nassau County Comprehensive Plan contains policy RC 1.03 and the City of Fernandina Beach Comprehensive Plan contains policy 7.01.07 which read similarly and direct that the jurisdictions "consider the establishment of joint municipal planning areas through interlocal agreements"; and

WHEREAS, the County and the City wish to participate cooperatively in the performance of a coordinated, comprehensive planning process to assure facilities will be properly located and developed in relation to the overall community development; and

WHEREAS, the County and City recognize the sensitive ecology of properties on Amelia Island and seek to ensure that sanitary sewer services are provided as part of new and redeveloping properties contiguous to the City's jurisdictional boundaries; and [not sure County is prepared to address in this one...see subsequent comments]

WHEREAS, the City of Fernandina Beach Planning Area Map (Exhibit B) depicts the areas subject to this Agreement; and

NOW THEREFORE, in consideration of the mutual terms, conditions, promises, and covenants set forth, the County and the City agree as follows:

SECTION 1. Authority. This Interlocal Agreement is entered into pursuant to Section 163.3171 (3), Florida Statutes, the Community Planning Act (herein, Planning Act) and Section 163.01, the Florida Interlocal Cooperation Act of 1969.

SECTION 2. ~~Term Amendments~~. ~~This initial term of this Interlocal Agreement shall be ten (10) years commencing on the first date written above. The term of this Interlocal Agreement may be extended for an additional ten (10) years upon mutual agreement of both parties. The agreement will be reviewed on an annual basis during a Joint Local Planning Agency meeting.~~

SECTION 3. Fernandina Beach Planning Area Created. The County and City hereby designate those lands described in Exhibit A and graphically depicted in Exhibit B as the Fernandina Beach Local Planning Area (LPA).

SECTION 4. Planning Authority for Fernandina Beach Planning Area.

- (a) The County shall have full authority for the preparation and adoption of the Comprehensive Plan and any amendments thereto pursuant to the Planning Act, and for the adoption, amendment and enforcement of land development regulations thereunder, for all parcels of property within the LPA lying outside the corporate limits of the City unless and until such parcel is annexed by the City. The County recognizes the sensitive ecology of Amelia Island and shall direct voluntary connection to water and sanitary sewer services when service is available and for properties are contiguous to the City boundary. Contiguous properties requesting connection to the City's water or sanitary sewer shall initiate annexation procedures prior to receiving any development approvals from Nassau County.
- (b) The City, in preparing and adopting its Comprehensive Plan (Plan) for the development of land within the City, and amendments thereto, may include the Fernandina Beach Planning Area within the City's Plan in order to advise both the County and the owners of parcels of property therein of the City's Plan for the LPA. The City acknowledges that the inclusion in the City's Plan of parcels of property within the LPA which lie outside the corporate limits of the City shall not be binding on the County or the property owners prior to such annexation of such parcels by the City.
- (c) ~~Any affected person within the Fernandina Beach Planning Area shall have standing to participate in any administrative, legislative, quasi-judicial or judicial proceeding in which the adoption or effect of the City's comprehensive plan or any amendment thereto upon the affected person's property is an issue, and may challenge the adoption of the plan or any amendment thereto, to the same extent that the affected person would have standing if the property were included within the boundaries of the City. For the purpose of this sub-paragraph, affected person" includes the owner~~

Formatted: Not Highlight

Commented [AB1]: Like this

Formatted: Not Highlight

Formatted: Not Highlight

Commented [AB2]: "Direct voluntary connection" seems contradictory. Mullin will want to see "when service is available" defined. Absent a mandatory hookup ordinance which I don't see coming imminently on our end, I don't think we are prepared to address this.

Formatted: Not Highlight

Formatted: Not Highlight

Formatted: No underline, Not Highlight

Formatted: Not Highlight

Formatted: Not Highlight

Formatted: Not Highlight

of the property and any person residing upon it or owning or operating a business thereon, and shall be synonymous with the "affected person" as defined by Section 163.3184(1)(a), Florida Statutes (2014), as the same may be amended from time to time.

(d) ~~In the event that an owner of property within the LPA applies to the City for voluntary annexation of the property, the owner may assent to the City's Comprehensive Plan as it applies to the property if the City's Comprehensive Plan provides for intensity of use or density which is equal to or less than the County's Comprehensive Plan. In such case, the City's Comprehensive Plan shall take effect for the annexed property at the time of annexation.~~

(e) ~~If the property owner's assent is not provided or the designation of the property provides for intensity of use or density that is greater than the County's Comprehensive Plan, it shall require an amendment to the City's Comprehensive Plan and be subject to any necessary amendments to the Countywide Plan Map maintained by Nassau County.~~

(c) Property in the Fernandina Beach Planning Area shall become subject to the planning authority of the City upon the effective date of annexation by the City as provided by Section 171.062, Florida Statutes.

(d) ~~Need to add paragraph about ROW acceptance in event of annexation~~ The City and the County will work to establish a strategy for the transition of rights-of-way ownership and management.

(f)(c) Continue coordination around school concurrency pursuant to interlocal agreement

SECTION 5. Joint Planning Studies. The City and the County recognize that certain areas within the LPA have particular community needs which cross jurisdictional boundaries. The City and County may ~~cooperatively~~cooperatively, and voluntarily engage in joint planning studies for areas of mutual concern, including, both not limited to:

- land use planning,
- tree protection,
- housing needs,
- beach management,
- extension of water and sewer lines,
- wetlands protection,
- signage standards,
- ~~buffer~~ requirements,
- parking design standards,
- use of pervious materials,
- inter- connections on commercial development sites,
- corridor redevelopment,

Commented [A83]: I don't understand these paragraphs. Is there a way to simplify the language?

Formatted: Font color: Auto

Formatted: Font color: Auto

Formatted: Not Highlight

Formatted: Not Highlight

Formatted: Not Highlight

Formatted: Not Highlight

Formatted: Number of columns: 2

Formatted: Not Highlight

Formatted: Indent: Left: 0.68", No bullets or numbering

Commented [A84]: For now this is where I would put "sanitary sewer connection" as something we will continue to discuss.

Formatted: Not Highlight

Formatted: Not Highlight

- and transportation facilities; including multi-use trail plans for areas located along the Amelia Island Parkway.

Such joint planning studies shall be mutually adopted by the City and County for their respective jurisdictions. In the event that a property voluntarily annexes into the City, the City's plan shall take effect upon annexation to the extent allowed by law and this Interlocal Agreement.

Formatted: Not Highlight

Formatted: Indent: Left: 0.68"

SECTION 6. Conflict Resolution.

(a) In the event that a disagreement or conflict arises regarding the application or interpretation of this Interlocal Agreement, the parties shall attempt to resolve the matter through informal negotiation.

(b) If a dispute cannot be resolved informally, the parties agree to follow the provisions of Ch. 164, Florida Statutes, the "Florida Governmental Conflict Resolution Act".

SECTION 7. Notice. All notices pursuant to his agreement shall be in writing and sent via certified mail, return receipt requested to the following:

If to the County: County Administrator
96135 Nassau Place
Suite 1
Yulee, FL 32097

If to the City: City Manager
City Hall
204 Ash Street
Fernandina Beach, FL 32034

SECTION 8. Construction. This Interlocal Agreement shall be construed as an expression of interlocal cooperation enabling each party to make the most efficient use of its powers in furtherance of the objectives of the Community Planning Act. However, this Interlocal Agreement shall not be construed as delegating or authorizing the delegation of the constitutional or statutory duties of either party to the other.

SECTION 9. Termination. Either party may terminate this Interlocal Agreement upon 90 days notice to the other.

SECTION 10. Filing; effective date. As required by Section 163.01(11), Florida Statutes, this Interlocal Agreement shall be filed with the Clerk of the Circuit Court of Nassau County, after execution by the parties, and shall take effect upon the date of filing.

