AGENDA
FERNANDINA BEACH CITY COMMISSION
REGULAR MEETING
FEBRUARY 20, 2024
6:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE / INVOCATION
Invocation by

4. PRESENTATIONS

4.1 **PRESENTATION - CITIZENS' TASK FORCE FOR SAFE WALKING AND BIKING IN FERNANDINA BEACH -** *Citizens' Task Force for Safe Walking and Biking in Fernandina Beach ("Task Force") Chair Mike Spino will provide the Task Force's Final Report of recommended road and trail improvements.*

4.2 **PRESENTATION - FERNANDINA BEACH CITYWIDE RESILIENCY VULNERABILITY ASSESSMENT - FINAL REPORT -** *Halff Resilience Team Leader Sean Lehav will provide the Citywide Resiliency Vulnerability Assessment Final Report.*

4.3 **BUDGET SUMMARY** - *Comptroller Pauline Testagrose will answer any questions regarding the budget summary for January 2024.*

5. CONSENT AGENDA

5.1 **APPROVAL OF MINUTES -** *City Commission Workshop - January 2, 2024; City Commission Regular Meeting - January 2, 2024; City Commission/CRA Meeting - January 16, 2024; City Commission Regular Meeting - January 16, 2024; and the City Commission Visioning/Goal Setting Workshop - January 23, 2024.*

6. RESOLUTIONS

6.1 **AWARD OF INVITATION TO BID 24-01 - JOE PAYNE INC.** - RESOLUTION 2024-30 AWARDING INVITATION TO BID 24-01 TO JOE PAYNE INC. FOR BUILDING DEPARTMENT PRIVATE PROVIDER SERVICES; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Awards Invitation to Bid (ITB) 24-01 to Joe Payne Inc. (JPI) for Building Department Private Provider Services. Funding for these services is available in the Building Professional Services account, 140 53100, in Fiscal Year 2023/2024.*

6.2 **AWARD OF INVITATION TO BID 24-06 - FLORIDA RESTORATION AND CONSTRUCTION, LLC -** RESOLUTION 2024-31 AWARDING INVITATION TO BID 24-06 TO FLORIDA RESTORATION AND CONSTRUCTION, LLC FOR THE ATLANTIC AVENUE

RECREATION CENTER JOAN BEAN AUDITORIUM WINDOW REPLACEMENT IN AN AMOUNT NOT TO EXCEED $52,779.00; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the award of Invitation to Bid (ITB) 24-06 to Florida Restoration and Construction, LLC for the Atlantic Avenue Recreation Center Joan Bean Auditorium window replacement in an amount not to exceed $52,779.00.*

6.3 **AWARD OF REQUEST FOR PROPOSAL 24-02 - HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES AND THE AMELIA RIVER WATERFRONT CRA DESIGN GUIDELINES UPDATES -** RESOLUTION 2024-32 AWARDING REQUEST FOR PROPOSAL (RFP) 24-02 TO MARQUIS LATIMER + HALBACK, INC. (ML+H) FOR THE GRANT-FUNDEDHISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES AND THE AMELIA RIVER WATERFRONT CRA DESIGN GUIDELINE UPDATES; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Awards RFP 24-02 for the grant-funded Historic Downtown Design Guideline Updates and the Amelia River Waterfront CRA Design Guideline Updates to Marquis Latimer + Halback, Inc. (ML+H) in an amount not to exceed $49,880.*

6.4 **GRANT APPLICATION - DEPARTMENT OF HOMELAND SECURITY STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE** - RESOLUTION 2024-33 APPROVING GRANT APPLICATION SUBMISSION TO THE U.S. DEPARTMENT OF HOMELAND SECURITY STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE (DHS SAFER) PROGRAM; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis*: *Approves the submittal of one DHS SAFER grant application for the purpose of funding 100% of three new Firefighter/EMT/Paramedic positions' salary and benefits during their first three years of employment.*

6.5 **GRANT APPLICATION - U.S. DEPARTMENT OF JUSTICE, COMMUNITY ORIENTED POLICING SERVICES, COPS HIRING PROGRAM (COPS CHP)**- RESOLUTION 2024-34 APPROVING GRANT APPLICATION SUBMISSION TO THE U.S. DEPARTMENT OF JUSTICE, COMMUNITY ORIENTED POLICING SERVICES, COPS HIRING PROGRAM (COPS CHP); INCREASING THE HEADCOUNT OF THE POLICE DEPARTMENT BY THREE OFFICERS AND BUDGETING FOR SUCH BEGINNING IN FISCAL YEAR 2024/2025 CONTINGENT UPON RECEIPT OF THE GRANT; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis*: *Approves the submittal of one COPS CHP grant application for the purpose of partially funding three new sworn Law Enforcement positions' salary and benefits during their first three years of employment, and conditionally approves adding three new officers (and the corresponding budgetary requirements) to the Fernandina Beach Police Department contingent upon receipt of the grant.*

6.6 **GRANT ACCEPTANCE AND BUDGET AMENDMENT - FLORIDA DEPARTMENT OF LAW ENFORCEMENT -** RESOLUTION 2024-35 AUTHORIZING ACCEPTANCE OF THE FLORIDA DEPARTMENT OF LAW ENFORCEMENT (FDLE) EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE RESIDUAL FUNDS GRANT IN THE AMOUNT OF $2,600.00 FOR POLICE USE; AUTHORIZING A BUDGET AMENDMENT; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes the City to accept the Florida Department of Law Enforcement (FDLE) Edward Byrne Memorial Justice Assistance Residual Funds Grant in the amount of $2,600.00 for the Police Department to purchase three first responder Entry Kit backpacks and authorizing a Budget Amendment in the amount of $2,600.00.*

6.7 **INSURANCE SETTLEMENT AGREEMENT -** RESOLUTION 2024-36 APPROVING A SETTLEMENT WITH GWANDAS PINKNEY IN THE AMOUNT OF $25,000.00; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes the City's insurance carrier to pay a settlement claim to Gwandas Pinkney.*

6.8 **CIVIC ORGANIZATION FEE WAIVER/COSPONSORSHIP GUIDELINES AND**

APPLICATION - RESOLUTION 2024-37 APPROVING THE CIVIC ORGANIZATION FEE WAIVER/COSPONSORSHIP GUIDELINES AND APPLICATION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the Civic Organizations Fee Waiver/Cosponsorship Guidelines and Application based on City Commission direction at their February 6, 2024, Workshop.*

7. ORDINANCE - THIRD READING

7.1 **COMPREHENSIVE PLAN AMENDMENT - COMMERCIAL REDEVELOPMENT -** ORDINANCE 2023-24 AMENDING THE COMPREHENSIVE PLAN TO ALLOW REASONABLE REINVESTMENT IN EXISTING COMMERCIAL PROPERTIES BY MODIFYING THE FUTURE LAND USE ELEMENT POLICY 1.08.05 (STANDARDS FOR DESTINATION ACTIVITY CENTERS OR CONVERSION OF EXISTING CONVENTIONAL SUBURBAN SHOPPING CENTERS) AND BY STRIKING THE MULTIMODAL TRANSPORTATION ELEMENT POLICIES 2.13.06 (REQUIRED PLACEMENT OF PARKING), 2.13.08 (VISUAL SCREENING OF PARKING), 2.13.11 (REQUIREMENTS FOR PERVIOUS PARKING MATERIALS); PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Re-heard for third reading to address 10 day transmittal requirements under FS 163. Amends the Comprehensive Plan to allow for reasonable reinvestment in existing commercial properties and to rely on the provisions provided in the Land Development Code.*

8. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA

9. CITY MANAGER/CITY ENGINEER REPORTS

10. CITY ATTORNEY REPORTS

11. CITY CLERK REPORTS

12. MAYOR/COMMISSIONER COMMENTS

13. ADJOURNMENT

- A THREE (3) MINUTE TIME LIMIT MAY BE IMPOSED FOR ALL SPEAKERS (EXCEPT IN A QUASI-JUDICIAL HEARING). A "REQUEST TO SPEAK" FORM IS AVAILABLE ON THE COUNTER AT THE ENTRANCE TO THE COMMISSION CHAMBERS. THE FORM SHOULD BE GIVEN TO THE CITY CLERK UPON COMPLETION.
- THE MAYOR WILL DETERMINE THE ORDER OF THE SPEAKERS AND MAY IMPOSE MORE RESTRICTIVE TIME LIMITS.
- ONE PERSON WILL SPEAK AT A TIME AND ADDRESS COMMENTS TO THE MAYOR, NOT INDIVIDUAL CITY COMMISSION MEMBERS.
- THE CITY COMMISSION MAY ASK QUESTIONS OF SPEAKERS WHO WILL HAVE ONE MINUTE TO RESPOND. ADDITIONAL TIME MAY BE GRANTED AT THE DISCRETION OF THE MAYOR OR BY A MOTION BY THE CITY COMMISSION.
- SPEAKERS MAY FILE COPIES OF THEIR REMARKS WITH THE CITY CLERK WHO WILL MAKE THEM AVAILABLE TO THE COMMISSION.
- MULTI-MEDIA PRESENTATIONS MUST BE SUBMITTED TO THE CITY CLERK NO LATER THAN THE FRIDAY BEFORE THE MEETING.
- FERNANDINA BEACH CITIZENS WILL SPEAK BEFORE NONRESIDENTS AND SPEAKERS WILL LIMIT REMARKS TO THE SPECIFIC SUBJECT MATTER.

- DISCUSSION – DIRECTION - ACTIONS ITEMS MAY BE ACTED UPON BY THE CITY COMMISSION BY EITHER A MOTION AND VOTE IN ACCORDANCE WITH ROBERTS RULES OF ORDER, OR BY A CONSENSUS OF THE CITY COMMISSION.

- PURSUANT TO RESOLUTION 95-32, IF AN ITEM IS NOT ON THE AGENDA IT REQUIRES A FOUR-FIFTHS VOTE OF THE CITY COMMISSION DECLARING THE ITEM AN EMERGENCY BEFORE ACTION CAN BE TAKEN.

- *QUASI-JUDICIAL* - DENOTES THAT THE ITEM MUST BE CONDUCTED AS A QUASI-JUDICIAL HEARING IN ACCORDANCE WITH CITY COMMISSION ESTABLISHED PROCEDURE AND FLORIDA STATUTES. ANY PERSON WISHING TO APPEAL ANY QUASI-JUDICIAL 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).

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach

SUBJECT: Citizens' Task Force on Safe Walking and Biking in Fernandina Beach ("Task Force") Chair Mike Spino will provide an update on progress made on their twelve recommendations to improve trail and sidewalk access and safety, which were previously provided to the Fernandina Beach City Commission, Nassau County, and to the Florida Department of Transportation.

ITEM TYPE: Presentation

REQUESTED ACTION:

SYNOPSIS: On March 16, 2023, then Deputy City Manager Charles George announced the creation of the Fernandina Beach Citizens' Advisory Task Force on Walking and Biking In Fernandina Beach ("Task Force") whose stated goal was "gather proposals from residents and visitors on sidewalks, trails, paths, and bike lanes to make our community more accessible and friendly for walkers, runners, cyclists and people with mobility issues." The final report was adopted by the City Commission by Resolution 2023-126. The Task Force committed to providing the City Commission with recurring updates on work that has been completed.

FISCAL IMPACT:
There are no fiscal impacts resulting from the City Commission's acceptance of the Citizens' Task Force for Safe Walking and Biking in Fernandina Beach *Report of Recommended Road and Trail Improvements*. However, future implementation of the Task Force's recommendations may affect future roadway and trail project costs.

CITY ATTORNEY COMMENTS: N/A

CITY MANAGER RECOMMENDATION(S): At the pleasure of the City Commission.

Jeremiah Glisson, Operations Director	1/17/2024
Lorelei Jacobs, Grants Administrator	2/2/2024
Kim Briley, Deputy City Clerk	2/5/2024
Charles George, Interim City Manager	2/5/2024



Date: December 27, 2023

Submitted By: Jeremiah Glisson, Operations Director

COMMISSION ACTION:

Final Report

Citizens' Task Force for Safe Walking and Biking in Fernandina Beach
Report of Recommended Road and Trail Improvements

Recommendations for Improvements Listed in Order of Priority
Presented to Fernandina Beach City Commission on July 18, 2023

City Advocacy with the State and Nassau County
The public has spoken and the most important safety concerns are on state and county roads. The Task Force requests the Fernandina Beach City Commission and staff work with state agencies and the county to make these improvements as quickly as reasonably possible.

STATE OF FLORIDA ROAD & NASSAU COUNTY ROAD IMPROVEMENTS

- **The City should ask FDOT to repair S. Fletcher Ave. as quickly as possible and make safety improvements.** ***FDOT indicates that S. Fletcher will not be repaved until 2028*****.**

  Smooth and repair South Fletcher from Main Beach with an emphasis around the 6 stormwater drain covers. The bike lane is very uneven with washboard and depressions especially around the stormwater drains. Bicyclists are forced into the traffic lane to avoid hazards. The sidewalks in this area should also be reviewed for unsafe cracks and unevenness so that runners and walkers are not forced into the bike and traffic lane.

  High visibility and other crosswalks should be added at the beach accesses and traffic calming devices added along S. Fletcher. A sidewalk should be added south of Sadler Rd.

- **Atlantic Ave. Repaving and Renovation Project from 8th St. to S. Fletcher.** ***FDOT is planning improvements and the City should ask for a safety study.***

  Ask FDOT to measure vehicle, pedestrian and bike traffic as part of a safety study. Signage, lights, and crosswalks should be added to make it safe. The study should also determine the safe speed for this zone.

  With the addition of the Marriott Hotel, the east end of Atlantic Avenue has a high volume of cars, bikes, and pedestrians crossing 4 street intersections, 7 business driveways and the Main Beach entrance. Atlantic Ave. includes Egan's Creek Park, the Greenway access, the Atlantic Recreation Center and the state park. There are no crosswalks to any of these amenities on Atlantic Ave. There is no east bound turn lane into Fort Clinch State Park.

- **Citrona Dr. Safety Improvements** - ***The City should ask the county to focus on this important route to our schools.***

  Multiple residents have identified safety concerns along Citrona including lighting, lack of bicycle lanes and sidewalks. Many children walk and bike to school. The county should explore the potential for a multiuse trail along Citrona.

STATE OF FLORIDA ROAD & NASSAU COUNTY ROAD IMPROVEMENTS

- **Schools to Downtown Waterfront Trail – from the high school to the waterfront at Ash St.**
  A preliminary design study completed in 2019 found the proposal feasible. At a community meeting in January 2020 the trail proposal was well received. The Trail is on the County/TPO list for funding in the future.

  The City should continue to advocate for this project with the County and the TPO.

- **Crossing S. 8th St. at Clinch Dr.**
  There are no formal crossing points with traffic lights or cross walks on S. 8th St. (SR 200) between Sadler Road and the Amelia Island Parkway. Commuters on bikes and runners coming off Friendly Rd. to Bailey Rd. or Clinch Dr. to Magnolia Ln. must cross 4 lanes of traffic with few breaks.

  FDOT should be asked to make crossing improvements and do a speed limit assessment.

- **Bicycle Commuters Use the Shave Bridge and Ride in Danger**
  Data gathered from the cycling app Strava indicates that the Shave Bridge is one of the most used cycling routes on the island. It is also part of the East Coast Greenway (bicycle Route from Florida to Maine). There is no safe bike lane or sidewalk on the west side approach to the bridge on S. 8th from the Amelia Island Parkway and the east bound bike lane from the bridge is dangerous.

  The City should ask the state to re-stripe and mark bike lanes on S. 8th from the AIP to the Shave Bridge. The City should support the County effort to explore the feasibility of trail on the north/west side of S. 8th St. from Sadler Road to the Shave Bridge.

SHORT TERM CITY PROJECTS – SIMPLE, LOW COST AND HELPFUL

- **TextMyGov application**
  The City staff are currently implementing this digital tool to make our community safer. Residents can use the app to report safety problems in real time.

  From the City's web site:
  Use your mobile phone's text messaging to find answers to your questions. Text "Hi" to City of Fernandina Beach at (904-775-7726)

- **Promote Cycling to the Beach and Slow Traffic - the Amelia Island Tourist Development Council**
  Riding to the beach decongests the beach access areas and frees up parking. Most residents live within one mile of the beach. Families can ride bicycles one mile to the beach and then head north or south along the beach for a 1/4 mile to avoid the crowds at beach accesses. The AITDC should use public service ads encouraging cycling to the beach and place bike racks at every beach access and encouraging visitors to "get on island time" and slow traffic. This is a very inexpensive way to reduce traffic and make the beach more enjoyable.

  The City should ask the AITDC to put weather resistant bicycle racks at every beach access where feasible, promote Cycling to the Beach and slow traffic.

- **Lime St. Connector**
  400' paved path from Lime St. to S. 7th St. Currently in process with the city staff. This unpaved path is currently used by city employees and the public to get from Clinch Dr./Lime St. to S. 7th and Downtown. A paved path would facilitate safe travel for pedestrian and bicycle commuters to and from Downtown by getting them off S. 8th St. A sidewalk on Lime St. would connect the path to S. 8th St. and the lighted signal. Rough cost estimate $10 - $20K.

MEDIUM TERM – MORE COMPLICATED AND FUNDING REQUIRED

- **Beech St. (S. 8th to S. 14th) Design Study**
  Beech St. is unsafe and unattractive for pedestrians and cyclists because of the unstructured parking from S. 8 to S. 10th, the 4-block open parking lot at the ball fields and uncontrolled traffic entering the roadway from the carryout at S. 14th St. The Task Force asks the City Commission to support the City staff effort to improve Beech St. from S. 8th to S. 10th to maximize the available parking, add landscaping to slow traffic and provide a trail for safe walking and biking. These improvements will provide a model for Beech St. from S. 10th to S. 14th.

  Since Beech St. is on the repaving schedule for 2025 these improvements need to be accelerated and coordinated with the re-design process.

- **15th St. Connector from Amelia Park to Bosque Bello**
  This low intensity street provides a north-south connector from Amelia Park to Bosque Bello with a small amount of improvements: signage, crosswalks, push to cross lights and 600' of paved path from Dade St. to Amelia Circle. Rough estimate of cost is $20 - $40K.

- **N. 14th St. Trail – The City should support the County in an effort to put a trail on N. 14th St. connecting Atlantic Ave. to Old Town and eventually the Dee Bartels Boat Ramp**
  Cyclists and walkers are at risk as trucks head to the Pogie plant and boats are pulled to the ramp. Old Town residents want a trail and the truck drivers want the walkers and cyclists off the narrow road.

  As an interim solution the county should immediately use striping, share the road signage and other tools to calm traffic on this busy road.

2024 Walking & Biking Progress Update



February 20, 2024

Citizens' Task Force for Safe Walking & Biking



TASK FORCE MEMBERS

Doug Roselle, Elaine Roberts, Mike Spino, Robin Lentz, Thomas Camera, Valerie Feinberg

CITY STAFF MEMBERS

Lorelei Jacobs, Grants Administrator
Kelly Gibson, Director Planning & Conservation
Jeremiah Glisson, Director Public Works
Catherine Vorassi, Director Parks & Recreation
Daphne Forehand, Planner
Sal Cumella, Preservation Planner
Victoria Gudagnino, Engineer

FORMED BY INTERIM CM IN APRIL 2023 - 3 PUBLIC OUTREACH MEETINGS (MAY- JULY)

STATE & COUNTY ROAD IMPROVEMENTS

FDOT INDICATES THAT S. FLETCHER WILL NOT BE REPAVED UNTIL 2028

RECOMMENDATION

- The City should ask FDOT to repair S. Fletcher Ave. as quickly as possible
- Smooth & repave South Fletcher from Main Beach- emphasis on 6 storm water drain covers
- Uneven bike lines- bikers forced into traffic lanes
- Sidewalks should also be reviewed for runners/walkers
- High visibility & other crosswalks should be added at the beach accesses & traffic calming devices added along S. Fletcher.
- A sidewalk should be added south of Sadler Rd.

Figure 1: Location of Potential Mid-block Crossing



FDOT responded to the City's June 19 letter by doing 10 mid-block crossing studies on S. Fletcher and Atlantic Cross walk with an RRFB to be installed at Jasmine Summer 2024

RECTANGULAR RAPID FLASHING BEACON



1500 & 1600 BLOCKS OF S. FLETCHER

STORM GRATE REPAIRS IN PROGRESS











ATLANTIC AVE REPAVING & RENOVATION

FDOT PLANS TO RENOVATE ATLANTIC AVE. IN 2025

RECOMMENDATION

- The City should ask for a safety study
- Ask FDOT to measure vehicle, pedestrian and bike traffic as part of study
- Signage, lights, and crosswalks should be added
- Should also determine the safe speed for this zone

S. 14TH INTERSECTION & ATLANTIC AVE.

The City should ask for pedestrian and cycling safety improvements for the S. 14 intersection and along Atlantic Ave. as part of the FDOT community engagement process





CITRONA DRIVE SAFETY IMPROVEMENTS

MULTIPLE RESIDENTS HAVE IDENTIFIED SAFETY CONCERNS ALONG CITRONA INCLUDING LIGHTING, LACK OF BICYCLE LANES AND SIDEWALKS

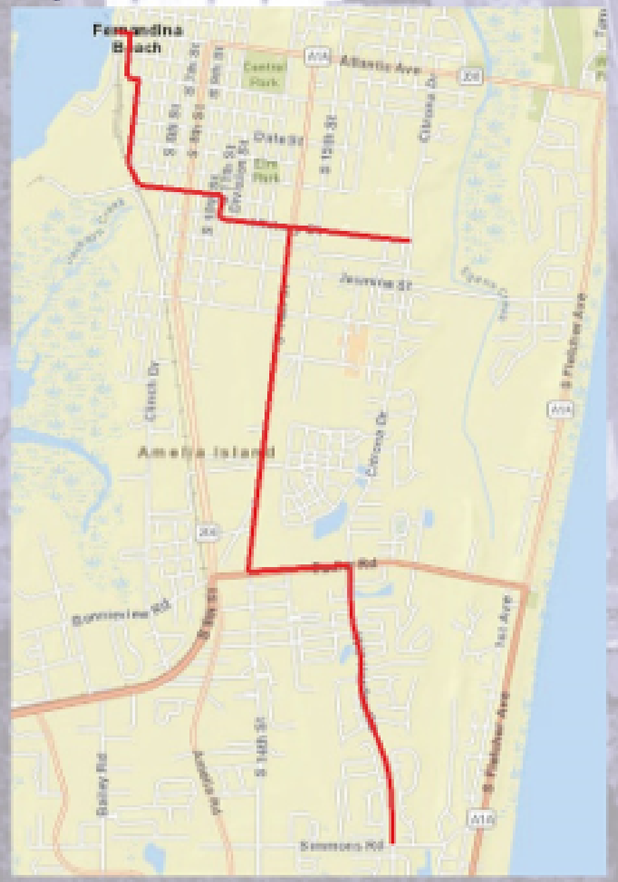
RECOMMENDATION

The City should ask the county to focus on improving Citrona - an important biking and walking route for children to our schools

WILL HARDEE, SADLER AND S. 14TH

County moving forward with major improvements to Will Hardee, Sadler and S. 14th

Project Photo



Current Status:

- Pending receipt of State Grant

Project Team Members:

Engineering Firm: TBD

Contractor: TBD

Construction Engineering Inspection: TBD

Project Manager: Robert T. Companion, PE

CIP000060

Project Limits:

Simmons Road to Hickory Street
Citrona to Fernandina Waterfront.

Project Goals:

- Partner with the City of Fernandina Beach to provide a shared use path connection from the Amelia River to Sea Trail (Bailey Simmons) to FBHS, FBMS, and the Fernandina Beach Waterfront. This project is a combination for the Will Hardee / Citrona Trail and the 14th Street Safety Improvement projects identified in the Mobility Plan Update. The NFTPO is performing a safety study to determine feasibility.

Construction Activities:

- Construct a new trail from Simmons Road to Hickory Street, and east-west from Citrona to downtown / waterfront Fernandina Beach.
- Submitted to TPO as #1 priority for FY 2021

Project Schedule:

- Design & Construction: TBD

Project Budget:

$ 7,400,838 (Design & Construction)
$ 5,100,000* State Appropriation FY 22/23

Estimated Annual Maintenance Cost:
$21,305 (resurface every 22 years)

SCHOOLS TO DOWNTOWN WATERFRONT

Preliminary design study completed in 2019- proposal feasible

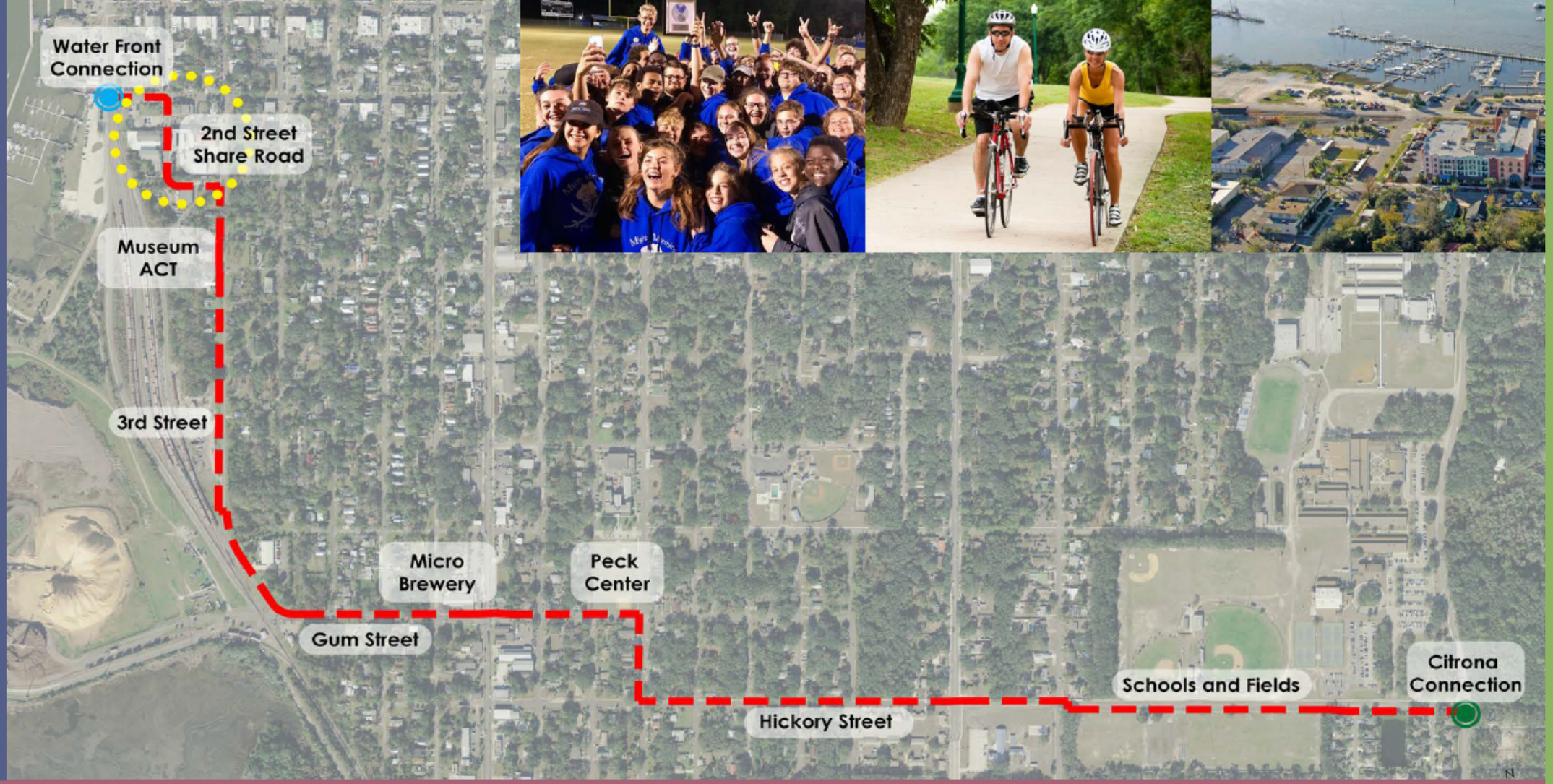
Trail is on the County/TPO list for funding in the future

RECOMMENDATION

The City should proceed with trail design and engineering using parks impact fees as available and advocate with the County and TPO.







Schools to Downtown Waterfront Trail

Planning Study

City of Fernandina Beach, Florida

Coyle & Caron Inc. Landscape Architects
236 Pasadena Place, Orlando, Florida 32803 Tel. 407-866-0650

January 2020

STATE & NASSAU COUNTY ROAD IMPROVEMENTS

CROSSING S. 8TH ST. AT CLINCH DR.

No formal crossing points with traffic lights or cross walks on S. 8th St. (SR 200)

RECOMMENDATION

- Ask FDOT to make crossing improvements AND
- A speed limit assessment

S. 8TH STREET AT CLINCH DRIVE

FDOT DETERMINED INSUFFICIENT PEDESTRIAN AND BICYCLE TRAFFIC AND FATALITIES TO MERIT CHANGES AT THIS TIME



Bicycle Commuters Use the Shave Bridge and Ride in Danger

SHAVE BRIDGE IS ONE OF THE MOST USED CYCLING ROUTES ON THE ISLAND

It is also part of the East Coast Greenway (bicycle Route from Florida to Maine)

NO BIKE LANE OR SIDEWALK

The City should support the County trail study on the north/west side of S. 8th St. from Sadler Road to the Shave Bridge

EAST BOUND BIKE LANE FROM THE BRIDGE IS DANGEROUS

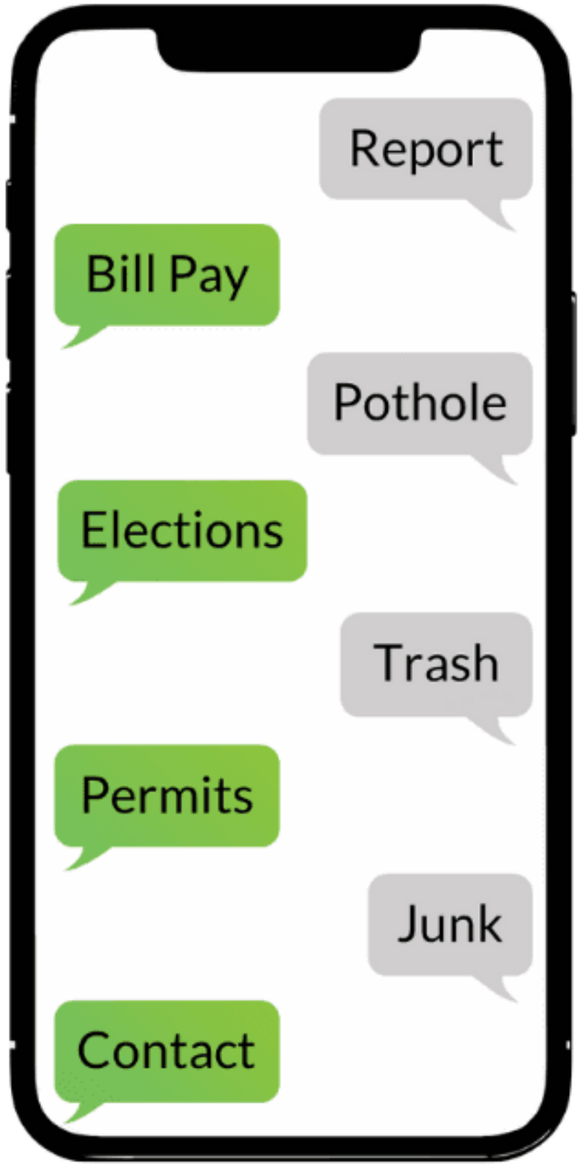
RECOMMENDATION:

The City should ask the state to add bike lanes or a trail on S. 8th from the AIP to the Shave Bridge



FDOT DID NOT ADDRESS - COUNTY IS WORKING ON A TRAIL FOR BONNIEVIEW THAT COULD CONNECT TO THE BRIDGE

TextMyGov



City of Fernandina Beach

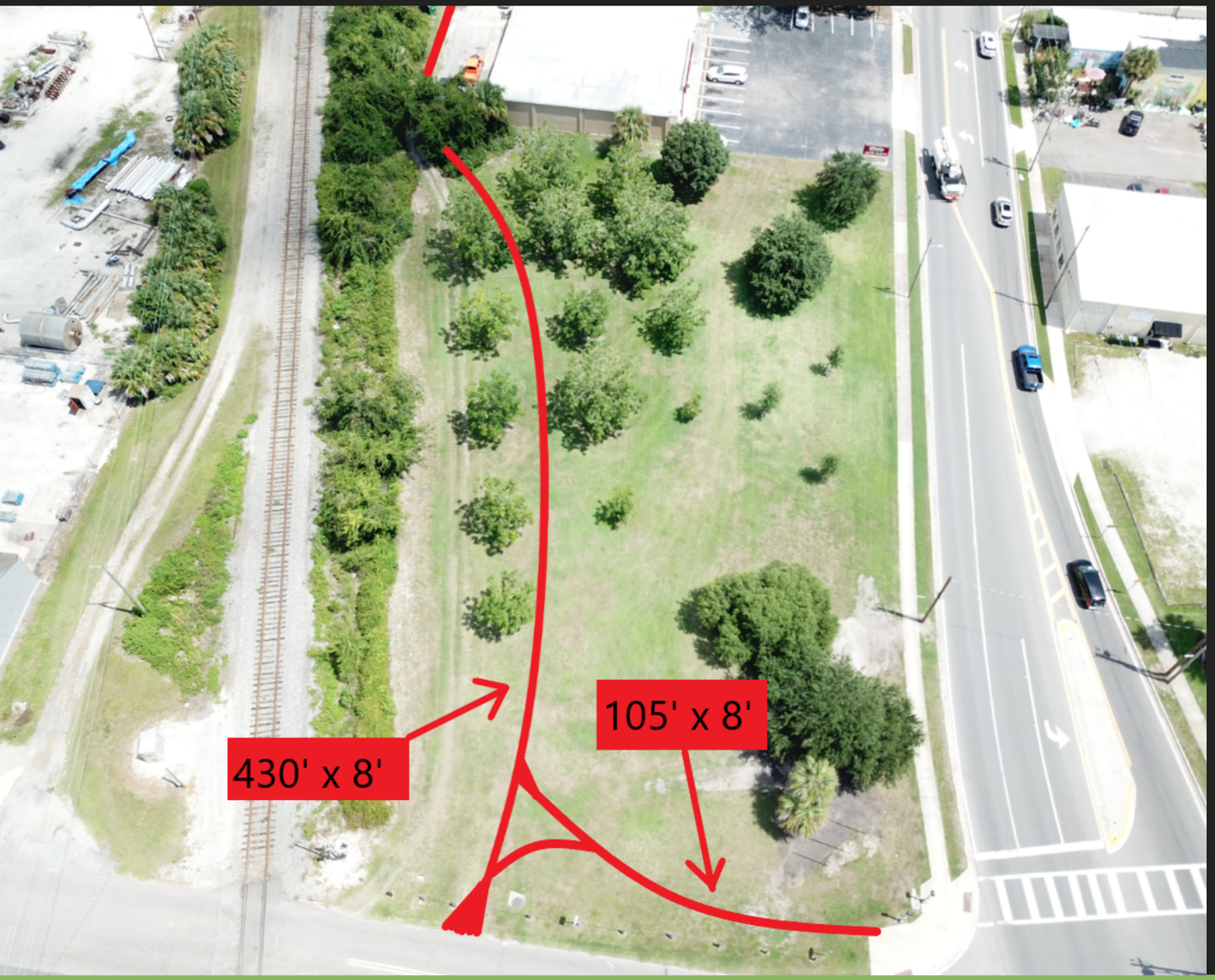
Text the city to find information and report issues!

Try it today,
Text Hi to **904.775.7726**

Learn More

View terms and privacy policy info at textmygov.com/opt-in-terms-conditions. Msg & Data rates apply. Msg frequency varies.

LIME ST. CONNECTION



COMPLETED SEPTEMBER 2023!

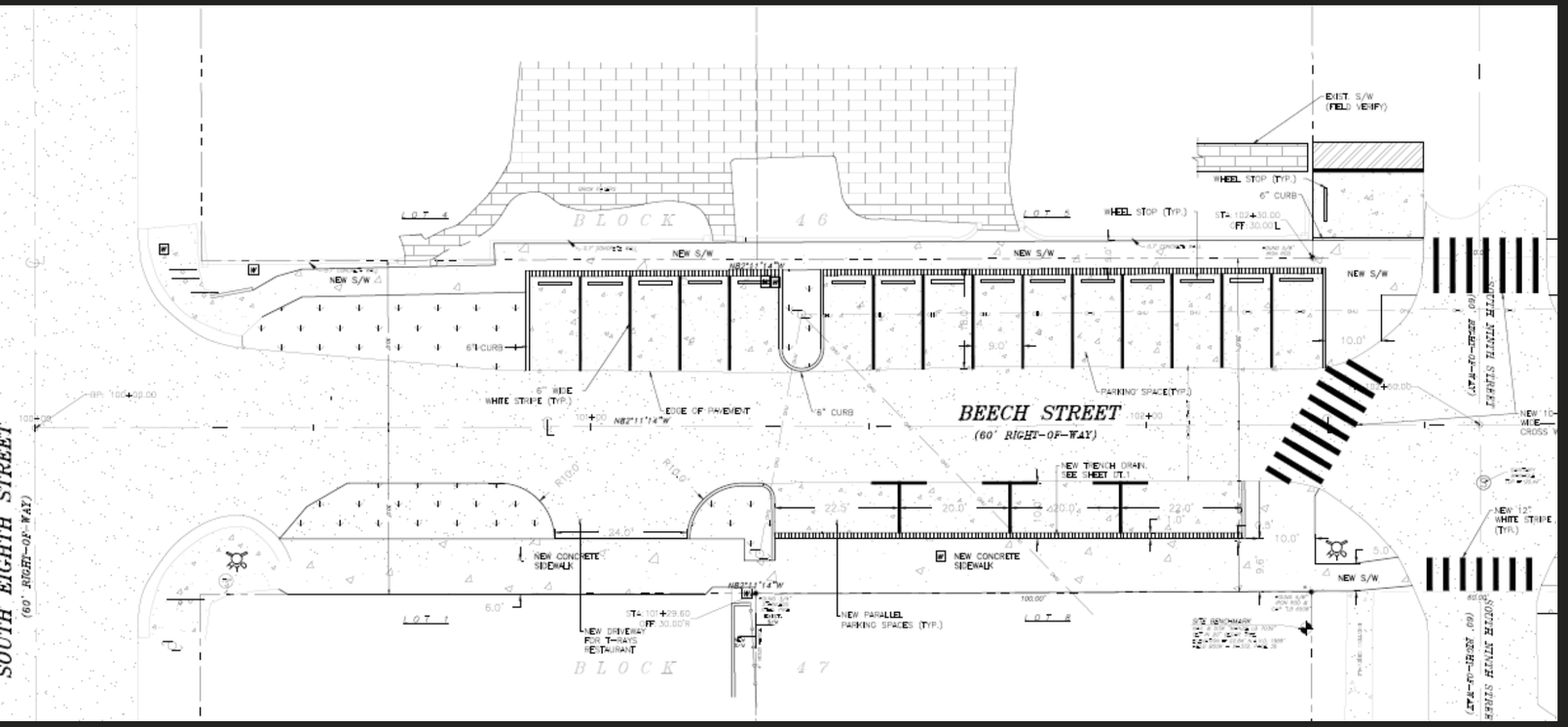
8.5-9 FT PAVED PATH
THROUGH CITY PROPERTY AND
O'REILLYS AUTOPARTS TO
S. 7TH STREET


CAT





BEECH ST. SIDEWALKS AND PARKING IMPROVEMENTS



UNDER TECHNICAL REVIEW

- ORGANIZED PARKING
- SIDEWALKS
- EXTENDING FROM 8TH STREET TO 14TH STREET
- STORMWATER IMPROVEMENTS

BEACH ACCESS

Be Kind & Unwind On Amelia Island







THE AITDC HAS COMMITTED TO PARTNER WITH THE FRIENDS OF THE AIT TO ADD BIKE RACKS AT BEACH ACCESSES OVER THE NEXT YEAR AS PART OF THE BEACH HARMONIZATION PROJECT



15 ST. CONNECTOR AMELIA PARK TO BOSQUE BELLO

COUNTY IS WORKING ON A CROSSWALK AND RRFB FOR JASMINE AT S. 15TH SIDEWALK – SUMMER 2024

MEDIUM TERM – MORE COMPLICATED, FUNDING REQUIRED



N. 14TH ST. TRAIL

Connecting Atlantic Ave. to the Dee Bartels Boat Ramp

Cyclists and walkers are at risk as trucks head to the poggy plant and boats are pulled to the ramp

Old Town residents want a trail and the truck drivers want the walkers and cyclists off the narrow road

RECOMMENDATION

The City should support the County in an effort to put a trail on N. 14th St.

As an interim solution the county should immediately use striping, share the road signage & other tools to calm traffic on this busy road.

In Summary

- Lime St. - Done!
- S. Fletcher storm grate repairs – In process!
- Beech St. S. 8th to S. 10th - In engineering
- Will Hardee, Sadler, S. 14th St. trail and redesign funded and in design soon
- Jasmine/Fletcher crosswalk and RRFB summer 2024
- Text My Gov - Operational
- Amelia Island Kindness Campaign underway
- Beach access bike racks in process
- S. 15th/Jasmine crosswalk and RRFB summer 2024
- Bonneview trail to the bridge in design soon

Next Steps:

- 2024/25 FDOT Atlantic Ave. Redesign – we ask for your support to help shape the plan
- Looking ahead we ask for your support for the Schools Trail and N. 14th Trail.
- Continue to increase awareness for Text My Gov



RESOLUTION 2023-126

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, ACCEPTING THE CITIZENS' TASK FORCE FOR SAFE WALKING AND BIKING IN FERNANDINA BEACH FINAL REPORT OF RECOMMENDED CONSTRUCTION AND MAINTENANCE IMPROVEMENTS WHICH WOULD INCREASE PEDESTRIAN AND CYCLIST SAFETY AND TRAVEL; APPROVING INTEGRATION OF THE TASK FORCE RECOMMENDATIONS INTO FUTURE ADVOCACY EFFORTS WHEN APPROPRIATE AND FERNANDINA BEACH ROADWAY AND TRAIL CAPITAL PROJECTS WHEN ECONOMICALLY FEASIBLE; AUTHORIZING EXECUTION: AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS**,** recent Fernandina Beach citizen surveys reveal that walkability and bikeability are priorities of Fernandina Beach residents; and

WHEREAS, Amelia Island's growing population and 1.6 million visitors each year provide additional impetus to prioritize safe mobility alternatives for walking and biking during the City's capital planning and budgeting processes; and

WHEREAS, in March 2023, under the direction of then - Deputy City Manager Charles George, the Fernandina Beach Citizen's Advisory Task Force on Walking and Biking ("Task Force") was created to gather proposals from residents and visitors on sidewalk, trail, path, and bike lane improvements that would increase Fernandina Beach and Amelia Island accessibility and safety for walkers, runners, cyclists and people with mobility issues; and

WHEREAS, the Task Force was comprised of seven residents with local roadway and trail expertise, along with seven City Staff to provide additional guidance; and

WHEREAS, the Task Force held four well-advertised public meetings to gather input at which hundreds of residents provided spirited and specific input about safety improvements they advocated as priorities to the City; and

WHEREAS, the Task Force additionally gathered 160 on-line survey responses from citizens; and

WHEREAS, the Citizens' Task Force for Safe Walking and Biking in Fernandina Beach Final Report of Recommended Construction and Maintenance Improvements is based on six months of citizen input and data analysis from March through July 2023, and provides a prioritized list of roadway and trail improvements which will increase the access and safety of Amelia Island's non-vehicular travel; and

WHEREAS, in addition to recommending specific roadway and trail improvements in the City, the Task Force report recommends that the City advocate in favor of certain road and trail improvements to the Florida Department of Transportation (FDOT), the North Florida Transportation Planning Organization (TPO), and Nassau County (County).

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, THAT:

SECTION 1. The City Commission hereby accepts the Fernandina Beach Citizen's Advisory Task Force on Walking and Biking Final Report of Construction and Maintenance Improvements, attached hereto as Exhibit A.

SECTION 2. The City Commission hereby acknowledges the Citizens' Task Force for Safe Walking and Biking in Fernandina Beach Final Report of Recommended Construction and Maintenance Improvements as valuable recommendations which the City will advocate for when appropriate and integrate into future road and trail capital projects when fiscally feasible.

SECTION 3. This Resolution shall become effective immediately upon passage.

ADOPTED this 18th day of July, 2023.

CITY OF FERNANDINA BEACH

Bradley M. Bean

BRADLEY M. BEAN
Commissioner – Mayor

ATTEST:

Caroline Best

CAROLINE BEST
City Clerk

APPROVED AS TO FORM & LEGALITY:

TAMMI E. BACH
City Attorney

Citizens' Task Force for Safe Walking and Biking in Fernandina Beach
Report of Recommended Road and Trail Improvements

Recommendations for Improvements Listed in Order of Priority
Presented to Fernandina Beach City Commission on July 18, 2023

City Advocacy with the State and Nassau County
The public has spoken and the most important safety concerns are on state and county roads. The Task Force requests the Fernandina Beach City Commission and staff work with state agencies and the county to make these improvements as quickly as reasonably possible.

STATE OF FLORIDA ROAD & NASSAU COUNTY ROAD IMPROVEMENTS

- **The City should ask FDOT to repair S. Fletcher Ave. as quickly as possible and make safety improvements.** ***FDOT indicates that S. Fletcher will not be repaved until 2028.***

  Smooth and repair South Fletcher from Main Beach with an emphasis around the 6 stormwater drain covers. The bike lane is very uneven with washboard and depressions especially around the stormwater drains. Bicyclists are forced into the traffic lane to avoid hazards. The sidewalks in this area should also be reviewed for unsafe cracks and unevenness so that runners and walkers are not forced into the bike and traffic lane.

  High visibility and other crosswalks should be added at the beach accesses and traffic calming devices added along S. Fletcher. A sidewalk should be added south of Sadler Rd.

- **Atlantic Ave. Repaving and Renovation Project from 8th St. to S. Fletcher.** ***FDOT is planning improvements and the City should ask for a safety study.***

  Ask FDOT to measure vehicle, pedestrian and bike traffic as part of a safety study. Signage, lights, and crosswalks should be added to make it safe. The study should also determine the safe speed for this zone.

  With the addition of the Marriott Hotel, the east end of Atlantic Avenue has a high volume of cars, bikes, and pedestrians crossing 4 street intersections, 7 business driveways and the Main Beach entrance. Atlantic Ave. includes Egan's Creek Park, the Greenway access, the Atlantic Recreation Center and the state park. There are no crosswalks to any of these amenities on Atlantic Ave. There is no east bound turn lane into Fort Clinch State Park.

- **Citrona Dr. Safety Improvements** - ***The City should ask the county to focus on this important route to our schools.***

  Multiple residents have identified safety concerns along Citrona including lighting, lack of bicycle lanes and sidewalks. Many children walk and bike to school. The county should explore the potential for a multiuse trail along Citrona.

STATE OF FLORIDA ROAD & NASSAU COUNTY ROAD IMPROVEMENTS

- **Schools to Downtown Waterfront Trail – from the high school to the waterfront at Ash St.**
  A preliminary design study completed in 2019 found the proposal feasible. At a community meeting in January 2020 the trail proposal was well received. The Trail is on the County/TPO list for funding in the future.

  The City should continue to advocate for this project with the County and the TPO.

- **Crossing S. 8th St. at Clinch Dr.**
  There are no formal crossing points with traffic lights or cross walks on S. 8th St. (SR 200) between Sadler Road and the Amelia Island Parkway. Commuters on bikes and runners coming off Friendly Rd. to Bailey Rd. or Clinch Dr. to Magnolia Ln. must cross 4 lanes of traffic with few breaks.

  FDOT should be asked to make crossing improvements and do a speed limit assessment.

- **Bicycle Commuters Use the Shave Bridge and Ride in Danger**
  Data gathered from the cycling app Strava indicates that the Shave Bridge is one of the most used cycling routes on the island. It is also part of the East Coast Greenway (bicycle Route from Florida to Maine). There is no safe bike lane or sidewalk on the west side approach to the bridge on S. 8th from the Amelia Island Parkway and the east bound bike lane from the bridge is dangerous.

  The City should ask the state to re-stripe and mark bike lanes on S. 8th from the AIP to the Shave Bridge. The City should support the County effort to explore the feasibility of trail on the north/west side of S. 8th St. from Sadler Road to the Shave Bridge.

SHORT TERM CITY PROJECTS – SIMPLE, LOW COST AND HELPFUL

- **TextMyGov application**
  The City staff are currently implementing this digital tool to make our community safer. Residents can use the app to report safety problems in real time.

  From the City's web site:
  Use your mobile phone's text messaging to find answers to your questions. Text "Hi" to City of Fernandina Beach at (904-775-7726)

- **Promote Cycling to the Beach and Slow Traffic - the Amelia Island Tourist Development Council**
  Riding to the beach decongests the beach access areas and frees up parking. Most residents live within one mile of the beach. Families can ride bicycles one mile to the beach and then head north or south along the beach for a 1/4 mile to avoid the crowds at beach accesses. The AITDC should use public service ads encouraging cycling to the beach and place bike racks at every beach access and encouraging visitors to "get on island time" and slow traffic. This is a very inexpensive way to reduce traffic and make the beach more enjoyable.

  The City should ask the AITDC to put weather resistant bicycle racks at every beach access where feasible, promote Cycling to the Beach and slow traffic.

- **Lime St. Connector**
  400' paved path from Lime St. to S. 7th St. Currently in process with the city staff. This unpaved path is currently used by city employees and the public to get from Clinch Dr./Lime St. to S. 7th and Downtown. A paved path would facilitate safe travel for pedestrian and bicycle commuters to and from Downtown by getting them off S. 8th St. A sidewalk on Lime St. would connect the path to S. 8th St. and the lighted signal. Rough cost estimate $10 - $20K.

MEDIUM TERM – MORE COMPLICATED AND FUNDING REQUIRED

- **Beech St. (S. 8th to S. 14th) Design Study**
  Beech St. is unsafe and unattractive for pedestrians and cyclists because of the unstructured parking from S. 8 to S. 10th, the 4-block open parking lot at the ball fields and uncontrolled traffic entering the roadway from the carryout at S. 14th St. The Task Force asks the City Commission to support the City staff effort to improve Beech St. from S. 8th to S. 10th to maximize the available parking, add landscaping to slow traffic and provide a trail for safe walking and biking. These improvements will provide a model for Beech St. from S. 10th to S. 14th.

  Since Beech St. is on the repaving schedule for 2025 these improvements need to be accelerated and coordinated with the re-design process.

- **15th St. Connector from Amelia Park to Bosque Bello**
  This low intensity street provides a north-south connector from Amelia Park to Bosque Bello with a small amount of improvements: signage, crosswalks, push to cross lights and 600' of paved path from Dade St. to Amelia Circle. Rough estimate of cost is $20 - $40K.

- **N. 14th St. Trail – The City should support the County in an effort to put a trail on N. 14th St. connecting Atlantic Ave. to Old Town and eventually the Dee Bartels Boat Ramp**
  Cyclists and walkers are at risk as trucks head to the Pogie plant and boats are pulled to the ramp. Old Town residents want a trail and the truck drivers want the walkers and cyclists off the narrow road.

  As an interim solution the county should immediately use striping, share the road signage and other tools to calm traffic on this busy road.

RECOMMENDATIONS FOR IMPROVEMENTS

Citizens' Task Force for Safe Walking & Biking

July 18, 2023 - City Commission Meeting



Introductions



TASK FORCE MEMBERS

Doug Roselle, Elaine Roberts, Mike Spino, Robin Lentz, Thomas Camera, Valerie Feinberg

CITY STAFF MEMBERS

Lorelei Jacobs, Grants Administrator
Kelly Gibson, Director Planning & Conservation
Jeremiah Glisson, Director Public Works
Catherine Vorassi, Director Parks & Recreation
Daphne Forehand, Planner
Sal Cumella, Preservation Planner
Victoria Gudagnino, Engineer

SURVEY RESULTS

142 PARTICIPANTS

Public Engagegment Process					
Community Meetings					
April 17 at the Peck Center with Robert Companion - 82 in attendanc					
May 23 at the Peck Center with FDOT - 41 in attendnce					
June 12 at City Hall - 32 in attendance					
Online Safety Survey - 142 submissions					
Safety Survey April/May 2023 Collated Results					
Concerns	Mentions				
Fletcher	55	20%			
Trails	38	14%			
Citrona	35	13%			
Rules	25	9%			
Maintenance	22	8%			
Speeding	21	8%			
N. 14th	15	5%			
Atlantic	12	4%	80%		
Shave Bridge	8	3%			
Crosswalks	9	3%			
Lime St.	5	2%			
Bike racks	5	2%			
Beech St.	10	4%			
Sidewalks	11	4%			
8th St.	3	1%			
15th	5	2%			
	279	100%			
General	88				
Total	367				

CITY ADVOCACY WITH STATE & NASSAU COUNTY

THE PUBLIC HAS SPOKEN:

MOST IMPORTANT SAFETY CONCERNS ARE ON STATE AND COUNTY ROADS

RECOMMENDATION - AN ADVOCACY AGENDA

- City Commission and staff work with state agencies and the county to make these improvements as quickly as reasonably possible

STATE & COUNTY ROAD IMPROVEMENTS

FDOT INDICATES THAT S. FLETCHER WILL NOT BE REPAVED UNTIL 2028

RECOMMENDATION

- The City should ask FDOT to repair S. Fletcher Ave. as quickly as possible
- Smooth & repave South Fletcher from Main Beach- emphasis on 6 storm water drain covers
- Uneven bike lines- bikers forced into traffic lanes
- Sidewalks should also be reviewed for runners/ walkers
- High visibility & other crosswalks should be added at the beach accesses & traffic calming devices added along S. Fletcher.
- A sidewalk should be added south of Sadler Rd.

S. FLETCHER AVE.









ATLANTIC AVE REPAVING & RENOVATION

FDOT PLANS TO RENOVATE ATLANTIC AVE. IN 2025

RECOMMENDATION

- THE CITY SHOULD ASK FOR A SAFETY STUDY
- Ask FDOT to measure vehicle, pedestrian and bike traffic as part of study
- Signage, lights, and crosswalks should be added
- Should also determine the safe speed for this zone

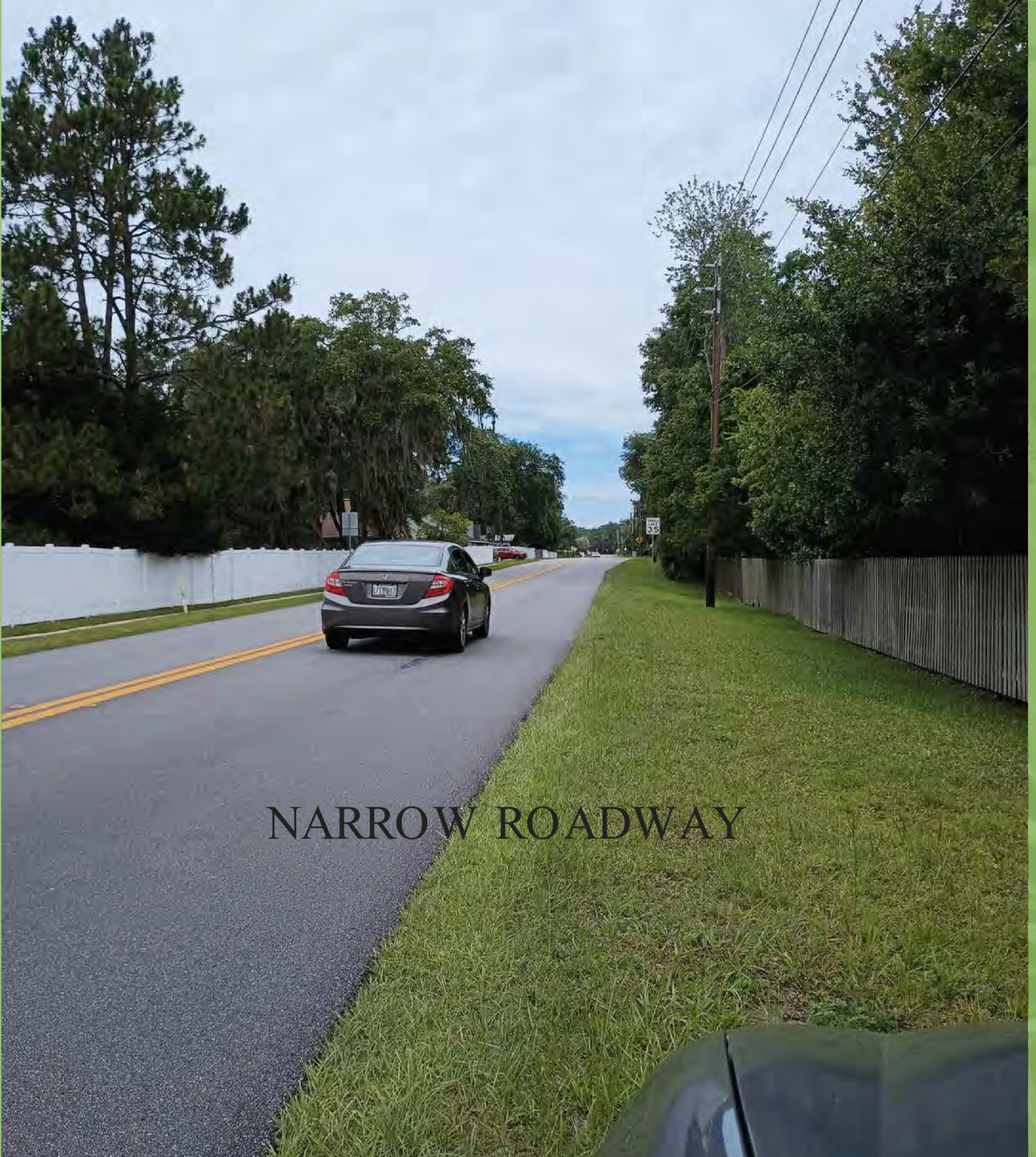
ATLANTIC AVE REPAVING & RENOVATION

High Volume of Cars/Bikes/Pedestrians

There are no crosswalks to any of the amenities on Atlantic Ave

NO LEFT TURN LANE into Fort Clinch State Park





NARROW ROADWAY

CITRONA DRIVE SAFETY IMPROVEMENTS

MULTIPLE RESIDENTS HAVE IDENTIFIED SAFETY CONCERNS ALONG CITRONA INCLUDING LIGHTING, LACK OF BICYCLE LANES AND SIDEWALKS

RECOMMENDATION

THE CITY SHOULD ASK THE COUNTY TO FOCUS ON IMPROVING CITRONA - AN IMPORTANT BIKING AND WALKING ROUTE FOR CHILDREN TO OUR SCHOOLS

SCHOOLS TO DOWNTOWN WATERFRONT TRAIL

Preliminary design study completed in 2019- proposal feasible

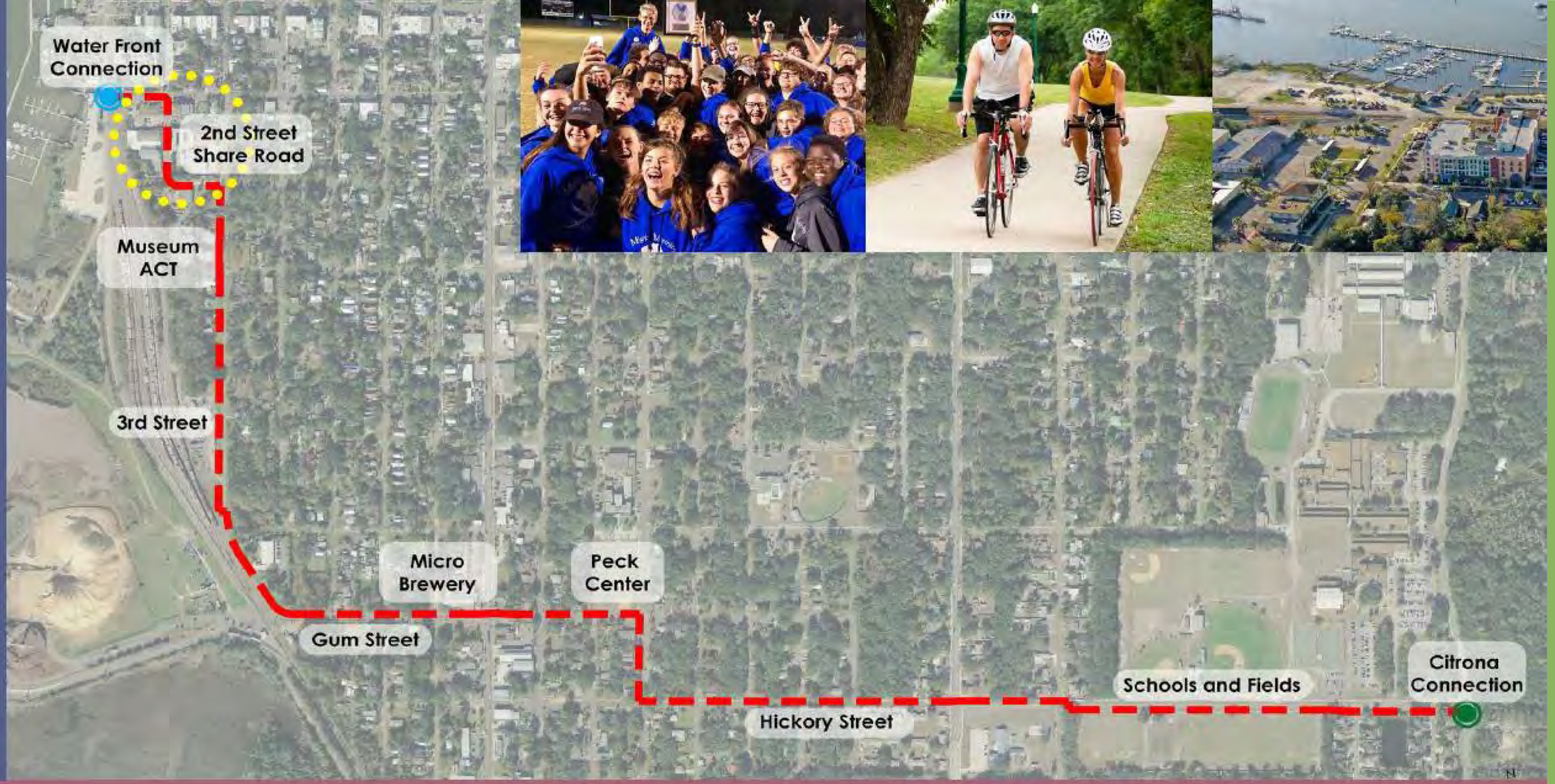
Trail is on the County/TPO list for funding in the future

RECOMMENDATION

The City should continue to advocate for this project with the County and the TPO







Schools to Downtown Waterfront Trail

Planning Study

City of Fernandina Beach, Florida

Coyle & Caron Inc. Landscape Architects
236 Pasadena Place, Orlando, Florida 32803 Tel. 407-866-0650

January 2020

STATE & NASSAU COUNTY ROAD IMPROVEMENTS

CROSSING S. 8TH ST. AT CLINCH DR.

No formal crossing points with traffic lights or cross walks on S. 8th St. (SR 200)

RECOMMENDATION

- Ask FDOT to make crossing improvements AND
- A speed limit assessment

S. 8TH STREET AT CLINCH DRIVE

- DANGEROUS CROSSING



Bicycle Commuters Use the Shave Bridge and Ride in Danger

SHAVE BRIDGE IS ONE OF THE MOST USED CYCLING ROUTES ON THE ISLAND

It is also part of the East Coast Greenway (bicycle Route from Florida to Maine)

NO BIKE LANE OR SIDEWALK

The City should support the County trail study on the north/west side of S. 8th St. from Sadler Road to the Shave Bridge

EAST BOUND BIKE LANE FROM THE BRIDGE IS DANGEROUS

RECOMMENDATION:

The City should ask the state to add bike lanes or a trail on S. 8th from the AIP to the Shave Bridge




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NE TRAN

SHORT TERM CITY PROJECTS - SIMPLE LOW COST & HELPFUL



TEXTMYGOV

City staff currently implementing to make community safer. Residents can report safety problems in real time

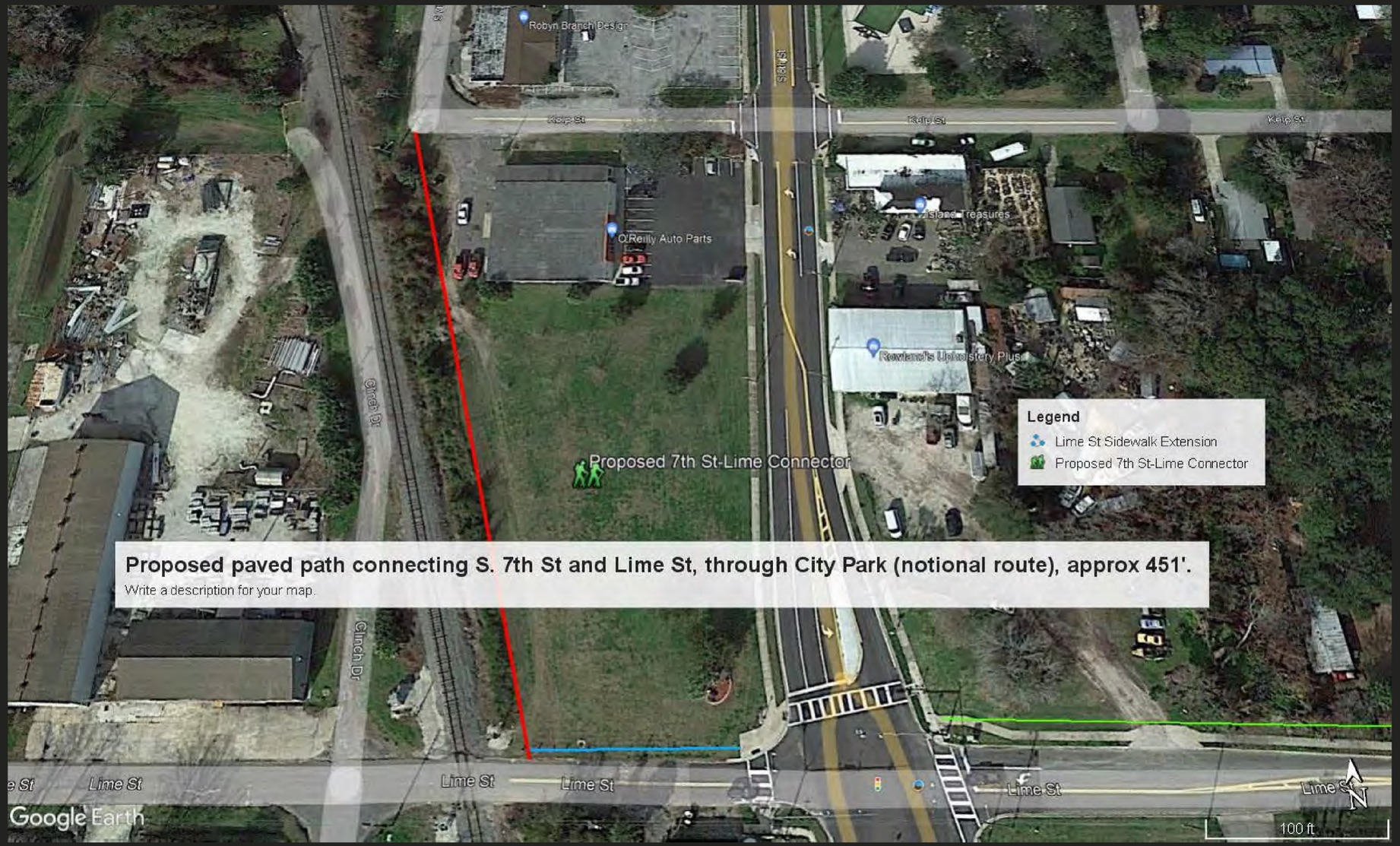
LIME ST. CONNECTOR

400’ paved path from Lime St. to S. 7th St.
Currently in process with the city staff
Cost approx 10-20k

AITDC RECOMMENDATION

The City should ask the AITDC to put weather resistant bicycle racks at every beach access where feasible - promote cycling to the beach and slow traffic

LIME ST. CONNECTION



CONNECTION THROUGH CITY PROPERTY AND O'REILLYS AUTOPARTS TO S. 7TH STREET

BEACH ACCESS

ADD BIKE RACKS TO EVERY BEACH ACCESS WHERE FEASIBLE

PUBLIC SERVICE CAMPAIGN - GET ON ISLAND TIME & SLOW TRAFFIC

AITDC should promote cycling to beach, encouraging visitors to "get on island time" & slow traffic - easy & inexpensive way to reduce traffic & make beach more enjoyable



MEDIUM TERM – MORE COMPLICATED, FUNDING REQUIRED

BEECH ST. - SUPPORT CITY STAFF

To improve Beech St. from S. 8th to S. 10th to maximize the available parking, add landscaping to slow traffic and provide a trail for safe walking and biking

15TH ST. CONNECTOR AMELIA PARK- BOSQUE BELLO

Rough estimate of cost is $20 - $40K

THESE IMPROVEMENTS WILL PROVIDE A MODEL FOR BEECH ST. FROM S. 10TH TO S. 14TH

MEDIUM TERM – MORE COMPLICATED, FUNDING REQUIRED



N. 14TH ST. TRAIL

Connecting Atlantic Ave. to the Dee Bartels Boat Ramp

Cyclists and walkers are at risk as trucks head to the poggy plant and boats are pulled to the ramp

Old Town residents want a trail and the truck drivers want the walkers and cyclists off the narrow road

RECOMMENDATION

The City should support the County in an effort to put a trail on N. 14th St.

As an interim solution the county should immediately use striping, share the road signage & other tools to calm traffic on this busy road.

BEECH STREET

- WHERE THE SIDEWALK ENDS



15TH ST. CONNECTOR - AMELIA PARK TO BOSQUE BELLO



THIS LOW INTENSITY STREET PROVIDES A NORTH- SOUTH CONNECTOR FROM AMELIA PARK TO BOSQUE BELLO WITH A SMALL AMOUNT OF IMPROVEMENTS

15TH ST. CONNECTOR: IMPROVEMENTS

- SIGNAGE
- CROSSWALKS
- PUSH TO CROSS LIGHTS
- 600’ OF PAVED PATH FROM DADE ST. TO AMELIA CIRCLE.







Fernandina Beach Citizens' Task Force on Bicycle and Pedestrian Safety

The purpose of this survey is to gather your insights on ways to improve bicycle and pedestrian safety throughout the City. From big projects (such as new trails) to small improvements (such as signage or vegetation maintenance), we want to hear your ideas!

What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

More crosswalks, more signage, more landscaping to slow traffic along 8th Street. Continuation of bike path along the entirety of Atlantic.

Are there specific areas within the City that you would like to see improvements made?

Cross walks across Ash and 8th Street. Continue bike path along atlantic to Main Beach. Additional bike path along Tarpon Avenue and Tarpon Street connecting into the existing City Parks as well as bike parking in these areas near the skate park and courts. Connecting sidewalks to side streets off of 8th street. Specifically S. 6th, S. 7th and over to S. 9th and S. 10th (These communities HEAVILY rely bike and pedestrian transportation. Let's make it safer for them to do so!

If you would like Citizen Task Force Updates, please provide your email address.

I am in the loop already. Thanks.

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Lime St. connector

Are there specific areas within the City that you would like to see improvements made?

Put a trail and parking on Beech St. between S. 8th and S. 14th

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mikespino@bellsouth.net

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better signage at intersection of Centre and N. Front St. (4 way stop?)

Are there specific areas within the City that you would like to see improvements made?

continue bike lane on South 14th St. between Sadler and Amelia Island Pkwy. ; repave N. Front St. between Escambia and Ash

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yankfan29@gmail.com

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1. Connect 7th Av through to Lime St with a path.
2. Create a traffic light to cross 8th at Friendly (the Ace Hardware entrance) or at Amelia Rd to give cyclists and pedestrians access between the eastside Clinch Rd area and points south.
3. Repave Fletcher to repair bike lanes which are deteriorating.
4. Amelia Parkway Trail

Are there specific areas within the City that you would like to see improvements made?

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Have encountered a few cyclists riding in the wrong direction in the bike lane. There are directional arrows in the lane, but maybe a sign would help. Also, runners should be on the sidewalks or the trail...not the bike lane. Not sure how to address that.

Are there specific areas within the City that you would like to see improvements made?

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Improve safety of bike/ walk paths by eliminating EA bikes use and/ or placing enforceable speed limits.

Are there specific areas within the City that you would like to see improvements made?

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raised bumps on the white line between the bike lanes and car lanes, better crossroads markings

Are there specific areas within the City that you would like to see improvements made?

Will Hardee/Citrona from Atlantic Ave to Simmons Drive; Amelia Island Parkway from Fletcher to SR 200

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peggy.bulger1949@gmail.com dleatherbury2@gmail.com

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Enforce the speed limits! Our island is overrun with traffic and aggressive drivers, endangering cyclists, pedestrians, and wildlife. Crossing Atlantic on a bike, on foot or by car is scary these days and getting worse. Sidewalks on Atlantic are often clogged with e-bikers, cyclists, and skate-boarders. N 14th St is dangerous because of cars and trucks towing trailers and speeding, especially over the 14th St Bridge. I do not advocate for more paved mixed use trails, and forget expanding the bridge. Let's clean up what we have.

Are there specific areas within the City that you would like to see improvements made?

Speed bumps on Atlantic. And otherwise enforce the speed limits!

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

1) Signs along streets (especially Fletcher Ave.) prohibiting parking, delivery vehicles, lawn maintenance vehicles, and trash bins in the bike lanes. 2) Center lines on designated bike paths indicating two-way traffic that would also keep walkers (and their dogs) to one side when bikes are passing. 3) Start the bike lanes at 8th Street on Atlantic (from downtown to the beach).

Are there specific areas within the City that you would like to see improvements made?

Downtown between Ash and Alachua from 8th Street to the water is not bike-friendly. Where possible, biking areas along the west side of the island and up 14th Street, north of Atlantic, would be nice. I know this one creates a lot of consternation, but some bike trails through Egans Creek (paved or boardwalk) would be nice. Although there would be pushback on that, the area is already heavily travelled on bikes and by walkers.

If you would like Citizen Task Force Updates, please provide your email address.

gfhaffey@gmail.com

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I don't want my taxes to go up

Are there specific areas within the City that you would like to see improvements made?

I don't want my taxes to go up

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I don't want my taxes to go up

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Improve and repair the sidewalks in downtown.

Are there specific areas within the City that you would like to see improvements made?

Downtown. Develop a trail system that will take you to all key places in the city and include bike overpasses for safety. Bicycle theft is a concern. Would like to see additional places to securely look a bike. Look to Florida counties such as Pinellas that have developed extensive bike trails that connect the community and promote small businesses

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wadinapoli@yahoo.com

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

My main issue with biking in Nassau County and Fernandina is the lack of maintenance to bike lanes. I have been bicycling on the Island for 15 years and have not ever seen any removal of the grass and trash that encroaches onto the bike lanes and in many areas the bike lane is only a foot wide.

Are there specific areas within the City that you would like to see improvements made?

To see what I noted above, look at the bike lanes at the West end of Shave bridge. Also, the bike lane southbound on Fletcher has so many patches and depressions that it is dangerous to ride.

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Fernandina Beach Citizens' Task Force on Bicycle and Pedestrian Safety

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

A wide path around Central Park. For walkers, runners and Bike riders. Beech street is used a lot by bike riders to get to the downtown area or to the beach. The side streets are feel safer but you have to share the road with cars with no side space for a bike area.

Are there specific areas within the City that you would like to see improvements made?

Beech St from greenway to riverfront. Or at least from 14th st to 8th st.

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Five steps to make Fernandina more walkable and bikeable:

- Providing safe secure bike racks or corrals at popular destinations.
- Lowering road speed limits to enhance safety for all road users, especially vulnerable ones such as pedestrians and cyclists.
- Prohibiting right turns on red to improve pedestrian safety at intersections.
- Change pedestrian push buttons to be responsive to improve pedestrian experience and increase safety.
- Removing inappropriate stop signs on bike trails to prioritize pedestrians and cyclists using crosswalks over cars.

I detailed those in: https://communities.gitbook.io/walk-bike-amelia/5-steps-to-a-more-walkable-and-bikeable-fernandina

I also intend on adding more details on this website: https://communities.gitbook.io/walk-bike-amelia/

Are there specific areas within the City that you would like to see improvements made?

Bike racks/corrals: Center St, Publix, Walmart, and city parks such as Main Beach Park, Seaside Park, and Central Park.

While a city-wide speed limit reduction would be preferred, lowering the speed limit at all signaled intersections on 8th St, 14th St, Citrona, Sadler, and Atlantic would be a positive first step for improving safety.

No turn on red should also be implemented on all signals, but a very critical one is Sadler and Citrona because students use it to go to school. To make things worse, the sidewalk changes sides at the intersection when riding from Will Hardee to Citrona, which makes the intersection that much more dangerous to children who ride on the sidewalk.

All pedestrian push/beg buttons should be fixed/removed/improved to prioritize pedestrians. Again, the Citrona Sadler signal needs to be addressed first, as well as 8th and Beech and 8th and Center.

As for the misleading stop signs on the trails, these are the locations where they should be removed first: on Bailey Rd at Crane Island Rd and Amelia Island Pkwy; on Simmons Rd at Persimmon Cir, Evans Bluff Rd, and Ocean Ridge Dr.

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I have noticed that many people do not stop at intersections and assume they can just continue through these areas. At times a driver cannot clearly see them. Many walkers do not wear reflective clothing at dusk and cannot be seen.

Are there specific areas within the City that you would like to see improvements made?

Atlantic and Citrona intersection has hedges from homeowner that affects visibility of seeing bikers and walkers. Wish bikers would use roads and not sidewalks in the city limits.

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Better sidewalks on Fletcher so walkers and runners stay off the bike lanes and roads

Restrictions for high speed motorized bikes and scooters (yes ebikes) on the Greenway and beach. There is no reason these vehicles should be allowed to travel at speeds of 25mph plus in these areas.

Connectivity of trails and bike lanes across and through the length of the island.

Reduction of vehicular traffic on Sadler at 8th St, 14th St and Citrona. Dangerous intersections for pedestrians and cyclists.

Bike lanes on north south thruways such as 14th and Citrona to help cyclists get north and south on protected lanes.

Are there specific areas within the City that you would like to see improvements made?

The entire sidewalk along Fletcher and the bike lane along the beaches are treacherous. So much construction has dislodged or even removed sections and they are uneven. Even the walkers find it uncomfortable. The bike lanes are so uneven that it is dangerous and uncomfortable to ride a road bike in the bike lanes (uneven pavement, sections of dirt and grass, cut out sections of uneven pavement, grass and sand and dirt encroaching from the public sides that make it impossible to use the lane properly for bicycles. Bicycles, especially road bikes, are forced to use the road for travel, which increases dangerous encounters with traffic and frustrates motorists who have to drive around the cyclists.

Several sections of Fletcher South do not have sidewalks for pedestrians, runners and they subsequently use the bike lanes and are much closer to travel. Badly need sidewalks on South Fletcher!

To help north south bicycle traffic install designated bike lanes on Citrona and 14th St, all the way to Atlantic

Motorized bikes and scooters should be banned from the Greenway due to excessive speed.

The City has done a great job with developing bike trails and bike lanes. Need connect them as much as possible on island (to off island trails as well) and to map them with signage and electronic maps to promote use and to try and keep casual bicyclists off the roads.

The vehicular traffic on Sadler at 8th St, 14th, and Citrona has become dangerous for bicycle and pedestrian crossings. This traffic will only increase in the coming years and it is already a menace to day for vehicles, bicycles and pedestrians. Suggest rerouting a portion of 8th St beach traffic to a cross road like Simmons from Bailey or perhaps create another faster crossover route with a long access turning lane leaving 8th and going east or north. Same could be done off the Causeway for a northerly/easterly beach approach or using two lanes. Need to move traffic off 8th and Sadler!!! It is dangerous.

A few more designated off road bike trails would be great. The dog walkers are using bike trails at the Fort and the Greenway and it can be dangerous.

Im a long term resident and cyclist on the Island (over twenty years living here) and I use all trails, lanes and amenities. Im no longer comfortable riding on Fletcher during daylight traffic hours. Thanks for your attention and planning

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

No more taxes

Are there specific areas within the City that you would like to see improvements made?

No more taxes

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No more taxes

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flashing lights and signage reminding to share the road with runners and cyclists. Also, warning lights at intersections with bike paths.

Are there specific areas within the City that you would like to see improvements made?

any main road without bike lanes needs to be a priority - ex. Citrona

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Enforcing leash ordinance. Having separate lanes for bikers and pedestrians (has been done in Safety Harbor, FL)

Are there specific areas within the City that you would like to see improvements made?

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Barricaded lanes in non-residential areas protecting walkers, runners, cyclists and people with mobility issues

Are there specific areas within the City that you would like to see improvements made?

Fletcher

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

1. Resurfacing of bike lane along Fletcher, especially between Sadler and Atlantic. This area has become very rough and washboard-like making it difficult to ride.
2. Add bike lane along Citrona between Sadler and Atlantic.

Are there specific areas within the City that you would like to see improvements made?

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Nassau County and Fernandina Beach must prioritize the maintenance of all trails and bike lanes by budgeting for this maintenance. They don't take care of themselves but need to have a regular schedule and resource to be maintained. That takes planning and available finances.

Are there specific areas within the City that you would like to see improvements made?

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We would all be safer and less traumatized drivers and riders if you: Hire patrol police on bikes to ticket bikers for not following the law — stopping and dismounting at crossings, signaling with their arm, riding single file , riding WITH the traffic IN the bike lane etc. Publish and reinforce rules of the road briefs. Require bike rental shops to hand out the rules and require rental of helmets. If helmets are required by law ticket bikers for not wearing them.

Are there specific areas within the City that you would like to see improvements made?

Overpasses over A1A; charge bicyclists an annual license fee to pay for them; a user fee to pay for the improvements overall and for the patrols.

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

As a cyclist, I would like to see extension of the paved bike trails, perhaps from downtown to the existing trail in the plantation area. Also, wider, better maintained bike lanes along Fletcher Avenue.

Are there specific areas within the City that you would like to see improvements made?

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Wider non-auto lanes.

Are there specific areas within the City that you would like to see improvements made?

Everything north of Sadler. Fletcher Road along the entire city limits.

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Cyclists themselves are a major problem. They do not warn walkers or other bikers that they are about to pass them. The potential for considerable harm to both of them is apparently not realized by most people. All they need to do is ring a bell (if they have one) or advise that they are about to pass. Needless to say, the electric bikes and scooters pose an even greater risk and these people that use them care even less about others.

Are there specific areas within the City that you would like to see improvements made?

All of them.

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

1) sidewalk inspections and repair/replacement
2) traffic law enforcement (speeding and yielding to pedestrians and bikers in crosswalks & on sidewalks)
3) banning contractors from using sidewalks as staging areas (particularly on Fletcher)
4) improved visibility around pedestrian crosswalks (drivers' views often blocked by landscaping, signs, etc.)

Are there specific areas within the City that you would like to see improvements made?

Citrona, Fletcher, Sadler

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ADA compliance is a start, ramps where necessary for access and exit, wide paths for sharing the walkway, etc.

Are there specific areas within the City that you would like to see improvements made?

I would like the beaches to have more walkways. I understand the challenge for walkways along the shore, however, a walkway with ocean views, would make the experience for many who cannot walk on the beach more accessible.

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Simmons Rd needs speed limit set to 30 mph for entire length. not 40[aka 50]. Needs a crosswalk at Simmons/Will Hardee. Needs a crosswalk at Park Square Place where the sidewalk ends.

Are there specific areas within the City that you would like to see improvements made?

Look to add more crosswalks at other/all beach access points. Currently I've seen one at access 30. Make the entire Amelia Island speed limit no greater than 35mph. 45mph on 14th ave is absurd.

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Crosswalks at all beach access entries. More ways to bike/walk on city roads.

Are there specific areas within the City that you would like to see improvements made?

Fletcher is particularly bad.

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

A bike lane on Citrona. The Lime Street connector. Repave South Fletcher and fix the bike lanes.

Are there specific areas within the City that you would like to see improvements made?

Bike lane on Citrona.

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You can tell tourists from residents because residents tend to yield to pedestrians (especially dog walkers) and tourists tend not to yield. A few "Please Yield to Pedestrians" signs where cars and walkers mix might help. Or to be more down-home, "Around Here We Yield To People On Foot.)

Are there specific areas within the City that you would like to see improvements made?

Sidewalks on Alachua between 6th and 8th would make things safer during the Saturday market -- also on Sundays. The lights at 14th and Atlantic are friendlier to Atlantic traffic than 14th traffic. Especially if more than a couple are trying to make left turns off 14th.

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Walk overs for crossing 14th, Sadler and 8th allow bikes to be walked a cross. Will allow continued flow of traffic

Are there specific areas within the City that you would like to see improvements made?

Riverfront benches

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More cross Island trails (west/east) would be great.

Are there specific areas within the City that you would like to see improvements made?

paving Fletcher and keeping garbage and recycling bins from leaving trash in the bike lane

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Tree trimming near stop signs. Lighting on citrona specifically. A cross walk /sign / or extension on school zone on 14th and fir (where the kids take the back gate to school)

Are there specific areas within the City that you would like to see improvements made?

Citrona lights.

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Paved areas for walkers and runners on both sides of citrona.

Are there specific areas within the City that you would like to see improvements made?

Sidewalks or paved path needed on both side of road on citrona, especially between sadler and jasmine.Traffic on citrona has increased along with the increase of larger vehicles is making bike riding, dog walkers, runners and pedestrian walking all sharing smaller sidewalk on the one side of road very congested and dangerous.

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Better more separate bike lanes on Fletcher, 14th and citronella. A crossing light on 8th/ SR 200 at Ace Hardware or Clinch drive(only active when button pressed with cross walk.) Lower speed limit to 30 mph on major streets and 25 on residential streets works well in maine

Are there specific areas within the City that you would like to see improvements made?

Crosswalk with lights button at curve in Amelia Concourse where buccaneer curves off and golf course road enters Amelia Concourse. Thus iia a high speed blindspot.

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Biking lanes along Fletcher are dangerous, both in poor markings, uneven payment and cars speeding, coming close to bikers and pedestrians. Increasing bike/walk trails requires coordination with storm water requirements and using impervious materials. Budgeting requires 20 year maintenance plan. Plan requires careful keeping of trees to provide a natural offset to CO2 emissions from being close to auto/truck traffic. Signage identifying barrier island characteristic (flora, fauna, wildlife, etc). Maintaining a canopy allows cooling areas. Looking for plans that connect natural wildlife corridor. Any lighting proposals should be in concert with dark skies ordinances and policies.

Are there specific areas within the City that you would like to see improvements made?

Improve around 8th street entering into the city; Clinch drive and Lime Street area. Biking lanes on Fletcher with signs that direct to city limits. Signage that provides education on role of barrier island; history and culture.

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Sidewalk on Bailey between A1A and Sargasso St. Also button-initiated blinking pedestrian lights at the traffic circle at Bailey and Al Pkwy.

Are there specific areas within the City that you would like to see improvements made?

I live in Dunes of Amelia. Walking/biking access to businesses on A1A is quite perilous on either Bailey or Al Pkwy. With more development nearby, it makes sense to make this less dangerous. Drivers at the Bailey/Al Pkwy traffic circle do not see or expect pedestrians in the morning; I have close calls at this circle multiple times per week when I walk to Crane Island.

I will say that the River to Sea trail on Simmons is just great. Drivers at Simmons/14th respect pedestrians well and the rest of the trail is very nice.

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The absence of crosswalks on 8th St. between Sadler and Center Sts. makes it nearly impossible to cross safely.

Are there specific areas within the City that you would like to see improvements made?

Bike, hike lane on Citrona

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Bike trail along Citron between Sadler and the High School

Are there specific areas within the City that you would like to see improvements made?

Hickory trail completion

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Fernandina Beach Citizens' Task Force on Bicycle and Pedestrian Safety

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

More bike lanes. Get cyclists off of the major roads automobiles and semis use (North 14th street, Citrona). It's hard to see around some of these curves and hills even when I slow down or inch forward. Make sure people on bikes are aware of traffic laws, they have to follow the same rules as autos (for the most part).

Are there specific areas within the City that you would like to see improvements made?

Get non-motor vehicles off of the roads where there is heavy traffic and lots of cargo. More bike lanes- north 14th and citrona.

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Traffic lights. All traffic should have a red light when pedestrians are crossing

Are there specific areas within the City that you would like to see improvements made?

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N/A

Are there specific areas within the City that you would like to see improvements made?

N/A

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Simmons to downtown, signs or markings would be helpful to navigate the safest route crossing multiple intersections and roads.

Are there specific areas within the City that you would like to see improvements made?

From Simmons to downtown, there does not seem to be a cycling designated path

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Many Bikers don't stop at stop signs at intersections. Causing autos to stop and create potential accidents. Laws need to be enforced.

Are there specific areas within the City that you would like to see improvements made?

Electric bikes should be kept on roads not beaches. As population grows you can't have crowded beaches with electric bikes zooming by. City is just setting themselves up for accidents and lawsuits.

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Yellow line highlighting the biking trail

Are there specific areas within the City that you would like to see improvements made?

Bike trail from All of Atlantic Ave from s Fletcher Ave to downtown

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A police officer at Atlantic and Citrona especially during school drop off and pick up. The pedestrian crossing light at that intersection isn't always working. Maybe some occasional radar would help

Are there specific areas within the City that you would like to see improvements made?

Atlantic Avenue

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The stop signs on the Amelia River Trail at Will Hardee and First, while meant to be helpful, are actually a hazard. Drivers heading east on Simmons often stop, in traffic, at those signs mistaking them for street traffic signs. They really need to be removed or reconfigured.

Are there specific areas within the City that you would like to see improvements made?

An implementation of some kind of bicycle safety information education would be useful. Cyclists and vehicle drivers need to know the answers to questions like: Can I ride on the sidewalk? What laws apply to me? Who has the right of way?

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Roadway signs encouraging drivers to share the road with cyclists, walkers and runners - especially on busy roads. Creating bike lanes .

Are there specific areas within the City that you would like to see improvements made?

Atlantic, downtown Fernandina

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A pedestrian light at Ash or Beech crossing over 8th. I think the crosswalks on Ash between Front and 8th need better markings. Many auto drivers do not see these markings and dont stop. Can you create more traffic calming measures to slow this traffic down. Centre street has brick cross overs and is easily recognizable by auto drivers that they need to slow down and watch for people. Maybe narrowing the width of Ash Street and adding new brick cross walks, maybe landscaping and decorative light posts. Ash Street is becoming more and more used by pedestrians what with the new restaurants and all of the bed and breakfast houses.

Are there specific areas within the City that you would like to see improvements made?

Ash Street

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Wider bike lanes on Atlantic and Fletcher for cyclists and golf carts, a few more well marked cross walks along those two roads to facilitate access to Fort Clinch and the beaches

Are there specific areas within the City that you would like to see improvements made?

Fletcher is the highest priority as everyone is trying to get to the ocean and it is sometimes foggy, limiting visibility. Atlantic is second priority as many people park in the bike lane to access Egan's creek and then cyclists have to drive in the street. Extension of existing bike lanes on Atlantic so that they go all the way to historic district.

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

1) Construct a dedicated, off road bike/running path on 14th St between Atlantic and the bridge over Egans Creek.

2) Expand the width of the 14th St bridge over Egans Creek to provide a bike/running lane.

3) Construct a dedicated, off road bike/running path between the 14th St Egans Creek bridge Dee Dee Bartels boat ramp.

4) Improve the cycling/running infrastructure on Atlantic between downtown Fernandina and the beach

Are there specific areas within the City that you would like to see improvements made?

See above

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

There seems to be good adherence to the Disabilities Act.

Are there specific areas within the City that you would like to see improvements made?

I woud like to see the bike lanes on Flether expanded. They are too narrow and there are a lot of obstacles in the lanes (trash cans, mail boxes, etc,). I also would like to see more walking/bike lanes added to 8th street and 14th street. The current side walks are in disrepair and are not conducive to good walking or bike safety.

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Continue bike path on east side in front of Omni Plantation entrance. Do not force bikers, etc to cross the road twice.

Are there specific areas within the City that you would like to see improvements made?

Safe, wide path between south City limits (Buccaneer) and Sadler or at least Simmons Rd..

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keep bikers off roads with no side trails and keep them on paved bike trails.

Are there specific areas within the City that you would like to see improvements made?

Island's south side two lane roads

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Connect southern bike path through buccaneer trail to 14th st Make side walks 10ft wide to accommodate pedestrians and cyclists

Are there specific areas within the City that you would like to see improvements made?

Connect peters point bike path to first ave to avoid riding with children on fletcher

Increase sidewalk width the entire length of jasmine as it is main resident artery to the beach

I understand there is a "mosquito" treatment road (no longer used) that parallels Egan creek on the east side that runs from golf course to jasmine. Reestablish it with pack gravel as another way to avoid fletcher.

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Control automobile speeding!!!

Are there specific areas within the City that you would like to see improvements made?

If possible the next time you repave, widen S. Fletcher Avenue.

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Signage and enforcement of rules of the bicyclist.

Are there specific areas within the City that you would like to see improvements made?

Parkway

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Being able to have a trail linked from fort clinch all the way to the south end of the island would be ideal. The roads are just too narrow to safely bike on. Periodic edge maintenance would be good as well. There are portions of the river to sea trail that get overgrown by grass from the edges. Perhaps a more formal "adopt a road" type arrangement to manage litter.

Are there specific areas within the City that you would like to see improvements made?

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additional bike lanes when possible, repair of existing sidewalks (many are in very poor condition), additional pedestrian crossings, adding lines to roads like Citrona that do not have any reflective lane lines, education of motorists to watch for and respect pedestrians and bikers.

Are there specific areas within the City that you would like to see improvements made?

There is room on the west side of Citrona for a bike lane. we currently have to use the sidewalk (which is in poor condition for much of it). the road has no shoulder and no lines so riding bikes on road is very unsafe. the bike lane on Fletcher is in poor condition and sidewalk there is in horrible condition for much of the north fletcher portion. the bike lane ends on Atlantic forcing bikers to the busy street or sidewalks which again is in poor condition

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Some of the bike lanes particularly on the west side of Fletcher north of Sadler are in terrible condition. They have become very lumpy and create a hazard for cyclists. Smoothing the bike Lane will provide a safer experience.

Are there specific areas within the City that you would like to see improvements made?

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Get cyclists off of Fletcher. Riders frequently abruptly veer out of the bike lane into traffic.

Are there specific areas within the City that you would like to see improvements made?

Put in a bike trail on Citrona from Beach to Sadler.

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- Clean and maintain mobi-matts regularly (in some cases the matts are uneven from sand settling or sand blowing over them)
- South Fletcher bike lanes at times cluttered with garbage cans or parked cars (perhaps additional communications to residents and enforcement of rules)

Are there specific areas within the City that you would like to see improvements made?

Additional bike lanes and multiuse paths:
- Bike lane or multiuse paths connecting the Shave bridge to Sadler Rd to Seaside Park.
- Flashing Pedestrian Signal when crossing 200 at Clinch Dr and Magnolia (popular route for bikers coming from downtown, bikers get stranded in the median/turn lane attempting to cross 200)
- South Fletcher bike lanes are uneven and hard to bike on for some. Minimize drainage grates in the bike lanes.
- Multiuse paths in lieu of sidewalks connecting main POIs (i.e. Downtown to Main Beach, Will Hardee & Citrona, or pavement of Egans Creek main thoroughfare to connect Sadler Rd to Atlantic Ave)

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(1) Enforce parking laws:

Contractors, delivery services, lawn services, and even non-emergency city employees routinely park on sidewalks, bike paths, etc. and often stop in the roadway. This causes major safety issues as cyclists and pedestrians are forced into the roadway. It is illegal (Fernandina Beach Code of Ordinances Sec. 78-84 (a)(1)b. and i. and (a)(2)f. and more).

(2) Improve bicycle lane:

Cyclists, especially road bike riders (skinny tires), often have to ride in or close to the roadway due to unsafe condition of the bike lane, i. e., uneven surfaces, rocks and gravel, trash, etc.

(3) Enforce Trash Can Laws:

City Code of Ordinances Sec. 64-44 specifically states that garbage and recycling containers are not to be put out until 6 pm the day before pickup and must be removed by 8 pm the day of collection.

(4) Enforce Speed Limits:

Many roads in the City are like raceways, with law enforcement never patrolling.

Are there specific areas within the City that you would like to see improvements made?

South Fletcher Avenue especially, and all other major roads in the City. It is not as dangerous on side roads and neighborhoods, but still a concern.

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A bike lane that connects Old Town to Sadler. It doesn't have to be a straight shot but with signage directing cyclists to safe routes and various locations such as the beaches, downtown, Bosque Bello, Old Town, Fort Clinch etc . Maybe installing bike lanes on some of the routes with heavy traffic. Riding to Old Town can be intimidating for a lot of people and some other routes.

Are there specific areas within the City that you would like to see improvements made?

I moved here because of the bike infrastructure so any improvements would be welcomed. Looking forward to improvements by the Airport continuing past the FB golf club.
Atlanta has seen how bike lanes can encourage development designed to get people out of their cars and walking and biking instead of driving.

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The cyclists need to learn to honor stop signs

Are there specific areas within the City that you would like to see improvements made?

No cyclists on Gum street

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

New bike trails or lanes, on Buccaneer near the airport. This will allow easier access from the south side of the island to the airport and beyond without riders having to deal with heavy ,fast ,traffic.

Are there specific areas within the City that you would like to see improvements made?

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Strict, regular enforcement of driving/cycling rules of the road. Cyclists and motorists both! Would also beg that folks using motorized razor scooters, skateboards and the like be ticketed as appropriate. Guy trying to pass me on the right side of my car on a motorized skateboard as I was then signaling my turn into a parking space on Centre almost got hit.

Are there specific areas within the City that you would like to see improvements made?

S. Fletcher Avenue - cyclists tend to drift into driving lanes. Bike lanes very frequently blocked by construction and Amazon/FedEx/UPS delivery trucks. It is a wonder that no one has been seriously injured thus far.