CITY OF FERNANDINA BEACH, FLORIDA

Johnny A. Miller, Mayor

ATTEST:

REVIEWED AND APPROVED:

Caroline Best, City Clerk

Tammi E. Bach, City Attorney

JOHN A CRAWFORD, Clerk of Courts

By: _____
Clerk

**NASSAU COUNTY, FLORIDA by and
through its Board of County Commissioners**

By: _____
Justin M. Taylor, Chairman

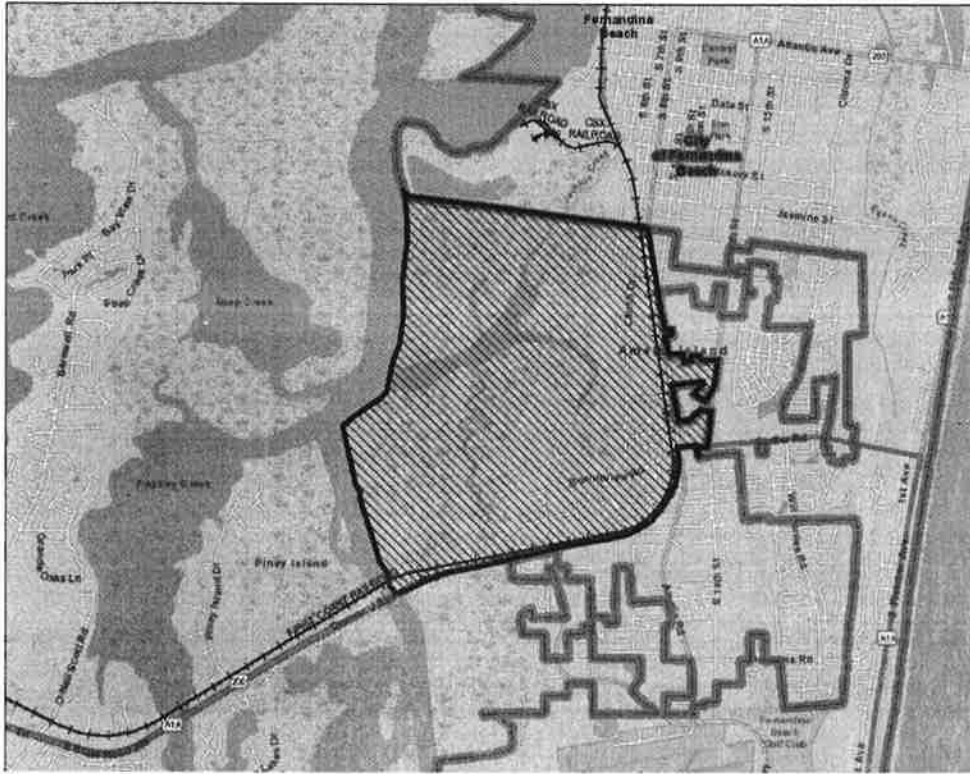
APPROVED AS TO FORM

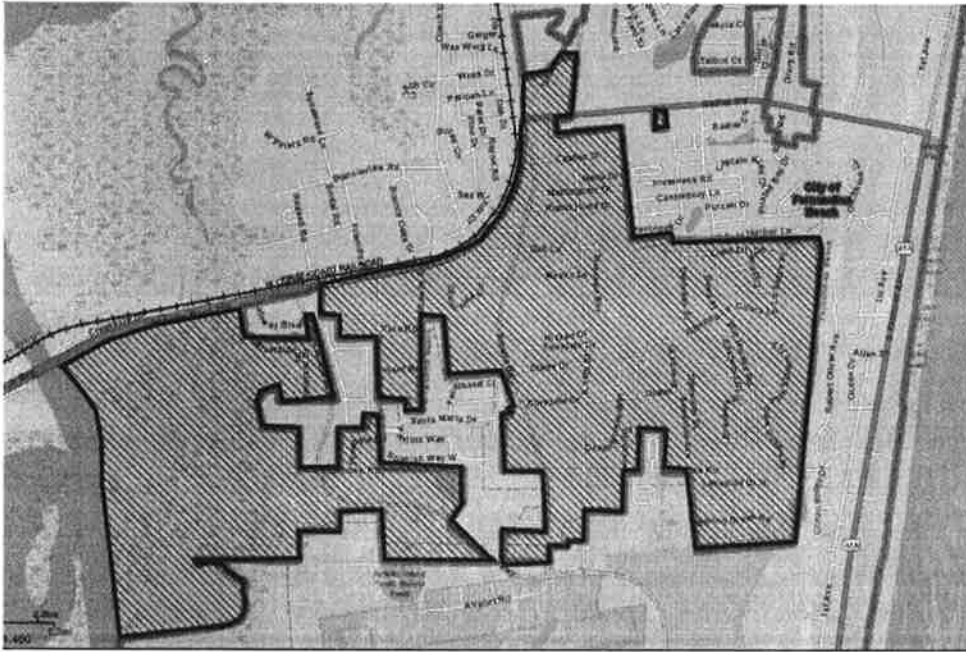
By: _____
Office of the County Attorney

EXHIBIT A
LEGAL DESCRIPTIONS OF LANDS INCLUDED WITHIN JOINT PLANNING AREA
(to be obtained by City following determination of consensus for area boundaries)

EXHIBIT B
MAP OF JOINT PLANNING AREA
(for discussion purposes only)







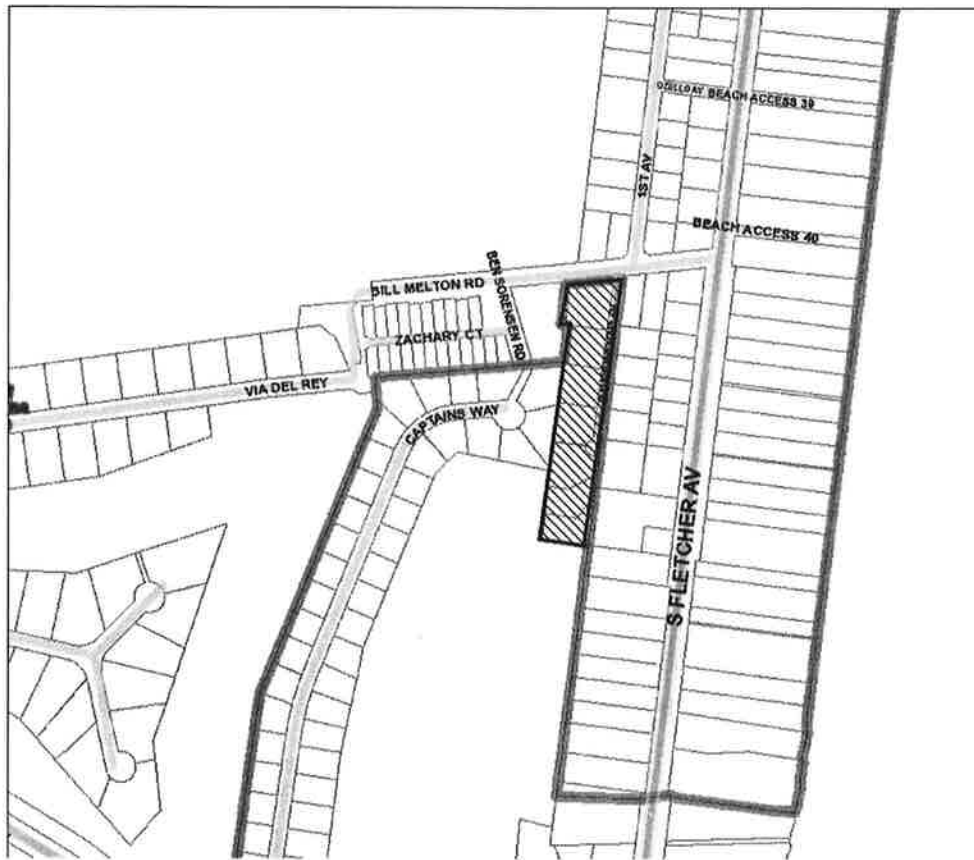


Exhibit D



City of Fernandina Beach
Office of the City Manager

Mr. Dale L. Martin
dmartin@fbfl.org

June 30, 2020

Mr. Michael Mullin
County Manager/Attorney, Nassau County
96135 Nassau Place
Suite 6
Yulee FL 32097

Dear Mr. Mullin:

A significant concern among City officials is the condition and capacity of City facilities utilized by non-City residents, including many from elsewhere in Nassau County. These facilities include recreation facilities such as recreation centers, ballfields, courts (tennis and pickleball), and soccer fields; beach facilities such as parking lots, walkovers, and boardwalks; and several parks throughout the City (Central Park, Seaside Park, Main Beach, Amelia River waterfront, and in all likelihood, the soon-to-be-constructed Simmons Road Park). While all these facilities are available to Nassau County residents, it is solely the City residents (who are also County residents) that bear the expense of development and maintenance for these facilities.