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

I believe a path along 14th street between Atlantic Avenue and the Dee Dee Bartels boat ramp would improve the safety level for all bikers, runners and walkers.

Are there specific areas within the City that you would like to see improvements made?

The stretch of road mentioned above.

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Walking riding path like on the south end of the island.

Are there specific areas within the City that you would like to see improvements made?

North 14th St from Atlantic Ave to the county boat ramp.

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Please add more "share the road" signs throughout Amelia Island.

Are there specific areas within the City that you would like to see improvements made?

Wider bike lane on Fletcher. If you ride on Monday's that's the day for trash pickup and trash bins are left in the bike lane. A cyclist has to veer into the street to avoid those bins.

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South fletcher is a death trap for cyclists. Bike lanes are poorly marked, obstructed by trash cans, construction vehicles, and cars parked too close to the road. Also, road conditions are very dangerous! The road is full of holes, repairs, and dangerously uneven surfaces.

Are there specific areas within the City that you would like to see improvements made?

Beech street and citrona drive are highly utilized with school kids, 1800+ kids, with no bike lanes. Citrona is north/south, and should be treated like other major accesses. Same with Beech street, except it is east/west, but it is so poorly maintained and not pedestrian/cyclist friendly.

Both of these streets have sidewalks, but walkers don't want you on the sidewalks and cars don't want you on the road!

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Fernandina Beach Citizens' Task Force on Bicycle and Pedestrian Safety

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

A1A especially in the north is horrendous for biking. It is a designated on the road bike path but it is so incredibly bumpy that cyclists often need to ride near, or outside, the white line. Improving these paths would encourage more cyclists to go back and forth to the beach and be safe. I am afraid there is going to be an accident as more people come to the island.

Are there specific areas within the City that you would like to see improvements made?

A1A

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Wider bike lanes

Are there specific areas within the City that you would like to see improvements made?

Fletcher, Atlantic

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Extend a walking/bike path down the unused City Right of Way of First Avenue (from Jasmine down to Sadler). This keeps the bicycles off the Greenway and South Fletcher. Then connect First Ave. south across Bill Melton to either Buccaneer Trail or the Parkway so that the Ritz and the Plantation are connected to the north end of the island.

Are there specific areas within the City that you would like to see improvements made?

Clinch Drive: Connect N Clinch Drive with S. 7th Street through the back of the small park at the corner of Lime and 8th. Sooo many people ride the side walk between the two on busy 8th St.
Atlantic Avenue: PLEASE convince the State, for economic development reasons, to put a bike path across Atlantic Ave. There are SO MANY people riding the sidewalks on Atlantic Ave. because it's NOT safe to ride the street. Many would like to ride from the beach to lunch downtown or vice versa. Put some tree islands in the middle of Atlantic Ave. to slow them down, save Sheriff's Department some ticket writing time! Main Beach hotels would love to offer safe riding to shopping downtown via Atlantic Ave.
Park & Bike Lots: Seaside, FL has NO downtown parking, but it has satellite parking offering bike paths. Would be great to offer this if the City actually had some bike paths (advertised as Park & Bike Lots). MONEY? How about offering matching City Recreation Impact Fees to the State or County to move the State along a little more quickly?

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paths not on busy roads, or wide enough bike lanes that are safe for bikers and vehicles; more FUNCTIONAL bike racks throughout town and at destination points; bike racks (esp at busy areas) that can hold more than 3 bikes at a time.

Are there specific areas within the City that you would like to see improvements made?

At more beach access points

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

More off-roadway bike paths.

Are there specific areas within the City that you would like to see improvements made?

A dedicated bike path all the way down Citrona.

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Add and upgrade sidewalks on both of South Fletcher Avenue from Atlantic Ave. to Nassau County boundary line.

Are there specific areas within the City that you would like to see improvements made?

The addition of sidewalks on South Fletcher Ave. in the beach area of Fernandina Beach.

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Fix buckled areas of bike lanes on Fletcher and don't allow parking or trash cans on that area of the roadway, or widen the sidewalk on the western side of Fletcher and blacktop it like the Simmons Road trail.

Are there specific areas within the City that you would like to see improvements made?

Widen the sidewalk the length of Citrona. Make it as wide as the River to Sea trail on Simmons and blacktop it.

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yes

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

We need a safe shoulder or a sidewalk on 14th Street from Atlantic Ave to Egans Creek (Old Town) for walkers, runners, cyclist, and folks with mobility issues.

Are there specific areas within the City that you would like to see improvements made?

We need a safe shoulder or a sidewalk on 14th Street from Atlantic Ave to Evans Creek (Old Town)

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Bike lane is needed on north 14th on the way to old town. This is a road with lots of walkers and a favorite for cyclists - with hills and a dangerous turn that can't be seen around. There are cars passing cyclists in the wrong lane all though out the day.

Are there specific areas within the City that you would like to see improvements made?

North 14th

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Periodically, level the most used sidewalks.

Are there specific areas within the City that you would like to see improvements made?

None

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A sidewalk/bike path is needed between the pedestrian crosswalk and sadler road/main beach

Are there specific areas within the City that you would like to see improvements made?

Citrona ln needs a wider sidewalk/bike path

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It might be nice to have Fernandina recognized as a bike friendly city. More and more people are returning with bikes as they see how easy it is to get around. Also, cool bike stands downtown to secure bikes too would be great.

Are there specific areas within the City that you would like to see improvements made?

It would be amazing to have a bike path to old town and over the bridge to the boat ramp.

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1) All existing bike/pedestrian paths need to have weeds and grass that is encroaching on the surfaces cut back. Also, limbs and branches should be cut back.
2) The bike lanes on 14th Street and Sadler Road should be cleaned on a regular schedule to remove loose debris. The city's street sweeper could assist in this purpose.
3) The bike lanes on Fletcher are very hazardous due to the sand, loose rock, and other debris. Also, on trash and recycling pickup days, containers are placed in path, requiring cyclists to stop or veer into the roadway to miss them.
4) In general, more directive signage for motorists, cyclists, and pedestrian is needed everywhere.

Are there specific areas within the City that you would like to see improvements made?

1) Citrona, between Sadler and Jasmine is dangerous for cyclists riding on the street. The speed limit should be strictly enforced and either bike lanes added to the street or the existing sidewalk widened to a bike/pedestrian path.
2) The bike/pedestrian path between Citrona and Fletcher needs a center line and signage to direct users to "keep to the right". Also, it could be beneficial to extend the path westward to 14th Street.

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

A bike path on N 14th street for safer access to Old Towne and Dee Dee Bartels.

Are there specific areas within the City that you would like to see improvements made?

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Bike racks at Main Beach and downtown. Thank You

Are there specific areas within the City that you would like to see improvements made?

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There needs to be STOP SIGNS from 8th Street, Alachua to Front Street. There are so many cars and NO stops signs for pedestrians as well as people turning left and right. It is VERY dangerous and now with the opening of Alachua to Front Street, the traffic is INSANE!!!

Are there specific areas within the City that you would like to see improvements made?

YES! There is NO sidewalk along Alachua to the Farmers Market! The Farmers Market is PACKED and there needs to be a sidewalk from 6th Street, Alachua to 8th Street. There are NO Sidewalks for pedestrians!

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Widen the sidewalk between Jasmine and Sadler on Citrona

Are there specific areas within the City that you would like to see improvements made?

Citrona sidewalk from Jasmine to Sadler needs to be made into a wider walk and bike path to accommodate all of the bikers, walkers and dog walkers both ways. To narrow of a sidewalk.

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

more sidewalks; consistent materials to prevent trip hazards on sidewalk changes; increase bike lanes or sidewalks in neighborhoods.

Are there specific areas within the City that you would like to see improvements made?

Downtown sidewalks; north 14th street bike lane to connect DD Bartles

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Atlantic Avenue - not terrible but can use improvement with dedicated bike lane in both directions

Are there specific areas within the City that you would like to see improvements made?

Atlantic Ave - not bad, but could use improvement - dedicated bike lane in both directions

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Some "Share the road signs" would be helpful. A better pedestrian crossing between the north and south side of the greenway (crossing Jasmine), one with flashing lights.

Are there specific areas within the City that you would like to see improvements made?

I'd like to see a bike lane on Citrona and Atlantic and I heard there was one approved for Hickory so why hasn't it been completed? It would also be nice if there were more bike racks in town.

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1. Add a bike lane on 14th street starting from Atlantic to DD Bartells. Oversized boats on trailers taking up the entire lane, with increased traffic. A disaster ready to happen.
2. Repave S. Fletcher from Atlantic to Sadler. Very rough road on bike lane. Again, safety and comfort issue.
3. Repave Rt200 from Bridge to new construction start. Should have been fixed when they worked on 200 in Yulee.

Are there specific areas within the City that you would like to see improvements made?

Keep bike lanes free! Too many construction crews parking their vehicles on the bike lane, garbage bins, in the bike lane, keeping the bike lane free of sand, glass, lawn migration into lane. Suggest monthly sweeping and police monitoring to bike lanes.

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Strict enforcement of speed limits

Are there specific areas within the City that you would like to see improvements made?

8TH Street from the Parkway all the way to Sadler needs to slow down. The intersection of 8TH and Bailey RD is particularly dangerous.

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Occasional signage reminding motorists that cyclists are allowed to use the streets and roads would be good.

Are there specific areas within the City that you would like to see improvements made?

Fletcher shoulder that is marked for bike usage is awful in spots, especially Sadler/Atlantic. Potholes, gravel, rippled pavement, storm drains, poorly repaired utility hookups - this is a dangerous obstacle course for cyclists

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

More dedicated trails. The more the better. Way safer than being on the road. The ability to get to the downtown area on a trail.

Are there specific areas within the City that you would like to see improvements made?

Atlantic Ave. intersection with 14th St. It's a choke point for bicycles going in both directions. A dedicated trail on N. 14th St. north of Atlantic out to the Dee Dee Bartels boat ramp.

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

1. Repave Fletcher Ave from Main Beach to Amelia Island Parkway, 2. Provide bike lanes on 14th St north of Atlantic, 3. Provide a pathway from 7th St & Kelp to Lime St., 4. Have the city/county building inspectors force contractors to maintain the integrity of the bike lane during major construction or home building. These are public roads. This is especially evidenced at 4400Fletcher, but is a common event, the home at Fletcher & Bill Melton is starting to degrade, and this occurs at other sites in the past. Afterwards a piss poor patch if made and is never as good as the original paving.

Are there specific areas within the City that you would like to see improvements made?

see above.

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Prioritize building off-road trails vs. bike lanes (e.g. current situation on Amelia Is Parkway) near/on major thoroughfares. Work to balance bike/ped. traffic with vehicles to prevent making it impossible to drive a car safely. Some biking "activists" take the replace all cars approach, which often alienates non-bikers. Emphasize a "carrot" approach using marketing efforts to encourage folks to get out and walk/bike on the beautiful trails vs. driving and show them how to do it. I lived in Wash. DC suburbs where electric scooters everywhere made driving (and walking) a nightmare since many scooterers (and bikers to similar degree) did what they pleased (routinely running red lights, turning into traffic, etc.) causing many accidents and deaths. Recommend prominent signage upon entering island that "Bikes will be everywhere friendly folks so be please courteous and careful!" Consider using the "Be Kind and Unwind" campaign approach. Consider consulting Arlington County, VA - one of the best places I've lived with respect to biking (https://www.bikearlington.com/maps-and-routes/)

Are there specific areas within the City that you would like to see improvements made?

Prioritize construction of northern Amelia Island Trail extensions to SR-200/AIA. Make it easy to cross island from river to ocean side as much as possible. Increase bike rack availability near/at beach access points.

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Improved routing from the south end of the island into downtown. Bike racks located in various locations in town.

Are there specific areas within the City that you would like to see improvements made?

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

1. Road and shoulder pavement failing, cracking, potholes affecting walkers, runners and cyclists
2. Speed limits.
3. More multi use 10-foot wide paved trails

Are there specific areas within the City that you would like to see improvements made?

1. The pavement is failing on north Fletcher (in lanes just south of Lisa) and South Fletcher (shoulders). The shoulders were not designed to take the full weight of traffic, as heavy trucks picking up and dropping off stuff (including trash, construction, and utilities) have contributed to the problem of the pavement basically failing. This is important because the shoulder is both a sidewalk and bike lane. A layer of new pavement may be just a temporary solution.
2. The speed limit on 14th street between Sadler and Park/Courson is too high, given the number of entry points that cross sidewalks, making it dangerous for pedestrians and cyclists, as motorists my move quickly in reaction to vehicles going up to 50 MPH, leaving little or no time for that quick look to the right for a walker or cyclists. Consistent with other speed limits in the city, it should be 35 MPH. That works well along Fletcher Ave.
3. Build more multi use trails to provide for safer walking and cycling. Each bicycle used for transportation is one less vehicle on the road. There is room for more transportation on this island, and that is more trails. Schools to Downtown is a connector, and provides for both transportation and recreation. Our trials can also be thought of as linear parks.

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Where ever we conflict with vehicles

Are there specific areas within the City that you would like to see improvements made?

South Fletcher pavement is a mess in the bike lane.

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

#1-Plant more shade trees along major routes (in 1960, FB averaged 31 days above 90F. Now we get 52 days, and by 2100 there will be 70+ days). Shade trees will also help mitigate climate change, improve our air quality, reduce storm water, etc #2-Fix pedestrian push buttons at crosswalks, many are wrong. The button should be on the side "parallel" with the walker and street to be crossed. Many are opposite, causing people to push to stop traffic for the wrong road (this delays walkers and drivers). #3-Put sidewalks on both sides of 14th street. There are sections with sidewalks only on one side. #4-Make sidewalks wider, so pedestrians and bikes can share them safely. Most of our roads are too narrow to create an effective bike lane.

Are there specific areas within the City that you would like to see improvements made?

Put a cross walk and speed hump across Atlantic Ave between the Rec Center and Ft Clinch. Many people travel safely north and south along the Greenway, but can't continue to Ft. Clinch without a risky dash across a wide road that can sometimes be very busy.

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Fernandina Beach Citizens' Task Force on Bicycle and Pedestrian Safety

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Fletcher Ave

- Grass is overtaking the bike lane in various spots along the route.
- Key grass problems on both sides of the road before and after Peter's Point
- Narrowing lane for bikers
- Home construction has left the breakdown lane pavement in disrepair
- Various spots (one example: new home just before 4300 Fletcher)
- Bike Lane markings on pavement need to be refreshed for entire road

Bridges (entrance to island both directions)

- Both bridges need more frequent cleaning. Debris has nowhere to go and is a major risk factor while riding a bike on the bridges

Will Hardee/Citrona

- There should be a bike path or a clearly marked bike lane on Hardee and Citrona
  - between Simmons Road and Atlantic
  - Hardee/Citrona only safe place to cross Sadler from 14th to Fletcher
- At a minimum the sidewalk between Citrona/Jasmine and Citrona/Hickory needs to be widened.
  - Lots of kids walk and ride their bikes on this undersized walkway to/from school.
- There should be a linkage to the proposed School to Downtown Bike Trail

Atlantic Ave

- Needs to be officially recognized as a major bike lane
  - With bike marking on pavement
  - Breakdown lane needs to be stripped from Fletcher to 8th
  - A couple of deep potholes (across from park) need to be repaired

7Th Ave

- This is a major alternative to using 14th street.
- There needs to be a 4 way stop on 7thand Gum
  - Parked cars block view for cyclists
  - Need to slow down cars through this intersection
- Same goes for Beech/7th but the "tree truck" lobby will fight this!
  - At a minimum add a walk crosswalk with "on demand" walk signal
- There needs to be a connector between 7th/Gum and Lime Street
  - (behind O'Reilly Auto)
  - This would allow a cyclist to ride from downtown all the way to Hw200 using 7th and then Clinch

Are there specific areas within the City that you would like to see improvements made?

See Above. I pretty much ride my bicycle every day in Fernandina Beach and use various routes. Here are my suggestions for improvements. I understand that some of the items require cooperation from the County.

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A huge improvement would be to create a multi-use trail leading from the intersection of A1A and Amelia Island Parkway coming on the island all the way to join the current sidewalk at the intersection of the Parkway & Buccaneer Trail. this would allow improved access from sidewalks on A1A and the River to Sea Trail to the south end of the island's multi-use trail beside the Harris-Teeter complex. In particular, biking from 14th street roundabout at the airport, down to the sidewalk at Buccaneer Trail along the Parkway can be scary. Bonus points for widening that sidewalk along Buccaneer into a true multi-use, but I'm happy there is at least a sidewalk.

Are there specific areas within the City that you would like to see improvements made?

Of equal importance would be extending the multi-use trail along Fletcher, most anywhere, of course, but especially where there is no sidewalk.

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Connected sidewalks. Better connection between activity centers. More trees along sidewalks.

Are there specific areas within the City that you would like to see improvements made?

Sidewalks on Beech street from 2nd to 14th

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We need pedestrian crosswalks with red blinking lights at the Simmons and 14th intersection and the round about on Amelia Parkway both would be for the River to Sea trail. I live off of Simmons and I'm absolutely saddened by how many people will not stop for the pediatricians on 14th and Simmons. I've seen 2/3 cars or 3/4 cars stop but 1 always seems to cross the intersection that a pedestrian needs to cross. I once saw an old woman almost get hit because she started to walk and then a cat didn't wait. Amelia Parkway should be similar to S. Fletcher and Sadler, the entire round about has a crosswalk and a but for pedestrians to hit. This beautiful trail is dangerous on those 2 roads.
Parking stoppers are needed in Main Beach Parking lot. Vehicles always park over the sidewalk. Very dangerous for pedestrians using the sidewalk. Extremely dangerous for handicapped as the curb inhibits a wheelchair from going into the grass, a walker can just walk over the curb. This should never happen, sidewalks should not be blocked ever.

Are there specific areas within the City that you would like to see improvements made?

Main Beach Parking lot needs parking stoppers
Pedestrian crosswalks and push buttons for safety on Simmons and 14th and Amelia Parkway round about.

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15th Street bypass- convert sidewalk stretch to a 4-5 foot wide trail

Are there specific areas within the City that you would like to see improvements made?

Formally recognize entire 15th Street bypass as a designated bike/pedestrian trail with stripping and markings.

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Driver education, cyclists need to warn approaching walkers/runners (common courtesy in order to avoid hitting someone) and tough restrictions on electric bikes and scooters

Are there specific areas within the City that you would like to see improvements made?

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All motorized vehicles, scooters, skateboards e bikes off sidewalks and beach

Are there specific areas within the City that you would like to see improvements made?

Main beach and fletcher. So much foot traffic and inexperienced bike riders combined with high traffic and complicated/long knight sequencw

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Repaving Fletcher Ave. The road has buckled in numerous places and the bike lane surface is unsafe due to many modifications made over the years.

Are there specific areas within the City that you would like to see improvements made?

South Fletcher Avenue

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halle@illinois.edu

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As cars are approaching intersections with bike path crossings, there should be very vivid colored bright signs warning drivers to watch out for pedestrians and bikers. Many of these intersections are blocked by trees and drivers drift into the bike lane for a better view of oncoming cars. Especially on the south end.

Are there specific areas within the City that you would like to see improvements made?

The south end bike path crossings are especially dangerous.

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I would be very happy to speak at the Task Force meeting on April 17th.
I was run over by a car at the intersection of AIA and Scott Road on March 10, 2021. After 9 surgeries I feel like I have a small story to help make an impact on safer crosswalks.
Liza Cotter (707)756-7244

Are there specific areas within the City that you would like to see improvements made?

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Clear and visible stop signs for CARS at trail crossings (so that they look both ways for cyclist or pedestrians.)

Are there specific areas within the City that you would like to see improvements made?

8th street to Clinch Avenue connection for cyclists. Connection from end of Gum Street to Clinch Avenue, if possible?

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vderoy@yahoo.com

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Improve downtown walking. More tourist $

Are there specific areas within the City that you would like to see improvements made?

North Fletcher

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yes

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Wider biker lanes in general

Are there specific areas within the City that you would like to see improvements made?

Fletcher Avenue: the bike lanes are in terrible shape and borderline unsafe in places
Citrona Drive: the addition of bike lanes would help tremendously

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Continuous bike path along AIA. There are many sections where the path does not exist.

Are there specific areas within the City that you would like to see improvements made?

Shave Bridge is cluttered with debris which may puncture tires. Does City have a street sweeper?

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tgcollins2016@gmail.com

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Trim road edges, repaint bike lane markings and Ped crossing markings, more use of street sweeper to clear road debris, more enforcement of auto speed limits, more "share the road" signage, ticket/tow vehicles parked in bike lanes, consider creating marked bike lanes on Atlantic Av.

Are there specific areas within the City that you would like to see improvements made?

Atlantic Av, Beech St, S 8th and S 14th Streets, S Fletcher, westbound A1A from Sadler Rd to Old Nassauville Rd.

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More bike lanes and pedestrian specific paths/trails

Are there specific areas within the City that you would like to see improvements made?

South 14th st , s Fletcher bike lane needs improvement

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Maintain tree canopy for shade. Interconnected trails that include both shopping, services and tourism locations. more trails, less roads.

Are there specific areas within the City that you would like to see improvements made?

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I think you're doing a pretty good job now.

Are there specific areas within the City that you would like to see improvements made?

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Wider bike lanes on S Fletcher. Use green safety lanes in high traffic areas. Wider lanes exiting the island on 8th street

Are there specific areas within the City that you would like to see improvements made?

S Fletcher pave and widen

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There are critical areas where sidewalk conditions present challenges for pedestrians and cyclists. Example, the corner of 8th and Beech (T-Rays)

Are there specific areas within the City that you would like to see improvements made?

#1) Beech street between 8th and 14th.
This is an area under development and used by hundreds of citizens for the baseball parks. It is now chaotic, informal parking, and dangerous traffic. I would like to see park parking formalized and traffic speed controlled. Additionally, it would be great to improve sidewalk and lights in that sector since it os used by so many people (pedestrians and cyclists).

One factor that does not contribute for example was that this space park parking) was recently used as stage area for paving trucks. That created a more chaotic condition, dangerous, unpleasant, and certainly environmentally questionable since all the asphalt dust was spread all over. The city should consider where to approve such activity in the future.

#2) Corner of Beech and 8th
This is of great concern. The informal parking conditions created at T-Rays, make pedestrian and bike traffic very dangerous. Patrons for T-Rays and Beech Grill park right on the sidewalk, blocking it and making for an unsafe condition for pedestrians. This specific area has seen great and positive development and should be improved to reflect that. Right now it is chaotic, created by the poor condition of the sidewalks and by the informal parking.

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More bike paths are needed

Are there specific areas within the City that you would like to see improvements made?

Will Hardee - 14th street

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Share the road signs,
Bike lanes and paths where possible
Traffic lights that respond to cyclist so that you don't have to wait for cars to trigger them. Or place a pole with button at the side of the road where the cyclists stop to wait to cross.
Side walks that connect to every block, for example along 14th street wherethere are blocks that don't have a side walk!
Connect parking lots at the (strip)malls to each other so that when there is no side walk you can walk on the parking lot. A connection too narrow for cars but good for bicycles and walkers.
Better placed and more bike racks/bicycle parking. Some racks are placed in grass which is not handy for bikes with bike stands or the spots are so narrow that it only fits one bicycle.
Bike paths can be on the side of the road with a storm drain underground.

Are there specific areas within the City that you would like to see improvements made?

Traffic light Beech/8st west/east visa versa
Traffic ligth crossing 14th str Parkway/Courson
Traffic light Atlantic ave to Centre Street
These lights are in my routes and don't react /change for bicycles. I have seen people cross the intersections without waiting for green.
Lower speed on Atlantic Ave. It is getting harder to cross. atlantic from the side roads because it is getting busier and busier and the speed of the cars doesn't give you enough time and space to cross.

I would like to see. That the city takes bicycling and walking serious not only for recreational purpose and attracting tourists but also als an important mean of transportation. Bicycles take less parking space and could help reduce car traffic if it is safer for people to easy ride around. We are no al spandex wearing cyclists or runners who training for marathons but people that want to get somewhere in a healthy way without a car.
Having traffic lessons and bicycle exams in elementary school makes for young people who know how to behave on the road/side walk/in traffic and they will be a example for the adults/rest of the people who don't know how to behave /drive around cyclists and walkers.

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More dedicated bike paths instead of lanes in the streets

Are there specific areas within the City that you would like to see improvements made?

Fletcher.

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Electric bikes are too fast for the bike trails and beach. I have had multiple and witnessed near miss accidents of bicycles with the electric bikes.

Are there specific areas within the City that you would like to see improvements made?

Bike trail on FLetcher,

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Enforcement of speed limits on city roads would improve access and safety. Rarely do I see speeders or stop sign and red light runners get stopped by police. Sidewalks are dangerous because of their lack of maintenance and deterioration.

Are there specific areas within the City that you would like to see improvements made?

All areas of the city are unsafe and dangerous for walkers and bikers but y'all continue to try and attract more visitors to make more money. Seems like the local citizens are not important.

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jghconner @gmail.com

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I think slowing down traffic could greatly improve safety.

Are there specific areas within the City that you would like to see improvements made?

My focus is the increasing number and high speed of e-bikes and motorized skateboard s on the beach.

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More paths/trails designated just for them. Ideally at the Greenway.

Are there specific areas within the City that you would like to see improvements made?

This suggestion is not about the City issues directly but indirectly those of us who reside on or around Bailey Road, in the County, desperately need the State to add a traffic light at the corner of Bailey Road and SR 200. We feel landlocked while we sit at Bailey Road waiting and waiting and waiting to simply turn right onto SR 200.

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Marked crossings needed at each public beach access on South Fletcher. Traffic Devices such as traffic circle needed at entrance to Peter's Point, Bill Melton Road, Simmons and Jasmine. to slow traffic from building up speed over longer stretches. Wider bike paths needed on South Fletcher. Speed Limit on South Fletcher needs to be reduced and enforced. Every property owner on the east side of South Fletcher must walk across the road to access their mailbox each day, over 600 single family homes on the east side alone.

Are there specific areas within the City that you would like to see improvements made?

Build a bike path from Bill Melton Road north to Simmons using that mosquito drainage ditch road, and then up 1st Avenue to Sadler. Reduce Sadler from the beach to Ryan/Drury Road to 2 lanes with sidewalks, bike paths and parking. Add facilities to park/secure bicycles, ebikes, golf carts, at numerous locations. Promote the safe use of small golf carts but so they aren't on the bike paths endangering pedestrians and not on South Fletcher going 15MPH and forcing vehicles to illegally pass.

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reduce and enforce the speed limit on 8th Street, Sadler and 14th Street

Are there specific areas within the City that you would like to see improvements made?

reduce and enforce the speed limit on 8th Street, Sadler and 14th Street

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

The speeding down Citrona between Jasmine and Atlantic has become increasingly more and more dangerous. Perhaps speed bumps in front of the schools would deter some of this behavior. I'd suggest 2-3 in front of each school so that despite the hours, the speeding would be hindered significantly. I've suggested previously on other surveys that it is really important for the city to consider building a boardwalk toward the dune along the beaches. This would allow safer walking paths instead of down Fletcher, safer wheel chair and stroller access to the beach and a place for people to enjoy the beach overall. Someone with mobility issues (or with a stroller) should be able to "walk" along the beach just as easily as an able bodied person does.

Are there specific areas within the City that you would like to see improvements made?

The lanes down Fletcher are not wide enough to accommodate bikers and cars safely. Sidewalks are in disrepair even some close to downtown which is dangerous for anyone using them especially those in wheelchairs. The allowance of cars to park on every street each afternoon for school release has become ridiculous. While I understand there's an easement, it's unfair that homeowners care for these parts of their property and are made to allow parking day in and day out due to kids walking from the high school and middle school. The city is gaining property tax dollars from these homeowners so I'd think they would want to protect them properly. Perhaps working with the schools to come up with a more efficient way to get kids picked up would be a better solution than making homeowners look at strangers parking is their grass.

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Keep construction debris out of bike lanes

Are there specific areas within the City that you would like to see improvements made?

Complete bike lanes all the way down Fletcher and across Citrona

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More crosswalks, preferably with flashing lights, on Atlantic, 8th, Citrona, and 14th St.

Are there specific areas within the City that you would like to see improvements made?

Citrona has a sidewalk on the west side and nothing on the east side. The road is too dangerous to ride a bike on, forcing bicycles to share the sidewalk with joggers, dog walkers, etc. The existing sidewalk is NOT WIDE ENOUGH for mixed use. Make sidewalk into a wider multipurpose trail OR put in a sidewalk on the east side. Speed limits are routinely ignored on Citrona, as they are on other main arteries.

When riding northbound on the sidewalk, as you approach a street like Hickory, cars DO NOT STOP at the stop sign. Motorists typically have their head turned to the left to see oncoming cars and ignore the potential walker or biker that may be coming to the same intersection. Cars are supposed to stop at the stop sign, before the painted cross walk, and then proceed slowly. Instead, the cars do not come to a full stop until the front bumper is practically on Citrona. This is a bad habit that takes place all over the island when joggers or bikers are forced to use a sidewalk or path, going in the opposite direction of the vehicles on the main road. When you add other obstacles, like shrubbery or fencing, it makes the situation even more dangerous. I am using the example of Hickory, car heading east, with drivers turning their head and eyes to their left, so they can pull out to make a right turn onto Citrona. I have lost count of how many times this has happened to me. Drivers need to be made more aware that they are sharing not just the road, but need to stop BEFORE they enter the crosswalk and need to look both ways.

Speaking of fencing and shrubbery blocking views, look no further than the intersection of Citrona and Jasmine. Heading west on the multipurpose trail, bikers cannot see what is coming from the south and car drivers cannot see who is heading their way from the multipurpose trail. The other three corners of the intersection provide visibility, but not this corner.

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Marked bike lanes with physical barriers :(https://www.bicycling.com/news/a20020370/pre-fab-protected-bike-lanes/) these run from less than 100k/mile for plastic bollards or bumps to 500k-1M for concrete barriers. Range of options available - what is a life worth?

Are there specific areas within the City that you would like to see improvements made?

Major intersections on 8th/14th, other heavily travelled streets with no adjacent greenway or bike path

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Protected cycling lanes, and elevated crosswalks. Also take consideration from StrongTowns.org and the Oslo Street Design Manual

Are there specific areas within the City that you would like to see improvements made?

I think there are very limited north-south options, and dangerous crossings. Citrona and Fletcher biking infrastructure is also severely lacking.

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Pedestrian lights with signs at 14th and Simmons

Are there specific areas within the City that you would like to see improvements made?

14th and Simmons not safe for pedestrians, accident there this week involving pedestrian/ vehicle.

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Biking along Tarpon Ave is hazardous along the entire length but especially so from Dolphin St. to the Atlantic Ave. intersection. There is no designated bike lane from the Tarpon intersection until you get to Ft. Clinch entrance. Sidewalks available for walkers but dangerous for bikers. Also, parking along Atlantic should be restricted for biking. Residents & visitors to homes have plenty of access in those driveway but cars routinely park along Atlanta. Of course, this would not preclude delivery trucks or landscape vehicles, etc. Fletcher bike lane along the beach could be improved with more width but not sure if there is room. Very dangerous however.

Are there specific areas within the City that you would like to see improvements made?

Tarpon, Atlantic, Fletcher but primarily Tarpon & Atlantic intersection

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More Share the road signs, marked bike lanes every block. A divided bike lane along Fletcher, Citrona, 14th St and 8th St would be wonderful

Are there specific areas within the City that you would like to see improvements made?

Extending /making sidewalks all blocks along busy streets, for example 14 street has several areas at the west side that don't have side walks
Clear or cut bushes on corners so it is easier to see traffic when crossing a street
Clear brushes and trees from overgrowing sidewalks. Sometimes it is safer to use the sidewalk for bike-riding because it is hard hard to cross the road and it is very annoying that you have to step off your bike go of the sidewalk or crawl under a bush that is over the sidewalk. For example west side 14th street sidewalk in line of Brooks Rehabilitation where the palmtree leaves again are hanging over the side walk
Lower speed limit on Atlantic Ave! First for the residents living along Atlantic Ave. Since traffic is busier the noise is increased and with the high speed the noise is even more increased. By making a real bike lane and maybe narrowing the car lane cars will adjust their speed accordingly. Place a few more crossing area's as near Citrona and cars will pay more attention and adjust their speed. It gets harder to cross Atlantic Ave from the side roads.

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Signage for drivers to be aware and share the road with runners and cyclists

Are there specific areas within the City that you would like to see improvements made?

Exiting the island on A1A

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Addressing dangerous intersections

Are there specific areas within the City that you would like to see improvements made?

(Feedback provided at 5/9/2023 Parks & Recreation Advisory Committee)
Recent bicycle accidents reported at the following intersections:
1. Citrona & Atlantic Ave
2. Simmons & 14th Street
3. Bailey & 8th Street
This information inputted by Catherine Vorrasi on 5/10/2023

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Signs that state"NO bikes or motorized items of any kind "on the sidewalk running the length of Atantic ave. It is dangerous for pedestrians to use this sidewalk.

Are there specific areas within the City that you would like to see improvements made?

educate the vendors who rent bikes to visitors. Educate hotel vendors of bikes for visitors. IT is NOT ok to ride the bikes on the sidewalks. It would seem that people renting or borrowing bikes think it is ok to use the Atlantic ave. sidewalk. Do the vendors have their customer sign a liability waver??? Can they also sign a form accepting the rules for bike use?? I wonder if cyclist sign that they are responsible for pedestrian injury on sidewalks - the cyclist would stop running pedestrians off the sidewalk?

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May I propose photo enforced speed cameras along South Fletcher to slow the traffic down. Perhaps even on other heavily traveled streets (Sadler etc). The volume of traffic on South Fletcher has increased dramatically over the past few years and with that, many cars travel at high speed endangering people crossing to the beach or residents trying to retrieve their mail from their boxes. Unless the city or county wishes to position police at regular intervals to ticket these speeders, cameras would surely help and make a difference. Please consider this option!!!

Are there specific areas within the City that you would like to see improvements made?

Yes, those heavily traveled arteries

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A bike path is needed from Old Town to downtown Fernandina.

Are there specific areas within the City that you would like to see improvements made?

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More enforcement of speed limits and cross walk violations. We live on Fletcher and experience people ignoring flashing lights

Are there specific areas within the City that you would like to see improvements made?

Along Fletcher. There is little room to add sidewalks along the road without significantly impacting people's yards

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

Lower speed limits, more flashing warning signs before crosswalks. A campaign of "Awareness"

Are there specific areas within the City that you would like to see improvements made?

Special attention at the intersection of Citrona and Atlantic. Flashing lights, speed bumps, on Citrona before the Stop Sign to give warning to motorists of pedestrian activity up ahead. More Awareness and police presence. Start a Campaign - RESIDENTIAL AND SCHOOL SAFE AREA!!!

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Police Department enforce the city traffic regulations. This is the single, quickest way to improve bicycle and pedestrian safety throughout the City.

Are there specific areas within the City that you would like to see improvements made?

Isle de Mai subdivision speed limit. Cars and Trucks are going twice or more the posted limit. Extremely dangerous for walkers, small kids, and those on bicycle. We need the FB Police Department to enforce the city traffic regulations. This is the single, quickest way to improve bicycle and pedestrian safety throughout the City.

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SLOW TRAFFIC DOWN especially on 8th, Atlantic, Sadler and 14th. More cross walks

Are there specific areas within the City that you would like to see improvements made?

8th Street and Citrona

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Marked crosswalks and speed limits more suitable to increased use

Are there specific areas within the City that you would like to see improvements made?

8th street (A1A-SR200) in 2 lane section

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More safe crosswalks, sidewalks converted to multi use paths and no ebikes/ escooters on greenway and multiuse paths. Slower speed limits on 8th Alachua to Gum

Are there specific areas within the City that you would like to see improvements made?

8th st. Alachua to Gum, Sadler Rd.

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Enforcement of speed limits on Amelia Island Parkway, especially from Ritz Carlton to First Coast Highway.

Are there specific areas within the City that you would like to see improvements made?

Drivers do not seem to understand how to navigate around traffic circles. Most try to race through and are not taking care to watch out for walkers or bikers.

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Lower speed limit across the island to no more than 35 mph

Are there specific areas within the City that you would like to see improvements made?

14th street. Lower speed limit, improve side walk, install guard rails where side walk is too close to road and no barrier to protect people)

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1) Flashing caution light at Atlantic Ave and Citrona Ave which is an intersection with a hill leading up to it from both directions (especially bc this is a school crossing)
2) Speeding motorists on Atlantic Ave up to and over 100 mph as witnessed, and very little police presence.
3) Adult Cyclists to ride on Atlantic Ave NOT on sidewalks(especially motorized bicycles);
Ride on right side of road, with traffic;
Stop at stop signs and traffic lights.

Are there specific areas within the City that you would like to see improvements made?

1) Atlantic Ave and Citrona Ave intersection
2) All along Atlantic Ave

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Speed bumps, lights

Are there specific areas within the City that you would like to see improvements made?

citrona and atlantic ave

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More crosswalks and signage that indicates the need to yield to pedestrians and bicyclists.

Are there specific areas within the City that you would like to see improvements made?

At the 4 way intersection of 14th and s Simmons. Crosswalks and signage to Yield to pedestrians and bicyclists. Also on the intersection of Fletcher and Simmons. Signage requiring vehicles to yeliwls to pedestrians and bicyclists. At the Scott Road beach access and other points on that road. Signage is needed requiring vehicles to stop for pedestrians and bicyclists.

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Enforcement of current traffic laws ie: speeding & passing in no passing lanes

Are there specific areas within the City that you would like to see improvements made?

S. Fletcher Ave & Atlantic Blvd from the beach to downtown

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Keep e-bikes off greenway.

Are there specific areas within the City that you would like to see improvements made?

Corner of Citrona and Atlantic Ave needs caution light which is visible from all sides. It is a dangerous area because of the hill and excessive traffic.

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What improvements (construction, signage, road markings, other) would help improve the access and safety of Fernandina Beach's walkers, runners, cyclists and people with mobility issues. *

More bike/walk paths on the island

Are there specific areas within the City that you would like to see improvements made?

Intersection of Citrona and Atlantic

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Paved or improved gravel surfaces, separate from automobile thoroughfare, wherever possible.

Are there specific areas within the City that you would like to see improvements made?

1. Enforce parking at the Egan's Creek Park in the newly-improved lot on Nth Wolf Street. Street parking along Atlantic constricts cyclists path and frequently squeezes automobile and cyclists into close spaces. 2. In the same area, deliveries to the new Marriott across from Tarpon regularly park on Atlantic, creating a visual obstruction and more close confrontations with autos. These deliveries should be required to park on Marriott property. 3. Examine non-thoroughfare passages for enhancement as bike and pedestrian connectors. Examples include North 15th between Dade and Amelia Circle; 1st Ave South between Racheal and Cleveland; or perhaps connection between Lakeside Court and the Beals/Publix Plaza on Sadler. There are likely many more. 4. Since the City uses general funds to help support its golf course, perhaps then this amenity could serve multiple uses, such as a trail around its perimeter, or also as providing other thoroughfare connectors. 5. Approach WestRock about the possibility of donating some of its land for along 14th St. for trail development. 6. Egan Creek is a tremendous amenity for the City. Perhaps a portion of this park could be developed with a separate paved trail, or the surface of the exiting trail be improved to provide a connector between Atlantic and Sadler. 7. Many cyclists and pedestrians use the very narrow and busy Nth Fletcher Ave. An off-road path, using the available road right-of-way on the west shoulder could ease congestion and enhance non-motorized access to North Beach. Many contactors, delivery trucks and waste haulers would welcome this.

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CITY COMMISSION AGENDA ITEM
City of Fernandina Beach

SUBJECT: Presentation
Fernandina Beach Citywide Resiliency Vunerability Assessment - Final Report

ITEM TYPE: Presentation

REQUESTED ACTION:

SYNOPSIS: In 2023, the City of Fernandina Beach was awarded a Florida Department of Environmental Protection Planning Grant to complete a Fernandina Beach Citywide Resiliency Vulnerability Assessment. The purpose of having a jurisdiction-wide Vulnerability Assessment is to meet statutory requirements of Florida's Resilient Florida Implementation grant program. In January 2024, the Fernandina Beach Citywide Resiliency Vulnerability Assessment was completed by Halff. A summary of the Final Report will be presented.

FISCAL IMPACT: N/A

CITY ATTORNEY COMMENTS: N/A

CITY MANAGER RECOMMENDATION(S): N/A

Kelly Gibson, Planning Deputy Director	2/7/2024
Kim Briley, Deputy City Clerk	2/8/2024
Charles George, Interim City Manager	2/9/2024
Tammi E. Bach, City Attorney	2/13/2024

Lorelei Jacobs

Submitted By: Lorelei Jacobs, Grants Administrator

Date: February 02, 2024

COMMISSION ACTION:



City of Fernandina Beach, Florida Vulnerability Assessment

AVO 43030.002
January 2024

Prepared for the City of Fernandina Beach

halff℠

Firm Registration No. 312

FINAL REPORT

City of Fernandina Beach, Florida
Resilient Florida Vulnerability Assessment

for the

City of Fernandina Beach, Florida

Prepared by

Halff

This work was funded in part through a grant agreement from the Florida Department of Environmental Protection, Resilient Florida Program, by a grant provided by the Office of Resilience and Coastal Protection. The views, statements, findings, conclusions and recommendations expressed herein are those of the author(s) and do not necessarily reflect the views of the State of Florida or any of its subagencies.

AVO 43030.002
January 2024

January 15, 2024

Ms. Kelly Gibson, AICP
Planning and Conservation Director
204 Ash Street
Fernandina Beach, FL 32034

Re: City of Fernandina Beach Final Vulnerability Assessment Report

Dear Ms. Gibson,

Halff is pleased to submit this report to the City of Fernandina Beach documenting the final results and outcomes of the City of Fernandina Beach's Vulnerability Assessment. This report summarizes the methodology and the results of the study performed.

Halff appreciates the opportunity to be of service to you and the City of Fernandina Beach on this important project. Please do not hesitate to call if you have any questions or concerns regarding this project.

Sincerely,

HALFF

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Executive Summary

The City of Fernandina Beach, situated on Amelia Island in Northeast Florida, embarked on a vulnerability assessment to identify and evaluate vulnerabilities to flooding, storm surge, sea level rise, rainfall, and compound flooding. This assessment was funded by the Florida Department of Environmental Protection's Resilient Florida Program and was conducted between April and December 2023. Halff, the engineering and planning consultant for this project, worked closely with the city to conduct the assessment.

This final report presents the findings of the vulnerability assessment, which was informed by a combination of technical expertise and local input from staff. The assessment focused on evaluating the city's vulnerability to flooding and sea level rise by analyzing geographical characteristics, topography, and existing infrastructure. The report identifies areas within the City of Fernandina Beach that are at the highest risk of flooding and determines the potential consequences of future flood events. It assesses the specific risks posed by flooding and rising sea levels to critical infrastructure, public facilities, residential areas, historical districts, natural resources, and the overall community. By highlighting these vulnerable areas and assets, the report emphasizes the need for immediate attention and action to mitigate potential damages.

Fernandina Beach’s topography is characterized by its salt tidal marshes on the southern and western coasts and its Atlantic coastal dune formations on the east coast. Fort Clinch State Park resides in the northern section of the island with Fort Clinch situated at the tip overlooking the St. Marys River. The Amelia River separates the island from the mainland and provides a dynamic environment for saltwater marshes, muck, and wetlands. The dunes along the east coast contain secondary and tertiary formations with significant heights above mean sea level, reaching as tall as 60 feet above sea level in some locations.

With little natural elevation to act as a buffer, even slight increases in sea levels can lead to significant inundation and flooding of low-lying areas within the city. This geography amplifies the potential impacts of sea level rise and storm surge, posing a significant challenge for the community. The existing infrastructure within the City of Fernandina Beach may prove inadequate in the face of sea level rise. Coastal roads, drainage systems, and utility networks may be ill-equipped to handle the heightened vulnerability, resulting in service disruptions and potential economic losses. Inadequate infrastructure can exacerbate the impacts of flooding and impede recovery efforts.

The City of Fernandina Beach's vulnerability assessment final report underscores the importance of understanding and addressing the risks posed by flooding and sea level rise. By providing a comprehensive analysis of vulnerabilities and offering actionable recommendations, the report lays the foundation for a resilient and adaptive future for the city.



Figure 1. Flooded Roadway in Fernandina Beach
Source: City of Fernandina Beach (COFB)

Vulnerability Assessment Findings

The City of Fernandina Beach is situated in a low-lying area surrounded by water bodies including the Atlantic Ocean, Amelia River, St. Marys River, and Egans Creek, which exposes it to impacts of tidal changes, storm surges, and increased current and future flood impacts. Recent statewide experiences like Hurricanes Michael and Ian have highlighted the importance of taking flood scenarios seriously. Fernandina Beach is not alone in facing these challenges, as other coastal municipalities in the Northeast Florida region and throughout the State of Florida are also dealing with similar issues.

In terms of current and future tidal flooding, severe tidal flooding is currently limited to Egans Creek, the surrounding watershed, and waterfront properties on the riverine and coastal boundaries. The natural conservation lands help mitigate the effects. However, by 2040, tidal flooding is expected to expand due to projected sea level rise, leading to increased instances of nuisance flooding inland in the surrounding areas of Egans Creek and waterfront properties. By 2070, permanent tidal flooding is likely to be experienced in the aforementioned areas if sea level rise projections hold true.

Regarding storm surge, the entire jurisdiction of Fernandina Beach is currently highly vulnerable to both 100-year and 500-year storm surge events. In the present time, the majority of waterfront properties are likely to be inundated during a 100-year storm surge event, and inland flooding is highly anticipated for a 500-year event. Moving forward into 2040 and 2070, storm surge remains a pressing issue for Fernandina Beach, emphasizing the need for adaptation measures to mitigate flood risks to residential, commercial, and critical assets.

In terms of future precipitation, the analysis predicts an increase in the intensity of the 1% Annual Exceedance Probability (AEP) precipitation event by factors of 1.10 and 1.12 for 2040 scenarios and 1.07 and 1.14 for 2070 scenarios. The assessment of compound flooding potential indicates a moderate correlation between discharge and surge, suggesting a moderate potential for compound flooding. However, limited data availability, particularly regarding discharge, leads to a low to moderate assessment of compound flooding potential.

The vulnerabilities of critical and regionally significant assets were evaluated against current and future flood hazards, including tidal flooding, storm surge, and sea level rise. The ranking of critical assets based on the exposure, sensitivity, and consequences of loss provided insight to assets that could cause immense economic and community loss if succumbed to flood waters. Focus areas selected included the Historic District and Waterfront Downtown, and the Special Flood Hazard Areas (SFHA), particularly the properties neighboring Egans Creek.

It is important to note that these maps are not intended to replace or supersede any existing regulatory flood maps, such as those produced by FEMA (Federal Emergency Management Agency) or other authoritative bodies. The official regulatory flood maps should always be consulted for any legal or regulatory purposes, including determining flood insurance requirements or compliance with building codes.

The City of Fernandina Beach encourages residents, businesses, and other stakeholders to utilize these vulnerability assessment flood risk maps as a planning tool to enhance their understanding of potential flood risks and to make informed decisions regarding land use, development, and emergency preparedness. However, it is crucial to consult with qualified professionals and consider other relevant information before making any significant decisions based solely on these maps.

1. INTRODUCTION

The City of Fernandina Beach, located on a barrier island in Northeast Florida, received funding from the Florida Department of Environmental Protection's Resilient Florida Program in 2023 to develop a vulnerability assessment pursuant to requirements in Section 380.093, Florida Statutes.

The purpose of the vulnerability assessment is to identify and evaluate the vulnerabilities of critical and regionally significant assets to current and future tidal flooding, storm surge, sea level rise, rainfall, and compound flooding. The City of Fernandina Beach selected Halff in 2023 as the consultant to conduct the vulnerability assessment and identify recommendations applicable to climate adaptation planning and grant funding opportunities. The vulnerability assessment was conducted between April and December 2023. Beyond the technical components of this project, which relied heavily on geographical information systems and coastal engineering expertise, the vulnerability assessment was informed by local inputs and feedback from staff and community members.

This final report evaluates the city's vulnerability to flooding and sea level rise by examining its geographical characteristics, topography, and existing infrastructure. It identifies areas at the highest risk and determines the potential consequences of future flood events. This report identifies the specific risks posed by flooding and rising sea levels to critical infrastructure, public facilities, residential areas, natural resources, and the overall community. It highlights vulnerable areas and assets that require immediate attention to mitigate potential damages.

1.1 STUDY LOCATION

The City of Fernandina Beach is a coastal community located in Nassau County and is the northernmost municipality on Florida's Atlantic Coast. Fernandina Beach is approximately 25 miles northeast of Jacksonville and is separated from the Florida-Georgia border by the mouth of the St. Marys River. Situated on Amelia Island, this approximately 15.7 square mile city is made of low-lying tidal salt marshes on the Amelia River and St. Marys River and dune formations along the Atlantic coast. Due to its humid subtropical climate, the city experiences long, hot, and rainy summers and short, mild winters, similar to areas all across Florida.