The signature recreational facilities (Atlantic Recreation Center, Martin Luther King, Jr. Recreation Center, and Central Park) are old and in need of significant repairs and/or renovation. These facilities are the only such public facilities of their kind throughout Nassau County. As the population of Nassau County continues to rise, the strain on these facilities is considerable. Without additional funding assistance for repairs and renovations, it is possible that use of these facilities may have to be curtailed. An alternative to reducing usage is to markedly increase user fees, especially for non-City residents.

City officials are aware of the recreational challenges that Nassau County officials face throughout Nassau County. It will likely be several years to adequately meet the recreational demands of Nassau County residents. The City has the capability to address much of those demands in a more immediate fashion with existing facilities being adequately renovated to support the demands from non-City residents.

On behalf of the Fernandina Beach City Commission, I request that Nassau County provide a 2020/2021 appropriation in the amount of \$500,000 for renovation and repairs to City recreational facilities, specifically the Atlantic Recreation Center, the Martin Luther King, Jr. Recreation Center, and Central Park. The use of such appropriated funds can be made conditional upon County staff review and approval of proposed projects.

Additionally, I will request that, in support of County tourism efforts, the Tourist Development Council provide \$200,000 to renovate the boardwalk facilities at Seaside Park. This park, in conjunction with Main Beach, is one of the two most-heavily utilized beach facilities by visitors to the City. The City has sought State funding and utilized local funding for many other beach-related facilities, most of which are enjoyed by visitors. Because of the extensive use by visitors, I believe it is appropriate to seek funding through the Tourist Development Council.

I would like to formally present these requests and supporting documentation to you, Assistant Manager Mr. Taco Pope, Office of Management and Budget Director Ms. Megan Diehl, the Nassau County Board of County Commissioners, and the Tourist Development Council as soon as possible.

I look forward to continuing to develop the relationship between City and County governments, especially to provide services for residents of our greater community.

If you have any questions, please contact me.

Sincerely,

A handwritten signature in dark ink, appearing to read "Dale L. Martin", is written over a light gray grid background.

Dale L. Martin
City Manager

Exhibit E

Reply Reply All Forward

Cost of Fernandiina Beach Athletic Complex operations

Nan Voit [nvoit@fbfl.org]

To: Mr. Dale L. Martin; Commissioners [Commissioners@CITYOFFERNANDINABEACH.onmicrosoft.com]

Cc: Scott Mikelson; Alisha Brown; Deborah House

Attachments: Fernandina Beach athletic~1.xlsx (14 KB) [Open as Web Page]

Tuesday, September 01, 2020 9:07 AM

You replied on 9/1/2020 12:45 PM.

Here are the operation cost for the Fernandina Beach Athletic Complex. This is approximately 20 acres and has parking, concession stand, two restroom facilities, a shade structure, sports lighting and a kick wall.

Nan Voit
Parks & Rec. Director
City of Fernandina Beach
2500 Atlantic Ave.
Fernandina Beach, FL 32034
(904) 310-3357 | nvoit@fbfl.org
www.fbfl.us



If this email is related to the Board, Committee or Commission that you serve on, please DO NOT REPLY TO ALL.

Disclaimer: According to Florida Public Records Law, email correspondence to and from the City of Fernandina Beach, including email addresses and other personal information, is public record and must be made available to the public and media upon request, unless otherwise exempted by the Public Records Law. If you do not want your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

Expenses for FY 19/20 at Fernandina Beach Sports Complex (Ybor Alveraz Softeball and Soccer Fields)
Year to date expenses

Labor

Hours	1949.02
Cost	\$30,846.74

Utilities

WATER	\$1,778.54
ELECTRIC	\$12,545.02
Total	\$14,323.56

***Supplies &
Materials***

	\$14,605.64
Total	\$59,775.94

RE: Use of playing fields

Scott Mikelson

Sent: Monday, June 01, 2020 11:12 AM

To: Mr. Dale L. Martin; Chip Ross

Cc: Nan Voit; Jason Brown; Alisha Brown

Dale,

We can give you an estimate or we can ask each league to send us a spreadsheet with the address of everyone registered. We would estimate that Babe Ruth baseball is 50/50 City and Non-City and Soccer at 35/65 with Non-City being 65%. We are estimating soccer to be this way as it is the only show in town.

Scott Mikelson

Parks & Rec. Assistant Director

City of Fernandina Beach

1200 Elm Street

Fernandina Beach, FL 32034

(904) 310-3356 | smikelson@fbfl.org

www.fbfl.us



If this email is related to the Board, Committee or Commission that you serve on, please **DO NOT REPLY TO ALL**.

Disclaimer: According to Florida Public Records Law, email correspondence to and from the City of Fernandina Beach, including email addresses and other personal information, is public record and must be made available to the public and media upon request, unless otherwise exempted by the Public Records Law. If you do not want your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

From: Mr. Dale L. Martin [<mailto:dmartin@fbfl.org>]

Sent: Monday, June 01, 2020 9:26 AM

To: Chip Ross

Cc: Nan Voit; Scott Mikelson; Jason Brown; Alisha Brown

Subject: RE: Use of playing fields

Comm. Ross:

While I know that Ms. Voit can offer the data requested, she is on vacation for two weeks.

I have copied other Parks and Recreation staff that may be able to provide some usage estimates.

Mr. Dale L. Martin

City Manager

City of Fernandina Beach

204 Ash Street

Fernandina Beach, FL 32034

(904) 310-3101 | dmartin@fbfl.org

www.fbfl.us



If this email is related to the Board, Committee or Commission that you serve on, please **DO NOT REPLY TO ALL**.

Disclaimer: According to Florida Public Records Law, email correspondence to and from the City of Fernandina Beach, including email addresses and other personal information, is public record and must be made available to the public and media upon request, unless

otherwise exempted by the Public Records Law. If you do not want your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

From: Chip Ross <cross@fbfl.org>
Sent: Monday, June 1, 2020 9:05 AM
To: Mr. Dale L. Martin <dmartin@fbfl.org>
Cc: Nan Voit <nvoit@fbfl.org>; Chip Ross <cross@fbfl.org>
Subject: Use of playing fields

It would be helpful if staff would give an estimate of what percentage of the people who use the playing fields at Central Park and those out by the airport are from the City and what percentage are from the County. Thank you.

Chip Ross
Commissioner
City of Fernandina Beach
204 Ash Street
Fernandina Beach, FL 32034
(410) 394-0220 | cross@fbfl.org
www.fbfl.us



If this email is related to the Board, Committee or Commission that you serve on, please DO NOT REPLY TO ALL.

Disclaimer: According to Florida Public Records Law, email correspondence to and from the City of Fernandina Beach, including email addresses and other personal information, is public record and must be made available to the public and media upon request, unless otherwise exempted by the Public Records Law. If you do not want your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

Exhibit F

Send

Options... HTML

To...

Cc...

Subject:

FW: \$179,500: Florida Fish and Wildlife Service application for Habitat Conservation Plan funding assistance.

Tahoma

10

B

I

U

From: Chip Ross

Sent: Sunday, May 09, 2021 3:13 PM

To: Mr. Dale L. Martin

Cc: Lorelei Jacobs; Chip Ross

Subject: \$179,500: Florida Fish and Wildlife Service application for Habitat Conservation Plan funding assistance.

Would you please forward a copy of the grant application and status. Thanks

Chip Ross

Commissioner

City of Fernandina Beach

204 Ash Street

Fernandina Beach, FL 32034

(410) 394-0220 | cross@fbfl.org

www.fbfl.us



If this email is related to the Board, Committee or Commission that you serve on, please DO NOT REPLY TO ALL.

Disclaimer: According to Florida Public Records Law, email correspondence to and from the City of Fernandina Beach, including email addresses and other personal information, is public record and must be made available to the public and media upon request, unless otherwise exempted by the Public Records Law. If you do not want your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

Exhibit G



City of Fernandina Beach
Office of the City Manager

Mr. Dale L. Martin
dmartin@fbfl.org

July 10, 2020

Honorable Daniel Leeper
Nassau County Board of County Commissioners
Tourist Development Council
96135 Nassau Pl.
Suite 1
Yulee, FL 32097

Dear Chairman Leeper:

The City of Fernandina Beach provides for and maintains many of the amenities enjoyed by the visitors and tourists who come to Fernandina Beach and Amelia Island. Many of the tourists stay at area hotels and inns, providing, through the "bed tax," significant revenues to the Tourist Development Council. Unfortunately, none of those revenues are provided to the City to maintain the amenities that contribute to the visitor and tourist experience: those costs are borne solely by City residents and businesses.

The Tourist Development Council did graciously fund the local share (both City and County) for the most recent beach renourishment project, and City officials acknowledge that significant contribution (approximately \$230,000 on behalf of the City). For other traditional amenities (boardwalks, parks, parking facilities, restrooms) the City is often chided for not asking for Tourist Development Council funding in a timely manner.

Therefore, I request a contribution to the City of Fernandina Beach from the Tourist Development Council in an amount not to exceed \$200,000 for the reconstruction of the beach boardwalk at Seaside Park. Seaside Park is one of the two primary beach destinations within the City. The current boardwalk has been overtaken by the beach dunes and rebuilding the boardwalk at a more appropriate elevation will allow for further growth of the dune, which based upon recent engineering reviews by the United States Army Corps of Engineers, will provide additional protection for lives and property in the area.

Thank you for your consideration. If you have any questions, please contact me.

Sincerely,

A handwritten signature in dark ink, appearing to read "Dale L. Martin", is written over a light blue grid background.

Dale L. Martin
City Manager

Cc: M. Mullin, County Manager/Attorney
G. Langley, President/CEO (AICVB)

Exhibit H

RE: Joint City / County meeting

Gil Langley [glangley@ameliaisland.com]

To:

Chip Ross

Cc:

Mr. Dale L. Martin

Friday, May 07, 2021 3:55 PM

Amelia Island Convention & Visitors Bureau
2398 Sadler Road, Suite 200
Fernandina Beach, FL 32034
904-277-4369 office
glangley@ameliaisland.com
www.AmeliaIsland.com

From: Chip Ross <cross@fbfl.org>

Sent: Wednesday, May 5, 2021 11:53 AM

To: Gil Langley <glangley@ameliaisland.com>

Cc: Chip Ross <cross@fbfl.org>; Mr. Dale L. Martin <dmartin@fbfl.org>

Subject: Joint City / County meeting

The below topics have been proposed to be discussed at the City /County Commissioner joint meeting at the end of the month. If you have any background material you could forward or I could pick up on these topics it would be appreciated. Thanks

Amelia Island Beachfront Parks Branding Harmonization & Visitor Enhancement Initiative: as it relates to beaches within the City

You have as much information as I do. At this point, the materials provided by Taco is all I have. We are considering a planning to firm to assist with the project, but are still discussing a Scope of Services. We are moving as expeditiously as possible to avoid doing a piecemeal approach. Before making a recommendation to the BOCC you, Len, and others will have the opportunity to provide input at the next AITDC meeting we have to discuss this issue. We are hopeful of scheduling it before the joint county/city meeting.

Amelia Island Tourist Development Council (AITDC): infrastructure fee expenditures; City beaches' trash pickup funding

As you know, the AITDC fully funds the expenses for beach cleaning, restroom maintenance, supplies, and on-street beach containers. The

total budget for FY2021 is \$443,500. We also paid 100% of the local match for the last renourishment, which totaled \$40

Chip Ross
Commissioner
City of Fernandina Beach
204 Ash Street
Fernandina Beach, FL 32034
(410) 394-0220 | cross@fbfl.org
www.fbfl.us

If this email is related to the Board, Committee or Commission that you serve on, please **DO NOT REPLY TO ALL.**

Disclaimer: According to Florida Public Records Law, email correspondence to and from the City of Fernandina Beach, including email addresses and other personal information, is public record and must be made available to the public and media upon request, unless otherwise exempted by the Public Records Law. If you do not want your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing

Exhibit I

Send

Options... HTML

To... Jeremiah Glisson [jglisson@fbfl.org]

Cc...

Subject: RE:

Tahoma

10

B I U

From: Jeremiah Glisson [jglisson@fbfl.org]

Sent: Monday, May 10, 2021 9:14 AM

To: Chip Ross; Mr. Dale L. Martin

Cc: Commissioners

Subject: RE:

Commissioner Ross,

Waste Management services our 48 beach trash enclosures at a cost of \$4.50 per pickup. Pickup frequency varies throughout the year. Due to high beach activity, WM is servicing the enclosures 7 days per week. We are trending at \$50k a year for this service. The County has been reimbursing the City for this expense; however, they are a couple months behind as previous County Commission action had a one-year term limit. The TDC is working with Nassau County Public Works to get this before the County Commission again so we can continue to receive reimbursement.

Jeremiah Glisson
Maintenance Director - Fleet/Facilities/Sanitation
City of Fernandina Beach
1017 South 5th Street Ext.
Fernandina Beach, FL 32034
(904) 310-3314 | jglisson@fbfl.org
www.fbfl.us



If this email is related to the Board, Committee or Commission that you serve on, please DO NOT REPLY TO ALL.

Disclaimer: According to Florida Public Records Law, email correspondence to and from the City of Fernandina Beach, including email addresses and other personal information, is public record and must be made available to the public and media upon request, unless otherwise exempted by the Public Records Law. If you do not want your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

-----Original Message-----

From: Chip Ross <cross@fbfl.org>

Sent: Sunday, May 9, 2021 3:21 PM

To: Mr. Dale L. Martin <dmartin@fbfl.org>

Cc: Jeremiah Glisson <jglisson@fbfl.org>; Chip Ross <cross@fbfl.org>

Subject: FW:

What does Waste Management bill the City to empty the trash cans? Has the TDC been paying?

Chip Ross
Commissioner
City of Fernandina Beach
2014 1st Street

Send

Options... Plain text

To...

Cc...

Subject:

FW:

Attached:

IMG_0597.JPG (101 KB) ; ATT00001.txt (88 B)

From: Chip Ross

Sent: Sunday, May 09, 2021 3:21 PM

To: Mr. Dale L. Martin

Cc: Jeremiah Glisson; Chip Ross

Subject: FW:

What does Waste Management bill the City to empty the trash cans? Has the TDC been paying?

Chip Ross

Commissioner

City of Fernandina Beach

204 Ash Street

Fernandina Beach, FL 32034

(410) 394-0220 | cross@fbfl.org

<http://www.fbfl.us>

If this email is related to the Board, Committee or Commission that you serve on, please DO NOT REPLY TO ALL.

Disclaimer: According to Florida Public Records Law, email correspondence to and from the City of Fernandina Beach, including and media upon request, unless otherwise exempted by the Public Records Law. If you do not want your email address released by phone or in writing.