1.2 COMMUNITY PROFILE

The City of Fernandina Beach is known for its pristine beaches and historic charm. Nicknamed the "Isle of 8 Flags", the city has held the flags of multiple nations over the years: France, Spain, Great Britain, the Republic of East Florida, the Republic of the Floridas, Mexico, the Confederate States of America, and the United States. Before European settlements, the area was first inhabited by the Timucuan Indian people until the early 18th century. The United States took formal possession of the island in 1821, incorporated the city into Florida in 1825 and began the construction of Fort Clinch in 1847 on the northern tip. In 2025, the City of Fernandina Beach will celebrate its 200th year anniversary.

Much of the original settlement areas in Old Fernandina, the current downtown area, were developed on the tall dunes that extend inland of the beach areas. The sixty-block Victorian Era Historic District was added to the US National Register of Historic Places in 1990. This historic district consists of a flourishing commercial district with stores, restaurants, breweries, cultural sites, hundreds of expertly preserved Victorian-era homes, the Peck Center, Oxley-Heard Funeral Home, and the Fernandina Beach Lighthouse. The downtown waterfront is home to national and international businesses and export operations such as the International Ocean Port and Highway (OPHA) Port of Fernandina, the CSX Railroad, Westrock Paper Mill, and Rayonier Advanced Materials plant. Today, the city's economy is heavily based on tourism, fishing, and exports. The rich history, picturesque beaches, and impressive dune formations draw visitors from all over the world.

The City of Fernandina Beach has been awarded accolades for its bustling historic district and beautiful beaches for many years such as #1 of Florida's Best Small Beach Towns of 2023 by Travel Curator and #5 in the Best Family Beach Vacations in the US of 2023 by U.S. News & World Report, among numerous others. Travel publications have continuously ranked Amelia Island as one of the top 10 best island and beach destinations in the United States, contributing to its impressive 662,900 annual visitors.

The City of Fernandina Beach has a diverse community with a mix of long-term residents, newcomers, and seasonal visitors. Community events and festivals foster a strong sense of community among the residents. The city hosts the Isle of Eight Flags Shrimp Festival and boasts a vibrant arts scene which continues to attract thousands of visitors.

As of 2022, the City of Fernandina Beach's population stood at just over 13,000 residents – with an estimated annual growth rate of 1.38%. The community has seen a 4.2% increase since the last census in 2020. Population density currently sits at 1,186 people per square mile. The city has a poverty rate of 12.83% and an average household income of $94,644. Median age stands at 55 years; 56.6 years for women 54.1 years for men. Fernandina Beach's largest industries are hospitality/food service, healthcare, and education services.

Fort Clinch State Park preserves the nineteenth century fort and there is a thriving historic district which contains restored homes and buildings. The Amelia Island Museum of History and local tours provide insight into the history of the area. As the city developed over hundreds of years, there is no formal drainage system for stormwater. The city is made up of closed conduit stormwater infrastructure within the medium-density downtown area and systems of open channels in the newer residential areas, that in some locations, outfall directly into the Amelia River without treatment.

The City of Fernandina Beach land use types are primarily low to medium density residential within the core and coast, conservation and recreation within the Fort Clinch State Park and wetland areas, and industrial sections along the riverfront. Recreation and outdoor activity are centerpieces of Fernandina Beach. Wetlands, floodplains, and other natural features act as natural buffers against flooding on the riverine coast; where they can absorb and store excess water during heavy rainfall events, reducing the risk of flooding in surrounding areas. The secondary and tertiary dune formations along the east coast of the city serve as barriers to storm surge and flooding from coastal hazards. Preserving and restoring these natural assets helps in managing flood risks and protecting communities from inundation.

Given the city's reliance on tourism, which is Nassau County's largest job creator, the protection of this award-winning community and its historical assets is of utmost importance. Building resilience to climate and flood impacts in a historic community like Fernandina Beach will require a combination of local action, community engagement, and strategic planning. Most importantly, grants and external funding resources will play a pivotal role in shaping the future.

1.3 PURPOSE AND SCOPE OF WORK

The City of Fernandina Beach, like many coastal communities in Florida, is particularly vulnerable to threats related to flooding because of its barrier island geography with riverine and coastal exposure. In responding to these threats, the City of Fernandina Beach applied for grant funding from FDEP's Resilient Florida Program to conduct and prepare a vulnerability assessment.

Vulnerability assessments are a planning resource which have been utilized by local governments in Florida to spatially inventory critical infrastructure and community assets and evaluate which respective assets are vulnerable to flood hazards. The purpose of this study is to determine which neighborhoods, geographical areas, and critical assets are vulnerable to both current and future flood conditions.

Section 380.093, Florida Statutes, sets forth requirements for how vulnerability assessments are to be conducted in Florida. Local governments are required to evaluate the vulnerabilities of (1) transportation assets and evacuation routes; (2) critical infrastructure; (3) critical community and emergency facilities; and (4) natural, cultural, and historical assets. The hazards which must be evaluated include (1) tidal flooding, including future high tide flooding; (2) current and future storm surge flooding; (3) to the extent practicable, rainfall-induced flooding; and (4) to the extent practicable, compound flooding.

Goals identified at the onset of the vulnerability assessment process included:

1. Identify and inventory publicly available Geographic Information Systems (GIS) data to assess the vulnerability of critical and regionally significant assets to current and future tidal flooding, storm surge, sea level rise, precipitation, and compound flooding.

2. Employ National Oceanic and Atmospheric Administration (NOAA) sea level rise projections consistent with Florida Statutes.

3. Prepare final vulnerability assessment report and geodatabase which positions Fernandina Beach to take action on climate resilience and pursue grants.

The scope of this project was explicitly limited to utilizing publicly available data for both critical and regionally significant assets. Halff relied on local, regional, and statewide data resources to develop the critical asset inventory. Flood hazard data was acquired from national government partners like FEMA and NOAA. It should be noted that this study relied on desktop evaluations and analysis where field evaluations were not employed. The City of Fernandina Beach should utilize findings, conclusions, and data resources from this final report to evaluate which priorities will be subsequently pursued.

1.4 KEY CONCEPTS

Important to the City of Fernandina Beach's path forward in building resilience to flooding are key concepts and definitions grounded in the State of Florida's climate resilience efforts as a whole.

Resilience is defined as the ability of a community to bounce back to normal conditions after losing function because of an uncontrollable event and more successfully bounce forward in documenting lessons learned.

Resilient communities have the capacity to quickly respond to, withstand, and recover from adverse shocks such as hurricanes and high-intensity flood events. Moving into the future, resilient communities find ways to adapt to changing conditions so that future losses are minimized and continuing stresses such as ageing infrastructure and sea level rise are appropriately managed.

Flooding poses a significant threat to the safety and well-being of residents and their properties. Building resilience to flooding helps minimize the risk of injury or loss of life and protects homes, businesses, and critical infrastructure from damage. By implementing flood resilience measures, the city can reduce the potential human and economic costs associated with flooding events.

A **flood infrastructure vulnerability assessment** is a systematic evaluation of the susceptibility of infrastructure systems to flooding. It involves analyzing the potential vulnerabilities of critical infrastructure, such as roads, bridges, and utility networks, to flooding events. The assessment considers factors such as flood frequency and intensity, and the specific characteristics of the infrastructure itself. By identifying vulnerabilities, such assessments help prioritize actions to reduce the risks posed by flooding, enhance infrastructure resilience, and improve emergency response and recovery efforts.

Vulnerability, in the context of climate change and natural hazards, is a comprehensive concept that encompasses the potential impacts or harm that a system or community may experience. It is often defined as a combination of three key elements: exposure, sensitivity, and adaptive capacity.

Exposure refers to the degree to which a system or community is exposed to potential hazards, such as floods, storms, or sea level rise. It considers the likelihood and intensity of these hazards occurring within a particular area.

Sensitivity refers to the inherent characteristics and qualities of a system or community that make it susceptible to adverse impacts. This includes factors such as the physical and social attributes of the system, its infrastructure, natural resources, and the socio-economic conditions of the community.

Adaptive capacity represents the ability of a system or community to adjust, cope with, or recover from the impacts of hazards and climate change. It involves factors such as the availability of resources, institutional capacity, governance structures, technological capabilities, and community engagement.

Combining exposure, sensitivity, and adaptive capacity provides a comprehensive understanding of vulnerability, enabling decision-makers to identify and prioritize actions to reduce vulnerability and enhance resilience to climate change and natural hazards. Understanding local vulnerabilities is vital for the City of Fernandina Beach to develop effective strategies to address the impacts of climate change and natural hazards.

By assessing exposure to flooding, sensitivity of the community and infrastructure to flood impacts, and adaptive capacity to respond and recover, the city can identify specific vulnerabilities and tailor resilience efforts accordingly. This comprehensive understanding of vulnerability guides decision-making and resource allocation to build resilience and protect the community.

1.5 HOW TO USE THIS REPORT

This report serves as a valuable resource for the City of Fernandina Beach to address the challenges posed by flooding and enhance resilience to climate change. Here are guidelines on how to effectively utilize this report:

- **Become Familiar with the Assessment Findings**: Begin by thoroughly reviewing the assessment findings presented in this report. Understand the vulnerabilities, risks, and potential impacts identified for critical infrastructure, residential areas, natural resources, and the community as a whole. This will provide a comprehensive understanding of the current situation and inform the subsequent steps.

- **Prioritize Action Areas**: Identify the key areas of concern and prioritize them based on the severity of vulnerabilities and potential consequences. Consider the criticality of infrastructure, the level of exposure to flooding, and the sensitivity of vulnerable areas. This will help determine where immediate action is required to reduce risks and enhance resilience.

- **Engage Stakeholders:** Foster collaboration and engagement with relevant stakeholders, including local government officials, community members, businesses, and organizations. Seek their input, involve them in decision-making processes, and encourage their participation in the implementation of resilience measures. Building partnerships and involving the community will enhance the effectiveness and acceptance of the initiatives.

- **Secure Funding and Resources:** Identify potential funding sources and explore grant opportunities to support the implementation of resilience projects. Seek partnerships with external organizations, private sector entities, and regional or national initiatives that align with the goals and priorities of the City of Fernandina Beach. Allocate necessary resources, both financial and human, to ensure successful implementation.

- **Communicate and Raise Awareness:** Develop a comprehensive communication strategy to inform the community about the findings of the assessment, the adopted measures, and the progress made in building resilience. Raise awareness among residents, businesses, and stakeholders about the importance of resilience, flood preparedness, and the role they can play in reducing vulnerability.

By following these guidelines and taking proactive steps, the City of Fernandina Beach can effectively utilize this final report as a roadmap to enhance resilience to flooding and climate change. Figure 2 illustrates what is at stake if proactive community action is not taken and visualizes the impacts that were incurred in Mexico Beach, Florida following the Category 5 Hurricane Michael in 2018.



Figure 2. Hurricane Michael Impacts in Mexico Beach, FL
Source: Johnny Milano

2. ESTABLISHING CONTEXT

The City of Fernandina Beach's vulnerability assessment aims to provide a comprehensive understanding of the city's susceptibility to various hazards, including severe storms, flooding, rising sea levels, and other climate-related impacts. However, what sets this assessment apart is its emphasis on incorporating local inputs and engaging the community in the process. Throughout the process of conducting the vulnerability assessment, a driving motivation was to ensure that staff, elected officials, and members of the public were provided opportunities to contribute feedback and ideas.

2.1 KICKOFF MEETING

The City of Fernandina Beach's vulnerability assessment planning process launched in June 2023 following a project kickoff meeting hosted virtually. The objective of the kickoff meeting was for Halff to obtain direct insights from local government leadership and staff. Staff representing Fernandina Beach at the kickoff meeting included the following individuals:

- Kelly Gibson, Planning and Conservation Director
- Andre Desilet, Public Works – Utilities Director
- Lorelei Jacobs, Grants Administrator

Halff gave a presentation which provided a comprehensive overview of the project. The presentation introduced the consultant team, identified preliminary goals and objectives, and explained key concepts and opportunities. Immediate opportunities identified by Halff included: (1) the City of Fernandina Beach becoming a member of the American Flood Coalition; (2) continuing and strengthening the relationship with Florida's Chief Resilience Officer; (3) identifying "wish list" assets for capital improvements planning and grant funding; (4) participating in regional efforts with NEFRC; (5) identifying methods for integrating the vulnerability assessment into FEMA's CRS and other regulatory programs; (6) coordinating with Nassau County; and (7) fostering collaboration with North Florida TPO, SJRWMD, and USACE. Details applicable to these recommendations are listed below.

1. The American Flood Coalition is a nonpartisan group of political, military, business, and local leaders that have come together to drive adaptation to the reality of higher seas, stronger storms, and more frequent flooding. The coalition seeks to advance solutions that support flood-affected communities and protect the nation's residents, economy, and military installations. The city should consider becoming a member of the American Flood Coalition, which comes at no expense or cost. The coalition's membership is currently comprised of a number of representatives from Florida including cities, counties, elected officials, military leaders, and private businesses.

2. Governor Ron DeSantis appointed Dr. Wesley (Wes) Brooks as the State of Florida's Chief Resilience Officer (CRO) in 2021 following the establishment of the Resilient Florida Program. The purpose of the position is for Dr. Brooks to act as an intermediary between local and state agencies in developing Florida's statewide resilience strategy and combatting the effects of flooding, sea level rise, and climate change. It was communicated by staff that local officials have already met with the State CRO after he visited and toured multiple site locations. Fernandina Beach should continue to engage with the State CRO so that priorities can be communicated.

3. Grant funding opportunities for design and implementation projects are becoming more widespread and available across both statewide and federal landscapes. The Resilient Florida Program, for example, provides eligible local governments with cost-share grants for supporting implementation priorities. In maximizing and bolstering these opportunities, Fernandina Beach

should develop a “wish list” of capital improvement projects – based on local insights of vulnerable properties and outcomes from the vulnerability assessment – so that applications for grants and external funding sources can be prioritized quickly and effectively.

4. The Northeast Florida Regional Council (NEFRC) has a Regional Resiliency Collaborative branded as Resilient First Coast. The collaborative is made up of representatives within local governments, business, non-profit organizations, academia and federal/state agencies across Baker, Clay, Duval, Nassau, Putnam, and St. Johns counties. The purpose of the collaborative is to work together to tackle regional challenges involving resilience to the negative effects of climate change and sea level rise. Fernandina Beach should explore opportunities for getting more involved in the Resilient First Coast Collaborative.

5. Leadership will remain a critical component of how Fernandina Beach prioritizes actions in building a more resilient future. Fernandina Beach should identify champions from across government and the community to advocate for and represent local priorities.

Following the presentation, an open discussion ensued which allowed staff the opportunity to provide local perspective on key concerns and priorities. The following bullet points highlight key insights and takeaways discussed during the kickoff meeting:

- The city is an ideal location for grant funding because of its uniqueness, historical significance, and tourism value to the region and state.
- The city has previously been successful with grant funding to tackle resilience-based projects and has a clear understanding of future opportunities; however, there are concerns applicable to qualifying for funds made available through FEMA and SJRWMD.
- Some of the aging utility infrastructure is in the process of being updated.
- Utility facilities have been improved by berms but are still under construction.
- Lift station improvements are included in capital improvement plans and will be updated to current flood standards.
- The city is aware of sea level rise threats both from administrative and organizational lenses and the community understand the urgency of adaptation.
- The community has a general sense of preparedness for storm and flood events; however, preparation is difficult because the city is not as directly impacted by major events like other communities.
- There is 1+ mile of riverfront that is very vulnerable; however, some homeowners are not willing to relocate which makes addressing the vulnerability a difficult task.
- Public awareness and education of the ongoing improvement projects can be increased.
- Historic Downtown is a very high priority, especially along Front Street that has experienced an increase in high tide flooding days.
- Atlantic Avenue, as it crosses Egans Creek, is a critical priority. The city has worked with UNF engineering staff on adaptation efforts and has the potential to protect many properties from high tide flooding.
- The Port experiences disruptions due to high tide flooding near N 8th Street and Dade Street.

The insights provided by staff and summarized above were utilized to inform steps associated with the vulnerability assessment. It was determined that staff who attended the kickoff meeting would formally

structure the project's steering committee. Throughout subsequent tasks involved with this project, these individuals were engaged to assist with vulnerability assessment refinements based on local knowledge and inputs applicable to flood conditions, infrastructure failures, and more.

Public Workshop, September 18, 2023

The project team held a public workshop to engage with community members on September 18th, 2023, with staff representatives from the city. At the public workshop, Halff provided a presentation regarding the project and held an open forum for residents prior to and after the presentation. Halff prepared boundary maps for the community members to write on and provide local knowledge of problem areas that tend to flood and are of most concern. This information was then utilized to inform the selection and evaluation of focus areas included in the vulnerability assessment.

Some key items discussed were:

- Crane Island is a private development with a public park. It floods often and trees are visibly dying.
- There are multiple residential developments that are annexed and planned for the coming years. These developments are located in very vulnerable waterfront locations and proper planning should be considered.
- There is a popular multi-use trail between the community Isle De Mai and The Lakeside at Amelia Island that floods often.
- Sadler Road and S 14th Street are roadways with continued flooding problems.
- There a two living shoreline projects that have been implemented at 1) the entrance of Egans Creek and 2) at the end of the Marina on S Front St.
- Majority of the riverfront and marina areas experience tidal flooding.
- There is a large majority of dune walkovers along Ocean Avenue that residents do not use and cut through the dunes – providing a path for floodwaters to breach.
- The dunes are retreating north of Sadler Road.



Figure 3. Roadway and Railway overtopped with floodwaters in Fernandina Beach. Source: COFB

2.2 CURRENT STRATEGIES AND EXISTING REGULATIONS

The City of Fernandina Beach has been proactive over the past decade in identifying vulnerabilities and developing plans to mitigate these vulnerabilities. In building on the success of these efforts to date, a

goal of this project is to evaluate how the vulnerability assessment can complement and bolster existing resources and plans. Provided below are summaries of planning documents and initiatives which were provided to Halff by the City of Fernandina Beach.

City of Fernandina Beach – 2016 Stormwater Master Plan Update (SWMPU)

The City of Fernandina Beach 2016 Stormwater Master Plan Update (SWMPU) supplements the1998 Stormwater Master Plan (SWMP) and updates the 2009 Stormwater Master Plan Assessment of Potential Upgrades, in compliance with the City of Fernandina Comprehensive Plan Policy No. 4.05.

The SWMPU scope included the following:

- Propose improvements for nine areas that the city identified as prone to flooding.
- Conduct a desktop review and discussion on flooding, water quality, and sea level rise.
- Present an Operation and Maintenance (O&M) Program with an annualized budget.
- Recommend a capital improvement program (CIP) to implement the design and construction of the proposed improvements recommended for each of the nine areas.

The 2016 SWMPU refined 15 areas previously identified in the 1998 SWMP and 2009 SWMPU, into 9 project areas based on the risk and impact of flooding within those areas. The assessment of the 9 areas aimed to provide financially feasible recommendations for the flooding impacts through preliminary design parameters to create a comprehensive budget and establish a stormwater CIP. The SWMPU reviewed stormwater problems as they relate to water quantity and found the main struggles were due to insufficient stormwater infrastructure, operation and maintenance difficulties, replacement needs for new facilities, inadequately sized infrastructure, and floodplain encroachment problems. Specific area recommendations, operation and maintenance costs, and opinion of probable construction costs should be referenced in the 2016 SWMPU.

Examples of such assessment recommendations across the 9 areas are as follows:

- Construct new retention/conveyance swales.
- Construct additional detention areas.
- Construct new French Drain Systems.
- Create new stormwater runoff interceptors within the street rights-of-way to prevent it from reaching yards.
- Replace existing infrastructure and inlets with standard FDOT structures.
- Enhanced maintenance of open and closed drainage systems.

Downtown Waterfront Sea Level Rise Study

In 2019, the City of Fernandina Beach's Stormwater Utility Department conducted a study to evaluate sea level rise affects in the Downtown Waterfront area. This study aimed to increase awareness of sea level rise for future planning and establish design standards. Using the University of Florida GeoPlan Sea Level Rise Scenario Sketch Planning Tool, multiple scenarios of SLR were evaluated. The study concluded that the USASCOE Intermediate SLR projection of 1.53' by the year 2100, was a reasonable approach for planning purpose. This information is necessary to guide affective long-term urban planning.

Downtown Waterfront Resiliency Master Plan, 2019

The City of Fernandina Beach *Resiliency Master Plan* serves to provide guidance and promote increased resilience across the City of Fernandina Beach. The plan was the first step in providing the framework for consistent and sustained efforts to adapt to an ever-changing environment. The plan was developed in

phases and will be updated as necessary by a steering committee made up of city department representatives from Stormwater, Planning and Conservation, Building, Grants, and the Airport. The plan aims to identify vulnerabilities and solutions for adaptation within project areas across the city.

Phase 1 of the plan, *Downtown Waterfront Resiliency Master Plan,* addresses several challenges in the Downtown Waterfront Project Area, posed by projected flooding and sea-level rise scenarios, tidal/sunny day flooding, storm surge, electrical system resilience, railroad safety at interfaces with cars and pedestrians, and protection of historic structures in the Downtown Waterfront Area. The plan proposes adaptation strategies to the area, including relocating the Atlantic Seafood facility, additional retail structures, a fence and sidewalk along the railroad, overall reduction in parking and impermeable surfaces, and additional open green space for varied uses.

The next steps in the plan will be to identify specific projects and funding sources to implement the identified adaptation strategies. The *Downtown Waterfront Resiliency Master Plan* was funded through a grant agreement with the Florida Department of Environmental Protection, Florida Coastal Management Program, and by a grant provided by the Office for Coastal Management under the Coastal Zone Management Act of 1972, as amended, National Oceanic and Atmospheric Administration Award No. NA18NOS4190080.

The efforts demonstrated through both the *Downtown Waterfront Sea Level Rise Study* and the *Downtown Waterfront Resiliency Master Plan* illustrate the importance of understanding the risks in the Downtown area and the imperative need for immediate action. The loss of the city's main source of employment through not only tourism but the International Ocean Port and Highway (OPHA) Port of Fernandina, the CSX railroad, WestRock, and Rayonier Mills, would ultimately destroy the city's economy.

Storm Surge and King Tide Report – Amelia River Interface with the Downtown Area along Front Street and the Confluence with Escambia Creek

In October 2023, the City of Fernandina Beach and their engineering consultant completed a review of existing storm surge and King Tide data for the Amelia River along the downtown waterfront area and at the confluence of the Amelia River and Escambia Creek. The available data, from NOAA and the City, along with field observations were compared to the design top elevation for the existing and proposed resiliency system along the downtown waterfront area. The study evaluated four scenarios and concluded the following:

Scenario 1 (Seasonally High Tide + Wave Height): No estimated overtopping of the resiliency system during King Tide with waves generated by up to 38 mph wind.

Scenario 2 (Notable Historic Storm Event: Storm Tide + Wave Height): Top of wind-driven waves may overtop the system during a storm event with sustained wind speed of 73 mph.

Situation 3 (Seasonally High Tide + Wave Height + Sea Level Rise): No estimated overtopping of the resiliency system in 2100 with 1.5 ft higher sea level during King Tide with waves.

Situation 4 (Notable Historic Storm Event: Storm Tide + Wave Height + Sea Level Rise): Majority of wind-driven waves may overtop the system in 2100 during a storm event with 1.5 ft higher sea level and sustained wind speed of 73 mph.

The city is working on downtown stormwater resiliency, addressing flooding from stormwater, high tides, and more. Recommendations include updating a resiliency study, designing bulkhead walls, constructing stormwater infrastructure, and building an emergency pump station. Specific recommendations from the study were:

Specific recommendations:

- Update or prepare a stormwater resiliency study for downtown Fernandina Beach.
- Design and construct bulkhead walls at the Port of Fernandina and along the Escambia Creek outfall.
- Include removable hydro-plank systems and drainage connections for Escambia Creek.
- Design stormwater infrastructure under CSX railroad crossings with check valves or gates.
- Build an emergency stormwater pump station.
- Design an earthen berm with erosion protection along the CSX right of way, connecting it to the bulkhead wall for an integral stormwater resiliency system.

Community Ratings System (CRS)

FEMA's Community Rating System is a program design to encourage and reward communities for taking proactive measures to reduce flood risks and enhance floodplain management. The CRS operates within the National Flood Insurance Program (NFIP) and provides incentives for communities to go above and beyond the minimum floodplain management requirements.

The CRS assigns communities a rating based on a point system, with each community's rating corresponding to a percentage discount on flood insurance premiums for NFIP policyholders within that community. The goal is to incentivize communities to implement floodplain management practices that reduce the risk of flood damage and improve overall community resilience.

It is important for homeowners and residents in participating communities to inquire about the CRS rating and how it affects their flood insurance premiums, as it can lead to significant cost savings while promoting safer and more resilient communities in flood-prone areas.

2030 Comprehensive Plan

A comprehensive plan for a community in Florida is a document that serves as a long-term vision and policy framework for guiding the physical, social, economic, and environmental development of a local government jurisdiction. In Florida, comprehensive plans are legally required for local governments under the state's Growth Management Act. The City of Fernandina Beach's 2030 Comprehensive Plan was updated to include the Conservation and Coastal Management elements (as required by FL.ST 163.3177(6)(g).), and has defined objectives and performance measures to protect, enhance, and conserve natural resources.

Floating Wetland System on N 15th Street

There have been historic flooding issues at an undeveloped property on N 15th Street which has affected neighboring properties. In 2019, the city turned that property into a stormwater detention pond with the goal to alleviate the flooding concerns. This pond's design, prepared by the City of Fernandina Beach Stormwater Department, utilized a floating wetland and nutrient removing filtration system. The first of its kind in Fernandina Beach, these Nature Based Solutions (NBS) leverage natural processes, improve water quality, and provide wildlife and vegetation environments.

Repetitive Loss Properties

The City of Fernandina Beach took a proactive step by participating in FEMA's Community Rating System (CRS) to identify and map repetitive loss properties within its jurisdiction. Repetitive loss properties refer to those that have experienced flood damage on multiple occasions, leading to recurrent claims and financial strain. Mapping these properties is crucial for effective flood risk management and mitigation efforts. In particular, the focus on areas situated on the Eastern side of Fernandina Beach along the Atlantic Ocean and near Egans Creek is of paramount importance. These broader areas are prone to the dual threat of coastal flooding and storm surge, making them highly susceptible to repetitive losses during

severe weather events. Mapping these specific locations allows the City of Fernandina Beach to develop tailored resilience plans and mitigate financial losses associated with repetitive flooding. **The city is working to update its repetitive loss mapping and anticipates a revision in early 2024.**



Figure 4. Fernandina Beach Repetitive Loss Properties
Source: COFB

A1A Ocean Islands Trail Scenic Byway

The City of Fernandina Beach benefits from being included in the A1A Ocean Islands Trail Scenic Byway, located in Nassau and Duval counties. The Byway was designated by the Florida Scenic Highways Program in 2016. The aim of the Byway is to preserve, maintain, protect, and enhance Northeast Florida's outstanding cultural, historic, archeological, recreational, natural, and scenic resources. More recently, the Byway developed an organizational plan aimed at identifying new leadership and exploring new partnerships. The City of Fernandina Beach should explore leveraging the work programming efforts of the Byway to promote resilience projects and bolster grant applications.

Northeast Florida Resilient First Coast Regional Collaborative

The NEFRC recently launched a regional initiative referred to as Resilient First Coast (RFC). RFC is the regional resilience collaborative for Northeast Florida, which includes Baker, Clay, Duval, Flagler, Nassau, Putnam, and St. Johns counties. It is a formal partnership to work together to improve the resilience of the region. It is comprised of local governments, businesses, non-profit organizations, academia, and federal/ state agencies. A network of resiliency collaboratives exists in Florida and throughout the nation. The City of Fernandina Beach should continue to remain actively involved in RFC so that regional resources can be leveraged. This important regional partnership can also be leveraged in the future to maximize and bolster the merits of individual grant applications.

3. VULNERABILITY ASSESSMENT REQUIREMENTS

The City of Fernandina Beach received grant funding from FDEP's Resilient Florida Program in 2023 to develop a vulnerability assessment pursuant to Section 380.093, Florida Statutes. Recognizing that the program was only established in 2021, it is important for the City of Fernandina Beach and its residents to understand how the Resilient Florida Program came into existence and what it has set out to achieve.

3.1 RESILIENT FLORIDA PROGRAM

The Resilient Florida Program was established in May 2021 after Governor Ron DeSantis signed Senate Bill 1954 into law. The aim of the program was to formally develop the State of Florida's resilience strategy through the creation of new grant and research programs aimed at assisting municipalities, counties, and regions in building resilience to current and future flooding.

According to FDEP, "The new program enhances our efforts to protect our inland waterways, coastlines and shores, which serve as invaluable natural defenses against sea level rise. The legislation will yield the largest investment in Florida's history to prepare communities for the impacts of climate change – including sea level rise, intensified storms and flooding."



Figure 5. Governor Ron DeSantis Resilient Florida Announcement 2021
Source: Matias J. Ocner/ The Miami Herald

As part of the Resilient Florida Program, two grant funding programs now provide eligible municipalities and counties with opportunities to advance both planning and implementation objectives. The city's vulnerability assessment was 100% funded through a state awarded planning grant. Moving into the future, the completed vulnerability assessment will make the City of Fernandina Beach eligible to apply for implementation grant funds which can support both design and construction activities. Halff recommends that the City of Fernandina Beach continues to closely monitor opportunities made available through the Resilient Florida Program which can be maximized and bolstered through the reference and

utility of the now completed vulnerability assessment. Projects identified in the vulnerability assessment which have also recently experienced flooding, for example, will be prioritized in the State of Florida's scoring and evaluation of eligible implementation projects.

3.2 UNDERSTANDING RESILIENCE IN A FLORIDA CONTEXT

The term "resilience" has gained a considerable amount of attention in recent years across both the public and private sectors; especially in the face of climate change and the effects that are being experienced locally. In the public sector across Florida, resilience has primarily been viewed as way of thinking about how local communities can not only bounce back, but also bounce forward, in the face of shock events like hurricanes and long-range stresses like sea level rise.

The term is primarily utilized across Florida in reference to coastal and inland flooding. Because of the state's low-lying topography, exposure to hurricane events, and susceptibility to sea level rise, resilience has become increasingly prioritized in recent years across local, regional, and state scales. Building resilience to climate-related hazards requires a thorough understanding of the shocks and stresses that local communities and systems are vulnerable to historically, currently, and moving into the future.

Shocks are sudden events that cause an immediate loss of function within a community. Examples of shock events include hurricanes, high-intensity storms, tidal waves, tornadoes, and wildfires. These types of events are what individuals are most familiar with because of personal experiences and impacts.



Figure 6. Hurricane Ian Damage to Sanibel Island Causeway in 2022
Source: medicorps.com

Stresses, on the contrary to shocks, take place over an extended period of time and gradually weaken the fabric of local communities. Examples of stresses include sea level rise, nuisance flooding, climate change more broadly, and extreme heat.

Across the State of Florida, the stress of **sea level rise** has become a priority concern for policymakers, local governments, homeowners, business owners, and a wide range of additional stakeholder groups. The cause for concern presented by sea level rise relates to the long-range nature of what is being evaluated and uncertainty associated with its impacts.

Since the early-twentieth century, when tide gauges were installed across the U.S. by NOAA, climate scientists and hydrologists have been able to empirically observe changes in sea level at the local level. While these tide gauges provide local communities with an understanding of the sea level rise patterns

that have been observed historically, the question that remains is how much sea level rise is expected in the coming decades; and what degree of influence climate change will have on these scenarios.

FDEP defines sea level rise as “An observed increase in the average local sea level or global sea level trend. The two major causes of global sea level rise are thermal expansion caused by the warming of the oceans (since water expands as it warms) and the loss of land-based ice (such as glaciers and polar ice caps) due to melting.”

Across Florida, local communities and regions are uniquely susceptible to the effects of sea level rise because of environmental, geographic, and hydrological features specific to individual areas. In recent years, for example, some communities have experienced worsened patterns of nuisance flooding; which is exacerbated by sea level rise over time. This is also known as “sunny day” flooding that occurs in the absence of a rain event, causing inconvenience or minor damages.

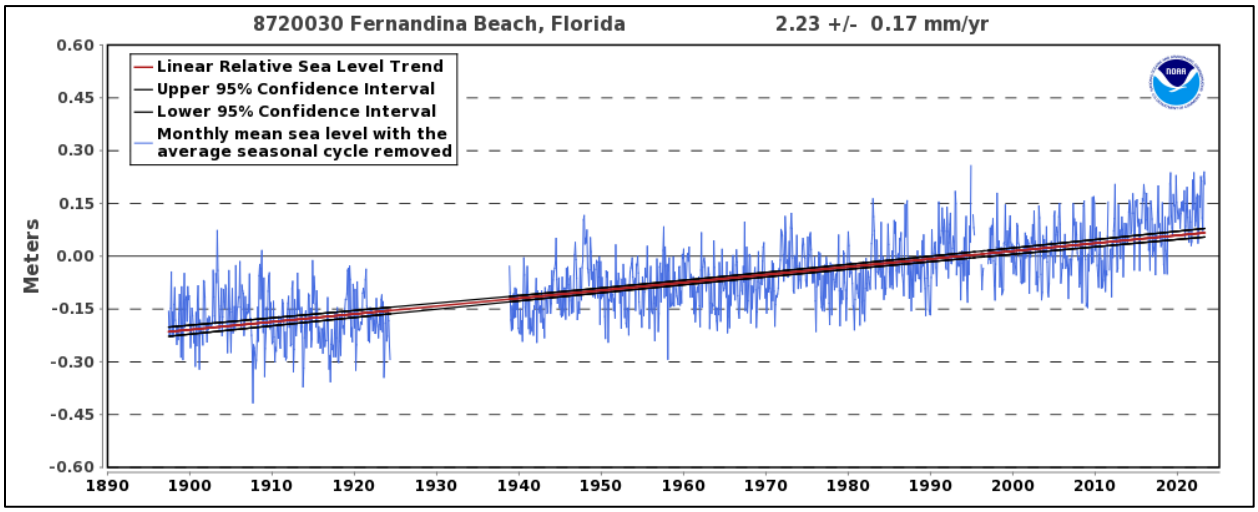


Figure 7. Relative Sea Level Rise Trend (Fernandina Beach, Florida), NOAA

Despite the long-range planning horizons involved in efforts to plan for sea level rise, local governments and state agencies across Florida have focused more attention on planning for sea level rise because of the impacts it might potentially have on public assets. When developing a Capital Improvements Plan (CIP), for example, local governments are now considering longer planning horizons in identifying infrastructure projects because of the financial and fiscal losses that might be experienced. Beyond the spatial inundation effects that might be caused by sea level rise in the future, it is also important to recognize that changes in sea levels will also have impacts on the extent of high-tide flooding, storm surge, and severity of hurricane events.

3.3 SECTION 380.093, FLORIDA STATUTES

Section 380.093, Florida Statutes, sets forth specific requirements for vulnerability assessments which local governments must follow in remaining eligible for implementation funds. The statutory language references requirements applicable to critical and regionally significant asset definitions, flood hazard scenarios and planning assumptions, data sources, and data standards.

Section 380.093 (F.S.) first requires that local governments conducting a vulnerability assessment evaluate current and future tidal flooding, storm surge flooding, rainfall-induced flooding, and compound flooding. The following standards must be followed for each flood scenario:

1. **Tidal flooding analyses** must include future high tide flooding caused by sea level rise, and to the extent practicable, should geographically display the number of tidal flood days expected for each scenario and planning horizon.

2. **Storm surge analyses** must use publicly available storm surge data published by NOAA or FEMA and the initial storm surge event used must equal or exceed the current 100-year flood event.

3. **Rainfall-induced flooding**, to the extent practicable, should be evaluated through the use of spatiotemporal analysis or existing hydrological and hydraulic modeling results.

4. **Compound flooding**, to the extent practicable, should be evaluated by analyzing a combination of tidal, storm surge, and rainfall-induced flooding.

Once all climate datasets are obtained, the next requirement for vulnerability assessments is for local governments to obtain and develop a comprehensive inventory of critical and regionally significant assets that are publicly owned or managed. Critical and regionally significant assets are defined based on the following asset classes:

- **Transportation assets and evacuation routes**, including airports, bridges, bus terminals, ports, major roadways, marinas, rail facilities, and railroad bridges.

- **Critical infrastructure**, including wastewater treatment facilities and lift stations, stormwater treatment facilities and pump stations, drinking water facilities, water utility conveyance systems, electric production and supply facilities, solid and hazardous waste facilities, military installations, communications facilities, and disaster debris management sites.

- **Critical community and emergency facilities**, including schools, colleges, universities, community centers, correctional facilities, disaster recovery centers, emergency medical service facilities, emergency operation centers, fire stations, health care facilities, hospitals, law enforcement facilities, local government facilities, logistical staging areas, affordable public housing, risk shelter inventory, and state government facilities.

- **Natural, cultural, and historical resources**, including conservation lands, parks, shorelines, surface waters, wetlands, and historical and cultural assets.

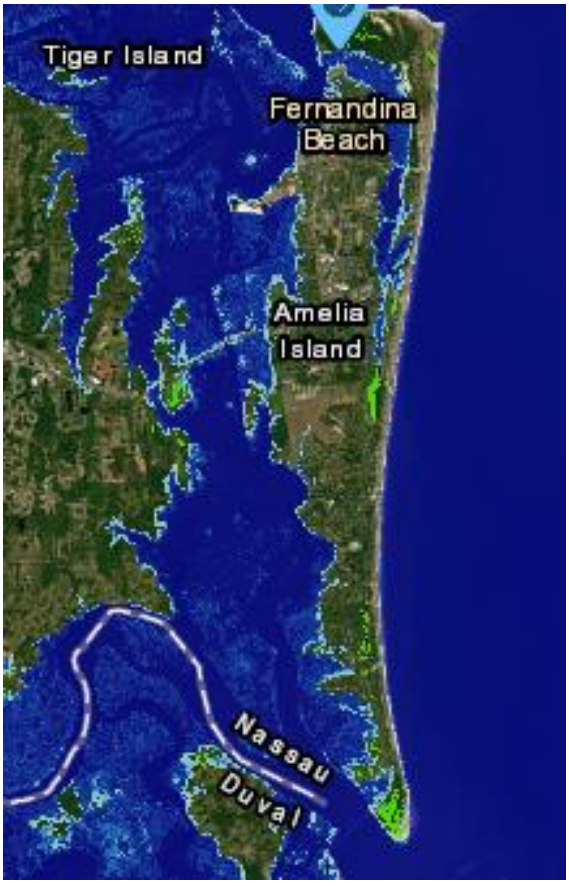


Figure 8. NOAA Sea Level Rise (2FT) Projections for Fernandina Beach, NOAA

The requirements set forth in Section 380.093 (F.S.) outlined above are the core requirements for conducting a municipal vulnerability assessment in the State of Florida.

4. METHODOLOGY AND ANALYSIS STEPS

The City of Fernandina Beach's vulnerability assessment, completed between April and November 2023, involved a series of tasks applicable to individual components of the planning process. Tasks involved developing an inventory of critical and regionally significant assets and rectifying gaps, obtaining the necessary flood hazard data for current and future conditions, conducting an exposure analysis, and subsequently conducting a sensitivity analysis. The culmination of these tasks resulted in a vulnerability assessment report and GIS geodatabase.



4.1 CRITICAL AND REGIONALLY SIGNIFICANT ASSETS INVENTORY

Following the project kickoff meeting, Halff began efforts to compile GIS data for critical and regionally significant assets located across the City of Fernandina Beach. Halff utilized county, regional, statewide, and federal data sources to develop the critical asset inventory.

The first task of Fernandina Beach's vulnerability assessment involved background data acquisition. All available data on critical and regionally significant assets within the study area was compiled and reviewed to ensure quality and accuracy. These datasets were then organized across critical asset classes outlined in Section 380.093 (F.S.), formatted to meet FDEP's GIS and metadata standards, and packaged into a project GIS geodatabase.

Critical asset data was gathered from the following sources and repositories: (1) Halff's existing statewide critical asset geodatabase; and (2) Nassau County's GIS Data Portal. Asset data from Halff's statewide geodatabase (a dataset sourced primarily from state agencies) and Nassau County GIS Portal were clipped to Fernandina Beach's city limits. Critical assets found within the city limits were then organized by asset class and inventoried for further review. Tables 1 through 4 provide a comprehensive overview of the critical asset data obtained and the data sources utilized.

Table 1. Transportation Asset Data Sources

Critical Asset Type	Subcategory/ Description	Source	Year
Airports	Airport facilities in COFB	FGDL	2020
Boat Ramps	Boat Ramps in COFB	FDEM; Nassau County	N/A
Bridges	Bridges in COFB	FDEM; Nassau County	2009; 2023
Bus Terminals	N/A	N/A	N/A
Evacuation Routes	Evacuation Routes in COFB	Nassau County	N/A
Major Roadways	Major roads in COFB	FGDL	2021
Marinas	Marinas in COFB	FWC	2016
Ports	Ports in COFB	Nassau County	N/A
Rail Facilities	N/A	N/A	N/A
Railroad Bridges	N/A	N/A	N/A

Table 2. Critical Community and Emergency Facilities Data Sources

Critical Asset Type	Subcategory/ Description	Source	Year
Affordable Public Housing	N/A	N/A	N/A
Churches	N/A	N/A	N/A
Colleges & Universities	N/A	N/A	N/A
Community Centers	Community centers in COFB	FGDL	2015; 2019
Correctional Facilities	N/A	N/A	N/A
Disaster Recovery Centers	Disaster recovery centers in COFB	FDEM	2022
Fire Stations	Fire stations and emergency medical service facilities in COFB	FDEM	2022
Healthcare Facilities	Healthcare facilities in COFB	FGDL; FDEM	2014; 2022
Law Enforcement Facilities	Law enforcement facilities in COFB	FGDL	2018
Local Government Facilities	Local government facilities in COFB	Nassau County	N/A
Risk Shelter Inventory	N/A	N/A	N/A
Schools	Public/Private school facilities in COFB	Nassau County; FGDL	N/A
State Government Facilities	N/A	N/A	N/A

Table 3. Critical Infrastructure Asset Data Sources

Critical Asset Type	Subcategory/ Description	Source	Year
Communications Facilities	Communication facilities in COFB	FGDL	N/A
Disaster Debris Management Sites	Disaster debris management sites in COFB	FDEM	2022
Drinking Water Facilities	Drinking water facilities in COFB	Nassau County	N/A
Electric Production and Supply Facilities	Electric substations in COFB; bulk transmission lines in COFB	FGDL	2020
Hazardous Waste Facilities	Hazardous waste facilities in COFB	FGDL	2022
Military Installations	N/A	N/A	N/A
Solid Waste Facilities	Solid waste facilities in COFB	FDEM	2022
Stormwater Treatment Facilities	N/A	N/A	N/A
Water Utilities Conveyance Systems	Water utility conveyance systems in COFB	Nassau County	2022
Wastewater Treatment Facilities	Wastewater treatment facilities and lift stations	Nassau County	N/A

Table 4. Natural, Cultural & Historic Asset Data Sources

Critical Asset Type	Subcategory/ Description	Source	Year
Conservation Lands	Conservation easements and lands in COFB	FGDL; FNAI	2022
Historical Assets	Historical site/ structures in COFB	FGDL	2021
Parks	Parks in COFB	Nassau County	N/A
Shorelines	Shorelines within COFB	NOAA	2023
State-Owned Lands	N/A	N/A	N/A
Surface Waters	Surface waterbodies in COFB	FDEP	2017
Wetlands	Wetlands in COFB	USFS NWI	N/A

Once asset data was categorized and cataloged, the data was reviewed to identify gaps and prioritize further data collection and creation efforts. Any remaining gaps were filled by creating new data using aerial imagery and location information from Google Earth and Google Maps. Each data point underwent a thorough assessment to ensure accuracy and quality. This included a review of locational accuracy, attribute information, and metadata. The review process involved an initial assessment by Halff. Aerial imagery from Google Earth and location information from Google Maps were the primary tools used for vetting locational accuracy.

Data points found to be inaccurate or not meeting statutory metadata and attribute information requirements were removed or modified to meet such requirements. For example, data points with

incorrect locations were removed and replaced with newly created points at the correct asset locations. In cases where metadata was missing or insufficient, metadata fields were updated to meet statutory requirements. Attribute tables lacking the required fields were updated with the missing fields and populated with the necessary attribute information. After the QA/QC and data refinement process concluded, the finalized critical asset datasets were then imported into a project GIS geodatabase. All identified gaps were rectified through external data sources.

4.2 FLOOD HAZARD DATA INVENTORY AND ANALYSIS METHODS

Before launching the exposure analysis, Halff compiled and obtained the flood hazard data necessary to perform the evaluation. Data was obtained to evaluate both current and future flood conditions for the following scenarios:

- Current 100yr Storm Surge
- Current 500yr Storm Surge
- 100yr 2040 Int-Low Storm Surge
- 100yr 2040 Int-High Storm Surge
- 500yr 2040 Int-Low Storm Surge
- 500yr 2040 Int-High Storm Surge
- 100yr 2070 Int-Low Storm Surge
- 100yr 2070 Int-High Storm Surge
- 500yr 2070 Int-Low Storm Surge
- 500yr 2070 Int-High Storm Surge
- MHHW Current Conditions
- MHHW 2040 Int-Low
- MHHW 2040 Int-High
- MHHW 2070 Int-Low
- MHHW 2070 Int-High

Table 5 provides a summary inventory of the climate hazard and topographic data obtained in support of the vulnerability assessment. Table 5 also summarizes the data sources and methods which were utilized to verify adherence of the vulnerability assessment with Section 380.093, Florida Statutes.

Table 5. Climate Hazard and Topographic Data Summary

Name/ Description	Data Format	Source
Current Conditions Storm Surge Stillwater Elevations (SWEL)	GIS Raster/ Grid	FEMA FIS
Mean Sea Level (MSL) Elevation Values in NAVD88	GIS Vector/ Point	FEMA FIS
Digital Elevation Model (DEM)	GIS Raster/ Grid	USGS/ FDEM 2018 Florida Peninsular Lidar Project
2017 Intermediate-Low and Intermediate-High Sea Level Rise (SLR) Scenarios	Numerical	NOAA
Local Sea Level Data Interpolated from Two Closest NOAA Tide Gauges	Numerical	NOAA: Fort Pulaski and Trident Pier Tidal Stations
Precipitation Depth Frequency Estimates	Numerical	NOAA: Fernandina Beach Station
Future Precipitation	Numerical/ Spatial	NASA: NEX-GDDP-CMIP6 dataset

Following Halff's successful obtainment of the data necessary to conduct the vulnerability assessment, a selection of methodologies was deployed to calibrate each data layer in advance of the exposure analysis and develop flood rasters for each scenario required to be evaluated as part of Section 380.093 (F.S.).

The following methods were utilized to develop flood rasters:

- **Tidal Flooding:** Tidal inundation mapping was carried out for current conditions and the following four sea level rise scenarios: (1) 2040 Intermediate-Low; (2) 2040 Intermediate-High; (3) 2070 Intermediate-Low; and (4) 2070 Intermediate-High. A modified "bathtub" approach (described below) was utilized to conduct the mapping. This approach resulted in a raster depicting both flood depth and the spatial extent of flooding for each sea level rise scenario. ESRI's ArcGIS version 10.8.2 mapping software and Spatial Analyst extension were used to conduct this analysis.

    - **Mean Higher High Water (MHHW) Elevation Rasters:** First, a current condition mean higher high water (MHHW) raster surface was interpolated using MHHW level elevation (ft. NAVD88) points. MHHW elevation values were calculated by adding an MHHW correction value to current MSL elevations (in NAVD88).

    - **MHHW Elevation Rasters:** To create elevation rasters for future scenarios, relative sea level rise values (Table 6) for each future scenario were added to the current conditions MHHW elevation surface. This resulted in an elevation raster for each tidal inundation scenario.

    Table 6. Relative Sea Level Rise Values

Projection	2040 (ft)	2070 (ft)
NOAA Intermediate-Low	0.781	1.380
NOAA Intermediate-High	1.536	3.447

    - **Flood Depth Rasters:** Flood depth rasters were created by subtracting DEM values from each scenario's raster elevation values. Negative values which correspond to areas that are not flooded, were then removed from the output raster in order to display inundated areas only. A hydrologic connectivity filter was then applied to remove disconnected areas. Lastly, a visual analysis using terrain data and aerial imagery was done to ensure that all inundated areas hydrologically connected via drainage control structures (ex. culverts) that were removed during the initial connectivity filter, were reincluded in the final flood depth rasters.

- **Storm Surge:** Storm surge inundation mapping was carried out for the following SLR scenarios: (1) Current 100yr Storm Surge; (2) Current 500yr Storm Surge; (3) 100yr 2040 Int-Low; (4) 100yr 2040 Int-High; (5) 500yr 2040 Int-Low Storm Surge; (6) 500yr 2040 Int-High; (7) 100yr 2070 Int-Low; (8) 100yr 2070 Int-High; (9) 500yr 2070 Int-Low; (10) 500yr 2070 Int-High. A modified "bathtub" approach (described below) was utilized to conduct the mapping. This approach resulted in a raster depicting both flood depth and spatial extent of flooding for each SLR scenario. ESRI's ArcGIS version 10.8.2 and Spatial Analyst extension were used to conduct this analysis.