From: chip ross [chip14758@hotmail.com]

Sent: Sunday, May 09, 2021 3:17 PM

To: Chip Ross

Subject:

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the



Exhibit J

ORDINANCE 2015-34

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA ADOPTED PURSUANT TO SECTION 125.01(1)(Q), FLORIDA STATUTES (2015) CONSENTING TO THE INCLUSION OF THE ENTIRE MUNICIPAL BOUNDARIES OF THE CITY OF FERNANDINA BEACH WITHIN THE AMELIA ISLAND BEACH RENOURISHMENT MUNICIPAL SERVICE TAXING UNIT AS ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF NASSAU COUNTY, FLORIDA; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Section 125.01 (1)(q) and (r), Florida Statutes, the Florida Legislature has empowered counties to establish Municipal Service Taxing Units (MSTU), whereby a County may levy a tax within the County to cover the cost of providing for certain municipal services, including the provision of beach renourishment, restoration, erosion control, and storm protection ~~and other related services, facilities, improvement and program services;~~ and

WHEREAS, pursuant to Section 125.01(1)(q), Florida Statutes, the Florida Legislature has provided that any municipality or portion thereof may be included in a municipal services taxing unit provided the municipality consents to same; and

WHEREAS, a municipality's consent to the inclusion of its municipal boundaries within a MSTU must be authorized by the enactment of an ordinance of the governing body of the municipality; and

WHEREAS, the Board of County Commissioners of Nassau County desires to establish the Amelia Island Beach Renourishment MSTU for the entire unincorporated area of Nassau County lying on Amelia Island and all incorporated areas of the City of Fernandina Beach lying on Amelia Island, but not including those properties within the South Amelia Island Shore Stabilization Municipal Service Benefit Unit, to provide beach renourishment, restoration, erosion control, and storm protection ~~and other related services, facilities, improvement and program services within the federal project area known as the Nassau County Shore Protection Project;~~ and

WHEREAS, the City of Fernandina Beach participates as a co-sponsor of the Nassau County Shore Protection Project which is a comprehensive beach renourishment, monitoring and surveying project with cost sharing between the U.S. Army Corps of Engineers, Florida Department of Environmental Protection, City of Fernandina Beach, Florida and Nassau County, Florida; and

WHEREAS, the City Commission has determined that it is in the best interests of the City of Fernandina Beach to consent to inclusion of all incorporated areas of the City of Fernandina Beach lying on Amelia Island in the Amelia Island Beach Renourishment MSTU.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH AS FOLLOWS:

SECTION 1. Pursuant to Section 125.01(1)(q), Florida Statutes, the City Commission of the City of Fernandina Beach hereby consents to the inclusion of all incorporated areas of the City of Fernandina Beach lying on Amelia Island as they exist on December 15, 2015 and on the first day of January each year thereafter, if such consent is not previously revoked by ordinance, in the Amelia Island Beach Renourishment MSTU as adopted by the Board of County Commissioners of Nassau County for the purpose of funding beach renourishment, restoration, erosion control and storm protection, ~~and related maintenance services, facilities, improvements, and programs within the federal project area known as~~

~~the Nassau County Shore Protection Project~~, including but not limited to, personnel costs, salaries, operation costs, and capital costs associated with these functions provided by or through Nassau County for the benefit of the property and/or residents within the boundaries of the Amelia Island Beach Renourishment MSTU.

SECTION 2. SEVERABILITY. If any section, subsection, sentence, clause, phrase of this Ordinance, or the particular application thereof, shall be held invalid by any court, administrative agency or other body with appropriate jurisdiction, the remaining sections, subsections, sentences, clauses and phrases under application shall not be affected thereby.

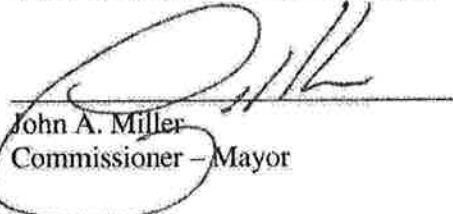
SECTION 3. EFFECTIVE DATE: This Ordinance shall be deemed to be effective after its approval upon second and final reading.

ADOPTED this 31st day of December, 2015.

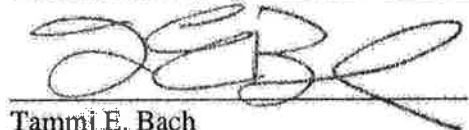
ATTEST:


Caroline Best
City Clerk

CITY OF FERNANDINA BEACH


John A. Miller
Commissioner - Mayor

APPROVED AS TO FORM & LEGALITY:


Tammi E. Bach
City Attorney

NASSAU COUNTY, FLORIDA

**AMELIA ISLAND BEACH RENOURISHMENT
MUNICIPAL SERVICE TAXING UNIT**

ADOPTED _____, 2015

TABLE OF CONTENTS

	<u>Page</u>
SECTION 1. FINDINGS.	1
SECTION 2. CREATION.....	3
SECTION 3. AUTHORIZATION OF AD VALOREM TAXES.	3
SECTION 4. PURPOSE AND AUTHORIZATION OF EXPENDITURES.	3
SECTION 5. BOND REFERENDUM.....	4
SECTION 6. CODIFICATION.....	4
SECTION 7. EFFECTIVE DATE.....	4

ATTACHMENT:

DESCRIPTION OF AMELIA ISLAND BEACH RENOURISHMENT MUNICIPAL SERVICE TAXING UNIT	A-1
---	-----

ORDINANCE NO. 2015-_____

AN ORDINANCE CREATING THE AMELIA ISLAND BEACH RENOURISHMENT MUNICIPAL SERVICE TAXING UNIT FOR THE ENTIRE UNINCORPORATED AREA OF NASSAU COUNTY LYING ON AMELIA ISLAND AND ALL INCORPORATED AREAS OF THE CITY OF FERNANDINA BEACH LYING ON AMELIA ISLAND, BUT NOT INCLUDING THOSE PROPERTIES WITHIN THE SOUTH AMELIA ISLAND SHORE STABILIZATION MUNICIPAL SERVICE BENEFIT UNIT; DESCRIBING THE BOUNDARIES OF THE AMELIA ISLAND BEACH RENOURISHMENT MSTU; AUTHORIZING THE AMELIA ISLAND BEACH RENOURISHMENT MSTU TO ANNUALLY LEVY AD VALOREM TAXES TO PROVIDE BEACH RENOURISHMENT, RESTORATION, EROSION CONTROL AND STORM PROTECTION; AUTHORIZING A PLEDGE OF THE AMELIA ISLAND BEACH RENOURISHMENT MSTU AD VALOREM TAX REVENUES TO THE RETIREMENT OF DEBT AS PROVIDED BY GENERAL LAW; AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF NASSAU COUNTY, FLORIDA:

SECTION 1. FINDINGS. It is hereby ascertained, determined and declared that:

(A) Pursuant to Article VIII, section I of the Florida Constitution, and sections 125.01 and 125.66, Florida Statutes, the Board of County Commissioners (the "Board") of Nassau County, Florida (the "County"), has all powers of local self-government to perform county and municipal functions and to render services in a manner not inconsistent with general law and such power may be exercised by the enactment of county ordinances and resolutions.

(B) Section 125.01(1)(q), Florida Statutes, provides specific legislative authorization for counties to establish a municipal service taxing unit to fund beach erosion control and other essential facilities and municipal services within any part or all of the unincorporated area of the County and within the boundaries of a municipality if the municipality consents by ordinance to inclusion within the municipal service taxing unit.

(C) The purpose of this Ordinance is to create the Amelia Island Beach Renourishment Municipal Service Taxing Unit (the "Beach Renourishment MSTU") to fund beach renourishment, restoration, erosion control and storm protection within the MSTU as established in Section 2 hereof.

(D) The County has determined that certain costs associated with beach renourishment, restoration, erosion control and storm protection, can be properly allocated between the Beach Renourishment MSTU and the remaining areas on Amelia Island not included within the Beach Renourishment MSTU based upon the relative amounts of service provided within each area.

(E) The County is required to include and fund the approved annual budget of the Beach Renourishment MSTU within the County's annual budget.

(F) Pursuant to Section 200.065(5), Florida Statutes, the maximum millage rate the County can adopt, including any millage levied within a municipal service taxing unit, absent a minimum supermajority vote is the rolled-back rate based upon the amount of taxes which would have been levied in the prior year if the maximum millage

rate had been adopted, as adjusted for change in the per capita Florida personal income.

(G) The City of Fernandina Beach, Florida, has requested and consented to the inclusion within the Amelia Island Beach Renourishment Municipal Service Taxing Unit by the adoption of Ordinance No. 2015-34.

SECTION 2. CREATION. The Amelia Island Beach Renourishment Municipal Service Taxing Unit is hereby created as a new taxing unit which shall be coterminous with the unincorporated areas of the County lying on Amelia Island and the incorporated areas of the City of Fernandina Beach lying on Amelia Island, less and except the lands included within the South Amelia Island Shore Stabilization Municipal Service Benefit Unit created pursuant to Ordinance No. 93-14, as more particularly described in Attachment A.

SECTION 3. AUTHORIZATION OF AD VALOREM TAXES. The Board is hereby authorized to levy annual ad valorem taxes upon taxable real and personal property within the Beach Renourishment MSTU beginning with the County budget for the fiscal year beginning October 1, 2016. The budget and millage rate for the Beach Renourishment MSTU shall be approved and levied in the manner provided by general law for the levy of County ad valorem taxes.

SECTION 4. PURPOSE AND AUTHORIZATION OF EXPENDITURES.

(A) The Beach Renourishment MSTU is established for the provision of beach renourishment, restoration, erosion control and storm protection and costs associated

with these functions provided by or through Nassau County for the benefit of the property or residents within the boundaries of the Beach Renourishment MSTU.

(B) Revenues derived from ad valorem taxes levied within the Beach Renourishment MSTU shall be used for the provision of beach renourishment, restoration, erosion control and storm protection.

SECTION 5. BOND REFERENDUM. In the event the Board desires to pledge the MSTU's ad valorem tax to the retirement of debt issued for the purpose of financing beach renourishment, restoration, erosion control and storm protection facilities, improvements, and equipment, the Board shall cause a bond referendum election to be held in accordance with applicable provision of general law. Upon approval at referendum, the Board shall have all powers necessary to issue bonds in accordance with Florida law.

SECTION 6. CODIFICATION. It is the intention of the Board of County Commissioners of Nassau County, Florida, and it is hereby provided that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of Nassau County, Florida, that the sections of this ordinance may be renumbered or relettered to accomplish such intention, and that the word "ordinance" may be changed to "section" or "article," or other appropriate designation.

SECTION 7. EFFECTIVE DATE. The Clerk shall file a certified copy of this Ordinance with the Department of State within ten days of its adoption. The Ordinance shall take effect immediately upon its filing with the Department of State.

DULY ENACTED this ____ day of _____, 2015.

**BOARD OF COUNTY COMMISSIONERS
OF NASSAU COUNTY, FLORIDA**

PAT EDWARDS
Chairman

ATTEST:

By: _____
JOHN A. CRAWFORD
Ex-Officio Clerk

**APPROVED AS TO FORM BY THE
NASSAU COUNTY ATTORNEY:**

By: _____
MICHAEL S. MULLIN
County Attorney

ATTACHMENT A

DESCRIPTION OF
AMELIA ISLAND BEACH RENOURISHMENT
MUNICIPAL SERVICE TAXING UNIT

**AMELIA ISLAND BEACH RENOURISHMENT
MUNICIPAL SERVICE TAXING UNIT**

The Beach Renourishment Municipal Service Taxing Unit includes such lands lying on Amelia Island within Nassau County, Florida, less and except those lands within the South Amelia Island Shore Stabilization Municipal Service Benefit Unit created pursuant to Ordinance No. 93-14, as more specifically described as follows:

RESOLUTION 2020-78

AN RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, AUTHORIZING THE SUBMITTAL OF ONE HABITAT CONSERVATION PLANNING (HCP) ASSISTANCE GRANT FROM THE U.S. FISH AND WILDLIFE CONSERVATION COMMISSION COOPERATIVE ENDANGERED SPECIES CONSERVATION FUND; AUTHORIZE A COST-SHARING PARTNERSHIP BETWEEN THE FLORIDA FISH AND WILDLIFE CONSERVATION COMMISSION ("FWC"), NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS ("COUNTY") AND CITY OF FERNANDINA BEACH CITY COMMISSION ("CITY"); AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, a Habitat Conservation Plan is a plan to advance conservation and recovery of threatened species while maintaining and improving public access, recreation and economic activities associated with the state's beaches; and

WHEREAS, the Florida Fish and Wildlife Conservation Commission (FWC) has advised City of Fernandina Beach (City) and Nassau County (County) staff that the creation of an Amelia Island Habitat Conservation Plan ("Plan") is recommended by a variety of environmental and permitting requirements; and

WHEREAS, production of an Amelia Island Habitat Conservation Plan will require extensive data collection, consensus building, mitigation design, economic analysis, and HCP documentation; and

WHEREAS, based on Habitat Conservation Plans completed in other jurisdictions, FWC has recommended a budget of \$179,500 to produce the Amelia Island Beach Habitat Conservation Plan, and

WHEREAS, of the total HCP cost of \$179,500, 75% (\$134,625) for the Habitat Conservation Plan could be requested from the U.S. Fish and Wildlife Service Cooperative Endangered Species Conservation Fund; and

WHEREAS, the remaining 25% (\$44,875) local match requirement can be met through in-kind services including staff hours working on the project by the City, the County, and FWC; and

WHEREAS, FWC has offered to provide \$11,000 of the matching requirement, leaving a balance of \$33,875 match to be shared equally between the City and Nassau County; and

WHEREAS, Nassau County has affirmed their willingness to share equally the cost of the remaining \$34,875 match requirement with the City; and

WHEREAS, the City and Nassau County have partnered with FWC staff to prepare a draft grant application proposed to be submitted to the U.S. Fish and Wildlife Service to help pay for the costs Amelia Island Beach Habitat Conservation Plan; and

WHEREAS, a grant application authorized by the City and County within the next thirty days will trigger a series of State and Federal review processes which, if resulting in a grant award, would provide grant funds with which to commence production of the Amelia Island Habitat Conservation Plan sometime between approximately June – September 2021; and

WHEREAS, should the City Commission approve submission of the U.S. Fish and Wildlife Service grant to help pay for the costs Amelia Island Beach Habitat Conservation Plan, staff further recommends that a Memorandum of Understanding be developed and executed which stipulates the administrative and fiscal roles and responsibilities of the City and Nassau County on the project; and

WHEREAS, staff recommends that the FY 2021/2022 Habitat Conservation Plan account, 3007200 56333 (Project #20041) be increased by XXX so that funding for the City's portion of the grant match will be available; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, THAT:

SECTION 1. The City Commission of the City of Fernandina Beach authorizes the submittal of one HCP Planning Assistance Grant from the U.S. Fish and Wildlife Cooperative Endangered Species Conservation Fund (Exhibit "A").

SECTION 2. The City Commission of the City of Fernandina Beach authorizes the development and execution by the City Manager of a Memorandum of Understanding which stipulates the administrative and fiscal roles and responsibilities between the City and Nassau County on the project.

SECTION 3. If awarded HCP Planning Assistance Grant from the U.S. Fish and Wildlife Cooperative Endangered Species Conservation Fund, the City Manager and the City Clerk are hereby authorized to execute all documentation, including the Memorandum of Understanding to be executed by both the City and County, required to implement the grant, after review and approval by the City Attorney.

SECTION 3. This Resolution shall take effect immediately upon passage.

ADOPTED this 2nd day of June 2020.

CITY OF FERNANDINA BEACH



John A. Miller
Commissioner – Mayor

ATTEST:



Caroline Best
City Clerk

APPROVED AS TO FORM & LEGALITY:



Tammi E. Bach
City Attorney

Resolution 2020-78
Exhibit “A”

Habitat Conservation Planning Assistance Grant Proposal
Development of a Habitat Conservation Plan for the Beaches of Amelia Island, Florida

Prepared by:
City of Fernandina Beach and Nassau County
in cooperation with
Florida Fish and Wildlife Conservation Commission
for submission to
United States Fish and Wildlife Service
Cooperative Endangered Species Conservation Fund
HCP Planning Assistance Grant

May 20, 2020
Development of a Habitat Conservation Plan for the beaches of Amelia Island, Florida

I. PROJECT STATEMENT

Project Summary

More than seven state and federal threatened and endangered species depend on habitats found on the beaches of Amelia Island and adjacent dunes (Table 1). Specifically, Amelia Island beaches are home to three species of nesting sea turtles, two threatened shorebirds, as well as other migratory and resident shorebirds.