    - **Storm Surge Elevation**: First, current conditions stillwater elevation (i.e.. storm surge heights) points were used to interpolate 100-year and 500- year storm surge elevation rasters. To create elevation rasters for future scenarios, relative sea level rise values

(Table 6) for each future scenario were added to the current conditions storm surge elevation rasters. This resulted in an elevation raster for each scenario.

- **Flood Depth Rasters:** Flood depth rasters were created by subtracting DEM values from each scenario's raster elevation values. Negative values which correspond to areas that are not flooded, were then removed from the output raster in order to display flooded areas only. A hydrologic connectivity filter was then applied to remove disconnected areas. Lastly, a visual analysis using terrain data and aerial imagery was done to ensure that all flooded areas hydrologically connected via drainage control structures (ex. culverts) that were removed during the initial connectivity filter, were reincluded in the final depth rasters.

The following methods were utilized to evaluate compound flooding and precipitation:

- **Compound Flooding:** Several potential approaches were evaluated to quantify the risk of compound flooding from precipitation and storm surge. Halff's final approach for evaluating compound flooding utilizes measured streamflow and storm surge based on the approach of Couasnon et al. (2020). US Geological Survey (USGS) streamflow monitoring station on the St. Marys River at I-95 near Kingsland, GA (02231254) was used as the source of streamflow data while water levels reported at National Oceanographic and Atmospheric Administration (NOAA) tides and currents station at Fernandina Beach, FL (8720030) was used to generate storm surge.
    - Following the methodology of Couasnon et al. (2020), to investigate the strength of dependance between maximum daily discharge and storm surge, a conditional sampling methodology was used to create two sets of events, as described below.
        - Surge conditioned on discharge (Q_n,s_n) - Paired set of maximum storm surge (s_n) occurring within ±3 days of occurrence of maximum discharge (Q_n) for each year of data available for both discharge and storm surge.
        - Discharge conditioned on storm surge (S_n,q_n) - Paired set of maximum discharge (q_n) occurring within ±3 days of occurrence of maximum storm surge (S_n) for each year of data available for both discharge and storm surge.
    - Compound flooding potential is quantified using the Spearman's rank correlation coefficient (r_s) for the (Q_n,s_n) and (S_n,q_n) sets of pairs. Higher values of r_s suggest a high potential for compound flooding.
- **Future Precipitation**: To evaluate future precipitation, Halff utilized the NEX- GDDP-CMIP6 dataset (Thrasher et al., 2021; Thrasher et al., 2022), a statistically downscaled dataset of the General Circulation Model (GCM) runs conducted under Phase 6 of the Coupled Model Intercomparison Project (CMIP6). The downscaled dataset is produced by the National Aeronautics and Space Agency (NASA) across four "Tier 1" greenhouse gas emission scenarios known as Shared Socioeconomic Pathways (SSPs). The NEX-GDDP-CMIP6 dataset provides daily precipitation data for the historical (1950 to 2014) and SSP forecast (2015 to 2100) periods for 35 CMIP6 GCMs. The downscaling and bias- correction methods used to produce this dataset follow the procedure of Thrasher et al. (2012).
    - Daily gridded precipitation timeseries data for the region available at a spatial resolution of 25-km in Network Common Data Form (NetCDF) were downloaded from NASA's

NCCS THREDDS data service. The data were subsequently analyzed to determine the potential changes in future precipitation (change factors) for the 2040 and 2070 planning horizons compared to the historic period. The changes are reported for the 1% annual exceedance probability (AEP) event.

- Change factors for the 1% AEP event were determined based on fitting generalized extreme value (GEV) distributions to the daily maxima series for the 30-year historic and future time-periods. The National Oceanographic and Atmospheric Administration (NOAA) Atlas 14 is the most up-to-date basis for precipitation frequency estimates for most of the Conterminous US (CONUS) including the 1% AEP event. NOAA Atlas 14 Volume 9 covering the State of Florida uses a regionalized GEV approach for all stations. We therefore adopted a similar approach for this study consisting of generating Intensity-Duration-Frequency (IDF) curves for the historic and future time-periods from the NEX-GDDP-CMIP6 dataset. Change factors for each GCM-SSP combination are determined as the ratio of the 1% AEP events for the future and historic time-periods based on GEV fits of the annual maxima time series for the two periods, respectively. The GEV method was used in this study to maintain consistency with NOAA Atlas 14. Existing 1% AEP precipitation frequency estimates based on NOAA Atlas 14 and change factors for the 2040 and 2070 planning horizons were then summarized.

4.3 EXPOSURE ANALYSIS

Once the necessary flood hazard rasters were obtained and further refined, Halff integrated these datasets into the existing GIS geodatabase. Respective exposure analyses were then conducted for each of the critical asset “classes” defined in statutory requirements, including (1) transportation and evacuation routes; (2) critical infrastructure assets; (3) critical community and emergency facilities; and (4) natural, cultural, and historical assets. The exposure analysis consisted of overlaying each of the critical asset data layers and points with the 15 flood scenarios previously discussed. Halff analyzed the intersections of where critical assets interacted with each flood scenario. Results from this analysis were then quantified and tabulated to produce asset “counts” based on each current and future flood inundation scenario. Spatial results were not produced for future precipitation or compound flooding analyses. The results from the exposure analysis are discussed further in Section 5.

4.4 SENSITIVITY ANALYSIS

The purpose of the sensitivity analysis was to measure the impact of flooding on assets, applying the data from the exposure analysis to the inventory of critical assets created in the previous task. The analysis included an evaluation of the impact of flood severity on each asset type at each flood scenario and assigned a risk level based on percentages of land area inundated and the number of critical assets affected. Additional guidelines and recommendations were found in Section 380.093 (F.S.) and Chapter 2 of the Florida Adaptation Planning Guidebook.

Percentage of Municipal Area Inundated: The percentage of municipal area and total acreage inundated were calculated for each flood scenario. Total area (acres) inundated was calculated using the “Calculate Geometry” tool in ArcMap 10.8.2. Percent of municipal area inundated was calculated by dividing each flood scenario’s inundated area by the total municipal area of Fernandina Beach.

Vulnerability Risk Scoring: The vulnerability risk scoring process was a combined quantitative and qualitative approach, which accounted for (1) the asset’s exposure to floodwaters; (2) the sensitivity to the asset’s ability to function if inundated; and (3) the consequences (economic, environmental, and social) of that asset’s exposure damages. The objective of the risk scores is to determine the likely consequences an asset will endure if it were inundated, and the cascading affects to the community.

5. EXPOSURE ANALYSIS SUMMARY AND FINDINGS

Following Halff's completion of an exposure analysis for the City of Fernandina Beach and development of final flood risk maps, preliminary takeaways and conclusions were drawn after review of the results. These takeaways are summarized in this section of the final report.

5.1 GENERAL FINDINGS

- Because of the City of Fernandina Beach's low-lying topography and close proximity to the Atlantic Ocean, Amelia River, and Egans Creek, the community is extremely vulnerable to both current and future flood inundation impacts.

- Despite a long history of "good luck" when it comes avoiding the impacts of hurricane events, recent lessons from Southwest Florida and Hurricane Ian demonstrate the importance of taking these flood scenarios seriously.

- While the results and outcomes of this exposure analysis forecast consequential effects, the City of Fernandina Beach is not alone in navigating these challenges. Coastal municipalities across the Northeast Florida region and State of Florida are all navigating these same challenges.

- To plan for climate and flood adaptation, next steps associated with this project will be focused on selecting focus areas based on the outcomes of the exposure and sensitivity analyses and developing a range of adaptation strategies for the City of Fernandina Beach to aid in overcoming the aforementioned challenges.

5.2 CURRENT AND FUTURE TIDAL FLOODING

High tide flooding in general, also known as nuisance flooding, includes minor inundation incidents that do not pose a significant risk to public safety or results in substantial property damage. Nevertheless, they can disrupt regular daily routines, place additional stress on infrastructure systems like roadways, railroads, stormwater systems, and can lead to minor property damage.

The verified water level data collected from the NOAA tidal station (Station ID: 8720030) located on the Amelia River at the Fernandina Beach Marina, shows the number of recorded flood days since 1980. Recorded flood days are recorded above a threshold of 1.90 feet above MHHW.

As shown in Figure 9, Fernandina Beach has experienced a record 9 days of high tide flooding in 2015, 2020, and 2023. As sea levels continue to rise, the number of annual high tide flood days is expected to increase, and flooding may be experienced regardless of severe weather events.

The severity of the experienced flood days is most notable to the daily operations at the OPHA Port of Fernandina, Westrock Manufacturing, and Rayonier Mill. Operations are not only suspended during the days of flooding but are severely affected up to weeks after the flood event.

Without roadway and rail access, flooded rail cars and dislodged equipment must remain in place till road access is restored. Equipment must then be removed to offsite locations, cleaned, and reconditioned prior to resuming operations. Extended delays as such significantly affect the city's economy, the health and safety of employees and residents, and increase maintenance costs.

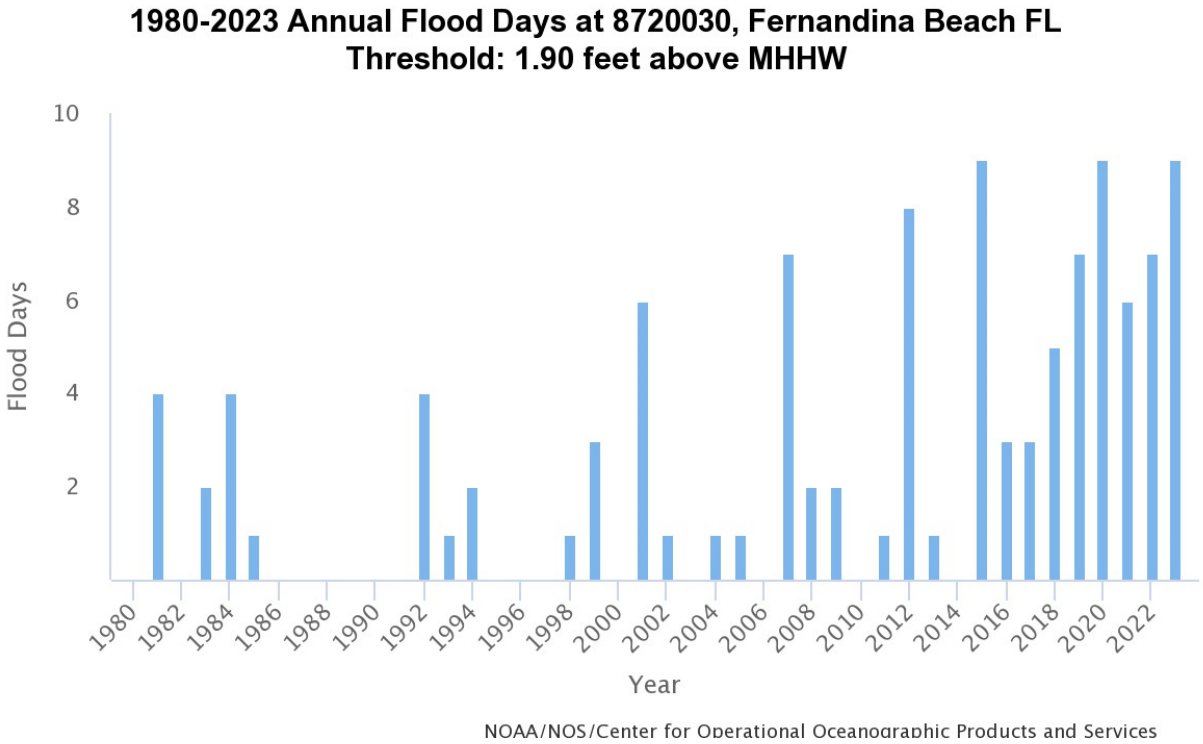


Figure 9. Annual Flood Days Observed at Fernandina Beach. Source: NOAA Tidal Station 8720030

General findings from the exposure analysis in terms of current and future tidal flooding are:

- With the escalating sea levels, there is a corresponding increase in the likelihood of surpassing flood stage levels and thresholds causing an increase in high tide flood days.
- Under current conditions, Mean Higher High Water (MHHW) flood inundation extents (i.e., severe tidal flooding) are largely limited to Egans Creek, the surrounding watershed, and the waterfront boundaries in the northwest and the shoreline.
- Under the 2040 intermediate high MHHW scenario, flood extents push through the Egans Creek watershed and into the neighboring residential and commercial properties. Flood extents are likely to push more inland of the waterfront industrial areas on the northwest side of the island as well. These areas will likely experience increased instances of nuisance flooding, which can happen on any day without a storm. The same inference can be drawn for the 2070 intermediate low MHHW scenario.
- Moving into 2070, tidal flooding inundation extents will result in a worst-case scenario for the properties lining Egans Creek as they will experience sustained flooding, if the 2070 intermediate-high sea level rise projections prove true. Under this scenario, a vast majority of properties along the Creek, and properties in the Industrial Waterfront area on the northwest side of Fernandina Beach will be permanently affected by tidal flooding. Additional areas of concern are the residential areas north of the A1A bridge, at the end of Sycamore Lane, and Crane Island.

5.3 CURRENT AND FUTURE STORM SURGE FLOODING

- Regarding storm surge, the City of Fernandina Beach's waterfront boundaries and Egans Creek watershed are currently highly vulnerable to both a 100-year and 500-year storm surge event.

- Under a 100-year storm surge event in the present time, all of Crane Island, the area north of the A1A crossover bridge, a vast majority of the waterfront boundaries including Egans Creek watershed, the industrial riverfront, and properties along the shoreline are likely to be inundated. Under the 500-year storm event in the present time, all waterfront boundaries (riverine and coastal), will experience flooding impacts, significantly limiting access into and out of the island, as well as the aforementioned locations.

- Moving into 2040 and 2070, storm surge will continue to be an ever-pressing issue for Fernandina Beach in the event that a major hurricane or storm event takes place. As a coastal jurisdiction, there is nothing that can be done to prevent these inundation scenarios in the event of a major storm. Adaptation, therefore, is critical to next steps forward as physical and structural changes can be made to mitigate the flood risks presented by these events to residential and commercial properties and critical and regionally significant assets.

5.4 FUTURE PRECIPITATION

- For 2040, the 1% AEP precipitation event under the SSP245 and SSP585 scenarios will increase by a factor of 1.10 and 1.12, respectively.

- For 2070, the 1% AEP precipitation event under the SSP245 and SSP585 scenarios will increase by a factor of 1.07 and 1.14, respectively.

5.5 COMPOUND FLOODING

- Compound flooding potential is quantified using the Spearman's rank correlation coefficient (r_s) for the (Q_n,s_n) and (S_n,q_n) sets of pairs. Higher values of r_s suggest a high potential for compound flooding. For the (Q_n,s_n) pairs, the r_s was +0.21 with a p-value of 0.464 indicating moderate correlation for discharge conditioned on surge.

- For the (S_n,q_n) pairs, the r_s was +0.51 with a p-value of 0.078 indicating high correlation for surge conditioned on discharge.

- Based on limited data availability (especially discharge), the compound flooding potential based on this assessment is deemed moderate to high for the Fernandina Beach study area.

5.6 VULNERABILITIES OF CRITICAL AND REGIONALLY SIGNIFICANT ASSETS

- All critical and regionally significant assets inventoried in the geodatabase as part of Task 2 were evaluated against the variables of current and future tidal flooding, storm surge, and sea level rise.

- The exposure analysis simply provides a geographical indication of the intersections between critical assets and flood hazard scenarios. The sensitivity analysis provides a refined understanding of what these vulnerabilities are by factoring additional variables like municipal inundation areas, asset conditions, and vulnerability rankings.

- **Appendix A** provides quantitative and tabular summaries of exposed critical and regionally significant assets across asset classes required by Section 380.093, Florida Statutes. These tables demonstrate which types and how many critical assets are exposed based on each flood inundation extent scenario.

5.7 POTENTIAL ADAPTATION STRATEGIES TO BE PURSUED

- Implementing nature-based solutions to provide natural barriers against coastal flooding and erosion.
- Existing parks and conservation lands should be preserved to maintain existing flood mitigation benefits.
- Elevating or retrofitting critical infrastructure, including roads, bridges, and utility systems, to withstand flooding and sea level rise.
- Enhancing stormwater management systems to reduce flooding by implementing green infrastructure techniques like bioswales, rain gardens, and permeable pavements.
- Enhancing public awareness and education about the risks of coastal flooding and sea level rise, including providing resources and guidance on property protection measures and flood insurance options.
- Encouraging property owners to adopt flood-resistant construction techniques and elevate homes in flood-prone areas.
- Collaborating with regional and state agencies to develop and implement coastal management plans that address the impacts of sea level rise and ensure coordinated efforts across jurisdictions.
- Promoting natural shoreline stabilization techniques, such as oyster reefs and living shorelines, to enhance coastal resilience and reduce erosion.
- Establishing partnerships and seeking funding opportunities at the federal, state, and regional levels to support adaptation efforts and leverage additional resources.



Figure 10. Living Shoreline at the Southern end of Fernandina Beach Harbor
Source: COFB

6. FLOOD EXPOSURE TABULATIONS AND MAPS

The tabulated exposure asset counts and flood exposure maps, included in **Appendices A and B**, respectively, serve as valuable tools for visualizing the potential impact of flooding on the city. By identifying areas at high risk, the city can prioritize resources, investments, and adaptation strategies to protect and enhance the resilience of vital assets, such as hospitals, schools, transportation networks, emergency response facilities, and economic centers.

Halff's assessment utilized mapping techniques, incorporating various factors such as topography, hydrological patterns, and projections of future climate scenarios. The result is a comprehensive depiction of the city's flood-prone areas, providing a foundation for informed decision-making and proactive planning. These flood exposure maps are not only important for governmental entities and emergency management agencies but also for community members, businesses, and stakeholders They provide a clear picture of the potential risks associated with flooding, empowering individuals and organizations to take appropriate actions to protect their properties, livelihoods, and overall well-being.

Furthermore, these maps form a basis for collaboration and engagement with regional partners, allowing for coordinated efforts to address shared vulnerabilities and foster regional resilience. By sharing this information, the City of Fernandina Beach should seek to facilitate dialogue, encourage participation, and promote partnerships among various stakeholders in the pursuit of comprehensive and effective flood risk management. **The maps specifically highlight the exposure of the following key assets:**

1. **Transportation assets and evacuation routes:** These maps delineate the areas where transportation infrastructure, including roads, bridges, and evacuation routes, are susceptible to flooding. By visually representing the potential impact on these vital lifelines, the city can gain a clearer understanding of the challenges faced in maintaining effective mobility during flood events.

2. **Critical infrastructure:** The maps visually indicate the exposure of critical infrastructure such as power stations, water treatment facilities, and communication networks to flood risks. Identifying the vulnerability of these infrastructural components is crucial for maintaining essential services, safeguarding public safety, and ensuring the city's functionality during flood events.

3. **Critical community and emergency facilities**: These maps highlight the exposure of critical community assets, such as hospitals, schools, and emergency response facilities, to flooding. By understanding the risk levels faced by these facilities, emergency management agencies and community leaders can develop appropriate strategies to protect the health, safety, and well-being of the residents during flood events.

4. **Natural, cultural, and historical assets**: The flood exposure maps also provide visual references for the exposure of natural ecosystems, cultural landmarks, and historical sites to flooding. Protecting and preserving these assets is not only crucial for maintaining the city's aesthetic appeal but also for preserving its unique heritage and fostering ecological resilience.

To enhance the City of Fernandina Beach's understanding of the evolving flood risks, the maps illustrate current conditions and then provide visual references for projected scenarios in the future. **They specifically depict the flood exposure for the following timeframes:**

1. **2040 Intermediate-Low:** This scenario represents the expected flood exposure based on conservative projections for the year 2040, considering a relatively lower range of potential impacts.

2. **2040 Intermediate-High:** This scenario portrays the expected flood exposure for 2040, considering a higher range of potential impacts, indicating greater vulnerability to flooding.

3. **2070 Intermediate-Low:** These maps visualize the projected flood exposure for the year 2070, assuming conservative projections for sea level rise and flood events.

4. **2070 Intermediate-High**: This scenario represents the projected flood exposure for 2070, incorporating higher projections for sea level rise and potential flood events.

By providing this comprehensive visual representation, the flood exposure maps enable stakeholders, decision-makers, and community members to grasp the magnitude of the challenges posed by flooding and to strategize effective adaptation measures to protect critical assets and enhance the city's resilience in the face of future flood risks. Interpreting flood exposure maps requires a comprehensive understanding of the information presented and its implications for decision-making. **Here are some guidelines on how these maps should be used and interpreted:**

1. **Identify flood-prone areas:** The maps visually highlight areas that are prone to flooding, including storm surge, tidal flooding, and sea level rise. These areas are depicted using different colors or shading, with darker or more intense colors indicating higher levels of exposure. Use the maps to identify the specific locations within the city that are most vulnerable to flooding.

2. **Assess asset exposure:** Pay close attention to the critical and regionally significant assets depicted on the maps, such as transportation assets, critical infrastructure, community and emergency facilities, and natural/cultural/historical assets. Note the extent to which these assets are exposed to flood risks. This assessment helps prioritize resources and adaptation efforts based on the significance and vulnerability of each asset.

3. **Consider current and future scenarios:** The maps provide visual references for different timeframes, such as the present (current conditions) and future scenarios (e.g., 2040 and 2070). Compare the current flood exposure to the projected scenarios to understand how flood risks may evolve over time. Assess the potential increase in exposure and vulnerability as sea levels rise and climate change impacts intensify.

4. **Inform land-use and development decisions**: Use the flood exposure maps as a valuable tool for land-use planning and development decision-making. Identify areas with high flood exposure and consider incorporating appropriate setback policies, zoning regulations, and building codes to mitigate future flood risks. Use the maps to guide decisions about where to prioritize infrastructure investments and guide resilient development practices.

The City of Fernandina Beach should remember that flood exposure maps are not static documents but serve as a starting point for ongoing analysis and decision-making. Continually update and refine the maps as new data becomes available and integrate them into a dynamic process of adaptation planning and implementation. By using these maps effectively, the City of Fernandina Beach can make informed decisions, prioritize resources, and build a more resilient and prepared community.

Halff would like to emphasize that the vulnerability assessment flood risk maps provided are not regulatory products and should solely be utilized for planning purposes. These maps are intended to serve as informative tools to help the community understand and prepare for potential flood risks. While efforts have been made to ensure accuracy, they should not be considered official determinations of flood hazards.

7. SENSITIVITY ANALYSIS SUMMARY AND FINDINGS

FDEP's Standardized Vulnerability Scope of Work Guidance (May 2022) states, *"The purpose of this analysis [the sensitivity analysis] is to measure the impact of flooding on assets, applying the data from the exposure analysis to the inventory of critical assets created in the previous task. The analysis should include an evaluation of the impact of flood severity on each asset type at each flood scenario and assign a risk level based on percentages of land area inundated and number of critical assets affected."*

The sensitivity analysis evaluated the comprehensive list of catalogued assets for the City of Fernandina Beach. As the comprehensive list of identified assets for the city is over 15,000 assets, the tables and associated asset risk scores will be provided in a supplement excel spreadsheet.

7.1 MUNICIPAL AREA INUNDATED

Overall vulnerability ratings of the community based on municipal area inundated by identified flood hazard scenarios, ranges from low vulnerability to extremely vulnerable. Municipal jurisdictions inundated by more than 50% are considered highly vulnerable and immediate mitigation actions should be considered. Ranges shown in Tables 7 and 8 summarize the identified area percentages of the City of Fernandina Beach inundated by the evaluated flood hazard scenarios.

High Tide Flooding – Under current and future conditions, Fernandina Beach's vulnerability to high tide flooding is **low**. Just under 700 acres of land is projected as inundated from the current mean high-high water flooding conditions, which is only 9.4% of the municipal jurisdiction. Moving forward, vulnerability to high tide flooding slightly increases, but is still considered low as less than 25% of the jurisdictional area is projected as inundated for all high tide flooding scenarios. For the 2040 Int-Low scenario, 890.7 acres (11.9%) is projected, for the 2040 Int-High scenario, 1,047.7 acres (14.0%) is projected, for the 2070 Int-Low scenario, 1,073.7 acres (14.4%) is projected and for the 2070 Int-High scenario, 1,435.7 acres (19.2%) is projected as inundated. The locations affected by mean high-high water tide flooding are centralized to the waterfront boundaries of the city, downtown waterfront, Egans Creek, and surrounding areas.

Storm Surge Flooding – The City of Fernandina Beach has **medium vulnerability** to storm surge across the scenarios evaluated, with the exception of **high vulnerability** to the worst-case scenario of the 500-year 2070 Int-High conditions. Under current conditions, the 100-year and 500-year storm surge events inundate 2,445.51 acres (32.8%) and 3,241.28 acres (44.8%) of the city's municipal area, respectively. The 500-year 2070 Int-High conditions project 4,222.88 acres (56.6%) of the municipal area as inundated.

Table 7. Overall Vulnerability Ranges based on Area

Overall Vulnerability Rating	Critical Assets Inundated (% of total assets)	Land Area Inundated (% of municipality)
None	0	0
Low	< 25%	< 25%
Medium	25 – 50%	25 – 50%
High	50 – 75%	50 – 75%
Extreme	> 75%	> 75%

Table 8. Area of Inundation for Flood Hazard Scenarios

High Tide Inundation Scenario						
Statistic	City of Fernandina Beach Municipal Area	MHHW Current Conditions	MHHW 2040 Int-Low	MHHW 2040 Int-High	MHHW 2070 Int-Low	MHHW 2070 Int-High
Total Area (ac)	7.463.60	698.80	890.70	1,047.70	1,073.70	1,435.70
Percentage of Municipal Area	100%	9.4%	11.9%	14.0%	14.4%	19.2%
100-Year Storm Surge Inundation Scenario						
Statistic	City of Fernandina Beach Municipal Area	100yr Storm Surge Current Conditions	100yr Storm Surge 2040 Int-Low	100yr Storm Surge 2040 Int-High	100yr Storm Surge 2070 Int-Low	100yr Storm Surge 2070 Int-High
Total Area (ac)	7.463.60	2,445.51	2,582.08	2,736.48	2,782.18	3,280.69
Percentage of Municipal Area	100%	32.8%	34.6%	36.7%	37.3%	44.0%
500-Year Storm Surge Inundation Scenario						
Statistic	City of Fernandina Beach Municipal Area	500yr Storm Surge Current Conditions	500yr Storm Surge 2040 Int-Low	500yr Storm Surge 2040 Int-High	500yr Storm Surge 2070 Int-Low	500yr Storm Surge 2070 Int-High
Total Area (ac)	7.463.60	3,241.28	3,345.67	3,475.85	3,514.53	4,222.88
Percentage of Municipal Area	100%	43.4%	44.8%	46.6%	47.1%	56.6%

7.2 VULNERABILITY RISK SCORING

To further the analysis, the identified assets that were exposed to the flood hazard scenarios were given estimated risk scores based on (1) the asset's exposure to floodwaters; (2) the sensitivity to the asset's ability to function if inundated; and (3) the consequences [economic, environmental, and social] of that asset's exposure damages. The objective of the risk scores is to determine the likely consequences an asset will endure if it were inundated, and the cascading affects to the community. This process is combination of **quantitative analysis** (exposure to floodwater based on the flood hazard scenario information) and **qualitative analysis** (sensitivity to the asset's ability to function and the associated consequences).

Exposure to Floodwater Scores **–** For extreme coastal flooding during the 100-year and the 500-year storm surge scenarios, and for the seasonal high tide (SHT) flooding scenarios, projected over the current, 2040 Int-Low, 2040 Int-High, 2070 Int-Low, and 2070 Int-High sea level rise scenarios, a score was assigned to assets from zero (not exposed) to five (exposed at current conditions).

Exposure risk scoring is based off the relative timing of exposure from current conditions and 2040 and 2070 projections, with immediate scenarios being the worst-case. If an asset experienced flooding at current conditions, it will likely experience flooding at more severe scenarios as well and is therefore ranked a five. The cumulative exposure score is the sum of the scores from the individual 100-year, 500-year, and SHT scenarios.

Table 9. Exposure to Floodwater Scoring Key

Score	Definition
0	Not exposed to flooding or inundation
1	Exposed to flooding or inundation based on the 2070 Int-High SLR scenario for 100yr, 500yr, and SHT
2	Exposed to flooding or inundation based on the 2070 Int-Low SLR scenario for 100yr, 500yr, and SHT
3	Exposed to flooding or inundation based on the 2040 Int-High SLR scenario for 100yr, 500yr, and SHT
4	Exposed to flooding or inundation based on the 2040 Int-Low SLR scenario for 100yr, 500yr, and SHT
5	Exposed to flooding or inundation based on current conditions

Sensitivity to Loss of Function Scores – In this context, an asset's sensitivity is related to its ability to function or respond during and after inundation from the identified flood hazard scenarios. An asset's sensitivity to floodwaters accounts for its ability to function and if components can be repaired from water damages or if damages are permanent. For example, subsurface components, such as water conveyance systems, may be made of corrosive materials and will be negatively impacted from prolonged saltwater flooding, or if a building's electrical equipment are inundated it may lead to electrical malfunctions or failure, while a roadway is less likely to suffer damages and is therefore less sensitive.

As a member of the National Register of Historic Places, specific requirements defined in the Downtown Historic Design Guidelines must be followed for preservation, rehabilitation, and new construction. As such, repairing damages to historical and cultural assets from prolonged floodwaters could result in a more costly and specialized project. Due to the importance of the historic district to the city's economy, historical and cultural assets will be ranked at the highest sensitivity.

The asset's sensitivity score is assigned through a qualitative assessment of characteristics unique to the asset's type, such as if there are electrical components, corrosive equipment, specialized materials, susceptibility to erosion or scour, etc. These scores were ranked from zero (no impact on asset's functionality) to three (highly sensitive and permanent loss of function).

Table 10. Sensitivity to Loss of Functionality Scoring Key

Score	Definition
0	No impact on asset functionality
1	Short-term loss of functionality and/or minor damage
2	Significant loss of functionality but repairable/reversible
3	Permanent loss of function

Consequence – Critical assets are interdependent and failure of one asset could cause stressors to other assets. One asset's failure or damage could likely lead to cascading impacts across the community that affects its economy, environment, and social well-being. For this reason, the consequence of an asset's failure must be considered when assessing overall vulnerability. A qualitative assessment to understand the economic, environmental, and social impacts to each asset was conducted, based off the following considerations:

Economic

- Operational disruptions in services, productions, and access to facilities (via road damages or loss of infrastructure).
- Costs to repair asset damages or increased maintenance.

- Loss of revenue and tourism opportunities.

Environmental

- Water quality issues from pollutant discharges and hazardous contaminants in waterways.
- Loss of habitats and harm to local wildlife.

Social

- Loss of jobs, homes and/or businesses.
- Public health and general well-being of residents with regard to stress, discomfort, and available resources to rebuild/repair.
- Demographic trends relating to populations affected.

Table 11. Consequence Scoring Key

Score	Definition
1	Low Consequence – negligible or temporary effects, not costly and easy to restore
2	Moderate Consequence – moderate impacts that are costly but possible to restore
3	High Consequence – significant impacts that are very costly and likely irreversible

The vulnerability risk scoring process is a qualitative approach that relies on technical experience and local priorities. Understanding the sensitivities of different asset classes will allow the City of Fernandina Beach to better plan, adapt, and manage risks. The estimated scores should be reviewed to ensure scores align with community needs and goals for all identified assets.

The estimated risk scores in regard to sensitivity to loss of function and consequences (environmental, economic, and social) for each asset type are provided in Table 12. This method has been applied to all identified assets from the exposure analysis, however, for the sake of this deliverable the tables and associated asset risk scores are provided in a supplement excel spreadsheet.

The qualitative ranking of asset types in respect to sensitivity to functionality and economic, environmental, and social consequences should be reviewed with the city officials and project team to ensure that ranking reflects community priorities.



Figure 11. Fernandina Beach Street Flooding
Source: COFB

Table 12. Estimated Vulnerability Ranking based on Asset Types

Asset Type	Sensitivity Score	Consequence		
		Environmental	Economic	Social
Transportation				
Marinas	2	2	2	2
Boat Ramps	2	1	1	1
Major Roads	2	1	1	2
Evacuation Routes	3	1	1	2
Bridges	2	1	2	2
Airports	2	1	2	2
Ports	2	2	2	2
Railways	2	2	2	1
Railroad Bridges	2	1	2	1
Natural, Cultural, and Historical Resources				
Parks	1	1	2	2
Conservation Lands	1	2	2	2
Conservation Easements	1	2	2	2
Historical Assets	3	2	3	3
Cultural Assets	3	1	3	3
Critical Infrastructure				
Hazardous Waste Facilities	3	3	3	2
Wastewater Treatment Facilities and Lift Stations	3	3	3	2
Stormwater Treatment Facilities and Pump Stations	3	3	3	2
Electrical Production and Supply Facilities	3	3	3	3
Communications Facilities	3	1	2	3
Water Utility Conveyance Systems	3	2	2	2
Drinking Water Facilities	3	2	2	2
Military Installations	2	1	2	1
Stormwater Ponds	2	2	1	1
Critical Community & Emergency Facilities				
Schools	2	1	2	3
Colleges	2	1	2	3
Universities	2	1	2	3
Community Centers	2	1	1	2
Correctional Facilities	2	1	2	2
Emergency Medical Service Facilities	2	1	2	3
Fire Stations	2	1	2	2
Health Care Facilities	2	1	2	3
Hospitals	2	1	3	3
Law Enforcement Facilities	2	1	2	3
Local Government Facilities	2	1	2	3
Affordable Public Housing	2	1	1	2
Risk Shelter Inventory	2	1	1	2
Federal Government Facilities	2	1	2	2
State Government Facilities	2	1	2	2

8. FOCUS AREAS FOR ADAPTATION

As part of the vulnerability assessment process, focus areas are identified as an important method to assess, monitor, and evaluate adaptation strategies. The selection of focus areas is a collaborative effort with input on priorities from the city representatives, community members, experts, and the outcomes of the exposure and sensitivity analyses. The FDEP's Florida Adaptation Planning Guidebook defines Focus Areas as the selected locations where adaptation strategies components will direct its attention. Adaptation strategies for the selected focus areas should be developed following the completion of this vulnerability assessment. The following focus areas are identified as highly vulnerable and are recommended to be the main areas of interest for future Adaptation Action Planning.

Historic District and Downtown Waterfront

The Historic District and Downtown Waterfront focus area expands on the City of Fernandina Beach's Historic District boundaries to include more than the 60-block Victorian Era Historic District and numerous historical and other critical community assets to include major waterfront assets such as the Fernandina Port, Westrock Paper Mill, Rayonier Advanced Materials plant, and CSX railroad systems. More than 660,000 visitors visit the historic Fernandina Beach downtown annually, and more than 1,000 jobs are provided through the port, the mills, and roadway services. The economic impact these services generate for the City of Fernandina Beach are vital to the city's success and longevity.



Figure 12. Historic District and Downtown Waterfront Focus Area

The Downtown Waterfront District experiences some of the most severe flooding due to high tides and storm surge. Ports, due to their geographic locations along coasts and waterfront properties, are by nature highly vulnerable to the impacts of rising sea levels, storm surge, and high flood days. The Port of Fernandina advises, “Under current conditions and during large tides, the terminal regularly experiences approximately 5 acres of flooding within the working area. These flooding events limit operations and storage capabilities. The Port of Fernandina Beach has identified this issue and has proposed the development of additional or improved bulkheads to reduce and prevent future flooding.” (Port of Fernandina, 2023). Figures 13 through 16 show the effects of flooding along the railroads, access roads to the port, commercial and downtown districts.

The functionality of the port is crucial to the city as it and the industries it supports generate over 4,600 jobs annually with an economic contribution of nearly $1.3 billion dollars. The port directly supports over 230 employees and the WestRock Mill is estimated to employ over 460 employees. The Rayonier Mill is estimated to support over 300 employees, 1,229 local jobs and over 250,000 acres of rural forests. The impact this district has on the city, state, and nation are essential to the growing economy. When flooding occurs in this area, tourism is halted and these industries must suspend operations up to weeks after the flood event to dry out, clean, and recondition equipment before resuming operations. The cost of damages and delays to these industries and the cascading affects the health and welfare of the employees they support must not be overlooked.



Figure 13. Front Street Flooding along Railroad (COFB)



Figure 15. Access Road to Port of Fernandina (COFB)



Figure 14. Flooding in front of Salty Pelican (COFB)



Figure 16. Flooding in Downtown Parking Lot (COFB)

Waterfront barriers are the first line of defense to protect the city from high flood waters. However, the existing low-lying seawall is easily overtopped by high flood events causing the floodwaters to reach inner parts of the highly vulnerable waterfront district causing damage to commercial and residential properties.

The City of Fernandina Beach is actively taking the necessary steps to find solutions to prevent/minimize the severe impacts to this vulnerable area through the Fernandina Beach Historic Downtown and Regional Riverfront Resiliency Project. This project aims to provide waterfront protection through a combination of green/soft and gray/hard methods which includes approximately 2,200 linear feet of bulkhead, natural flooding control measures and the installation of a stormwater flooding control system. At the time of this report, the city is completing engineering and design for the bulkhead portion of the project which consists of five segments along the Amelia Riverfront. This project has the potential to significantly decrease damages associated to the flooding experienced in the Downtown Waterfront District, however, implementation of the flood protection systems will rely heavily on available funding and resources.

Table 13. Critical Transportation Asset Counts within Historic District and Downtown Waterfront Focus Area

Critical Asset Type	Number of Assets	Length (ft)
Airports	0	N/A
Boat Ramps	2	N/A
Bridges	1	N/A
Evacuation Routes	3	2,275
Major Roadways	7	8,784
Marinas	10	N/A
Ports	1	N/A
Railroads	1	15,224

Table 14. Critical Community and Emergency Facilities Asset Counts within Historic District and Downtown Waterfront Focus Area

Critical Asset Type	Number of Assets
Community Centers	4
Disaster Recovery Centers	1
Law Enforcement Facilities	1
Local Government Facilities	1
Schools	1

Table 15. Critical Infrastructure Asset Counts within Historic District and Downtown Waterfront Focus Area

Critical Asset Type	Number of Assets
Communications Facilities	N/A
Drinking Water Facilities	N/A
Electric Production and Supply Facilities	6
Hazardous Waste Facilities	11
Solid Waste Facilities	4
Stormwater Treatment Facilities	N/A
Water Utilities Conveyance Systems	1,060
Wastewater Treatment Facilities	4

Table 16. Natural, Cultural & Historic Asset Data within Historic District and Downtown Waterfront Focus Area

Critical Asset Type	Number of Assets	Area (acre)
Conservation Easements	2	0.2
Conservation Lands	1	0.8
Cultural Assets	2	N/A
Historical Assets	379	N/A
Parks	6	28
Wetlands	N/A	142

The critical asset counts identified within the Historic District and Downtown Waterfront focus area are outlined in the following tables. It should be noted that if a portion of an evacuation route is inundated within the focus area, the entire evacuation route is compromised, as are the railroads.

The Historic District and Downtown Waterfront focus area has a large amount of evacuation routes, major roadways, marinas, the Port of Fernandina Beach, and railroads affected. As well as a vast amount of critical infrastructure and historical assets. Maps of the critical assets within the focus area and the associated asset lists are provided in **Appendix C**.

Properties in the Special Flood Hazard Area (SFHA) near Egans Creek

The properties within the Special Flood Hazard Area (SFHA), especially along Egans Creek, are identified as another focus area for the City of Fernandina Beach. The extent of the SFHA are the areas which are at risk of being inundated by the base flood – the flood that has a 1% chance of being equaled or exceeded in any given year, commonly referred to as the 100-year flood. Properties within the SFHA are required to have flood insurance if they have a federally backed mortgage.

The SFHA used in this analysis is the latest data available on FEMA's National Flood Hazard Layer Map Service Center. The properties directly located along Egans Creek are notably vulnerable, however, the entire SFHA is used in the analysis to assess the number of assets affected and for mapping purposes.



Figure 17. Special Flood Hazard Area (SFHA) Focus Area

This area is vulnerable by its geographic nature, as Egans Creek splits the island into western and eastern sides connected by bridges and major roadways. These major roadways and evacuation routes are necessary for residents, business owners, and tourists to evacuate the island in times of hurricanes and emergencies. Atlantic Avenue and Sadler Road are the main evacuation routes that cross Egan's Creek. These roadways experience overtopping from storm surge events, notably Hurricanes Matthew (2016), and 8 Irma (2017) which put stress on the residents for access to evacuate and caused major damage throughout the city.



Figure 18. Severe Flooding on First Avenue (COFB)

The critical asset counts identified within the SFHA focus area are outlined in the following tables, with notable numbers of transportation and cultural, natural, cultural and historical assets affect, among numerous residential properties not mapped.

Table 17. Critical Transportation Asset Counts within Special Flood Hazard Area (SFHA) Focus Area

Critical Asset Type	Number of Assets	Length (ft)
Airport	0	N/A
Boat Ramps	2	N/A
Bridges	4	N/A
Evacuation Routes	3	2,958
Major Roadways	10	17,927
Marinas	11	N/A
Ports	1	N/A
Railroads	1	23,500

Table 18. Critical Community and Emergency Facilities Asset Counts within Special Flood Hazard Area (SFHA) Focus Area

Critical Asset Type	Number of Assets
Community Centers	3
Disaster Recovery Centers	N/A
Law Enforcement Facilities	N/A
Local Government Facilities	1
Schools	N/A

Table 19. Critical Infrastructure Asset Counts within Special Flood Hazard Area (SFHA) Focus Area

Critical Asset Type	Number of Assets
Communications Facilities	N/A
Drinking Water Facilities	N/A
Electric Production and Supply Facilities	5
Hazardous Waste Facilities	6
Solid Waste Facilities	2
Stormwater Treatment Facilities	1
Water Utilities Conveyance Systems	1,667
Wastewater Treatment Facilities	13

Table 20. Natural, Cultural & Historic Asset Data within Special Flood Hazard Area (SFHA) Focus Area

Critical Asset Type	Number of Assets	Area (acre)
Conservation Easements	5	8.5
Conservation Lands	2	1,046
Cultural Assets	1	N/A
Historical Assets	60	N/A
Parks	14	374
Wetlands	N/A	1,019

Adaptation Strategy Recommendations

Achieving community-wide resilience necessitates collaboration with citizens, businesses, organizations, and governmental entities. Long term sustainable solutions will require multi-year commitment of resources, monitoring, and active engagement across city departments.

The City of Fernandina Beach should further investigate resilient and sustainable strategies to the vulnerabilities identified herein through an Adaptation Plan and Implementation Plan. Some of the overarching adaptation strategies recommended for implementation through this vulnerability assessment and focus area assignment include:

- Aim to promote sustainable practices for site design, construction, and maintenance by encouraging practices that are environmentally friendly and reduces negative impacts.
- Pursue funding sources to ensure that the Fernandina Beach Historic Downtown and Regional Riverfront Resiliency Project and associated bulkhead will be constructed.
- Evaluate and identify vulnerable locations that nature-based solutions are not feasible, due to deep water or high wave energy, to construct new seawalls, bulkheads, or other methods of flood protection. Where feasible, the city should always consider nature-based solutions or incorporate aspects of nature-based solutions.
- Work in collaboration with relevant regional and state transportation authorities like the North Florida TPO and FDOT to plan for and implement resilience measures applicable to vulnerable roadways like Atlantic Ave, South Fletcher Ave, and North 8th Street.
- Review other proactive Florida community's building and zoning codes for resilience related elements and update the City of Fernandina Beach's codes to reflect similar elements.
- Integrate climate projections (sea level rise, storm surge, compound flooding) into Capital Improvement Projects (CIP) and encourage a focus on climate resilience early in project planning.
- Engage the community in the process to ensure that strategies meet local needs and build public support. Public education opportunities should be held more frequently to inform residents of identified flood hazards and mitigation measures available to them.
- Elevate properties to be above base flood elevations, and consider storm surge, wave impacts, and sea level rise.
- Elevate critical infrastructure and equipment, including roads, bridges, electrical components, etc.
- Elevate and protect stormwater and wastewater management systems and consider green stormwater infrastructure (GSI).
- Evaluate and update evacuation planning to ensure that evacuation routes are not affected by nuisance, tidal, or storm surge flooding.
- Limit new development in vulnerable areas.

- Re-evaluate base flood elevation standards to consider projected sea level rise scenarios and flooding potential.
- Support citywide drainage model revisions that will incorporate sea level rise and encourages additional model inputs to address future storm surge and extreme (inland) flooding.
- Utilize sustainable design standards on new construction and renovation projects.
- Annually track and update available funding sources, including, but not limited to, public-private partnerships, grant opportunities (government, not-for-profit), and federal programs (FEMA, etc).

The City of Fernandina Beach applied for funding through the Resilient Florida Program in 2023 to support the development of an adaptation plan. In developing an adaptation plan, goals will be focused on utilizing insights and conclusions drawn from the vulnerability assessment to inform a broad range of strategies applicable to protection, accommodation, avoidance, relocation, and administrative.

Both the vulnerability assessment and adaptation plan subsequently to be conducted, pending proposed grant funds, should be viewed as living documents informed by advancements and developments in emergency preparedness, flood hazard mapping, and international climate scenarios. Local officials should follow developments across these topic areas to confirm that the best available data and information is continuously applied to local challenges.



Figure 19. Downtown Fernandina Beach
Source: Amelia Island Living

8. CONCLUSION AND NEXT STEPS

The vulnerability assessment conducted for the City of Fernandina Beach has provided valuable insights into the community's flood vulnerability and the potential risks posed by tidal flooding, storm surge, and future precipitation events. The assessment has highlighted the urgent need for proactive measures to address the current and future flood impacts faced by the city, especially those that have been identified as highly vulnerable.

Based on the findings of the vulnerability assessment, it is clear that Fernandina Beach is highly vulnerable to flooding due to its low-lying topography and proximity to water bodies such as the Atlantic Ocean, Amelia River, St. Marys River, and Egans Creek. The analysis has shown that both present and projected flood scenarios can significantly impact the community, including the potential for permanent tidal flooding in certain areas by 2070.

To address these challenges, the next steps for the City of Fernandina Beach should involve developing an adaptation plan. This plan will play a crucial role in prioritizing actions and allocating resources based on the outcomes of the vulnerability assessment. The adaptation plan will identify strategies and policy recommendations tailored to the unique flood risks faced by Fernandina Beach.

The adaptation plan will also consider potential grant funding opportunities that can support the implementation of flood mitigation and resilience measures. By securing financial resources, the city will be able to execute critical projects aimed at reducing flood vulnerability, protecting critical assets, and enhancing the overall resilience of the community.

Furthermore, the adaptation plan should take into account the lessons and recommendations derived from the sensitivity analysis, which will provide a more refined understanding of the vulnerabilities of critical assets based on additional variables such as flood depth and asset conditions. This comprehensive approach will enable the city to make informed decisions and develop targeted strategies to mitigate flood risks effectively.

It is crucial for the City of Fernandina Beach to engage stakeholders from various sectors, including residents, businesses, community organizations, and government agencies, in the development and implementation of the adaptation plan. Collaboration and collective action will be key to successfully addressing the flood vulnerability challenges faced by the city.

By prioritizing actions based on the outcomes of the vulnerability assessment and developing a robust adaptation plan, the City of Fernandina Beach aims to enhance its resilience, protect critical assets, and ensure the safety and well-being of its residents. The city remains committed to proactive planning and preparedness efforts, working towards a more resilient future in the face of increasing flood risks.