This \$179,500 grant will assist the City of Fernandina Beach and Nassau County with the initiation of the development of a Habitat Conservation Plan (HCP) to address impacts to federally listed species related coastal activities on Amelia Island. The HCP will help to address the conservation needs of state and federal listed species, while coordinating and streamlining the regulatory requirements of federal, state, and city/county agencies.

II. NEED FOR AN HABITAT CONSERVATION PLAN

Over the past few decades, Florida has experienced a rapid increase in human population growth. This growth and the associated developmental pressures have greatly stressed the natural resources of the state. This is especially true of the state's coastal areas. Beaches and coastal strand are identified as high priorities in Florida's Wildlife Action Plan (FFWCC 2005). The Florida Natural Areas Inventory (FNAI) (2005) lists the habitats associated with this HCP as imperiled due to rarity and ongoing vulnerability.

Amelia Island is a barrier island on the northeast coast of Florida that attracts hundreds of thousands of tourists each year with its numerous shops, restaurants, golf courses, and wide beaches. Sea turtles utilize the beaches each summer to deposit nests, averaging about 300 nests last year. Beach driving is also permitted on the beaches of Amelia Island, both recreationally and for emergency response. While the City and County already have beach driving training courses and ordinances in place, the potential for impacts to sea turtle nesting habitat still exists. This HCP will address impacts including, but not limited to, beach driving, emergency response operations, beach nourishment, beach scraping, beach cleaning, development, and disruption of natural processes.

The following federally listed species may benefit from implementation of this HCP.

A. Sea Turtles

The beaches of Amelia Island provide nesting habitat for three species of sea turtles: loggerhead (*Caretta caretta*), green (*Chelonia mydas*), and leatherback (*Dermochelys coriacea*). With the exception of the loggerhead, which is federally listed as threatened, all of Florida's sea turtles are state and federally listed as endangered species. Beach front lighting, excessive pedestrian use, and large equipment can have adverse effects on

the nesting behavior and survivorship of sea turtles. Protection of nesting beaches and associated uplands is necessary for the long-term recovery of these species.

B. Piping Plover

Non-breeding piping plovers (*Charadrius melodus*) are consistently found in Florida from July 15 to May 15. The 2004 and 2005 hurricane seasons created and/or altered non-breeding piping plover habitats. Areas used by migrating and wintering piping plovers are ephemeral habitats due to their natural change over time. Hurricanes and episodic storm events increase overwash processes that transport sediment (sand) across barrier islands and form inlets and sand and mud flats. Migrating and wintering piping plovers use overwash areas for feeding and roosting. Overwash areas are created by the flow of water through the primary dune line with deposition of sand on the barrier flats, marsh, or into a lagoon, depending on the storm magnitude and the width of the beach. On developed beaches, structures may prevent or minimize this occurrence.

Piping plovers are dependent on a mosaic of habitat patches and move among these patches depending on local weather and tidal conditions (U.S. Fish and Wildlife Service, 1996). Construction and human recreational activities can disturb roosting and feeding piping plovers. Regulatory controls through an HCP will serve to minimize loss of habitat and disturbance as well as to facilitate a holistic approach to these issues.

C. Red Knot

The red knot (*Calidris canutus*) is a medium-sized shorebird that undertakes an annual 30,000 km hemispheric migration, one of the longest among shorebirds. The red knot breeds in Arctic Canada, and a portion of the population winters in Florida. Florida wintering red knots are capable of foraging predominantly on coquina clams (*Donax variabilis*) along intertidal habitats. However, knots also utilize algae covered sand or mud flats within back barrier sounds, sheltered bays, or lagoons presumably feeding on bubble shells. Red knots are not site-specific in their foraging requirements but rather move frequently following the patchy distribution of coquina clams and, considering this mobility, are tolerant of limited disturbance. Unlike the mobile foraging behavior of red knots, roosting knots require wide open stretches of beach with limited human disturbance. Roosting knots are more temperamental than foraging knots and are less tolerant of disturbance. Beaches that have roosting habitat features but maintain consistent human activity will not be utilized by roosting red knots without sufficient management to prevent disturbance. Little is known on use patterns by red knots in Florida. Consistent surveys are necessary to begin to understand the potential importance of Florida's coastal environment for this species.

III. OBJECTIVES

The main objective of this project is to conduct the necessary planning required for the development of an HCP that would encompass the beach and dune systems, and cover all activities associated with special events that may result in incidental take of state and federal listed species. An HCP will facilitate and streamline incidental take permitting for both the City, State and Federal governments, while implementing measures that offer protection to state and federally listed threatened and endangered species.

Objectives for the first phase of planning for the HCP are as follows:

1. Establish an HCP Work Group to oversee the development and implementation of the HCP;
2. Delineate the areas to be covered by the HCP;
3. Refine the list of species to be covered by the HCP;
4. Determine the coastal-related activities to be covered by the HCP;
5. Determine the impacts that occur as a result of activities covered by the HCP;
6. Identify avoidance and minimization measures and alternatives for those activities to be covered by the HCP;
7. Identify mitigation measures that will apply to activities that cannot be minimized;
8. Develop an implementation strategy for the HCP, which will outline a funding mechanism and monitoring plan;
9. Finalize and submit the HCP.

IV. EXPECTED RESULTS

The results of these objectives would provide the necessary information to map the agenda and timeline for the HCP. Ultimately, an HCP would be prepared with the corresponding National Environmental Policy Act documents for application of an incidental take permit from the Service to address the potential impacts to listed species as a result of the issuance of the City/County's coastal permits.

V. APPROACH

The Florida Fish and Wildlife Conservation Commission will enter into an agreement with the City of Fernandina Beach Commission and Nassau County Commission to accomplish the objectives of this planning grant. The City/County Commissions have

procured the services of a qualified consultant to conduct the HCP planning covering the City/County's permits for activities associated with development and other activities on their beaches. The HCP planning effort will use existing Federal guidelines and policies set forth in the "2016 Habitat Conservation Planning and Incidental Take Permit Processing Handbook" (https://www.fws.gov/endangered/improving_ESA/hcp-handbook.html).

The HCP planning effort will include, but not be limited to the following:

1. Review of other multi-species HCPs to ascertain any pitfalls or necessary actions needed to ensure success of such an effort;
2. Review of literature sources pertinent to the development of an island-wide coastal HCP. This will be inclusive of, but not limited to the biological and geomorphologic coastal literature;
3. Meet with potential partners to facilitate participation in the HCP. These meetings will also provide the information exchange between partners necessary for development of the HCP.
4. Meet with stakeholders to facilitate participation in the HCP. These meetings will also provide the information exchange between partners necessary for development of the HCP.

The following anticipated partners will be represented on the HCP development Work Group:

1. City of Fernandina Beach
2. Nassau County
3. Florida Fish and Wildlife Conservation Commission
4. Consulting firm
5. Amelia Island Sea Turtle Watch

Although the U.S. Fish and Wildlife Service may not be an official member of the Work Group, it is presumed that regular interaction between the local USFWS Ecological Services field office in Jacksonville and the Work Group will occur throughout the development phase.

VI. LOCATION

The project will address approximately 10 miles of beach on Amelia Island, Florida, including coastal sandy beach shoreline and associated dunes, which encompass important habitat for state and federally listed species (FFWCC 2005). This includes the beaches from Amelia Island State Park to Fort Clinch State Park (4.5 miles in Fernandina Beach and 5.5 miles in Nassau County). The beach and dune system is an integral part of the coastal system and represents one of the most valuable natural resources in Florida,

providing protection to adjacent upland properties, recreational areas, and habitat for wildlife.

Florida's beaches are long, often narrow strips of unconsolidated sand and shells that extend landward from the mean low water line to the place where there is marked change in material or physiographic form, or to the line of permanent vegetation. This habitat is greatly influenced by wind, salt spray, erosion and deposition (FNAI 1990). Florida's beaches are also important nesting areas for sea turtles and shorebirds, which also support numerous other species (FFWCC 2005). The beach berm is the nearly horizontal part of the beach or backshore formed by the deposit of material by wave action. Some beaches have no berm; others have one or several.

VI. ESTIMATED COSTS

Item	Main Sub-tasks	Estimated Total Planning Assistance Request	Estimated FWC Match	Estimated City/County Match
Investigative Services	- Literature Review - Identify Direct and Indirect Project Impacts - Collect, Synthesize, and Assess Ecological and Critical Habitat Data - Determine Incidental Take Levels - Conduct On-Site Field Investigations	20,000	1,500	5,000
Minimization, Mitigation and Monitoring Services	- Develop Minimization, Mitigation and Monitoring Plan - Develop Adaptive Management Procedures	25,000	2,500	8,000
Environmental Documentation and Reporting Services	- Interim Status Reports and Final Report - GIS/Map Production - Draft Habitat Conservation Plan - Draft Implementing Agreement	25,125	3,000	8,375
Administrative and Technical Services	- Telecommunication/Planning/ Meetings - Stakeholder Workshops	15,000	3,000	7,500
NEPA Analysis	- Assess impacts to environment - Draft EA/EIS	15,000	1,000	5,000
Subtotals		100,000	11,000	34,000
FWC Direct Costs		30,000		
FWC Indirect Costs (15% of Subtotal)		4,500		
Totals		134,625	11,000	33,875
Grand Total:		179,500		

Budget Justification

Florida Fish and Wildlife Conservation Commission is a U.S. state entity receiving less than \$35 million in direct Federal funding with an indirect cost rate of 15%. We are required to prepare and retain for audit an indirect cost rate proposal and related documentation to support those costs.

It should be noted that the following costs for the Planning Assistance Request and associated match are rough estimates. The cost of the HCP planning and development will not exceed the requested federal assistance request. Additionally, the State and City/County match are the minimal amounts required but it is assumed that the in-kind match from all entities will exceed the minimum match requirements.

The estimated federal request was determined by examining previous HCP funding requests for projects of similar size and scope, in the State of Florida over the last ten years. The requested amount for the task assignments shown below are commensurate with previous projects:

• Florida Beaches HCP Year 1	\$241,628.00
• Highlands County Scrub HCP Year 1	\$277,247.00
• Polk County Scrub HCP Year 1	\$277,247.00
• East Collier Multiple Species HCP Year 1	\$149,949.00
• City of Cape Coral Scrub Jay HCP	\$151,450.00
• Lake County Scrub HCP	\$153,820.00
• Indian River Scrub Jay HCP	\$288,298.00
• Perdido Key Beach Mouse HCP	\$492,000.00
• Gulf County HCP	\$312,497.00
• Charlotte County Scrub Jay HCP Year 1	\$210,017.00
• Charlotte County Scrub Jay HCP year 2	\$150,260.00

Below is a summary of scope of work and associated timelines. State and City/County match associated with each task will be derived from staff time, travel costs, and in-kind services.

1. Investigative Services

Timeline- months 1-4

Estimated Request \$20,000.00

FWC Match \$1,500.00

City/County Match \$5,000.00

- a. Literature Review

A thorough review of pertinent peer reviewed papers, grey literature and agency white papers and reports for beach and dune habitat and covered species will assist in compiling species accounts. It will also allow the applicant to ascertain is the all covered species will benefit from an HCP. Additionally, it will allow the working group to determine any additional state-listed or otherwise rare species that may need to be included in the HCP.

- b. Identify Direct and Indirect Project Impacts
These tasks are essential for determining the amount of current and to extrapolate this take over the term of the ITP.
 - c. Collect, Synthesize, and Assess Ecological and Critical Habitat Data
 - d. Determine Incidental Take Levels
Tasks 1a, b, and c will provide the data necessary to accomplish this task. Determination of take levels will guide the development of minimization measures and mitigation models needed to offset the proposed take.
 - e. Conduct On-Site Field Investigations
This task will be utilized to fine tune species occurrence data for potential covered species.
- 2. Minimization, Mitigation and Monitoring Services
Timeline-months 5-9
Estimated Request \$25,000.00
FWC Match \$2,500.00
City/County Match \$8,000.00
 - a. Develop Minimization, Mitigation and Monitoring Plan
These actions are the core of the HCP; the totality of the minimization and mitigation should offset the take proposed for the life of the permit. Development of a monitoring plan will assure that the amount of permitted take does not exceed the minimization and mitigation proposed in the plan.
 - b. Develop Adaptive Management Procedures
These procedures will allow the applicant to deal with any changes or unforeseen circumstances that may arise and affect the full implementation of the HCP
- 3. Environmental Documentation and Project Management Services
Timeline- months 5-10
Estimated Request \$25,125.00
FWC Match \$3,000.00
City/County Match \$8,375.00
 - a. GIS/Map Production
This task will develop the shapefiles and maps needed to model anticipated take and minimization and mitigation actions need to offset the take permitted over the life of the ITP
 - b. Draft Habitat Conservation Plan
 - c. Draft Implementing Agreement
- 4. Administrative and Technical Services
Timeline- months 1-12
Estimated Request \$15,000.00
FWC Match \$3,000.00
City/County Match \$7,500.00
 - a. Project Management
 - b. Telecommunication/Planning/ Meetings

Telecommunication will be necessary as most FWC staff associated with the project are located in Tallahassee while all other partners and stakeholders are in south Florida. It is envisioned that Tallahassee staff will travel to Amelia Island on a quarterly basis to participate in face to face work group meetings.

c. Stakeholder Workshops

These meetings will be essential for obtaining stakeholder and general public input during plan development.

5. NEPA Analysis

Timeline- months 9-12

Estimated Request \$15,000.00

FWC Match \$1,000.00

City/County Match \$5,000.00

a. Assess impacts to environment

b. Draft EA/EIS

6. FWC Direct Costs

Estimated Request \$30,000.00

The requested \$30,000.00 will cover partial salary for a Project Manager who will oversee the progress of the HCP development and liaise between all parties involved in the project.

7. FWC Indirect Costs (15% of Direct Costs)

Estimated Request \$4,500.00

The requested \$4,500.00 covers part of the insurance costs of the above positions with the remainder covering indirect costs associated with the management of the grant.

Table 1. Federal and State protected species potentially affected by activities regulated under City permitting. E= endangered, T= threatened, SSC= species of special concern, C= Candidate, and N= non-listed species

Scientific Name	Common Name	Status Federal/ State
Reptiles		
<i>Caretta caretta</i>	Loggerhead	T/T
<i>Chelonia mydas</i>	Green Turtle	E/E
<i>Dermochelys coriaca</i>	Leatherback	E/E
Birds		
<i>Charadrius melodus</i>	Piping Plover	T/T
<i>Pelecanus occidentalis</i>	Brown Pelican	N/SSC
<i>Sterna antillarum</i>	Least Tern	N/T
<i>Calidris canutus rufa</i>	Red Knot	T/T

Table 2. Non-listed species that will benefit from the Amelia Island Beaches HCP.

Scientific Name	Common Name
Birds	
<i>Falco columbarius</i>	Merlin
<i>Haematopus palliatus</i>	American Oystercatcher
<i>Hydroprogne caspia</i>	Caspian Tern
<i>Rhynchops niger</i>	Black Skimmer
<i>Thalasseus maxima</i>	Royal Tern
<i>Sterna nilotica</i>	Gull-billed Tern
<i>Thalasseus sandvicensis</i>	Sandwich Tern

Literature Cited

Florida Fish and Wildlife Conservation Commission. 2005. Florida's Wildlife Legacy Initiative. Florida's Comprehensive Conservation Strategy. Tallahassee, Florida.

Florida Natural Areas Inventory. And Department of Natural Resources. 2005. Guide to the natural communities of Florida. Tallahassee, Florida.

U.S. Fish and Wildlife Service. 1996. Piping plover (*Charadrius melodus*), Atlantic Coast population, revised recovery plan. Hadley, Massachusetts.