Figure 20. Downtown Waterfront
Source: COFB

Appendix A

Flood Exposure Asset Tabulations

Table 1. Number of Critical Community and Emergency Facilities Inundated by Storm Surge Scenario

	Total	Current 100yr	100yr 2040 Int Low	100yr 2040 Int High	100yr 2070 Int Low	100yr 2070 Int High	Current 500yr	500yr 2040 Int Low	500yr 2040 Int High	500yr 2070 Int Low	500yr 2070 Int High
Schools	8	1	1	1	1	1	1	1	2	2	3
Colleges	-	-	-	-	-	-	-	-	-	-	-
Universities	-	-	-	-	-	-	-	-	-	-	-
Community Centers	15	5	5	5	5	5	5	5	5	5	5
Emergency Medical Service Facilities	-	-	-	-	-	-	-	-	-	-	-
Fire Stations	-	-	-	-	-	-	-	-	-	-	-
Health Care Facilities	2	-	-	-	-	-	-	-	1	1	1
Disaster Recovery Centers	6	1	1	1	1	1	1	1	1	1	2
Hospitals	1	-	-	-	-	-	-	-	-	-	-
Law Enforcement Facilities	1	-	-	-	-	-	-	-	-	-	-
Local Government Facilities	2	-	-	-	-	-	-	-	-	-	1
Affordable Public Housing	2	2	2	2	2	2	2	2	2	2	2
Risk Shelter Inventory	-	-	-	-	-	-	-	-	-	-	-
Federal Government Facilities	-	-	-	-	-	-	-	-	-	-	-
State Government Facilities	-	-	-	-	-	-	-	-	-	-	-
Total	**38**	**10**	**10**	**10**	**10**	**10**	**10**	**10**	**12**	**12**	**15**

Table 2. Number of Critical Community and Emergency Facilities Inundated by Seasonal High Tide Scenario

	Total	SHT Current Conditions	SHT 2040 Int Low	SHT 2040 Int High	SHT 2070 Int Low	SHT 2070 Int High
Schools	8	-	-	-	-	-
Colleges	-	-	-	-	-	-
Universities	-	-	-	-	-	-
Community Centers	15	2	2	2	2	2
Emergency Medical Service Facilities	-	-	-	-	-	-
Fire Stations	-	-	-	-	-	-
Health Care Facilities	2	-	-	-	-	-
Disaster Recovery Centers	6	1	1	1	1	1
Hospitals	1	-	-	-	-	-
Law Enforcement Facilities	1	-	-	-	-	-
Local Government Facilities	2	-	-	-	-	-
Affordable Public Housing	2	1	1	1	1	1
Risk Shelter Inventory	-	-	-	-	-	-
Federal Government Facilities	-	-	-	-	-	-
State Government Facilities	-	-	-	-	-	-
Total	**38**	**4**	**4**	**4**	**4**	**4**

Table 3. Number of Critical Infrastructure Assets Inundated by Storm Surge Scenario

	Total	Current 100yr	100yr 2040 Int Low	100yr 2040 Int High	100yr 2070 Int Low	100yr 2070 Int High	Current 500yr	500yr 2040 Int Low	500yr 2040 Int High	500yr 2070 Int Low	500yr 2070 Int High
Hazardous Waste Facilities	52	12	12	13	13	13	16	16	18	18	24
Solid Waste Facilities	14	7	7	7	7	8	8	8	8	8	10
Wastewater Treatment Facilities and Lift Stations	134	35	44	51	52	66	68	70	73	73	84
Stormwater Treatment Facilities and Pump Stations	3	1	1	1	1	1	1	1	1	1	1
Electrical Production and Supply Facilities	14	5	5	7	8	10	10	10	10	10	13
Communications Facilities	11	2	2	2	2	2	2	2	2	2	3
Water Utility Conveyance Systems	14,250	1,877	2,181	2,473	2,554	3,512	3,503	3,700	3,994	4,104	5,750
Drinking Water Facilities	3	-	-	-	-	-	-	-	-	-	-
Military Installations	-	-	-	-	-	-	-	-	-	-	-
Total	**14,481**	**1,939**	**2,252**	**2,554**	**2,637**	**3,612**	**3,608**	**3,807**	**4,106**	**4,216**	**5,885**

Table 4. Number of Critical Infrastructure Assets Inundated by Seasonal High Tide Scenario

	Total	SHT Current Conditions	SHT 2040 Int Low	SHT 2040 Int High	SHT 2070 Int Low	SHT 2070 Int High
Hazardous Waste Facilities	52	4	4	4	4	8
Solid Waste Facilities	14	4	4	4	4	6
Wastewater Treatment Facilities and Lift Stations	134	-	-	-	-	2
Stormwater Treatment Facilities and Pump Stations	3	-	-	-	-	-
Electrical Production and Supply Facilities	14	2	3	3	3	3
Communications Facilities	11					1
Water Utility Conveyance Systems	14,250	27	35	55	65	491
Drinking Water Facilities	3	-	-	-	-	-
Military Installations	-	-	-	-	-	-
Total	**14,481**	**37**	**46**	**66**	**76**	**511**

Table 5. Natural, Cultural & Historical Assets Inundated by Storm Surge Scenario

	Total	Current 100yr	100yr 2040 Int Low	100yr 2040 Int High	100yr 2070 Int Low	100yr 2070 Int High	Current 500yr	500yr 2040 Int Low	500yr 2040 Int High	500yr 2070 Int Low	500yr 2070 Int High
Parks	25	14	15	16	16	17	17	18	18	18	18
Conservation Lands	9	8	8	8	8	8	8	8	8	8	8
Historical Assets	631	107	118	138	141	184	184	188	200	206	248
Cultural Assets	4	1	1	1	1	2	2	2	2	2	3
Total	**669**	**130**	**142**	**163**	**166**	**211**	**211**	**216**	**228**	**234**	**277**

Table 6. Natural, Cultural & Historical Assets Inundated by Seasonal High Tide Scenario

	Total	SHT Current Conditions	SHT 2040 Int Low	SHT 2040 Int High	SHT 2070 Int Low	SHT 2070 Int High
Parks	25	7	9	9	9	10
Conservation Lands	9	7	7	7	7	7
Historical Assets	631	24	28	29	29	43
Cultural Assets	4	-	-	-	-	-
Total	**669**	**38**	**44**	**45**	**45**	**60**

Table 7. Number of Transportation Assets Inundated by Storm Surge Scenario

	Total	Current 100yr	100yr 2040 Int Low	100yr 2040 Int High	100yr 2070 Int Low	100yr 2070 Int High	Current 500yr	500yr 2040 Int Low	500yr 2040 Int High	500yr 2070 Int Low	500yr 2070 Int High
Marinas	11	11	11	11	11	11	11	11	11	11	11
Boat Ramps	2	2	2	2	2	2	2	2	2	2	2
Major Roads	35	13	13	13	15	18	18	18	18	18	23
Evacuation Routes	41	5	5	5	5	10	10	10	11	11	14
Bridges	4	4	4	4	4	4	4	4	4	4	4
Airports	2	1	1	1	1	1	1	1	1	1	1
Ports	1	1	1	1	1	1	1	1	1	1	1
Railroads	19	17	17	18	18	19	19	19	19	19	19
Railroad Bridges	-	-	-	-	-	-	-	-	-	-	-
Total	**115**	**54**	**54**	**55**	**57**	**66**	**66**	**66**	**67**	**67**	**75**

Table 8. Number of Transportation Assets Inundated by Seasonal High Tide Scenario

	Total	SHT Current Conditions	SHT 2040 Int Low	SHT 2040 Int High	SHT 2070 Int Low	SHT 2070 Int High
Marinas	11	11	11	11	11	11
Boat Ramps	-	-	-	-	1	-
Major Roads	1	1	1	1	5	1
Evacuation Routes	1	1	1	1	1	1
Bridges	4	4	4	4	4	4
Airports	1	1	1	1	1	1
Ports	1	1	1	1	1	1
Railroads	2	2	3	5	9	2
Railroad Bridges	-	-	-	-	-	-
Total	**115**	**21**	**21**	**22**	**24**	**33**

Appendix B

Flood Exposure Asset Maps

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Transportation Assets
100-Year Storm Surge Flood Extent
SLR Scenario: Current Conditions

1:36,000

N
W E
S

0 0.25 0.5 1
Miles

Legend

- Boat Ramps
- Marinas
- Ports
- Airports
- Bridges
- Evacuation Routes
- Railroads
- Major Roads
- COFB Boundary
- Area of Interest
- Flood Extent

The information contained in this map is offered as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Transportation Assets
100-Year Storm Surge Flood Extent
SLR Scenario: 2040 Intermediate-Low

1:36,000

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W E
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0 0.25 0.5 1
Miles

Legend

- Boat Ramps
- Marinas
- Ports
- Airports
- Bridges
- Evacuation Routes
- Railroads
- Major Roads
- COFB Boundary
- Area of Interest
- Flood Extent

The information contained in this map is offerred as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Transportation Assets
100-Year Storm Surge Flood Extent
SLR Scenario: 2040 Intermediate-High

1:36,000

N
W E
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0 0.25 0.5 1
Miles

Legend

- Boat Ramps
- Marinas
- Ports
- Airports
- Area of Interest
- Bridges
- Evacuation Routes
- Railroads
- Major Roads
- COFB Boundary
- Flood Extent

The information contained in this map is offerred as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Transportation Assets
100-Year Storm Surge Flood Extent
SLR Scenario: 2070 Intermediate-Low

1:36,000

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0 0.25 0.5 1
Miles

Legend

- Boat Ramps
- Marinas
- Ports
- Airports
- Bridges
- Evacuation Routes
- Railroads
- Major Roads
- COFB Boundary
- Area of Interest
- Flood Extent

The information contained in this map is offered as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Transportation Assets
100-Year Storm Surge Flood Extent
SLR Scenario: 2070 Intermediate-High

1:36,000

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Miles

Legend

- Boat Ramps
- Marinas
- Ports
- Airports
- Bridges
- Evacuation Routes
- Railroads
- Major Roads
- COFB Boundary
- Area of Interest
- Flood Extent

The information contained in this map is offered as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Transportation Assets
500-Year Storm Surge Flood Extent
SLR Scenario: Current Conditions

1:36,000

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0 0.25 0.5 1
Miles

Legend

- Boat Ramps
- Marinas
- Ports
- Airports
- Bridges
- Evacuation Routes
- Railroads
- Major Roads
- COFB Boundary
- Area of Interest
- Flood Extent

The information contained in this map is offered as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Transportation Assets
500-Year Storm Surge Flood Extent
SLR Scenario: 2040 Intermediate-Low

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Legend

- Boat Ramps
- Marinas
- Ports
- Airports
- Bridges
- Evacuation Routes
- Railroads
- Major Roads
- COFB Boundary
- Area of Interest
- Flood Extent

The information contained in this map is offered as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Transportation Assets
500-Year Storm Surge Flood Extent
SLR Scenario: 2040 Intermediate-High

1:36,000

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Miles

Legend

- Boat Ramps
- Marinas
- Ports
- Airports
- Bridges
- Evacuation Routes
- Railroads
- Major Roads
- COFB Boundary
- Area of Interest
- Flood Extent

The information contained in this map is offered as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.



Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Transportation Assets
500-Year Storm Surge Flood Extent
SLR Scenario: 2070 Intermediate-Low

1:36,000

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Miles

Legend

- Boat Ramps
- Marinas
- Ports
- Airports
- Bridges
- Evacuation Routes
- Railroads
- Major Roads
- COFB Boundary
- Area of Interest
- Flood Extent

The information contained in this map is offered as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Transportation Assets
500-Year Storm Surge Flood Extent
SLR Scenario: 2070 Intermediate-High

1:36,000

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0 0.25 0.5 1
Miles

Legend

- Boat Ramps
- Marinas
- Ports
- Airports
- Bridges
- Evacuation Routes
- Railroads
- Major Roads
- COFB Boundary
- Area of Interest
- Flood Extent

The information contained in this map is offered as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Transportation Assets
Mean Higher High Water Flood Extent
SLR Scenario: Current Conditions

1:36,000

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0 0.25 0.5 1
Miles

Legend

- Boat Ramps
- Marinas
- Ports
- Airports
- Bridges
- Evacuation Routes
- Railroads
- Major Roads
- COFB Boundary
- Area of Interest
- Flood Extent

The information contained in this map is offered as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Transportation Assets
Mean Higher High Water Flood Extent
SLR Scenario: 2040 Intermediate-Low

1:36,000

N
W E
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0 0.25 0.5 1
Miles

Legend

- Boat Ramps
- Marinas
- Ports
- Airports
- Bridges
- Evacuation Routes
- Railroads
- Major Roads
- COFB Boundary
- Area of Interest
- Flood Extent

The information contained in this map is offerred as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Transportation Assets
Mean Higher High Water Flood Extent
SLR Scenario: 2040 Intermediate-High

1:36,000

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0 0.25 0.5 1
Miles

Legend

- Boat Ramps
- Marinas
- Ports
- Airports
- Bridges
- Evacuation Routes
- Railroads
- Major Roads
- COFB Boundary
- Area of Interest
- Flood Extent

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Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Transportation Assets
Mean Higher High Water Flood Extent
SLR Scenario: 2070 Intermediate-Low

1:36,000

N
W E
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0 0.25 0.5 1
Miles

Legend

- Boat Ramps
- Marinas
- Ports
- Airports
- Bridges
- Evacuation Routes
- Railroads
- Major Roads
- COFB Boundary
- Area of Interest
- Flood Extent

The information contained in this map is offered as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Transportation Assets
Mean Higher High Water Flood Extent
SLR Scenario: 2070 Intermediate-High

1:36,000

N
W E
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0 0.25 0.5 1
Miles

Legend

- Boat Ramps
- Marinas
- Ports
- Airports
- Bridges
- Evacuation Routes
- Railroads
- Major Roads
- COFB Boundary
- Area of Interest
- Flood Extent

The information contained in this map is offered as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Legend

- Drinking Water Facilities
- Communications Facilities
- Solid Waste Facilities
- Hazardous Waste Facilities
- Electrical Production and Supply Facilities
- Electrical Production and Supply Facilities
- Wastewater Treatment Facilities and Lift Stations
- Stormwater Treatment Facilities and Pump Stations
- Water Utility Conveyance Systems
- Water Utility Conveyance Systems
- Area of Interest
- COFB Boundary
- Flood Extent

The information contained in this map is offerred as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Infrastructure
100-Year Storm Surge Flood Extent
SLR Scenario: Current Conditions

1:36,000

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0 0.25 0.5 1
Miles

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Legend

- Drinking Water Facilities
- Communications Facilities
- Solid Waste Facilities
- Hazardous Waste Facilities
- Electrical Production and Supply Facilities
- Electrical Production and Supply Facilities
- Wastewater Treatment Facilities and Lift Stations
- Stormwater Treatment Facilities and Pump Stations
- Water Utility Conveyance Systems
- Water Utility Conveyance Systems
- Area of Interest
- COFB Boundary
- Flood Extent

The information contained in this map is offerred as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Infrastructure
100-Year Storm Surge Flood Extent
SLR Scenario: 2040 Intermediate-Low

1:36,000

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0 0.25 0.5 1
Miles

Legend

- Drinking Water Facilities
- Communications Facilities
- Solid Waste Facilities
- Hazardous Waste Facilities
- Electrical Production and Supply Facilities
- Electrical Production and Supply Facilities
- Wastewater Treatment Facilities and Lift Stations
- Stormwater Treatment Facilities and Pump Stations
- Water Utility Conveyance Systems
- Water Utility Conveyance Systems
- Area of Interest
- COFB Boundary
- Flood Extent

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Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Infrastructure
100-Year Storm Surge Flood Extent
SLR Scenario: 2040 Intermediate-High

1:36,000

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0 0.25 0.5 1
Miles

Legend

- Drinking Water Facilities
- Communications Facilities
- Solid Waste Facilities
- Hazardous Waste Facilities
- Electrical Production and Supply Facilities
- Electrical Production and Supply Facilities
- Wastewater Treatment Facilities and Lift Stations
- Stormwater Treatment Facilities and Pump Stations
- Water Utility Conveyance Systems
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- Area of Interest
- COFB Boundary
- Flood Extent

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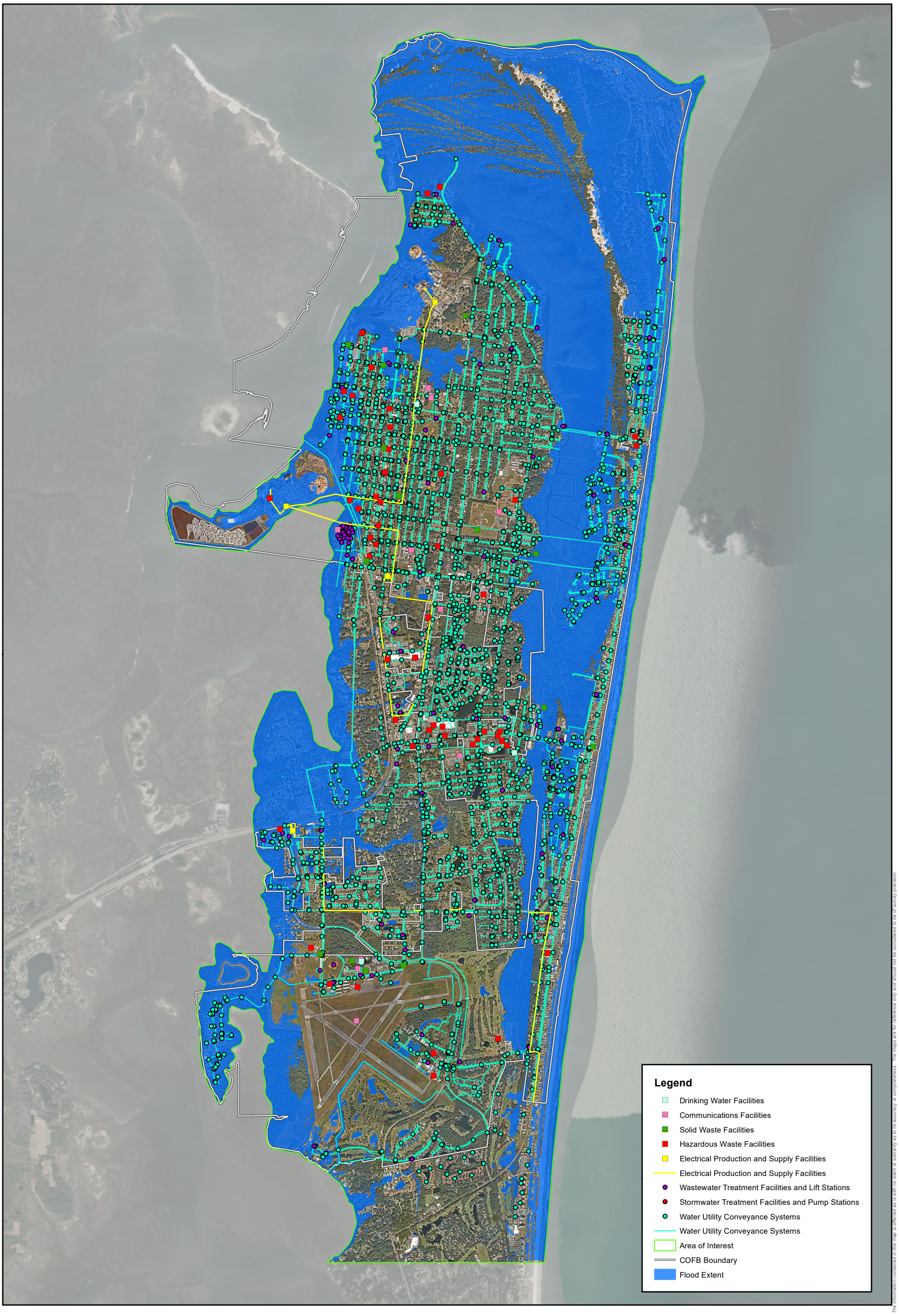
Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Infrastructure
100-Year Storm Surge Flood Extent
SLR Scenario: 2070 Intermediate-Low

1:36,000

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Miles



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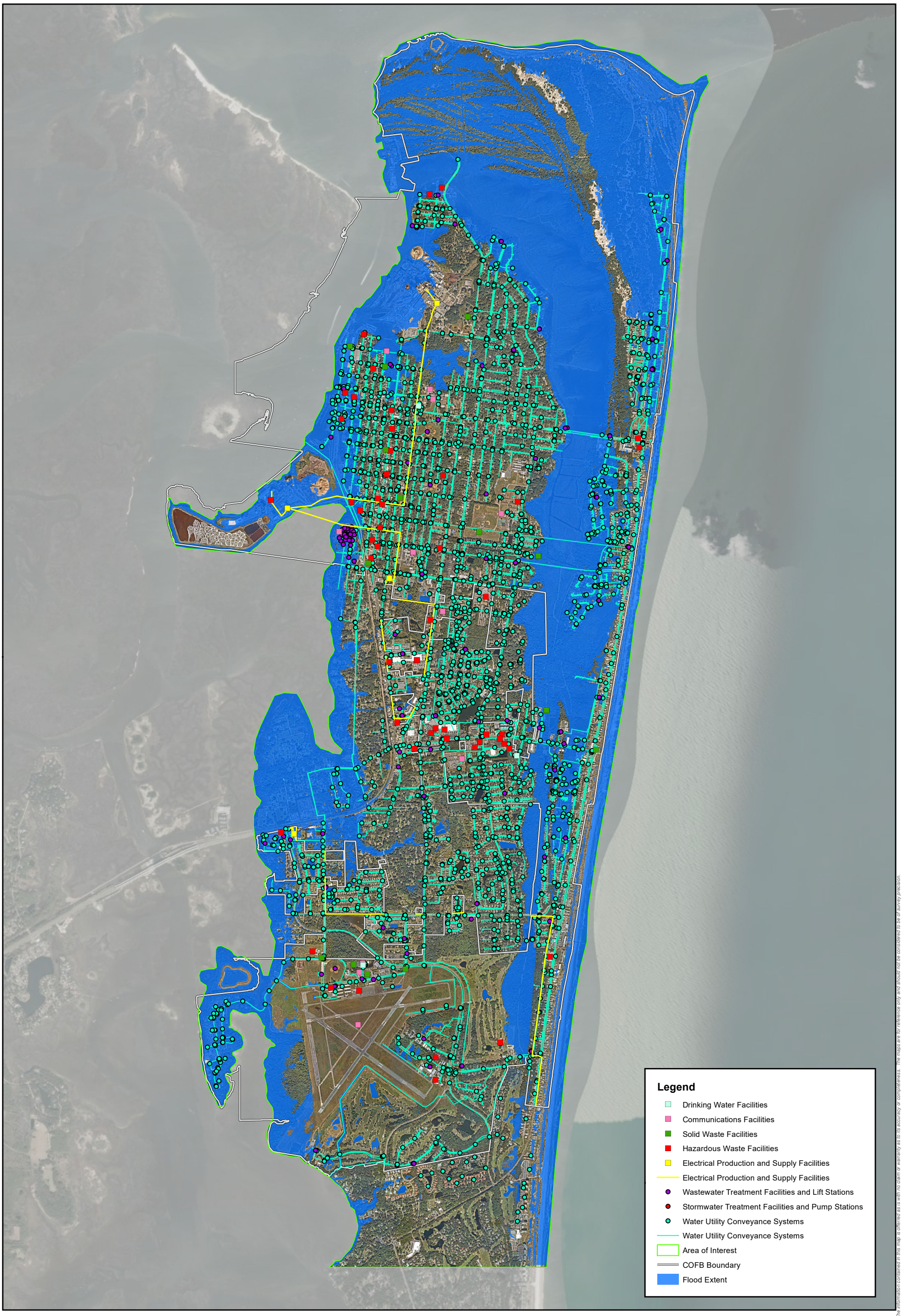
Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Infrastructure
100-Year Storm Surge Flood Extent
SLR Scenario: 2070 Intermediate-High

1:36,000

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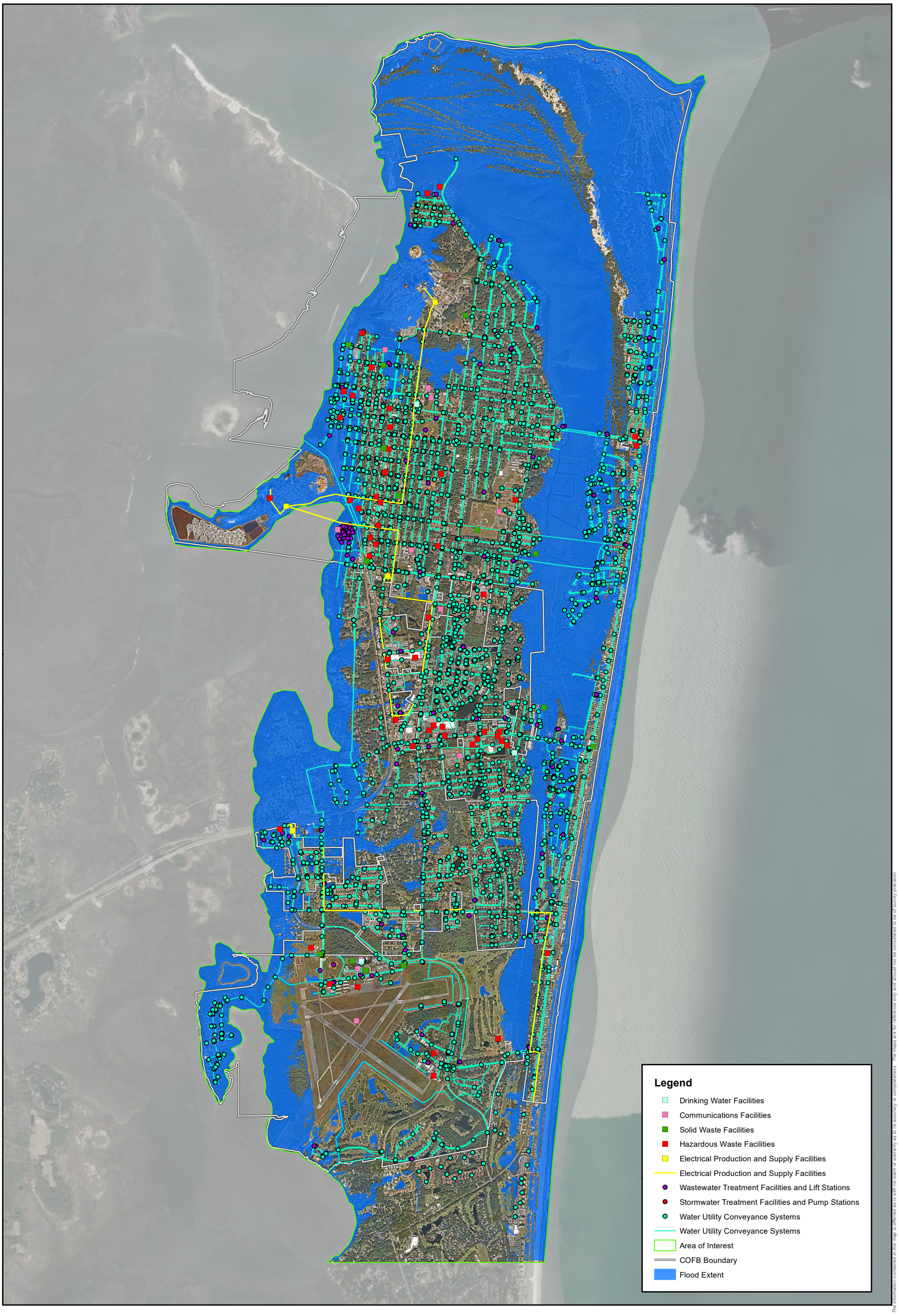
Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Infrastructure
500-Year Storm Surge Flood Extent
SLR Scenario: Current Conditions

1:36,000

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Miles



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Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Infrastructure
500-Year Storm Surge Flood Extent
SLR Scenario: 2040 Intermediate-Low

1:36,000

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Miles



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Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Infrastructure
500-Year Storm Surge Flood Extent
SLR Scenario: 2040 Intermediate-High

1:36,000

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0 0.25 0.5 1
Miles

Legend

- Drinking Water Facilities
- Communications Facilities
- Solid Waste Facilities
- Hazardous Waste Facilities
- Electrical Production and Supply Facilities
- Electrical Production and Supply Facilities
- Wastewater Treatment Facilities and Lift Stations
- Stormwater Treatment Facilities and Pump Stations
- Water Utility Conveyance Systems
- Water Utility Conveyance Systems
- Area of Interest
- COFB Boundary
- Flood Extent

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Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Infrastructure
500-Year Storm Surge Flood Extent
SLR Scenario: 2070 Intermediate-Low

1:36,000

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Legend

- Drinking Water Facilities
- Communications Facilities
- Solid Waste Facilities
- Hazardous Waste Facilities
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Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Infrastructure
500-Year Storm Surge Flood Extent
SLR Scenario: 2070 Intermediate-High

1:36,000

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Legend

- Drinking Water Facilities
- Communications Facilities
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Funded by: FDEP Resilient Florida Program

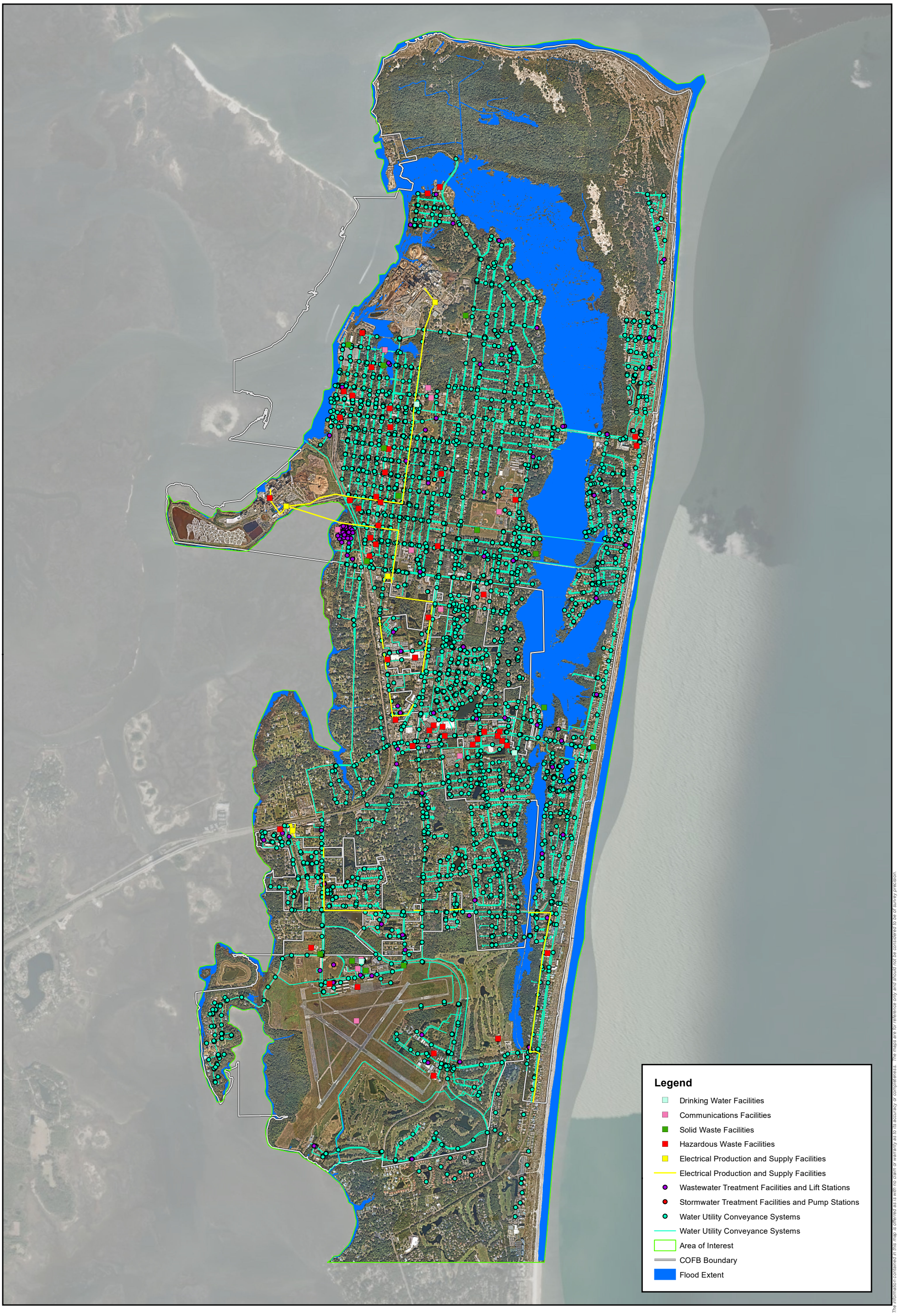
Map Title: City of Fernandina Beach
Critical Infrastructure
Mean Higher High Water Flood Extent
SLR Scenario: Current Conditions

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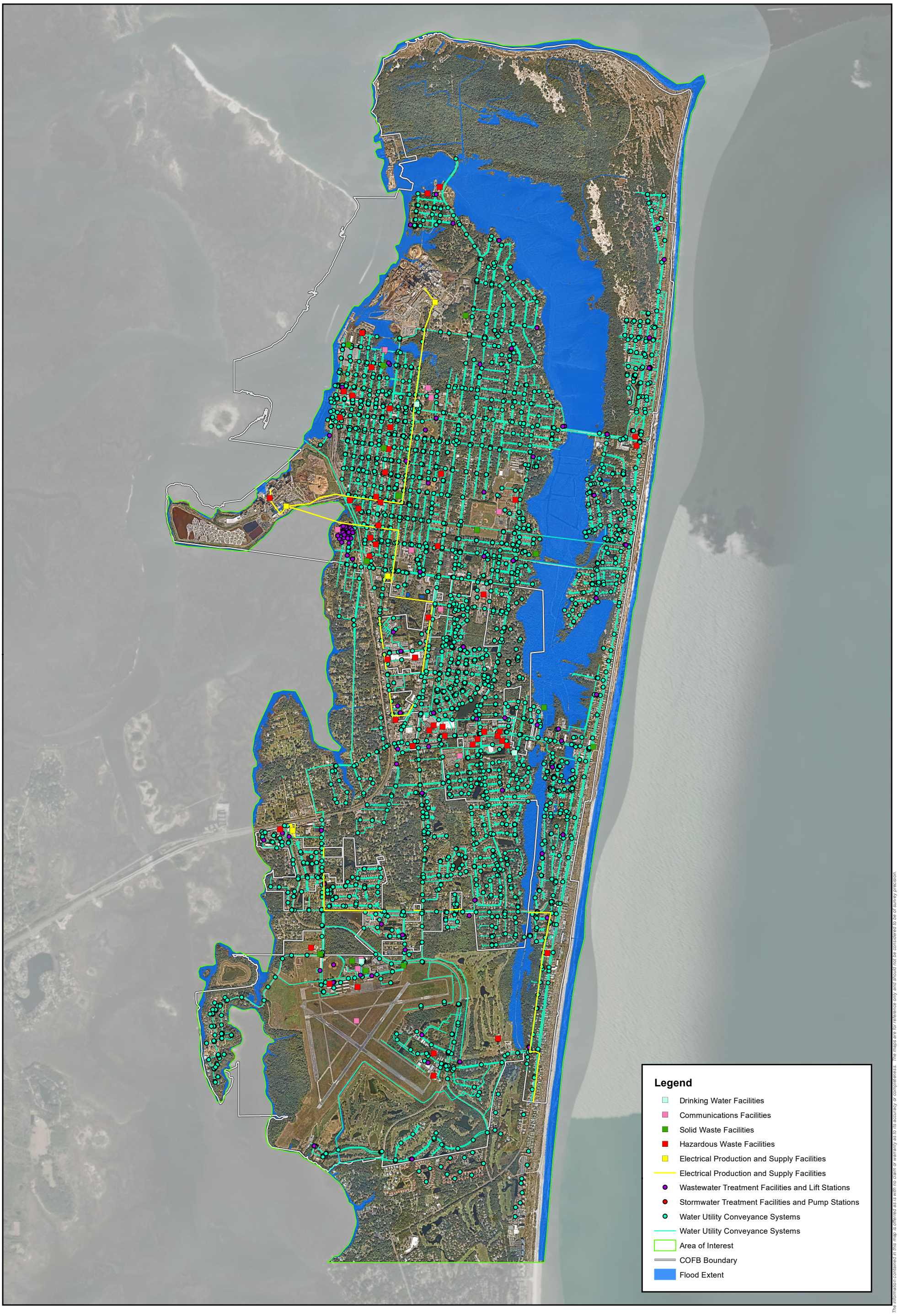
Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Infrastructure
Mean Higher High Water Flood Extent
SLR Scenario: 2040 Intermediate-Low

1:36,000

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Miles



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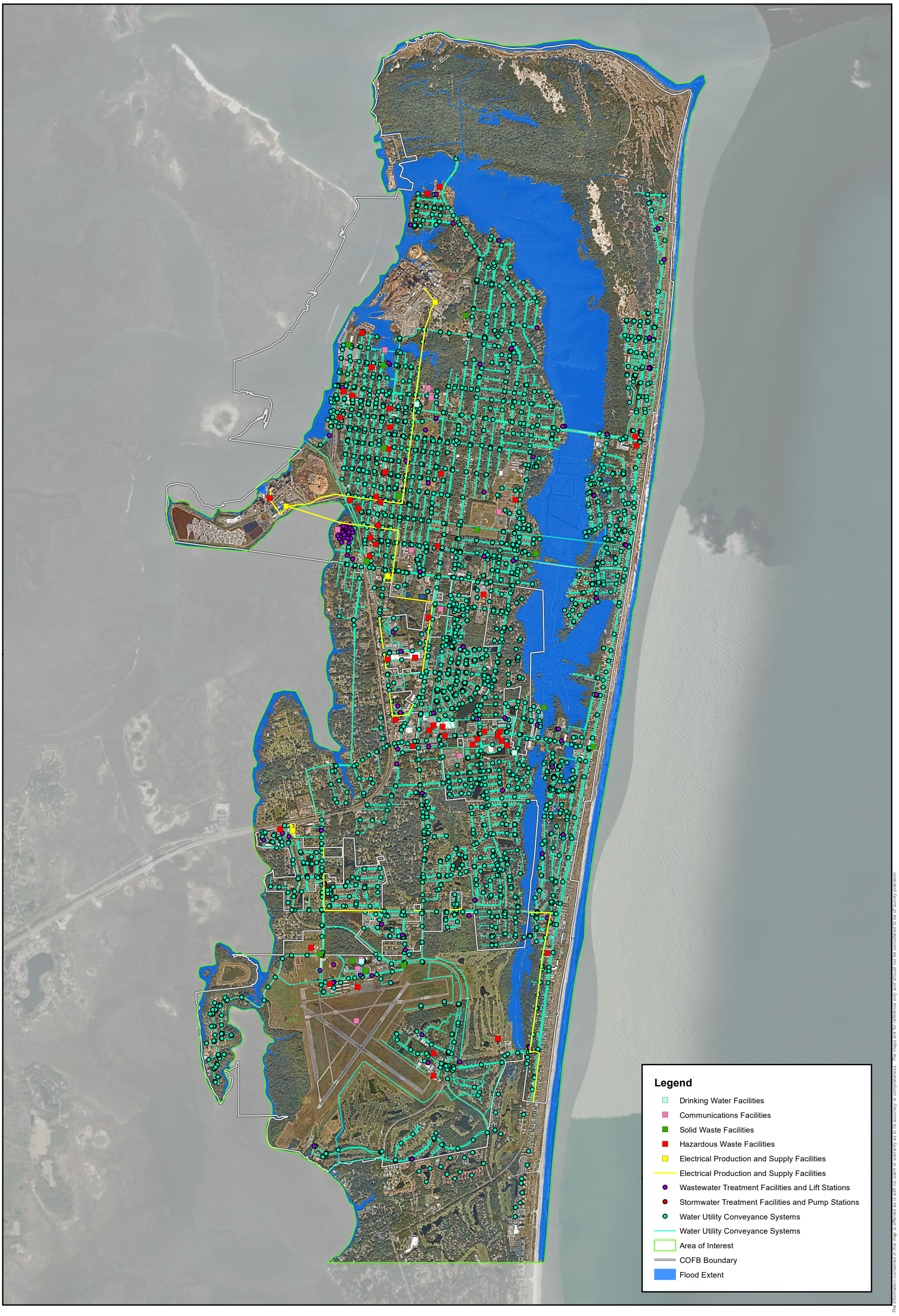
Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Infrastructure
Mean Higher High Water Flood Extent
SLR Scenario: 2040 Intermediate-High

1:36,000

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Miles



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Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Infrastructure
Mean Higher High Water Flood Extent
SLR Scenario: 2070 Intermediate-Low

1:36,000

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0 0.25 0.5 1
Miles

Legend

- Drinking Water Facilities
- Communications Facilities
- Solid Waste Facilities
- Hazardous Waste Facilities
- Electrical Production and Supply Facilities
- Electrical Production and Supply Facilities
- Wastewater Treatment Facilities and Lift Stations
- Stormwater Treatment Facilities and Pump Stations
- Water Utility Conveyance Systems
- Water Utility Conveyance Systems
- Area of Interest
- COFB Boundary
- Flood Extent

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Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Infrastructure
Mean Higher High Water Flood Extent
SLR Scenario: 2070 Intermediate-High

1:36,000

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Miles

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Community and Emergency Facilities
500-Year Storm Surge Flood Extent
SLR Scenario: Current Conditions

1:36,000

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0 0.25 0.5 1
Miles

Legend

- Local Government Facilities
- State Government Facilities
- Law Enforcement Facilities
- Fire Stations
- Disaster Recovery Centers
- Schools
- Community Centers
- Hospitals
- Healthcare Facilities
- COFB Boundary
- Area of Interest
- Flood Extent

The information contained in this map is offerred as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Community and Emergency Facilities
500-Year Storm Surge Flood Extent
SLR Scenario: 2040 Intermediate-Low

1:36,000

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Miles

Legend

- Local Government Facilities
- State Government Facilities
- Law Enforcement Facilities
- Fire Stations
- Disaster Recovery Centers
- Schools
- Community Centers
- Hospitals
- Healthcare Facilities
- COFB Boundary
- Area of Interest
- Flood Extent

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Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Community and Emergency Facilities
500-Year Storm Surge Flood Extent
SLR Scenario: 2040 Intermediate-High

1:36,000

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Miles

Legend

- Local Government Facilities
- State Government Facilities
- Law Enforcement Facilities
- Fire Stations
- Disaster Recovery Centers
- Schools
- Community Centers
- Hospitals
- Healthcare Facilities
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- Area of Interest
- Flood Extent

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Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Community and Emergency Facilities
500-Year Storm Surge Flood Extent
SLR Scenario: 2070 Intermediate-Low

1:36,000

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Miles

Legend

- Local Government Facilities
- State Government Facilities
- Law Enforcement Facilities
- Fire Stations
- Disaster Recovery Centers
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- Healthcare Facilities
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Client: City of Fernandina Beach
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Map Title: City of Fernandina Beach
Critical Community and Emergency Facilities
500-Year Storm Surge Flood Extent
SLR Scenario: 2070 Intermediate-High

1:36,000

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Miles

Legend

- Local Government Facilities
- State Government Facilities
- Law Enforcement Facilities
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Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Community and Emergency Facilities
Mean Higher High Water Flood Extent
SLR Scenario: Current Conditions

1:36,000

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Miles

Legend

- Local Government Facilities
- State Government Facilities
- Law Enforcement Facilities
- Fire Stations
- Disaster Recovery Centers
- Schools
- Community Centers
- Hospitals
- Healthcare Facilities
- COFB Boundary
- Area of Interest
- Flood Extent

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Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Community and Emergency Facilities
Mean Higher High Water Flood Extent
SLR Scenario: 2040 Intermediate-Low

1:36,000

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0 0.25 0.5 1
Miles

Legend

- Local Government Facilities
- State Government Facilities
- Law Enforcement Facilities
- Fire Stations
- Disaster Recovery Centers
- Schools
- Community Centers
- Hospitals
- Healthcare Facilities
- COFB Boundary
- Area of Interest
- Flood Extent

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Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Community and Emergency Facilities
Mean Higher High Water Flood Extent
SLR Scenario: 2040 Intermediate-High

1:36,000

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Miles

Legend

- Local Government Facilities
- State Government Facilities
- Law Enforcement Facilities
- Fire Stations
- Disaster Recovery Centers
- Schools
- Community Centers
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- COFB Boundary
- Area of Interest
- Flood Extent

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Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Community and Emergency Facilities
Mean Higher High Water Flood Extent
SLR Scenario: 2070 Intermediate-Low

1:36,000

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0 0.25 0.5 1
Miles

Legend

- Local Government Facilities
- State Government Facilities
- Law Enforcement Facilities
- Fire Stations
- Disaster Recovery Centers
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Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Community and Emergency Facilities
Mean Higher High Water Flood Extent
SLR Scenario: 2070 Intermediate-High

1:36,000

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0 0.25 0.5 1
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Legend

- Local Government Facilities
- State Government Facilities
- Law Enforcement Facilities
- Fire Stations
- Disaster Recovery Centers
- Schools
- Community Centers
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- Healthcare Facilities
- COFB Boundary
- Area of Interest
- Flood Extent

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Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Natural, Cultural, and Historical Resources
100-Year Storm Surge Flood Extent
SLR Scenario: Current Conditions

1:36,000

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0 0.25 0.5 1
Miles

Legend

- Historical Assets
- Cultural Assets
- Conservation Lands
- Wetlands
- Parks
- Area of Interest
- COFB Boundary
- Flood Extent

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Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Natural, Cultural, and Historical Resources
100-Year Storm Surge Flood Extent
SLR Scenario: 2040 Intermediate-Low

1:36,000

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Legend

- Historical Assets
- Cultural Assets
- Conservation Lands
- Wetlands
- Parks
- Area of Interest
- COFB Boundary
- Flood Extent

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Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Natural, Cultural, and Historical Resources
100-Year Storm Surge Flood Extent
SLR Scenario: 2040 Intermediate-High

1:36,000

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0 0.25 0.5 1
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Legend

- Historical Assets
- Cultural Assets
- Conservation Lands
- Wetlands
- Parks
- Area of Interest
- COFB Boundary
- Flood Extent

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Client: City of Fernandina Beach
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Map Title: City of Fernandina Beach
Natural, Cultural, and Historical Resources
100-Year Storm Surge Flood Extent
SLR Scenario: 2070 Intermediate-Low

1:36,000

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Legend

- Historical Assets
- Cultural Assets
- Conservation Lands
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Client: City of Fernandina Beach
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Map Title: City of Fernandina Beach
Natural, Cultural, and Historical Resources
100-Year Storm Surge Flood Extent
SLR Scenario: 2070 Intermediate-High

1:36,000

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Legend

- Historical Assets
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Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Natural, Cultural, and Historical Resources
500-Year Storm Surge Flood Extent
SLR Scenario: Current Conditions

1:36,000

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0 0.25 0.5 1
Miles

Legend

- Historical Assets
- Cultural Assets
- Conservation Lands
- Wetlands
- Parks
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Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Natural, Cultural, and Historical Resources
500-Year Storm Surge Flood Extent
SLR Scenario: 2040 Intermediate-Low

1:36,000

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Map Title: City of Fernandina Beach
Natural, Cultural, and Historical Resources
500-Year Storm Surge Flood Extent
SLR Scenario: 2040 Intermediate-High

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Natural, Cultural, and Historical Resources
500-Year Storm Surge Flood Extent
SLR Scenario: 2070 Intermediate-Low

1:36,000

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Natural, Cultural, and Historical Resources
500-Year Storm Surge Flood Extent
SLR Scenario: 2070 Intermediate-High

1:36,000

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Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Natural, Cultural, and Historical Resources
Mean Higher High Water Flood Extent
SLR Scenario: Current Conditions

1:36,000

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Miles

Legend

- Historical Assets
- Cultural Assets
- Conservation Lands
- Wetlands
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- COFB Boundary
- Flood Extent

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Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Natural, Cultural, and Historical Resources
Mean Higher High Water Flood Extent
SLR Scenario: 2040 Intermediate-Low

1:36,000

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0 0.25 0.5 1
Miles

Legend

- Historical Assets
- Cultural Assets
- Conservation Lands
- Wetlands
- Parks
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Map Title: City of Fernandina Beach
Natural, Cultural, and Historical Resources
Mean Higher High Water Flood Extent
SLR Scenario: 2040 Intermediate-High

1:36,000

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Map Title: City of Fernandina Beach
Natural, Cultural, and Historical Resources
Mean Higher High Water Flood Extent
SLR Scenario: 2070 Intermediate-Low

1:36,000

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Miles

Legend

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- COFB Boundary
- Flood Extent

The information contained in this map is offered as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Natural, Cultural, and Historical Resources
Mean Higher High Water Flood Extent
SLR Scenario: 2070 Intermediate-High

1:36,000

N
W E
S

0 0.25 0.5 1
Miles

Legend

- Historical Assets
- Cultural Assets
- Conservation Lands
- Wetlands
- Parks
- Area of Interest
- COFB Boundary
- Flood Extent

The information contained in this map is offered as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Appendix C

Ranking Matrix (Provided in External Spreadsheet)

Appendix D

Historic Waterfront Focus Area

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Community and Emergency Facilities
Downtown Historic and Waterfront District
Focus Area

1:16,000

N
W E
S

0 0.125 0.25 0.5
Miles

Legend

- Community Centers
- Disaster Recovery Centers
- Law Enforcement Facilities
- Local Government Facilities
- Schools
- COFB Boundary
- Downtown Historic and Waterfront District Boundary

The information contained in this map is offered as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Infrastructure
Downtown Historic and Waterfront District
Focus Area

1:16,000

N
W E
S

0 0.125 0.25 0.5
Miles

Legend

- Hazardous Waste Facilities
- Solid Waste Facilities
- Electrical Production and Supply Facilities
- Electrical Production and Supply Facilities
- Wastewater Treatment Facilities and Lift Stations
- Water Utility Conveyance Systems
- Water Utility Conveyance Systems
- COFB Boundary
- Downtown Historic and Waterfront District Boundary

The information contained in this map is offered as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Natural, Cultural, and Historical Assets
Downtown Historic and Waterfront District
Focus Area

1:16,000

N
W E
S

0 0.125 0.25 0.5
Miles

Legend

- Historical Assets
- Cultural Assets
- Conservation Lands
- Parks
- Wetlands
- COFB Boundary
- Downtown Historic and Waterfront District Boundary

The information contained in this map is offered as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Legend

- Boat Ramps
- Marinas
- Ports
- Bridges
- Evacuation Routes
- Railroads
- Major Roads
- COFB Boundary
- Downtown Historic and Waterfront District Boundary

The information contained in this map is offered as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Transportation Assets
Downtown Historic and Waterfront District
Focus Area

1:16,000

N
W E
S

0 0.125 0.25 0.5
Miles

Focus Area: Historic District and Downtown Waterfront

Critical Community Emergency	NAME	ADDRESS	TYPE
Community_Centers	BIG BROTHERS BIG SISTERS - NASSAU COUNTY	516 S 10TH ST	Community Centers
Community_Centers	KNIGHTS OF COLUMBUS 14295 - ST MICHAEL	225 N 4TH ST	Community Centers
Community_Centers	PECK CENTER	516 S 10TH ST	Community Centers
Community_Centers	AMELIA ISLAND CONVENTION AND VISITORS BUREAU	102 CENTRE ST	Community Centers
Disaster_Recovery_Centers	PECK CENTER (TENTATIVE - AGREEMENT BEING OBTAINED)	516 S 10TH ST	Disaster Recovery Centers
Fire_Stations	N/A	N/A	Fire Stations
Healthcare_Facilities	N/A	N/A	Healthcare Facilities
Hospitals	N/A	N/A	Hospitals
Law_Enforcement	US CUSTOMS AND BORDER PROTECTION - PORT OF ENTRY-FERNANDINA BEACH	403 N 3RD ST	Law Enforcement Facilities
Local_Government_Facilities	Fernandina Beach City Hall	204 Ash St	Local Government Facilities
Schools	ST. MICHAEL'S ACADEMY	228 N 4TH ST	Schools
State_Government_Facilities	N/A	N/A	State Government Facilities
Critical Infrastructure	**NAME**	**ADDRESS**	**TYPE**
Communication_Facilities	N/A		Communications Facilities
Drainage	Drainage: 100		Water Utility Conveyance Systems
Drainage	Drainage: 101		Water Utility Conveyance Systems
Drainage	Drainage: 102		Water Utility Conveyance Systems
Drainage	Drainage: 103		Water Utility Conveyance Systems
Drainage	Drainage: 104		Water Utility Conveyance Systems
Drainage	Drainage: 105		Water Utility Conveyance Systems
Drainage	Drainage: 106		Water Utility Conveyance Systems
Drainage	Drainage: 107		Water Utility Conveyance Systems
Drainage	Drainage: 108		Water Utility Conveyance Systems
Drainage	Drainage: 109		Water Utility Conveyance Systems
Drainage	Drainage: 110		Water Utility Conveyance Systems
Drainage	Drainage: 111		Water Utility Conveyance Systems
Drainage	Drainage: 112		Water Utility Conveyance Systems
Drainage	Drainage: 113		Water Utility Conveyance Systems
Drainage	Drainage: 114		Water Utility Conveyance Systems
Drainage	Drainage: 115		Water Utility Conveyance Systems
Drainage	Drainage: 116		Water Utility Conveyance Systems
Drainage	Drainage: 117		Water Utility Conveyance Systems
Drainage	Drainage: 118		Water Utility Conveyance Systems
Drainage	Drainage: 119		Water Utility Conveyance Systems
Drainage	Drainage: 120		Water Utility Conveyance Systems
Drainage	Drainage: 121		Water Utility Conveyance Systems
Drainage	Drainage: 122		Water Utility Conveyance Systems
Drainage	Drainage: 123		Water Utility Conveyance Systems
Drainage	Drainage: 124		Water Utility Conveyance Systems
Drainage	Drainage: 125		Water Utility Conveyance Systems
Drainage	Drainage: 126		Water Utility Conveyance Systems
Drainage	Drainage: 127		Water Utility Conveyance Systems
Drainage	Drainage: 128		Water Utility Conveyance Systems
Drainage	Drainage: 129		Water Utility Conveyance Systems
Drainage	Drainage: 130		Water Utility Conveyance Systems
Drainage	Drainage: 131		Water Utility Conveyance Systems
Drainage	Drainage: 132		Water Utility Conveyance Systems
Drainage	Drainage: 133		Water Utility Conveyance Systems
Drainage	Drainage: 134		Water Utility Conveyance Systems
Drainage	Drainage: 135		Water Utility Conveyance Systems
Drainage	Drainage: 136		Water Utility Conveyance Systems
Drainage	Drainage: 137		Water Utility Conveyance Systems
Drainage	Drainage: 138		Water Utility Conveyance Systems
Drainage	Drainage: 139		Water Utility Conveyance Systems
Drainage	Drainage: 140		Water Utility Conveyance Systems
Drainage	Drainage: 141		Water Utility Conveyance Systems
Drainage	Drainage: 142		Water Utility Conveyance Systems
Drainage	Drainage: 143		Water Utility Conveyance Systems
Drainage	Drainage: 144		Water Utility Conveyance Systems
Drainage	Drainage: 146		Water Utility Conveyance Systems
Drainage	Drainage: 147		Water Utility Conveyance Systems
Drainage	Drainage: 149		Water Utility Conveyance Systems
Drainage	Drainage: 150		Water Utility Conveyance Systems
Drainage	Drainage: 151		Water Utility Conveyance Systems
Drainage	Drainage: 152		Water Utility Conveyance Systems
Drainage	Drainage: 153		Water Utility Conveyance Systems
Drainage	Drainage: 154		Water Utility Conveyance Systems
Drainage	Drainage: 155		Water Utility Conveyance Systems
Drainage	Drainage: 156		Water Utility Conveyance Systems
Drainage	Drainage: 157		Water Utility Conveyance Systems
Drainage	Drainage: 158		Water Utility Conveyance Systems
Drainage	Drainage: 159		Water Utility Conveyance Systems
Drainage	Drainage: 160		Water Utility Conveyance Systems
Drainage	Drainage: 161		Water Utility Conveyance Systems
Drainage	Drainage: 162		Water Utility Conveyance Systems
Drainage	Drainage: 163		Water Utility Conveyance Systems
Drainage	Drainage: 164		Water Utility Conveyance Systems
Drainage	Drainage: 165		Water Utility Conveyance Systems
Drainage	Drainage: 166		Water Utility Conveyance Systems
Drainage	Drainage: 167		Water Utility Conveyance Systems
Drainage	Drainage: 168		Water Utility Conveyance Systems
Drainage	Drainage: 169		Water Utility Conveyance Systems
Drainage	Drainage: 170		Water Utility Conveyance Systems
Drainage	Drainage: 171		Water Utility Conveyance Systems
Drainage	Drainage: 172		Water Utility Conveyance Systems
Drainage	Drainage: 175		Water Utility Conveyance Systems
Drainage	Drainage: 176		Water Utility Conveyance Systems
Drainage	Drainage: 177		Water Utility Conveyance Systems
Drainage	Drainage: 178		Water Utility Conveyance Systems
Drainage	Drainage: 179		Water Utility Conveyance Systems
Drainage	Drainage: 180		Water Utility Conveyance Systems
Drainage	Drainage: 181		Water Utility Conveyance Systems
Drainage	Drainage: 182		Water Utility Conveyance Systems
Drainage	Drainage: 183		Water Utility Conveyance Systems
Drainage	Drainage: 184		Water Utility Conveyance Systems
Drainage	Drainage: 185		Water Utility Conveyance Systems
Drainage	Drainage: 186		Water Utility Conveyance Systems
Drainage	Drainage: 189		Water Utility Conveyance Systems
Drainage	Drainage: 190		Water Utility Conveyance Systems
Drainage	Drainage: 191		Water Utility Conveyance Systems
Drainage	Drainage: 298		Water Utility Conveyance Systems
Drainage	Drainage: 299		Water Utility Conveyance Systems
Drainage	Drainage: 300		Water Utility Conveyance Systems
Drainage	Drainage: 301		Water Utility Conveyance Systems
Drainage	Drainage: 302		Water Utility Conveyance Systems
Drainage	Drainage: 303		Water Utility Conveyance Systems

Drainage	Drainage: 367		Water Utility Conveyance Systems
Drainage	Drainage: 449		Water Utility Conveyance Systems
Drainage	Drainage: 45		Water Utility Conveyance Systems
Drainage	Drainage: 452		Water Utility Conveyance Systems
Drainage	Drainage: 455		Water Utility Conveyance Systems
Drainage	Drainage: 46		Water Utility Conveyance Systems
Drainage	Drainage: 47		Water Utility Conveyance Systems
Drainage	Drainage: 48		Water Utility Conveyance Systems
Drainage	Drainage: 49		Water Utility Conveyance Systems
Drainage	Drainage: 50		Water Utility Conveyance Systems
Drainage	Drainage: 59		Water Utility Conveyance Systems
Drainage	Drainage: 60		Water Utility Conveyance Systems
Drainage	Drainage: 61		Water Utility Conveyance Systems
Drainage	Drainage: 62		Water Utility Conveyance Systems
Drainage	Drainage: 63		Water Utility Conveyance Systems
Drainage	Drainage: 64		Water Utility Conveyance Systems
Drainage	Drainage: 65		Water Utility Conveyance Systems
Drainage	Drainage: 66		Water Utility Conveyance Systems
Drainage	Drainage: 67		Water Utility Conveyance Systems
Drainage	Drainage: 68		Water Utility Conveyance Systems
Drainage	Drainage: 69		Water Utility Conveyance Systems
Drainage	Drainage: 70		Water Utility Conveyance Systems
Drainage	Drainage: 71		Water Utility Conveyance Systems
Drainage	Drainage: 72		Water Utility Conveyance Systems
Drainage	Drainage: 73		Water Utility Conveyance Systems
Drainage	Drainage: 74		Water Utility Conveyance Systems
Drainage	Drainage: 75		Water Utility Conveyance Systems
Drainage	Drainage: 76		Water Utility Conveyance Systems
Drainage	Drainage: 77		Water Utility Conveyance Systems
Drainage	Drainage: 78		Water Utility Conveyance Systems
Drainage	Drainage: 79		Water Utility Conveyance Systems
Drainage	Drainage: 80		Water Utility Conveyance Systems
Drainage	Drainage: 81		Water Utility Conveyance Systems
Drainage	Drainage: 82		Water Utility Conveyance Systems
Drainage	Drainage: 83		Water Utility Conveyance Systems
Drainage	Drainage: 84		Water Utility Conveyance Systems
Drainage	Drainage: 85		Water Utility Conveyance Systems
Drainage	Drainage: 86		Water Utility Conveyance Systems
Drainage	Drainage: 87		Water Utility Conveyance Systems
Drainage	Drainage: 88		Water Utility Conveyance Systems
Drainage	Drainage: 89		Water Utility Conveyance Systems
Drainage	Drainage: 90		Water Utility Conveyance Systems
Drainage	Drainage: 91		Water Utility Conveyance Systems
Drainage	Drainage: 92		Water Utility Conveyance Systems
Drainage	Drainage: 93		Water Utility Conveyance Systems
Drainage	Drainage: 94		Water Utility Conveyance Systems
Drainage	Drainage: 95		Water Utility Conveyance Systems
Drainage	Drainage: 96		Water Utility Conveyance Systems
Drainage	Drainage: 97		Water Utility Conveyance Systems
Drainage	Drainage: 98		Water Utility Conveyance Systems
Drainage	Drainage: 99		Water Utility Conveyance Systems
Drainage_Outfalls	Drainage Outfall: 10		Water Utility Conveyance Systems
Drainage_Outfalls	Drainage Outfall: 12		Water Utility Conveyance Systems
Drainage_Outfalls	Drainage Outfall: 13		Water Utility Conveyance Systems
Drainage_Outfalls	Drainage Outfall: 14		Water Utility Conveyance Systems
Drainage_Outfalls	Drainage Outfall: 15		Water Utility Conveyance Systems
Drainage_Outfalls	Drainage Outfall: 17		Water Utility Conveyance Systems
Drainage_Outfalls	Drainage Outfall: 18		Water Utility Conveyance Systems
Drinking_Water_Facilities	N/A		Water Utility Conveyance Systems
Electric_Bulk_Transmission_Lines	ELECTRIC BULK POWER TRANSMISSION AND CONTROL		Electric Production and Supply Facilities
Electric_Bulk_Transmission_Lines	ELECTRIC BULK POWER TRANSMISSION AND CONTROL		Electric Production and Supply Facilities
Electric_Bulk_Transmission_Lines	ELECTRIC BULK POWER TRANSMISSION AND CONTROL		Electric Production and Supply Facilities
Electric_Bulk_Transmission_Lines	ELECTRIC BULK POWER TRANSMISSION AND CONTROL		Electric Production and Supply Facilities
Electric_Substations	Electric Substation -UNKNOWN152649		Electric Production and Supply Facilities
Electric_Substations	Electric Substation -UNKNOWN152652		Electric Production and Supply Facilities
FM_Laterals	N/A		Water Utility Conveyance Systems
FMLines	FM Lines: 693		Water Utility Conveyance Systems
FMLines	FM Lines: 423		Water Utility Conveyance Systems
FMLines	FM Lines: 500		Water Utility Conveyance Systems
FMLines	FM Lines: 421		Water Utility Conveyance Systems
FMLines	FM Lines: 530		Water Utility Conveyance Systems
FMLines	FM Lines: 111		Water Utility Conveyance Systems
FMLines	FM Lines: 110		Water Utility Conveyance Systems
FMLines	FM Lines: 689		Water Utility Conveyance Systems
FMLines	FM Lines: 684		Water Utility Conveyance Systems
FMLines	FM Lines: 690		Water Utility Conveyance Systems
FMLines	FM Lines: 697		Water Utility Conveyance Systems
FMLines	FM Lines: 399		Water Utility Conveyance Systems
FMLines	FM Lines: 695		Water Utility Conveyance Systems
FMLines	FM Lines: 694		Water Utility Conveyance Systems
FMLines	FM Lines: 422		Water Utility Conveyance Systems
FMLines	FM Lines: 528		Water Utility Conveyance Systems
FMLines	FM Lines: 687		Water Utility Conveyance Systems
FMLines	FM Lines: 424		Water Utility Conveyance Systems
FMLines	FM Lines: 485		Water Utility Conveyance Systems
FMLines	FM Lines: 527		Water Utility Conveyance Systems
FMLines	FM Lines: 420		Water Utility Conveyance Systems
FMLines	FM Lines: 685		Water Utility Conveyance Systems
FMLines	FM Lines: 531		Water Utility Conveyance Systems
FMLines	FM Lines: 109		Water Utility Conveyance Systems
FMLines	FM Lines: 686		Water Utility Conveyance Systems
FMLines	FM Lines: 482		Water Utility Conveyance Systems
FMLines	FM Lines: 696		Water Utility Conveyance Systems
FMLines	FM Lines: 688		Water Utility Conveyance Systems
FMLines	FM Lines: 99		Water Utility Conveyance Systems
FMLines	FM Lines: 483		Water Utility Conveyance Systems
Generators	Generator: 5		Wastewater Treatment Facilities and Lift Stations
Hazardous_Waste_Facilities	TOPPER HERMANSON BOAT BUILDING INC	1619 N 14TH ST	Hazardous Waste Facilities
Hazardous_Waste_Facilities	BURGESS & COOK INC	21 N 2ND ST	Hazardous Waste Facilities
Hazardous_Waste_Facilities	BURGESS & COOK INC	21 N 2ND ST	Hazardous Waste Facilities
Hazardous_Waste_Facilities	AMERICAN BODY ARMOR & EQUIP	115 S 2ND ST	Hazardous Waste Facilities
Hazardous_Waste_Facilities	HUNTLEY JIFFY FOOD STORES #158	RT 2 BOX 250 J US A1A	Hazardous Waste Facilities
Hazardous_Waste_Facilities	TIGER POINT MARINA	997 EGANS CREEK LN	Hazardous Waste Facilities
Hazardous_Waste_Facilities	THE WALL ART GALLERY	122 S 8TH ST	Hazardous Waste Facilities
Hazardous_Waste_Facilities	THE PANTRY INC #6020	1015 ATLANTIC AVE	Hazardous Waste Facilities
Hazardous_Waste_Facilities	FDEP SITE D379 #459800553	13 N 3RD ST	Hazardous Waste Facilities
Hazardous_Waste_Facilities	KINDER MORGAN NASSAU TERMINALS	501 N 3RD ST	Hazardous Waste Facilities
Hazardous_Waste_Facilities	RAYONIER PERFORMANCE FIBERS LLC	10 GUM ST	Hazardous Waste Facilities
Hydrant_Valves	Hydrant_Valves		Water Utility Conveyance Systems
Hydrant_Valves	Hydrant_Valves		Water Utility Conveyance Systems
Hydrant_Valves	Hydrant_Valves		Water Utility Conveyance Systems

Hydrant_Valves	Hydrant_Valves		Water Utility Conveyance Systems

Hydrants	Hydrant - ID:		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:		Water Utility Conveyance Systems
SanitaryLiftStation	Sanitary Lift Station: 2	50 Alachua Street	Wastewater Treatment Facilities and Lift Stations
SanitaryLiftStation	Sanitary Lift Station: 6	Old Town area by cemetery	Wastewater Treatment Facilities and Lift Stations
SanitaryLiftStation	Sanitary Lift Station: 000		Wastewater Treatment Facilities and Lift Stations
Sewer_Lateral	Sewer Lateral: 9627		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14504		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14062		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14051		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14542		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9621		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14508		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9602		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9754		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9587		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14330		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14057		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9520		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14557		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 13027		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 9477		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9996		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10021		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 13982		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14493		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9740		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14058		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14547		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 9654		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9630		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10018		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14612		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14522		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9652		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 13969		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14453		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14465		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 13960		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14186		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9623		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9565		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9746		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 9656		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14065		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10409		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14063		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14554		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 13962		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14317		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9726		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10065		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9640		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9538		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9750		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14489		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9617		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9606		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14310		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9537		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9622		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9535		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10416		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14537		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 13961		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10001		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9743		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9616		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9742		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14511		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14485		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9637		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14793		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14546		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10405		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9599		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14488		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10407		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10417		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14067		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 2961		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14321		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10392		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14596		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14311		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9583		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9581		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9575		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9718		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14599		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14091		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9631		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9725		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14532		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14323		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14544		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9521		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9639		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14604		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14520		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14328		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14571		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10636		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9569		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9620		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9580		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14486		Water Utility Conveyance Systems

Sewer_Lateral	Sewer Lateral: 13965		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9615		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10015		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10402		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9516		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14530		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14324		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 13951		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 13682		Water Utility Conveyance Systems
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Sewer_Lateral	Sewer Lateral: 10413		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14325		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10016		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14487		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14293		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14510		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9997		Water Utility Conveyance Systems
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Sewer_Lateral	SEWER LATERALS: 14527		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14792		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9532		Water Utility Conveyance Systems
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Sewer_Lateral	Sewer Lateral: 9597		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9660		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9715		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9832		Water Utility Conveyance Systems
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Sewer_Lateral	SEWER LATERALS: 14502		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14326		Water Utility Conveyance Systems
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Sewer_Lateral	Sewer Lateral: 13984		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14318		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9482		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14500		Water Utility Conveyance Systems
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Sewer_Lateral	SEWER LATERALS: 14553		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14598		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9722		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10404		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 9481		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14826		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14591		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9831		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14496		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14481		Water Utility Conveyance Systems
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Sewer_Lateral	Sewer Lateral: 13971		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10013		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9714		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14491		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14592		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10042		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14590		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14593		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9710		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9716		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14483		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9994		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14507		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9642		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10406		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9643		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14492		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9478		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 13685		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14292		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14555		Water Utility Conveyance Systems

Sewer_Lateral	Sewer Lateral: 9595		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14329		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14606		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 13981		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 13784		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9633		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14506		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14570		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9650		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 13964		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14331		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14501		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14541		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14514		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9644		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14548		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10008		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14529		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 14294		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 9593		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14484		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14521		Water Utility Conveyance Systems
Sewer_Lateral	SEWER LATERALS: 14587		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 463		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 720		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 839		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 229		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2035		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2134		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 752		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 304		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 743		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 748		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 964		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 680		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 841		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 782		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2194		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 523		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 770		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 860		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 779		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2423		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2193		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 800		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 68		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 95		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 781		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 679		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2166		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 778		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 682		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 861		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 681		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 675		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 678		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 121		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 705		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2163		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 140		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 803		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 370		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 751		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 704		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 747		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 784		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 816		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2164		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2429		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 749		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 777		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 683		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 772		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 721		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 710		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 787		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 274		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 674		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2160		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 448		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2192		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 684		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 672		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2167		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 802		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 686		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 795		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2419		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2137		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2428		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 771		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 758		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 746		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 623		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2168		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 859		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 745		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 755		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 785		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 703		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 677		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 673		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 767		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 756		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 553		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 671		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 769		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 179		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 709		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 783		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 471		Water Utility Conveyance Systems

Sewer_Mains	Sewer Mains : 862		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 750		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 676		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2133		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 801		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 840		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 744		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 757		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 780		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 753		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 786		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2420		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 685		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2135		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 863		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 788		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 186		Water Utility Conveyance Systems
SewerReclaimedWater	N/A		Water Utility Conveyance Systems
Solid_waste_facilities	303 S. 8TH STREET	303 S. 8TH STREET	Solid Waste Facilities
Solid_waste_facilities	CITIES SERVICES COMPANY (CSC)	173 DADE ST	Solid Waste Facilities
Solid_waste_facilities	CITY OF FERNANDINA BCH PECK FIELD DDMS	516 SOUTH 10TH STREET	Solid Waste Facilities
Solid_waste_facilities	ROCKTENN CP LLC	N 8TH STREET	Solid Waste Facilities
Stormwater_ForceMain	N/A		Water Utility Conveyance Systems
StormwaterLiftStations	N/A		Stormwater Treatment Facilities and Pump Stations
Water_Mains	Water Mains		Water Utility Conveyance Systems

Water_Service_Lines	Water Service Lines		Water Utility Conveyance Systems
Water_Service_Lines	Water Service Lines		Water Utility Conveyance Systems
Water_Valves	Water Valves

WWTP_SewerMains	WWTP Sewer Mains		Water Utility Conveyance Systems
WWTP_WaterMains	N/A		Water Utility Conveyance Systems
Natural, Cultural, Historical	**NAME**	**ADDRESS**	**TYPE**
Conservation_Easements	39 02N 28E		Conservation Lands
Conservation_Easements	14 03N 28E		Conservation Lands
Conservation_Lands			Conservation Lands
Cultural_Assets	NASSAU COUNTY PUBLIC LIBRARY SYSTEM - FERNANDINA BEACH LIBRARY	25 N 4TH ST	Cultural Assets
Cultural_Assets	AMELIA ISLAND MUSEUM OF HISTORY	233 S 3RD ST	Cultural Assets
Historical_Assets	EGMONT HOUSE #2	123 S 7TH ST	Historical Assets
Historical_Assets	EGMONT HOUSE #3	127 S 7TH ST	Historical Assets
Historical_Assets	131 S. 7TH ST.	131 S 7TH ST	Historical Assets
Historical_Assets	202 S. 7TH ST.	202 S 7TH ST	Historical Assets
Historical_Assets	208 S. 7TH ST.	208 S 7TH ST	Historical Assets
Historical_Assets	211 S. 7TH ST.	211 S 7TH ST	Historical Assets
Historical_Assets	215 S. 7TH ST.	215 S 7TH ST	Historical Assets
Historical_Assets	216 S. 7TH ST.	216 S 7TH ST	Historical Assets
Historical_Assets	224 S. 7TH ST.	224 S 7TH ST	Historical Assets
Historical_Assets	226 S. 7TH ST.	226 S 7TH ST	Historical Assets
Historical_Assets	232 S. 7TH ST.	232 S 7TH ST	Historical Assets
Historical_Assets	301 S. 7TH ST.	301 S 7TH ST	Historical Assets
Historical_Assets	302 S. 7TH ST.	302 S 7TH ST	Historical Assets
Historical_Assets	305 S. 7TH ST.	307 S 7TH ST	Historical Assets
Historical_Assets	315 S. 7TH ST.	315 S 7TH ST	Historical Assets
Historical_Assets	324 S. 7TH ST.	324 S 7TH ST	Historical Assets
Historical_Assets	326 S. 7TH ST.	326 S 7TH ST	Historical Assets
Historical_Assets	330 S. 7TH ST.	330 S 7TH ST	Historical Assets
Historical_Assets	402 S. 7TH ST.	402 S 7TH ST	Historical Assets
Historical_Assets	406 S. 7TH ST.	404 S 7TH ST	Historical Assets
Historical_Assets	410 S. 7TH ST.	410 S 7TH ST	Historical Assets
Historical_Assets	414 S. 7TH ST.	414 S 7TH ST	Historical Assets
Historical_Assets	416 S. 7TH ST.	416 S 7TH ST	Historical Assets
Historical_Assets	430 S. 7TH ST.	430 S 7TH ST	Historical Assets
Historical_Assets	101 S. 8TH ST.	101 S 8TH ST	Historical Assets
Historical_Assets	109 S. 8TH ST.	109 S. 8TH ST.	Historical Assets
Historical_Assets	113 S. 8TH ST.	113 S 8TH ST	Historical Assets
Historical_Assets	121 S. 8TH ST.	121 S 8TH ST	Historical Assets
Historical_Assets	125 S. 8TH ST.	125 S 8TH ST	Historical Assets
Historical_Assets	131 S. 8TH ST.	131 S 8TH ST	Historical Assets
Historical_Assets	215 S. 8TH ST.	815 BEECH ST	Historical Assets
Historical_Assets	219 S. 8TH ST.	219 S 8TH ST	Historical Assets
Historical_Assets	225-7 S. 8TH ST.	225-227 S 8TH ST	Historical Assets
Historical_Assets	229 S. 8TH ST.	229 S 8TH ST	Historical Assets
Historical_Assets	1878 STEAK HOUSE	10 N 2ND ST	Historical Assets
Historical_Assets	1878 STEAK HOUSE	12 N 2ND ST	Historical Assets
Historical_Assets	SEDYEL BLDG/CRAB TRAP RESTURANT	29-31 N 2ND ST	Historical Assets
Historical_Assets	C. H. HUOT BLDG.	101-107 N 2ND ST	Historical Assets
Historical_Assets	224 N. 2ND ST.	224 N 2ND ST	Historical Assets
Historical_Assets	16 S. 2ND ST.	16 S. 2ND ST.	Historical Assets
Historical_Assets	20 S. 2ND ST.	20 S 2ND ST	Historical Assets
Historical_Assets	24 S. 2ND ST.	22 S 2ND ST	Historical Assets
Historical_Assets	27 N. 3RD ST.	27 N 3RD ST	Historical Assets
Historical_Assets	415 ALACHUA ST.	415 ALACHUA ST	Historical Assets
Historical_Assets	512 ALACHUA ST.	512 ALACHUA ST	Historical Assets
Historical_Assets	218 ASH ST.	218 ASH ST	Historical Assets
Historical_Assets	114 N. 3RD ST.	114 N 3RD ST	Historical Assets
Historical_Assets	117 N. 3RD ST.	117 N 3RD ST	Historical Assets
Historical_Assets	120 N. 3RD ST.	120 N 3RD ST	Historical Assets
Historical_Assets	121 N. 3RD ST.	121 N 3RD ST	Historical Assets
Historical_Assets	201 N. 3RD ST.	201 N 3RD ST	Historical Assets
Historical_Assets	210 N. 3RD ST.	210 N 3RD ST	Historical Assets
Historical_Assets	211 N. 3RD ST.	213 N 3RD ST	Historical Assets
Historical_Assets	215 N. 3RD ST.	215 N 3RD ST	Historical Assets
Historical_Assets	217 N. 3RD ST.	217 N 3RD ST	Historical Assets
Historical_Assets	221 N. 3RD ST.	221 N 3RD ST	Historical Assets
Historical_Assets	227 N. 3RD ST.	227 N 3RD ST	Historical Assets
Historical_Assets	302 N. 3RD ST.	302 N 3RD ST	Historical Assets
Historical_Assets	322 N. 3RD ST.	322 N 3RD ST	Historical Assets
Historical_Assets	332 N. 3RD ST.	332 N. 3RD ST.	Historical Assets
Historical_Assets	401 N. 3RD ST.	304 N 5TH ST	Historical Assets
Historical_Assets	614 BEECH ST.	614 BEECH ST	Historical Assets
Historical_Assets	710 BEECH ST.	710 BEECH ST	Historical Assets
Historical_Assets	108 BROOME ST.	108 BROOME ST.	Historical Assets
Historical_Assets	110 BROOME ST.	110 BROOME ST.	Historical Assets
Historical_Assets	209 BROOME ST.	205 BROOME ST	Historical Assets
Historical_Assets	211 BROOME ST.	211 BROOME ST	Historical Assets
Historical_Assets	301 BROOME ST.	301 BROOME ST	Historical Assets
Historical_Assets	303 BROOME ST.	305 BROOME ST	Historical Assets
Historical_Assets	STEIL HOUSE	414 BROOME ST	Historical Assets
Historical_Assets	502 BROOME ST.	502 BROOME ST	Historical Assets
Historical_Assets	513 BROOME ST.	511 BROOME ST	Historical Assets
Historical_Assets	515 BROOME ST.	515 BROOME ST	Historical Assets
Historical_Assets	403 N. 3RD ST.	403 N 3RD ST	Historical Assets
Historical_Assets	412 N. 3RD ST.	412 N 3RD ST	Historical Assets
Historical_Assets	416 N. 3RD ST.	416 N 3RD ST	Historical Assets
Historical_Assets	421 N. 3RD ST.	421 N 3RD ST	Historical Assets
Historical_Assets	424 N. 3RD ST.	424 N 3RD ST	Historical Assets
Historical_Assets	432 N.3RD ST.	432 N 3RD ST	Historical Assets
Historical_Assets	12 S. 3RD ST.	12 S 3RD ST	Historical Assets
Historical_Assets	14 S. 3RD ST.	14 S 3RD ST	Historical Assets
Historical_Assets	17 S. 3RD ST.	17 S 3RD ST	Historical Assets
Historical_Assets	23 S. 3RD ST.	23 S 3RD ST	Historical Assets
Historical_Assets	25 S. 3RD ST.	25 S 3RD ST	Historical Assets
Historical_Assets	29 S. 3RD ST.	29 S 3RD ST	Historical Assets
Historical_Assets	30 S. 3RD ST.	30 S 3RD ST	Historical Assets
Historical_Assets	OLD JAIL-FLA.MUSEUM,TRANS.HIS.	233 S 3RD ST	Historical Assets
Historical_Assets	14 S. 10TH ST.	14 S 10TH ST	Historical Assets
Historical_Assets	16 S. 10TH ST.	16 S. 10TH ST.	Historical Assets
Historical_Assets	19 S. 10TH ST.	19 S 10TH ST	Historical Assets
Historical_Assets	23 S. 10TH ST.	23 S 10TH ST	Historical Assets
Historical_Assets	RUTISHAUSER HOUSE	28 S 10TH ST	Historical Assets
Historical_Assets	31 S. 10TH ST.	31 S 10TH ST	Historical Assets
Historical_Assets	103 S. 10TH ST.	103 S 10TH ST	Historical Assets
Historical_Assets	112 S. 10TH ST.	112 S 10TH ST	Historical Assets
Historical_Assets	116 S. 10TH ST.	116 S 10TH ST	Historical Assets
Historical_Assets	BARBER SHOP	5-9 N 4TH ST	Historical Assets
Historical_Assets	11 N. 4TH ST.	11 N 4TH ST	Historical Assets
Historical_Assets	18-20 N. 4TH ST.	18-20 N 4TH ST	Historical Assets
Historical_Assets	22 N. 4TH ST.	22 N 4TH ST	Historical Assets
Historical_Assets	28 N. 4TH ST.	28 N 4TH ST	Historical Assets
Historical_Assets	116 N. 4TH ST.	116 N 4TH ST	Historical Assets

Historical_Assets	119 N. 4TH ST.	119 N 4TH ST	Historical Assets
Historical_Assets	DURHAM HOUSE	123 N 4TH ST	Historical Assets
Historical_Assets	129 N. 4TH ST.	129 N 4TH ST	Historical Assets
Historical_Assets	130 N. 4TH ST.	404 BROOME ST	Historical Assets
Historical_Assets	213 N. 4TH ST.	213 N 4TH ST	Historical Assets
Historical_Assets	221 N. 4TH ST.	221 N 4TH ST	Historical Assets
Historical_Assets	223 N. 4TH ST.	223 N 4TH ST	Historical Assets
Historical_Assets	ST. MICHAEL'S CHURCH	202 N 4TH ST	Historical Assets
Historical_Assets	406 ASH ST.	406 ASH ST	Historical Assets
Historical_Assets	508 ASH ST.	508 ASH ST	Historical Assets
Historical_Assets	AMELIA ISLAND PAINTS	516 ASH ST	Historical Assets
Historical_Assets	JEFFEREYS HOUSE	601 ASH ST	Historical Assets
Historical_Assets	603 ASH ST.	605 ASH ST	Historical Assets
Historical_Assets	604 ASH ST.	604 ASH ST	Historical Assets
Historical_Assets	614 ASH ST.	614 ASH ST	Historical Assets
Historical_Assets	TRINITY UNITED METHODIST CHRCH	715 ASH ST	Historical Assets
Historical_Assets	402 BEECH ST.	402 BEECH ST	Historical Assets
Historical_Assets	406 BEECH ST.	406 BEECH ST	Historical Assets
Historical_Assets	407 BEECH ST.	407 BEECH ST	Historical Assets
Historical_Assets	408 BEECH ST.	408 BEECH ST	Historical Assets
Historical_Assets	501 BEECH ST.	501 BEECH ST	Historical Assets
Historical_Assets	502 BEECH ST.	502 BEECH ST	Historical Assets
Historical_Assets	509 BEECH ST.	509 BEECH ST	Historical Assets
Historical_Assets	FERREIRA HOUSE	510 BEECH ST	Historical Assets
Historical_Assets	612 BEECH ST.	612 BEECH ST	Historical Assets
Historical_Assets	331 N. 4TH ST.	331 DADE ST	Historical Assets
Historical_Assets	20 S. 4TH ST.	20 S 4TH ST	Historical Assets
Historical_Assets	116 S. 4TH ST.	116 S 4TH ST	Historical Assets
Historical_Assets	120 S. 4TH ST.	120 S 4TH ST	Historical Assets
Historical_Assets	126 S. 4TH ST.	126 S 4TH ST	Historical Assets
Historical_Assets	THE FIRST BAPTIST CHURCH	31 N 5TH ST	Historical Assets
Historical_Assets	303 S. 8TH ST.	303 S 8TH ST	Historical Assets
Historical_Assets	10 S. 9TH ST.	10 S 9TH ST	Historical Assets
Historical_Assets	1ST BAPTIST MISSIONARY CHURCH	22 S 9TH ST	Historical Assets
Historical_Assets	111 S. 9TH ST.	111 S 9TH ST	Historical Assets
Historical_Assets	112 S. 9TH ST.	112 S 9TH ST	Historical Assets
Historical_Assets	115 S. 9TH ST.	115 S 9TH ST	Historical Assets
Historical_Assets	126 S. 9TH ST.	126 S. 9TH ST.	Historical Assets
Historical_Assets	202 S. 9TH ST.	202 S 9TH ST	Historical Assets
Historical_Assets	111 N. 5TH ST.	111 N 5TH ST	Historical Assets
Historical_Assets	222 N. 5TH ST.	222 N 5TH ST	Historical Assets
Historical_Assets	309 N. 5TH ST.	309 N 5TH ST	Historical Assets
Historical_Assets	310 N. 5TH ST.	310 N 5TH ST	Historical Assets
Historical_Assets	314 N. 5TH ST.	314 N 5TH ST	Historical Assets
Historical_Assets	320 N. 5TH ST.	320 N 5TH ST	Historical Assets
Historical_Assets	23 S. 5TH ST.	23 S 5TH ST	Historical Assets
Historical_Assets	27 S. 5TH ST.	27 S 5TH ST	Historical Assets
Historical_Assets	31 S. 5TH ST.	31 S 5TH ST	Historical Assets
Historical_Assets	110 S. 5TH ST.	110 S 5TH ST	Historical Assets
Historical_Assets	111 S. 5TH ST.	111 S 5TH ST	Historical Assets
Historical_Assets	115 S. 5TH ST.	115 S 5TH ST	Historical Assets
Historical_Assets	121 S. 5TH ST.	121 S 5TH ST	Historical Assets
Historical_Assets	124 S. 5TH ST.	124 S 5TH ST	Historical Assets
Historical_Assets	126 S. 5TH ST.	126 S 5TH ST	Historical Assets
Historical_Assets	216 S. 5TH ST.	216 S 5TH ST	Historical Assets
Historical_Assets	218 S. 5TH ST.	218 S 5TH ST	Historical Assets
Historical_Assets	POOLE AND STODDARD INTERIORS	9 N 6TH ST	Historical Assets
Historical_Assets	15 N. 6TH ST.	15 N 6TH ST	Historical Assets
Historical_Assets	30 N. 6TH ST.	30 N 6TH ST	Historical Assets
Historical_Assets	209 N. 6TH ST.	209 N 6TH ST	Historical Assets
Historical_Assets	221 N. 6TH ST.	221 N. 6TH ST.	Historical Assets
Historical_Assets	12 S. 6TH ST.	12 S 6TH ST	Historical Assets
Historical_Assets	14 S. 6TH ST.	14 S 6TH ST	Historical Assets
Historical_Assets	19 S. 6TH ST.	19 S 6TH ST	Historical Assets
Historical_Assets	20 S. 6TH ST.	20 S 6TH ST	Historical Assets
Historical_Assets	22 S. 6TH ST.	22 S 6TH ST	Historical Assets
Historical_Assets	25 S. 6TH ST.	25 S. 6TH ST.	Historical Assets
Historical_Assets	109 S. 6TH ST.	107 S 6TH ST	Historical Assets
Historical_Assets	110 S. 6TH ST.	110 S 6TH ST	Historical Assets
Historical_Assets	111 S. 6TH ST.	111 S 6TH ST	Historical Assets
Historical_Assets	114 S. 6TH ST.	114 S 6TH ST	Historical Assets
Historical_Assets	115 S. 6TH ST.	115 S 6TH ST	Historical Assets
Historical_Assets	118 S. 6TH ST.	118 S 6TH ST	Historical Assets
Historical_Assets	RAILROAD DEPOT/CHAMBER OF COMMERC4E	102 CENTRE ST	Historical Assets
Historical_Assets	THE "TABBY" HOUSE	27 S 7TH ST	Historical Assets
Historical_Assets	THE BAILEY HOUSE	28 S 7TH ST	Historical Assets
Historical_Assets	122 S. 6TH ST.	122 S 6TH ST	Historical Assets
Historical_Assets	123 S. 6TH ST.	123 S 6TH ST	Historical Assets
Historical_Assets	125 S. 6TH ST.	125 S 6TH ST	Historical Assets
Historical_Assets	126 S. 6TH ST.	126 S 6TH ST	Historical Assets
Historical_Assets	130 S. 6TH ST.	130 S 6TH ST	Historical Assets
Historical_Assets	131 S. 6TH ST.	131 S 6TH ST	Historical Assets
Historical_Assets	201 S. 6TH ST.	201 S. 6TH ST.	Historical Assets
Historical_Assets	204 S. 6TH ST.	204 S 6TH ST	Historical Assets
Historical_Assets	206 S. 6TH ST.	206 S 6TH ST	Historical Assets
Historical_Assets	211 S. 6TH ST.	211 S 6TH ST	Historical Assets
Historical_Assets	212 S. 6TH ST.	212 S 6TH ST	Historical Assets
Historical_Assets	216 S. 6TH ST.	216 S 6TH ST	Historical Assets
Historical_Assets	219 S. 6TH ST.	219 S 6TH ST	Historical Assets
Historical_Assets	220 S. 6TH ST.	220 S 6TH ST	Historical Assets
Historical_Assets	221 S. 6TH ST.	221 S 6TH ST	Historical Assets
Historical_Assets	222 S. 6TH ST.	222 S 6TH ST	Historical Assets
Historical_Assets	233 S. 6TH ST.	233 S 6TH ST	Historical Assets
Historical_Assets	FAIRBANKS HOUSE	227 S 7TH ST	Historical Assets
Historical_Assets	ST PETERS EPISCOPAL CHURCH	801 ATLANTIC AVE	Historical Assets
Historical_Assets	PALACE SALOON	117 CENTRE ST	Historical Assets
Historical_Assets	VILLA LAS PALMAS	315 ALACHUA ST	Historical Assets
Historical_Assets	ST. MICHAEL'S SCHOOL	228 N 4TH ST	Historical Assets
Historical_Assets	CHADWICK HOUSE	121 6TH ST	Historical Assets
Historical_Assets	DR D G HUMPHREY HOUSE	117 N 6TH ST	Historical Assets
Historical_Assets	HIRTH HOUSE	103 N 6TH ST	Historical Assets
Historical_Assets	ALLEN HOUSE	150 N 6TH ST	Historical Assets
Historical_Assets	PRESCOTT HOUSE (ROSS-LIBBY HOUSE)	120 N 6TH ST	Historical Assets
Historical_Assets	HARDEEE HOUSE	112 N 6TH ST	Historical Assets
Historical_Assets	BAKER HOUSE	102 N 6TH ST	Historical Assets
Historical_Assets	FIRST PRESBYTERIAN CHURCH	19 N 6TH ST	Historical Assets
Historical_Assets	LESSENE-ANGEL DAVIS HOUSE	415 CENTRE ST	Historical Assets
Historical_Assets	HORSEY HOUSE	603 CENTRE ST	Historical Assets
Historical_Assets	FLORIDA HOUSE, 20 S 3RD ST	20 S 3RD ST	Historical Assets
Historical_Assets	301 S. 6TH ST.	301 S 6TH ST	Historical Assets
Historical_Assets	305 S. 6TH ST.	305 S 6TH ST	Historical Assets

Historical_Assets	309 S. 6TH ST.	309 S 6TH ST	Historical Assets
Historical_Assets	310 S. 6TH ST.	310 S 6TH ST	Historical Assets
Historical_Assets	316 S. 6TH ST.	316 S 6TH ST	Historical Assets
Historical_Assets	317 S. 6TH ST.	315 S 6TH ST	Historical Assets
Historical_Assets	318 S. 6TH ST.	318 S 6TH ST	Historical Assets
Historical_Assets	319 S. 6TH ST.	319 S 6TH ST	Historical Assets
Historical_Assets	321 S. 6TH ST.	321 S 6TH ST	Historical Assets
Historical_Assets	322 S. 6TH ST.	322 S 6TH ST	Historical Assets
Historical_Assets	325 S. 6TH ST.	325 S 6TH ST	Historical Assets
Historical_Assets	326 S. 6TH ST.	326 S 6TH ST	Historical Assets
Historical_Assets	329 S. 6TH ST.	329 S 6TH ST	Historical Assets
Historical_Assets	332 S. 6TH ST.	332 S 6TH ST	Historical Assets
Historical_Assets	401 S. 6TH ST.	401 S 6TH ST	Historical Assets
Historical_Assets	FLORIDA HOUSE, 23 S 3RD ST	22 S 3RD ST	Historical Assets
Historical_Assets	NASSAU COUNTY COURTHOUSE	416 CENTRE ST	Historical Assets
Historical_Assets	KELLY HOUSE	214 S 7TH ST	Historical Assets
Historical_Assets	WILLIAMS HOUSE	103 S 9TH ST	Historical Assets
Historical_Assets	LASSERE HOUSE	130 S 7TH ST	Historical Assets
Historical_Assets	BELL HOUSE	801 BEECH ST	Historical Assets
Historical_Assets	CRAVEY HOUSE	314 S 7TH ST	Historical Assets
Historical_Assets	WAAS HOUSE	327 S 7TH ST	Historical Assets
Historical_Assets	MERROW HOUSE	501 N 3RD ST	Historical Assets
Historical_Assets	JOHN DENHAM PALMER HOUSE	1305 ATLANTIC AVE	Historical Assets
Historical_Assets	PECK HIGH SCHOOL	516 S 10TH ST	Historical Assets
Historical_Assets	MERRICK-SIMMONS HOUSE	102 S 10TH ST	Historical Assets
Historical_Assets	AMELIA ISLAND LIGHTHOUSE	215 O'HAGAN LANE	Historical Assets
Historical_Assets	10 S. 7TH ST.	10 S 7TH ST	Historical Assets
Historical_Assets	11 S. 7TH ST.	11 S 7TH ST	Historical Assets
Historical_Assets	14 S. 7TH ST.	14 S 7TH ST	Historical Assets
Historical_Assets	17 S. 7TH ST.	17 S 7TH ST	Historical Assets
Historical_Assets	23 S. 7TH ST.	23 S 7TH ST	Historical Assets
Historical_Assets	102 S. 7TH ST.	102 S 7TH ST	Historical Assets
Historical_Assets	106 S. 7TH ST.	106 S 7TH ST	Historical Assets
Historical_Assets	110 S. 7TH ST.	110 S 7TH ST	Historical Assets
Historical_Assets	111 S. 7TH ST.	111 S 7TH ST	Historical Assets
Historical_Assets	112 S. 7TH ST.	112 S 7TH ST	Historical Assets
Historical_Assets	114 S. 7TH ST.	114 S 7TH ST	Historical Assets
Historical_Assets	EGMONT HOUSE #1	119 S 7TH ST	Historical Assets
Historical_Assets	FISH HOUSE	101 N FRONT ST	Historical Assets
Historical_Assets	1ST PRESBYTERIAN YOUTH CENTER	515 CENTRE ST	Historical Assets
Historical_Assets	O'KANES	318 CENTRE ST	Historical Assets
Historical_Assets	COLDWELL BANKER	309/311 CENTRE ST	Historical Assets
Historical_Assets	CAROLYN'S ON CENTRE	316 CENTRE ST	Historical Assets
Historical_Assets	SNAK SHAK	310 CENTRE ST	Historical Assets
Historical_Assets	1ST PRESBYTERIAN CHURCH SUNDAY SCHOOL	19A N 6TH ST	Historical Assets
Historical_Assets	510 ALACHUA ST	510 ALACHUA ST	Historical Assets
Historical_Assets	DAVIS & CARTER, PA	20 S 5TH ST	Historical Assets
Historical_Assets	FERNANDINA BEACH NEWS LEADER BUILDING	511 ASH ST	Historical Assets
Historical_Assets	DOTTIE B. FLORIST	502 ASH ST	Historical Assets
Historical_Assets	LA BODEGA CAFE	19 S 3RD ST	Historical Assets
Historical_Assets	LAST FLIGHT OUT	114 CENTRE ST	Historical Assets
Historical_Assets	CHRISTMAS ON THE RIVER	110 CENTRE ST	Historical Assets
Historical_Assets	517 BROOME ST.	517 BROOME ST.	Historical Assets
Historical_Assets	315 CALHOUN ST.	315 CALHOUN ST	Historical Assets
Historical_Assets	501 CALHOUN ST.	501 CALHOUN ST.	Historical Assets
Historical_Assets	501 CEDAR ST.	501 CEDAR ST	Historical Assets
Historical_Assets	SAX NORTH 3RD ST	11 N 3RD ST	Historical Assets
Historical_Assets	GENTRY BUILDING	13-15 N 3RD ST	Historical Assets
Historical_Assets	OLDE TOWNE TITLE	21 N 3RD ST	Historical Assets
Historical_Assets	BEAN SCHOOL OF DANCE	25 N 3RD ST	Historical Assets
Historical_Assets	SUSI BOTIQUE	111 CENTRE ST	Historical Assets
Historical_Assets	TRAILER PARK COLLECTIBLES	201 ALACHUA ST	Historical Assets
Historical_Assets	130 NORTH 3RD ST	130 N 3RD ST	Historical Assets
Historical_Assets	220 NORTH 3RD ST	220 N 3RD ST	Historical Assets
Historical_Assets	ST. JOSEPH'S HALL	225 N 4TH ST	Historical Assets
Historical_Assets	304 NORTH 4TH ST	304 CALHOUN ST	Historical Assets
Historical_Assets	307 NORTH 5TH ST	307 N 5TH ST	Historical Assets
Historical_Assets	ST. PETER'S CLAVER PAROCHIAL SCHOOL	510 CALHOUN ST	Historical Assets
Historical_Assets	EIGHT FLAGGS ANTIQUE MART	604 CENTRE ST	Historical Assets
Historical_Assets	COMITO GRILL & SUSHI	614 CENTRE ST	Historical Assets
Historical_Assets	ART & ANTIQUES	702 CENTRE ST	Historical Assets
Historical_Assets	505 CEDAR ST.	505 CEDAR ST	Historical Assets
Historical_Assets	509 CEDAR ST.	509 CEDAR ST	Historical Assets
Historical_Assets	511 CEDAR ST.	511 CEDAR ST	Historical Assets
Historical_Assets	606 CEDAR ST.	606 CEDAR ST	Historical Assets
Historical_Assets	DURYEE BUILDING	101 CENTRE ST	Historical Assets
Historical_Assets	LAND AND WILLIAMS, INC.	115 CENTRE ST	Historical Assets
Historical_Assets	DOTTERER BLDG/WHAT'S YOUR BAG GIFTS	116 & 118 CENTRE ST	Historical Assets
Historical_Assets	HOYT BUILDING	201 CENTRE ST	Historical Assets
Historical_Assets	STARK BLDG/AMELIA IS. OFFICE SUPPLY	202-204 CENTRE ST	Historical Assets
Historical_Assets	JEFFREY'S BLDG/STEGER DRUGS	205 CENTRE ST	Historical Assets
Historical_Assets	LYNN'S DRESS SHOP	212 CENTRE ST	Historical Assets
Historical_Assets	MARIGOLD PATCH, THE	214 CENTRE ST	Historical Assets
Historical_Assets	ANGEL & FRIEND BUILDING	215-217 CENTRE ST	Historical Assets
Historical_Assets	HARDEE BROS.	216 CENTRE ST	Historical Assets
Historical_Assets	HARDEE BROS. HARDWARE	218 CENTRE ST	Historical Assets
Historical_Assets	J. & T. KYDD BLDG.	301 CENTRE ST	Historical Assets
Historical_Assets	ISLAND STYLE	710 CENTRE ST	Historical Assets
Historical_Assets	18 SOUTH 9TH ST	18 S 9TH ST	Historical Assets
Historical_Assets	ALLAN BUILDING	303 CENTRE ST	Historical Assets
Historical_Assets	SCAVENGER GIFT SHOP	306 CENTRE ST	Historical Assets
Historical_Assets	LLEWELLYN'S OFFICE SUPPLY	308 CENTRE ST	Historical Assets
Historical_Assets	SWANN BUILDING	313 CENTRE ST	Historical Assets
Historical_Assets	POST OFFICE	401 CENTRE ST	Historical Assets
Historical_Assets	708 CENTRE ST.	708 CENTRE ST	Historical Assets
Historical_Assets	THE HOYT HOUSE	804 ATLANTIC AVE	Historical Assets
Historical_Assets	810 CENTRE ST.	810 ATLANTIC AVE	Historical Assets
Historical_Assets	816 CENTRE ST.	816 ATLANTIC AVE	Historical Assets
Historical_Assets	SCHUYLER RESIDENCE	901 ATLANTIC AVE	Historical Assets
Historical_Assets	902 CENTRE ST.	902 ATLANTIC AVE	Historical Assets
Historical_Assets	909 CENTRE ST.	909 CENTRE ST.	Historical Assets
Historical_Assets	OLD SCHOOL HOUSE	914 ATLANTIC AVE	Historical Assets
Historical_Assets	NEW ZION MISSIONARY BAP.CHURCH	10 S 10TH ST	Historical Assets
Historical_Assets	209 DADE ST.	209 DADE ST.	Historical Assets
Historical_Assets	602 DATE ST.	602 DATE ST	Historical Assets
Historical_Assets	606 DATE ST.	606 DATE ST	Historical Assets
Historical_Assets	310 ESCAMBIA ST.	310 ESCAMBIA ST	Historical Assets
Historical_Assets	16 ESTRADA ST.	16 ESTRADA ST.	Historical Assets
Historical_Assets	109 ESTRADA ST.	107 ESTRADA ST	Historical Assets
Historical_Assets	CAPTAIN'S HOUSE	212 ESTRADA ST	Historical Assets
Historical_Assets	801 SOMERUELUS ST.	801 SOMERUELUS ST.	Historical Assets

Historical_Assets	819 SOMERUELUS ST.	819 SOMERUELUS ST.	Historical Assets
Historical_Assets	902 SOMERUELUS ST.	902 SOMERUELUS ST.	Historical Assets
Historical_Assets	908 SOMERUELUS ST.	908 SOMERUELUS ST.	Historical Assets
Historical_Assets	911 SOMERUELUS ST.	911 SOMERUELUS ST.	Historical Assets
Historical_Assets	710 SAN FERNANDO ST.	710 SAN FERNANDO ST.	Historical Assets
Historical_Assets	DIAL EXCHANGE BUILDING	802 ASH ST	Historical Assets
Historical_Assets	FRED'S	22 S 8TH ST	Historical Assets
Historical_Assets	17 SOUTH 8TH ST	17 S 8TH ST	Historical Assets
Historical_Assets	WALL ART GALLERY	122 S 8TH ST	Historical Assets
Historical_Assets	306 SOUTH 7TH ST	306 S 7TH ST	Historical Assets
Historical_Assets	712 SAN FERNANDO ST.	808 SAN FERNANDO ST	Historical Assets
Historical_Assets	715 SAN FERNANDO ST.	803 SAN FERNANDO ST	Historical Assets
Historical_Assets	801 SAN FERNANDO ST.	801 SAN FERNANDO ST	Historical Assets
Historical_Assets	808 SAN FERNANDO ST.	808 SAN FERNANDO ST.	Historical Assets
Historical_Assets	902 LADIES ST.	902 LADIES ST	Historical Assets
Historical_Assets	MCNEIL HOUSE	910 SAN FERNANDO ST	Historical Assets
Historical_Assets	916 SAN FERNANDO ST.	715 SAN FERNANDO ST	Historical Assets
Historical_Assets	POMPEO'S	302 CENTRE ST	Historical Assets
Historical_Assets	JOE'S BISTRO	14 S 2ND ST	Historical Assets
Historical_Assets	101 NORTH FRONT ST	101 N FRONT ST	Historical Assets
Historical_Assets	COOK & COOK SEAFOOD	201A N FRONT ST	Historical Assets
Historical_Assets	FLORIDA PETROLEUM	231 N FRONT ST	Historical Assets
Historical_Assets	116 NORTH 2ND ST	116 N 2ND ST	Historical Assets
Historical_Assets	117 BROOME ST	117 BROOME ST	Historical Assets
Historical_Assets	WICKED DAVEY'S FANCY SALOON	232 N 2ND ST	Historical Assets
Historical_Assets	213 SOUTH 6TH ST	213 S 6TH ST	Historical Assets
Historical_Assets	215 SOUTH 5TH ST	214 S 5TH ST	Historical Assets
Historical_Assets	HUFF & BATTISE FUNERAL HOME	410 BEECH ST	Historical Assets
Historical_Assets	THE FISH HOUSE	500 S FRONT ST	Historical Assets
Historical_Assets	426 SOUTH 7TH ST	426 S 7TH ST	Historical Assets
Historical_Assets	FERNANDINA BEACH CITY HALL	204 ASH ST	Historical Assets
Historical_Assets	PECK CENTER GYMNASIUM	516A S 10TH ST	Historical Assets
Historical_Assets	118 CENTRE ST	202 N 4TH ST	Historical Assets
Historical_Assets	104 ALACHUA ST	101 ALACHUA ST	Historical Assets
Historical_Assets	21 NORTH 2ND ST	21 N 2ND ST	Historical Assets
Historical_Assets	9 N 2ND ST	9 N 2ND ST	Historical Assets
Historical_Assets	18 NORTH 2ND ST	18 N 2ND ST	Historical Assets
Historical_Assets	N.E. CORNER OF ALACHUA AND 3RD ST		Historical Assets
Historical_Assets	201 A NORTH FRONT ST	201A N FRONT ST	Historical Assets
Historical_Assets	NASSAU COUNTY HEALTH DEPT ADMIN BLDG	30 S 4TH ST	Historical Assets
Historical_Assets	N.E. CORNER OF CENTER AND 6TH ST.	601 CENTRE ST	Historical Assets
Historical_Assets	118 CENTRE STREET	116 & 118 CENTRE ST	Historical Assets
Historical_Assets	CAPTAIN DAVIS HOUSE	705 WHITE ST	Historical Assets
Historical_Assets	BOAT HOUSE	816 LADIES ST	Historical Assets
Historical_Assets	CAPTAIN LASSERRE HOUSE	818 SAN FERNANDO ST	Historical Assets
Historical_Assets	917 WHITE ST.	917 WHITE ST	Historical Assets
Historical_Assets	MILLER PLACE	1006 WHITE ST	Historical Assets
Historical_Assets	MAXWELL BUILDING	501 CENTRE ST	Historical Assets
Historical_Assets	FERNANDINA BEACH CYCLING/WESTERN AUTO	11 S 8TH ST	Historical Assets
Historical_Assets	127 S. 5TH ST.	127 S 5TH ST	Historical Assets
Historical_Assets	DINGLER HOUSE	ROUTE 1 BOX 80	Historical Assets
Historical_Assets	201 N. 4TH ST.	201 N 4TH ST	Historical Assets
Historical_Assets	10 S. 10TH ST.	10 S 10TH ST	Historical Assets
Historical_Assets	714 BEECH ST.	714 BEECH ST	Historical Assets
Historical_Assets	THREE-STAR SALOON/SOUTHERN TRAVELER	213 CENTRE ST	Historical Assets
Parks	Amelia Island Lighthouse		Parks
Parks	Ash Park		Parks
Parks	Jean Ribault Park		Parks
Parks	Peck Field		Parks
Parks	Waterfront Park		Parks
Parks	Bosque Bello Cemetery		Parks
Wetlands	6170: Mixed Wetland Hardwoods		Wetlands
Wetlands	6170: Mixed Wetland Hardwoods		Wetlands
Wetlands	6170: Mixed Wetland Hardwoods		Wetlands
Wetlands	6300: Wetland Forested Mixed		Wetlands
Wetlands	6410: Freshwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6440: Emergent Aquatic Vegetation		Wetlands
Transportation	**NAME**	**ADDRESS**	**TYPE**
Airports	N/A		Airports
Boat_Ramps	Egans Creek Marina Inc	1620 North 14th St	Boat Ramps
Boat_Ramps	Fernandina Harbor Boat Ramp	1 South Front St	Boat Ramps
Bridges	Egan's Creek Bridge		Bridges
Evacuation_Routes	The Buccaneer Trl		Evacuation Routes
Evacuation_Routes	Atlantic Ave		Evacuation Routes
Evacuation_Routes	N 14th St		Evacuation Routes
Major_Roads	N 14 ST		Major Roads
Major_Roads	ATLANTIC AVE		Major Roads
Major_Roads	CENTRE ST		Major Roads
Major_Roads	ASH ST		Major Roads
Major_Roads	FRONT ST		Major Roads
Major_Roads	S 8TH ST		Major Roads
Major_Roads	DADE ST		Major Roads
Marinas	Ocean Outboard Marine	1619 N. 14th ST.	Transportation
Marinas	EGANS CREEK MARINA INC	1600 NORTH 14TH ST	Transportation
Marinas	Fernandina Seafood Co	312 N Front Street	Transportation
Marinas	Florida Petroleum	231 N Front Street	Transportation
Marinas	Cook & Cook Seafood	201 N Front Street	Transportation
Marinas	Warehouse	105 N Front Street	Transportation
Marinas	Tiger Point Marina & Boat Works	997 EGANS CREEK LANE	Transportation
Marinas	Kavanough	121 Front St N	Transportation
Marinas	Fernandina Harbour Marina	1 Front St.	Transportation
Marinas	Vacant	500 South Front Street	Transportation
Ports	Port of Fernandina	2398 Sadler Road	Ports
Railroads	472501		Railroads
Railroads	472502		Railroads
Railroads	472368		Railroads
Railroads	472369		Railroads
Railroads	472370		Railroads

Railroads	472668		Railroads
Railroads	472669		Railroads
Railroads	472692		Railroads
Railroads	472656		Railroads
Railroads	472657		Railroads
Railroads	472735		Railroads
Railroads	472736		Railroads
Railroads	472737		Railroads
Railroads	472738		Railroads
Railroads	472739		Railroads
Railroads	472740		Railroads

Appendix E

SFHA Focus Area

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Community and Emergency Facilities
Special Flood Hazard Area (SFHA)
Focus Area

1:36,000

N
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S

0 0.25 0.5 1
Miles

Legend

- Community Centers
- Local Government Facilities
- COFB Boundary
- SFHA Boundary

The information contained in this map is offered as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Critical Infrastructure
Special Flood Hazard Area (SFHA)
Focus Area

1:36,000

N
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0 0.25 0.5 1
Miles

Legend

- Communication Facilities
- Hazardous Waste Facilities
- Solid Waste Facilities
- Electrical Production and Supply Facilities
- Electrical Production and Supply Facilities
- Wastewater Treatment Facilities and Lift Stations
- Water Utility Conveyance Systems
- Water Utility Conveyance Systems
- COFB Boundary
- SFHA Boundary

The information contained in this map is offered as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Natural, Cultural, and Historical Assets
Special Flood Hazard Area (SFHA)
Focus Area

1:36,000

N
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0 0.25 0.5 1
Miles

Legend

- Historical Assets
- Cultural Assets
- Conservation Lands
- Parks
- Wetlands
- COFB Boundary
- SFHA Boundary

The information contained in this map is offered as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Client: City of Fernandina Beach
Funded by: FDEP Resilient Florida Program

Map Title: City of Fernandina Beach
Transportation Assets
Special Flood Hazard Area (SFHA)
Focus Area

1:36,000

N
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0 0.25 0.5 1
Miles

Legend

- Boat Ramps
- Marinas
- Ports
- Bridges
- Evacuation Routes
- Major Roads
- Railroads
- COFB Boundary
- SFHA Boundary

The information contained in this map is offered as is with no claim or warranty as to its accuracy or completeness. The maps are for reference only and should not be considered to be of survey precision.

Focus Area: Special Flood Hazard Area near Egans Creek

Critical Community Emergency	NAME	ADDRESS	TYPE
Community_Centers	WOMANS CLUB - FNDA BCH	201 JEAN LAFITTE BLVD	Community Centers
Community_Centers	ATLANTIC COMMUNITY CENTER	2500 ATLANTIC AVE	Community Centers
Community_Centers	AMELIA ISLAND CONVENTION AND VISITORS BUREAU	102 CENTRE ST	Community Centers
Disaster_Recovery_Centers	N/A		Disaster Recovery Centers
Fire_Stations	N/A		Fire Stations
Healthcare_Facilities	N/A		Healthcare Facilities
Hospitals	N/A		Hospitals
Law_Enforcement	N/A		Law Enforcement Facilities
Local_Government_Facilities	Fernandina Beach City Hall	204 Ash St	Local Government Facilities
Schools	N/A		Schools
State_Government_Facilities	N/A		State Government Facilities
Critical Infrastructure	**NAME**	**ADDRESS**	**TYPE**
Communication_Facilities	CROWN CASTLE SOUTH LLC	1007 S 5TH STREET	Communications Facilities
Drainage	Drainage: 112		Water Utility Conveyance Systems
Drainage	Drainage: 113		Water Utility Conveyance Systems
Drainage	Drainage: 114		Water Utility Conveyance Systems
Drainage	Drainage: 115		Water Utility Conveyance Systems
Drainage	Drainage: 116		Water Utility Conveyance Systems
Drainage	Drainage: 117		Water Utility Conveyance Systems
Drainage	Drainage: 118		Water Utility Conveyance Systems
Drainage	Drainage: 119		Water Utility Conveyance Systems
Drainage	Drainage: 121		Water Utility Conveyance Systems
Drainage	Drainage: 122		Water Utility Conveyance Systems
Drainage	Drainage: 123		Water Utility Conveyance Systems
Drainage	Drainage: 124		Water Utility Conveyance Systems
Drainage	Drainage: 125		Water Utility Conveyance Systems
Drainage	Drainage: 126		Water Utility Conveyance Systems
Drainage	Drainage: 127		Water Utility Conveyance Systems
Drainage	Drainage: 129		Water Utility Conveyance Systems
Drainage	Drainage: 130		Water Utility Conveyance Systems
Drainage	Drainage: 131		Water Utility Conveyance Systems
Drainage	Drainage: 132		Water Utility Conveyance Systems
Drainage	Drainage: 133		Water Utility Conveyance Systems
Drainage	Drainage: 134		Water Utility Conveyance Systems
Drainage	Drainage: 135		Water Utility Conveyance Systems
Drainage	Drainage: 136		Water Utility Conveyance Systems
Drainage	Drainage: 137		Water Utility Conveyance Systems
Drainage	Drainage: 138		Water Utility Conveyance Systems
Drainage	Drainage: 139		Water Utility Conveyance Systems
Drainage	Drainage: 140		Water Utility Conveyance Systems
Drainage	Drainage: 141		Water Utility Conveyance Systems
Drainage	Drainage: 142		Water Utility Conveyance Systems
Drainage	Drainage: 143		Water Utility Conveyance Systems
Drainage	Drainage: 152		Water Utility Conveyance Systems
Drainage	Drainage: 171		Water Utility Conveyance Systems
Drainage	Drainage: 172		Water Utility Conveyance Systems
Drainage	Drainage: 175		Water Utility Conveyance Systems
Drainage	Drainage: 176		Water Utility Conveyance Systems
Drainage	Drainage: 177		Water Utility Conveyance Systems
Drainage	Drainage: 178		Water Utility Conveyance Systems
Drainage	Drainage: 179		Water Utility Conveyance Systems
Drainage	Drainage: 180		Water Utility Conveyance Systems
Drainage	Drainage: 181		Water Utility Conveyance Systems
Drainage	Drainage: 182		Water Utility Conveyance Systems
Drainage	Drainage: 183		Water Utility Conveyance Systems
Drainage	Drainage: 185		Water Utility Conveyance Systems
Drainage	Drainage: 186		Water Utility Conveyance Systems
Drainage	Drainage: 2		Water Utility Conveyance Systems
Drainage	Drainage: 213		Water Utility Conveyance Systems
Drainage	Drainage: 214		Water Utility Conveyance Systems
Drainage	Drainage: 215		Water Utility Conveyance Systems
Drainage	Drainage: 216		Water Utility Conveyance Systems
Drainage	Drainage: 217		Water Utility Conveyance Systems
Drainage	Drainage: 218		Water Utility Conveyance Systems
Drainage	Drainage: 219		Water Utility Conveyance Systems
Drainage	Drainage: 220		Water Utility Conveyance Systems
Drainage	Drainage: 221		Water Utility Conveyance Systems
Drainage	Drainage: 222		Water Utility Conveyance Systems
Drainage	Drainage: 223		Water Utility Conveyance Systems
Drainage	Drainage: 225		Water Utility Conveyance Systems
Drainage	Drainage: 226		Water Utility Conveyance Systems
Drainage	Drainage: 227		Water Utility Conveyance Systems
Drainage	Drainage: 228		Water Utility Conveyance Systems
Drainage	Drainage: 229		Water Utility Conveyance Systems
Drainage	Drainage: 230		Water Utility Conveyance Systems
Drainage	Drainage: 231		Water Utility Conveyance Systems
Drainage	Drainage: 232		Water Utility Conveyance Systems
Drainage	Drainage: 233		Water Utility Conveyance Systems
Drainage	Drainage: 234		Water Utility Conveyance Systems
Drainage	Drainage: 235		Water Utility Conveyance Systems
Drainage	Drainage: 236		Water Utility Conveyance Systems
Drainage	Drainage: 237		Water Utility Conveyance Systems
Drainage	Drainage: 238		Water Utility Conveyance Systems
Drainage	Drainage: 239		Water Utility Conveyance Systems
Drainage	Drainage: 240		Water Utility Conveyance Systems
Drainage	Drainage: 241		Water Utility Conveyance Systems
Drainage	Drainage: 242		Water Utility Conveyance Systems
Drainage	Drainage: 244		Water Utility Conveyance Systems
Drainage	Drainage: 245		Water Utility Conveyance Systems
Drainage	Drainage: 246		Water Utility Conveyance Systems
Drainage	Drainage: 247		Water Utility Conveyance Systems
Drainage	Drainage: 248		Water Utility Conveyance Systems
Drainage	Drainage: 3		Water Utility Conveyance Systems
Drainage	Drainage: 304		Water Utility Conveyance Systems
Drainage	Drainage: 329		Water Utility Conveyance Systems

Drainage	Drainage: 331		Water Utility Conveyance Systems
Drainage	Drainage: 332		Water Utility Conveyance Systems
Drainage	Drainage: 333		Water Utility Conveyance Systems
Drainage	Drainage: 378		Water Utility Conveyance Systems
Drainage	Drainage: 379		Water Utility Conveyance Systems
Drainage	Drainage: 380		Water Utility Conveyance Systems
Drainage	Drainage: 4		Water Utility Conveyance Systems
Drainage	Drainage: 424		Water Utility Conveyance Systems
Drainage	Drainage: 425		Water Utility Conveyance Systems
Drainage	Drainage: 431		Water Utility Conveyance Systems
Drainage	Drainage: 433		Water Utility Conveyance Systems
Drainage	Drainage: 434		Water Utility Conveyance Systems
Drainage	Drainage: 436		Water Utility Conveyance Systems
Drainage	Drainage: 437		Water Utility Conveyance Systems
Drainage	Drainage: 438		Water Utility Conveyance Systems
Drainage	Drainage: 439		Water Utility Conveyance Systems
Drainage	Drainage: 440		Water Utility Conveyance Systems
Drainage	Drainage: 441		Water Utility Conveyance Systems
Drainage	Drainage: 443		Water Utility Conveyance Systems
Drainage	Drainage: 444		Water Utility Conveyance Systems
Drainage	Drainage: 445		Water Utility Conveyance Systems
Drainage	Drainage: 446		Water Utility Conveyance Systems
Drainage	Drainage: 449		Water Utility Conveyance Systems
Drainage	Drainage: 45		Water Utility Conveyance Systems
Drainage	Drainage: 450		Water Utility Conveyance Systems
Drainage	Drainage: 451		Water Utility Conveyance Systems
Drainage	Drainage: 452		Water Utility Conveyance Systems
Drainage	Drainage: 453		Water Utility Conveyance Systems
Drainage	Drainage: 454		Water Utility Conveyance Systems
Drainage	Drainage: 455		Water Utility Conveyance Systems
Drainage	Drainage: 46		Water Utility Conveyance Systems
Drainage	Drainage: 47		Water Utility Conveyance Systems
Drainage	Drainage: 48		Water Utility Conveyance Systems
Drainage	Drainage: 49		Water Utility Conveyance Systems
Drainage	Drainage: 5		Water Utility Conveyance Systems
Drainage	Drainage: 50		Water Utility Conveyance Systems
Drainage	Drainage: 51		Water Utility Conveyance Systems
Drainage	Drainage: 53		Water Utility Conveyance Systems
Drainage	Drainage: 54		Water Utility Conveyance Systems
Drainage	Drainage: 55		Water Utility Conveyance Systems
Drainage	Drainage: 59		Water Utility Conveyance Systems
Drainage	Drainage: 6		Water Utility Conveyance Systems
Drainage	Drainage: 60		Water Utility Conveyance Systems
Drainage	Drainage: 61		Water Utility Conveyance Systems
Drainage	Drainage: 62		Water Utility Conveyance Systems
Drainage	Drainage: 63		Water Utility Conveyance Systems
Drainage	Drainage: 64		Water Utility Conveyance Systems
Drainage	Drainage: 65		Water Utility Conveyance Systems
Drainage	Drainage: 66		Water Utility Conveyance Systems
Drainage	Drainage: 67		Water Utility Conveyance Systems
Drainage	Drainage: 68		Water Utility Conveyance Systems
Drainage	Drainage: 69		Water Utility Conveyance Systems
Drainage	Drainage: 7		Water Utility Conveyance Systems
Drainage	Drainage: 71		Water Utility Conveyance Systems
Drainage	Drainage: 72		Water Utility Conveyance Systems
Drainage	Drainage: 73		Water Utility Conveyance Systems
Drainage	Drainage: 74		Water Utility Conveyance Systems
Drainage	Drainage: 75		Water Utility Conveyance Systems
Drainage	Drainage: 76		Water Utility Conveyance Systems
Drainage_Outfalls	Drainage Outfall: 10		Water Utility Conveyance Systems
Drainage_Outfalls	Drainage Outfall: 12		Water Utility Conveyance Systems
Drainage_Outfalls	Drainage Outfall: 13		Water Utility Conveyance Systems
Drainage_Outfalls	Drainage Outfall: 14		Water Utility Conveyance Systems
Drainage_Outfalls	Drainage Outfall: 15		Water Utility Conveyance Systems
Drainage_Outfalls	Drainage Outfall: 17		Water Utility Conveyance Systems
Drainage_Outfalls	Drainage Outfall: 18		Water Utility Conveyance Systems
Drainage_Outfalls	Drainage Outfall: 22		Water Utility Conveyance Systems
Drainage_Outfalls	Drainage Outfall: 23		Water Utility Conveyance Systems
Drainage_Outfalls	Drainage Outfall: 24		Water Utility Conveyance Systems
Drainage_Outfalls	Drainage Outfall: 3		Water Utility Conveyance Systems
Drainage_Outfalls	Drainage Outfall: 35		Water Utility Conveyance Systems
Drainage_Outfalls	Drainage Outfall: 4		Water Utility Conveyance Systems
Drainage_Outfalls	Drainage Outfall: 7		Water Utility Conveyance Systems
Drainage_Outfalls	Drainage Outfall: 8		Water Utility Conveyance Systems
Drainage_Outfalls	M.E.S. S-20A		Water Utility Conveyance Systems
Drainage_Outfalls	M.E.S. S-23A		Water Utility Conveyance Systems
Drainage_Outfalls	M.E.S. S-23A		Water Utility Conveyance Systems
Drainage_Outfalls	MES S-23		Water Utility Conveyance Systems
Drainage_Outfalls	S-11		Water Utility Conveyance Systems
Drainage_Outfalls	S-11		Water Utility Conveyance Systems
Drainage_Outfalls	S-12		Water Utility Conveyance Systems
Drainage_Outfalls	S-12		Water Utility Conveyance Systems
Drainage_Outfalls	S-14B		Water Utility Conveyance Systems
Drainage_Outfalls	S-22A		Water Utility Conveyance Systems
Drainage_Outfalls	S-26		Water Utility Conveyance Systems
Drainage_Outfalls	S-3		Water Utility Conveyance Systems
Drainage_Outfalls	S-4A		Water Utility Conveyance Systems
Drainage_Outfalls	S-8		Water Utility Conveyance Systems
Drainage_Outfalls	S-8A		Water Utility Conveyance Systems
Drainage_Outfalls	S-9A		Water Utility Conveyance Systems
Drinking_Water_Facilities	N/A		Water Utility Conveyance Systems
Electric_Bulk_Transmission_Lines	ELECTRIC BULK POWER TRANSMISSION AND CONTROL		Electric Production and Supply Facilities
Electric_Bulk_Transmission_Lines	ELECTRIC BULK POWER TRANSMISSION AND CONTROL		Electric Production and Supply Facilities
Electric_Bulk_Transmission_Lines	ELECTRIC BULK POWER TRANSMISSION AND CONTROL		Electric Production and Supply Facilities
Electric_Bulk_Transmission_Lines	ELECTRIC BULK POWER TRANSMISSION AND CONTROL		Electric Production and Supply Facilities
Electric_Substations	UNKNOWN152649		Electric Production and Supply Facilities
FM_Laterals	Polyline ZM		Water Utility Conveyance Systems
FM_Laterals	Polyline ZM		Water Utility Conveyance Systems
FM_Laterals	Polyline ZM		Water Utility Conveyance Systems

FM_Laterals	Polyline ZM		Water Utility Conveyance Systems
FMLines	FM Lines: 109		Water Utility Conveyance Systems
FMLines	FM Lines: 12		Water Utility Conveyance Systems
FMLines	FM Lines: 128		Water Utility Conveyance Systems
FMLines	FM Lines: 216		Water Utility Conveyance Systems
FMLines	FM Lines: 292		Water Utility Conveyance Systems
FMLines	FM Lines: 293		Water Utility Conveyance Systems
FMLines	FM Lines: 297		Water Utility Conveyance Systems
FMLines	FM Lines: 306		Water Utility Conveyance Systems
FMLines	FM Lines: 307		Water Utility Conveyance Systems
FMLines	FM Lines: 317		Water Utility Conveyance Systems
FMLines	FM Lines: 323		Water Utility Conveyance Systems
FMLines	FM Lines: 330		Water Utility Conveyance Systems
FMLines	FM Lines: 331		Water Utility Conveyance Systems
FMLines	FM Lines: 343		Water Utility Conveyance Systems
FMLines	FM Lines: 344		Water Utility Conveyance Systems
FMLines	FM Lines: 345		Water Utility Conveyance Systems
FMLines	FM Lines: 346		Water Utility Conveyance Systems
FMLines	FM Lines: 356		Water Utility Conveyance Systems
FMLines	FM Lines: 380		Water Utility Conveyance Systems
FMLines	FM Lines: 381		Water Utility Conveyance Systems
FMLines	FM Lines: 398		Water Utility Conveyance Systems
FMLines	FM Lines: 399		Water Utility Conveyance Systems
FMLines	FM Lines: 417		Water Utility Conveyance Systems
FMLines	FM Lines: 420		Water Utility Conveyance Systems
FMLines	FM Lines: 422		Water Utility Conveyance Systems
FMLines	FM Lines: 424		Water Utility Conveyance Systems
FMLines	FM Lines: 432		Water Utility Conveyance Systems
FMLines	FM Lines: 433		Water Utility Conveyance Systems
FMLines	FM Lines: 434		Water Utility Conveyance Systems
FMLines	FM Lines: 435		Water Utility Conveyance Systems
FMLines	FM Lines: 438		Water Utility Conveyance Systems
FMLines	FM Lines: 439		Water Utility Conveyance Systems
FMLines	FM Lines: 462		Water Utility Conveyance Systems
FMLines	FM Lines: 475		Water Utility Conveyance Systems
FMLines	FM Lines: 476		Water Utility Conveyance Systems
FMLines	FM Lines: 479		Water Utility Conveyance Systems
FMLines	FM Lines: 480		Water Utility Conveyance Systems
FMLines	FM Lines: 482		Water Utility Conveyance Systems
FMLines	FM Lines: 485		Water Utility Conveyance Systems
FMLines	FM Lines: 499		Water Utility Conveyance Systems
FMLines	FM Lines: 500		Water Utility Conveyance Systems
FMLines	FM Lines: 505		Water Utility Conveyance Systems
FMLines	FM Lines: 508		Water Utility Conveyance Systems
FMLines	FM Lines: 525		Water Utility Conveyance Systems
FMLines	FM Lines: 526		Water Utility Conveyance Systems
FMLines	FM Lines: 527		Water Utility Conveyance Systems
FMLines	FM Lines: 528		Water Utility Conveyance Systems
FMLines	FM Lines: 530		Water Utility Conveyance Systems
FMLines	FM Lines: 531		Water Utility Conveyance Systems
FMLines	FM Lines: 539		Water Utility Conveyance Systems
FMLines	FM Lines: 540		Water Utility Conveyance Systems
FMLines	FM Lines: 541		Water Utility Conveyance Systems
FMLines	FM Lines: 542		Water Utility Conveyance Systems
FMLines	FM Lines: 552		Water Utility Conveyance Systems
FMLines	FM Lines: 582		Water Utility Conveyance Systems
FMLines	FM Lines: 583		Water Utility Conveyance Systems
FMLines	FM Lines: 590		Water Utility Conveyance Systems
FMLines	FM Lines: 606		Water Utility Conveyance Systems
FMLines	FM Lines: 625		Water Utility Conveyance Systems
FMLines	FM Lines: 687		Water Utility Conveyance Systems
FMLines	FM Lines: 92		Water Utility Conveyance Systems
FMLines	FM Lines: 93		Water Utility Conveyance Systems
FMLines	FM Lines: 99		Water Utility Conveyance Systems
Generators	Generator: 5		Wastewater Treatment Facilities and Lift Stations
Generators	Generator: 6		Wastewater Treatment Facilities and Lift Stations
Generators	Generator: 8		Wastewater Treatment Facilities and Lift Stations
Generators	Generator: 17		Wastewater Treatment Facilities and Lift Stations
Generators	Generator: 21		Wastewater Treatment Facilities and Lift Stations
Hazardous_Waste_Facilities	TOPPER HERMANSON BOAT BUILDING INC	1619 N 14TH ST	Hazardous_Waste_Facilites
Hazardous_Waste_Facilities	BURGESS & COOK INC	21 N 2ND ST	Hazardous_Waste_Facilites
Hazardous_Waste_Facilities	BURGESS & COOK INC	21 N 2ND ST	Hazardous_Waste_Facilites
Hazardous_Waste_Facilities	AMERICAN BODY ARMOR & EQUIP	115 S 2ND ST	Hazardous_Waste_Facilites
Hazardous_Waste_Facilities	TIGER POINT MARINA	997 EGANS CREEK LN	Hazardous_Waste_Facilites
Hazardous_Waste_Facilities	RAYONIER PERFORMANCE FIBERS LLC	10 GUM ST	Hazardous_Waste_Facilites
Hydrant_Valves	Hydrant Valves		Water Utility Conveyance Systems

Hydrant_Valves	Hydrant Valves		Water Utility Conveyance Systems
Hydrant_Valves	Hydrant Valves		Water Utility Conveyance Systems
Hydrant_Valves	Hydrant Valves		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:0165		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:0577		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:0583		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:0582		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:0581		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:0586		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:0587		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:0235		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:0190		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:0506		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:0295		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:0298		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:0299		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:0292		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:0100		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:0129		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:0128		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:0067		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:0525		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:0296		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:0236		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:0524		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:0163		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:164		Water Utility Conveyance Systems
Hydrants	Hydrant - ID:

Sewer_Lateral	Sewer Lateral: 10028		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10029		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10030		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10033		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10034		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10035		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10036		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10037		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10038		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10039		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10040		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10041		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10044		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10049		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10050		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10051		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10052		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10053		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10054		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10055		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10073		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10074		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10075		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10076		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10077		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10078		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10079		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10080		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10081		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10082		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10083		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 1035		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 1036		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10454		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10455		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10456		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10457		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10458		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10459		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10461		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10462		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10463		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10464		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10465		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10466		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10467		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10468		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10469		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10470		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10471		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10472		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10473		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10474		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10475		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10476		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10477		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10478		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10479		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10480		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10481		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10482		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10483		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10484		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10485		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10486		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10487		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10488		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10489		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10490		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10491		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10492		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10493		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10494		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10495		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10496		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10497		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10498		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10499		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10500		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10506		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10507		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10508		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10509		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10510		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10512		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10513		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10514		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10515		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10516		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10517		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10518		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10519		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10520		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10521		Water Utility Conveyance Systems
Sewer_Lateral	Sewer Lateral: 10522		Water Utility Conveyance Systems
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Sewer_Mains	Sewer Mains : 1041		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1071		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1073		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1210		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1211		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1212		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1213		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 13		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 134		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 143		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1531		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1532		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1533		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1535		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1536		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1537		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1538		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1539		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1540		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1543		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1545		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1546		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1547		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1548		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1549		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1551		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1552		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1553		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1554		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1555		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1556		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1557		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1558		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1559		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1560		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1561		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1562		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1563		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1564		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1565		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1566		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1567		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1568		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 157		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 158		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1593		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1594		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1595		Water Utility Conveyance Systems

Sewer_Mains	Sewer Mains : 1596		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1597		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1598		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1606		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1607		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1608		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1609		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1618		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1619		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1620		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1621		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1622		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1624		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1627		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1652		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1653		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1654		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1655		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1656		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1657		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1658		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1727		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1728		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1731		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1732		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1733		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1739		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1741		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 176		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1781		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 185		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 186		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 188		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1887		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1889		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 191		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1965		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1966		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1967		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1968		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 1969		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 197		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2043		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2045		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2046		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2047		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2048		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2049		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2050		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2051		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2052		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2053		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2054		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2057		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2058		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2065		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2066		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2070		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2110		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2112		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2114		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2116		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2117		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2138		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2163		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2164		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2166		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2167		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2168		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2252		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2304		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2305		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2306		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2409		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2410		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2421		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 2429		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 255		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 257		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 263		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 287		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 304		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 307		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 32		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 340		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 363		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 364		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 367		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 405		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 406		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 407		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 419		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 420		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 423		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 428		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 44		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 442		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 471		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 5		Water Utility Conveyance Systems

Sewer_Mains	Sewer Mains : 50		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 523		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 543		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 544		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 55		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 553		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 559		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 562		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 566		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 574		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 581		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 586		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 61		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 623		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 644		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 662		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 687		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 69		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 690		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 703		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 704		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 705		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 709		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 710		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 714		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 718		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 721		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 743		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 744		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 745		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 746		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 747		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 748		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 749		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 750		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 751		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 752		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 753		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 757		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 758		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 76		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 781		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 782		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 784		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 785		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 786		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 787		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 788		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 793		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 794		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 799		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 842		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 843		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 845		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 848		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 858		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 87		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 888		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 889		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 892		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 894		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 923		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 925		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 926		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 928		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 929		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 930		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 931		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 932		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 933		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 934		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 935		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 936		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 937		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 938		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 939		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 940		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 941		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 942		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 943		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 95		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 952		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 953		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 954		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 955		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 956		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 957		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 958		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 968		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 969		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 970		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 971		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 972		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 973		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 996		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 997		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 998		Water Utility Conveyance Systems
Sewer_Mains	Sewer Mains : 999		Water Utility Conveyance Systems
SewerReclaimedWater	Polyline ZM		Water Utility Conveyance Systems

SewerReclaimedWater	Polyline ZM		Water Utility Conveyance Systems
Solid_waste_facilities	EGANS CREEK DUMP	END OF HICKORY ROAD	Solid Waste Facilities
Solid_waste_facilities	EGANS CREEK GREENWAY (NEAR SADLER RD @ SOUTH END)	SADLER RD	Solid Waste Facilities
Stormwater_ForceMain	Stormwater Forcemain: 1		Water Utility Conveyance Systems
Stormwater_ForceMain	Stormwater Forcemain: 2		Water Utility Conveyance Systems
StormwaterLiftStations	Storm Water Lift Station: 1		Stormwater Treatment Facilities and Pump Stations
Water_Mains	Water Mains		Water Utility Conveyance Systems

Water_Mains	Water Mains		Water Utility Conveyance Systems

Water_Valves	Water Valves		Water Utility Conveyance Systems

WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_SewerMains	Sewer Mains		Water Utility Conveyance Systems
WWTP_WaterMains	WATER DISTRIBUTION LINES: 92		Water Utility Conveyance Systems
WWTP_WaterMains	WATER DISTRIBUTION LINES: 379		Water Utility Conveyance Systems
WWTP_WaterMains	WATER DISTRIBUTION LINES: 788		Water Utility Conveyance Systems
Natural, Cultural, Historical	**NAME (land Inventory)**	**ADDRESS**	**TYPE**
Conservation_Easements			Conservation Lands
Conservation_Easements			Conservation Lands
Conservation_Easements			Conservation Lands
Conservation_Easements			Conservation Lands
Conservation_Easements			Conservation Lands
Conservation_Lands	Egans Creek Greenway		Conservation Lands
Conservation_Lands	Fort Clinch State Park		Conservation Lands
Cultural_Assets	AMELIA ISLAND MUSEUM OF HISTORY	233 S 3RD ST	Cultural Assets
Historical_Assets	221 N. 8TH ST.	221 N. 8TH ST.	Historical Assets
Historical_Assets	222 N. 8TH ST.	222 N. 8TH ST.	Historical Assets
Historical_Assets	223 N. 8TH ST.	223 N 8TH ST	Historical Assets
Historical_Assets	226 N. 8TH ST.	226 N 8TH ST	Historical Assets
Historical_Assets	230 N. 8TH ST.	230 N. 8TH ST.	Historical Assets
Historical_Assets	315 N. 8TH ST.	315 N. 8TH ST.	Historical Assets
Historical_Assets	1878 STEAK HOUSE	10 N 2ND ST	Historical Assets
Historical_Assets	1878 STEAK HOUSE	12 N 2ND ST	Historical Assets
Historical_Assets	SEDYEL BLDG/CRAB TRAP RESTURANT	29-31 N 2ND ST	Historical Assets
Historical_Assets	C. H. HUOT BLDG.	101-107 N 2ND ST	Historical Assets
Historical_Assets	16 S. 2ND ST.	16 S. 2ND ST.	Historical Assets
Historical_Assets	20 S. 2ND ST.	20 S 2ND ST	Historical Assets
Historical_Assets	24 S. 2ND ST.	22 S 2ND ST	Historical Assets
Historical_Assets	218 ASH ST.	218 ASH ST	Historical Assets
Historical_Assets	108 BROOME ST.	108 BROOME ST.	Historical Assets
Historical_Assets	110 BROOME ST.	110 BROOME ST.	Historical Assets
Historical_Assets	404 N. 4TH ST.	404 N. 4TH ST.	Historical Assets
Historical_Assets	411 N. 5TH ST.	411 N. 5TH ST.	Historical Assets
Historical_Assets	413 N. 5TH ST.	413 N. 5TH ST.	Historical Assets
Historical_Assets	224 N. 6TH ST.	212 N. 6TH ST.	Historical Assets
Historical_Assets	228 N. 6TH ST.	228 N 6TH ST	Historical Assets
Historical_Assets	RAILROAD DEPOT/CHAMBER OF COMMERC4E	102 CENTRE ST	Historical Assets
Historical_Assets	FORT CLINCH	2601 ATLANTIC AVENUE ST E	Historical Assets
Historical_Assets	PALACE SALOON	117 CENTRE ST	Historical Assets
Historical_Assets	FISH HOUSE	101 N FRONT ST	Historical Assets
Historical_Assets	LA BODEGA CAFE	19 S 3RD ST	Historical Assets
Historical_Assets	LAST FLIGHT OUT	114 CENTRE ST	Historical Assets
Historical_Assets	CHRISTMAS ON THE RIVER	110 CENTRE ST	Historical Assets
Historical_Assets	613 BROOME ST.	613 BROOME ST.	Historical Assets
Historical_Assets	SUSI BOTIQUE	111 CENTRE ST	Historical Assets
Historical_Assets	TRAILER PARK COLLECTIBLES	201 ALACHUA ST	Historical Assets
Historical_Assets	DURYEE BUILDING	101 CENTRE ST	Historical Assets
Historical_Assets	LAND AND WILLIAMS, INC.	115 CENTRE ST	Historical Assets
Historical_Assets	DOTTERER BLDG/WHAT'S YOUR BAG GIFTS	116 & 118 CENTRE ST	Historical Assets
Historical_Assets	HOYT BUILDING	201 CENTRE ST	Historical Assets
Historical_Assets	FERNANDINA BEACH LIFT STATION #5	615 CALHOUN ST	Historical Assets
Historical_Assets	STORAGE BUILDING	FORT CLINCH STATE PARK	Historical Assets
Historical_Assets	BARRACKS	FORT CLINCH STATE PARK	Historical Assets
Historical_Assets	COMBINATION BUILDING	FORT CLINCH STATE PARK	Historical Assets
Historical_Assets	LATRINE	FORT CLINCH STATE PARK	Historical Assets
Historical_Assets	JOE'S BISTRO	14 S 2ND ST	Historical Assets
Historical_Assets	101 NORTH FRONT ST	101 N FRONT ST	Historical Assets
Historical_Assets	COOK & COOK SEAFOOD	201A N FRONT ST	Historical Assets
Historical_Assets	FLORIDA PETROLEUM	231 N FRONT ST	Historical Assets
Historical_Assets	116 NORTH 2ND ST	116 N 2ND ST	Historical Assets
Historical_Assets	117 BROOME ST	117 BROOME ST	Historical Assets
Historical_Assets	AMELIA COMMUNITY THEATRE	209 CEDAR ST	Historical Assets
Historical_Assets	THE FISH HOUSE	500 S FRONT ST	Historical Assets
Historical_Assets	FERNANDINA BEACH CITY HALL	204 ASH ST	Historical Assets
Historical_Assets	209 SOUTH 3RD ST	209 S 3RD ST	Historical Assets
Historical_Assets	104 ALACHUA ST	101 ALACHUA ST	Historical Assets
Historical_Assets	21 NORTH 2ND ST	21 N 2ND ST	Historical Assets
Historical_Assets	9 N 2ND ST	9 N 2ND ST	Historical Assets
Historical_Assets	18 NORTH 2ND ST	18 N 2ND ST	Historical Assets
Historical_Assets	201 A NORTH FRONT ST	201A N FRONT ST	Historical Assets
Historical_Assets	118 CENTRE STREET	116 & 118 CENTRE ST	Historical Assets
Historical_Assets	RESIDENCE	2601 ATLANTIC AVE	Historical Assets
Historical_Assets	BATHHOUSE	2601 ATLANTIC AVE	Historical Assets
Historical_Assets	330 N. 6TH ST.	330 N 6TH ST	Historical Assets
Historical_Assets	316 N. 8TH ST.	316 N. 8TH ST.	Historical Assets

Parks	Amelia Island Lighthouse		Parks
Parks	Ash Park		Parks
Parks	Atlantic Park		Parks
Parks	Egans Creek Greenway		Parks
Parks	Egans Creek Park		Parks
Parks	Jean Ribault Park		Parks
Parks	North Beach Park		Parks
Parks	Seaside Park		Parks
Parks	Sunrise Park		Parks
Parks	Waterfront Park		Parks
Parks	Main Beach Park		Parks
Parks	Bosque Bello Cemetery		Parks
Parks	Fernandina Beach Golf Club		Parks
Parks	Peters Point Park		Parks
Wetlands	6170: Mixed Wetland Hardwoods		Wetlands
Wetlands	6170: Mixed Wetland Hardwoods		Wetlands
Wetlands	6170: Mixed Wetland Hardwoods		Wetlands
Wetlands	6170: Mixed Wetland Hardwoods		Wetlands
Wetlands	6170: Mixed Wetland Hardwoods		Wetlands
Wetlands	6170: Mixed Wetland Hardwoods		Wetlands
Wetlands	6170: Mixed Wetland Hardwoods		Wetlands
Wetlands	6170: Mixed Wetland Hardwoods		Wetlands
Wetlands	6170: Mixed Wetland Hardwoods		Wetlands
Wetlands	6170: Mixed Wetland Hardwoods		Wetlands
Wetlands	6170: Mixed Wetland Hardwoods		Wetlands
Wetlands	6170: Mixed Wetland Hardwoods		Wetlands
Wetlands	6300: Wetland Forested Mixed		Wetlands
Wetlands	6300: Wetland Forested Mixed		Wetlands
Wetlands	6300: Wetland Forested Mixed		Wetlands
Wetlands	6410: Freshwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6420: Saltwater Marshes		Wetlands
Wetlands	6440: Emergent Aquatic Vegetation		Wetlands
Wetlands	6440: Emergent Aquatic Vegetation		Wetlands
Wetlands	6440: Emergent Aquatic Vegetation		Wetlands
Wetlands	6440: Emergent Aquatic Vegetation		Wetlands
Wetlands	6460: Mixed Scrub-shrub Wetland		Wetlands
Wetlands	6460: Mixed Scrub-shrub Wetland		Wetlands
Wetlands	6460: Mixed Scrub-shrub Wetland		Wetlands
Wetlands	6460: Mixed Scrub-shrub Wetland		Wetlands
Wetlands	6460: Mixed Scrub-shrub Wetland		Wetlands
Wetlands	6460: Mixed Scrub-shrub Wetland		Wetlands
Wetlands	6460: Mixed Scrub-shrub Wetland		Wetlands
Wetlands	6460: Mixed Scrub-shrub Wetland		Wetlands
Wetlands	6460: Mixed Scrub-shrub Wetland		Wetlands
Wetlands	6460: Mixed Scrub-shrub Wetland		Wetlands
Wetlands	6460: Mixed Scrub-shrub Wetland		Wetlands
Wetlands	6460: Mixed Scrub-shrub Wetland		Wetlands
Wetlands	6500: Non-Vegetated Wetlands		Wetlands
Wetlands	6500: Non-Vegetated Wetlands		Wetlands
Wetlands	6500: Non-Vegetated Wetlands		Wetlands
Wetlands	6500: Non-Vegetated Wetlands		Wetlands
Wetlands	6460: Mixed Scrub-shrub Wetland		Wetlands
Transportation	**NAME**	**ADDRESS**	**TYPE**
Airports	N/A		
Boat_Ramps	Egans Creek Marina Inc	1620 North 14th St	Boat Ramps
Boat_Ramps	Fernandina Harbor Boat Ramp	1 South Front St	Boat Ramps
Bridges	Beech St Bridge		Bridges
Bridges	N 14th St - Egan's Creek Bridge		Bridges
Bridges	Amelia River Golf Club Bridge		Bridges
Bridges	Egan's Creek Greenway Bridge		Bridges
Evacuation_Routes	N 14th St		Evacuation Routes
Evacuation_Routes	State Hwy A1A		Evacuation Routes
Evacuation_Routes	S Fletcher Ave		Evacuation Routes
Major_Roads	FRONT ST		Major Roads
Major_Roads	DADE ST		Major Roads
Major_Roads	ATLANTIC AVE		Major Roads
Major_Roads	N 14 ST		Major Roads
Major_Roads	N FLETCHER AVE		Major Roads
Major_Roads	JASMINE ST		Major Roads
Major_Roads	CENTRE ST		Major Roads
Major_Roads	NORTH 8TH ST		Major Roads
Major_Roads	ASH ST		Major Roads
Major_Roads	S FLETCHER AVE		Major Roads
Marinas	Ocean Outboard Marine	1619 N. 14th ST.	Marina
Marinas	EGANS CREEK MARINA INC	1600 NORTH 14TH ST	Marina
Marinas	Fernandina Seafood Co	312 N Front Street	Marina
Marinas	Florida Petroleum	231 N Front Street	Marina
Marinas	Cook & Cook Seafood	201 N Front Street	Marina
Marinas	Warehouse	105 N Front Street	Marina
Marinas	Tiger Point Marina & Boat Works	997 EGANS CREEK LANE	Marina
Marinas	Olde Towne Marina	1420 NORTH 14TH ST	Marina
Marinas	Kavanough	121 Front St N	Marina
Marinas	Fernandina Harbour Marina	1 Front St.	Marina
Marinas	Vacant	500 South Front Street	Marina
Ports	Port of Fernandina	2398 Sadler Road	Ports
Railroads	472501		Railroads

Railroads	472502		Railroads
Railroads	472368		Railroads
Railroads	472369		Railroads
Railroads	472370		Railroads
Railroads	472668		Railroads
Railroads	472669		Railroads
Railroads	472692		Railroads
Railroads	472656		Railroads
Railroads	472657		Railroads
Railroads	472658		Railroads
Railroads	472734		Railroads
Railroads	472735		Railroads
Railroads	472736		Railroads
Railroads	472737		Railroads
Railroads	472738		Railroads
Railroads	472739		Railroads
Railroads	472740		Railroads

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City of Fernandina Beach Vulnerability Assessment Outcomes Workshop

Public Workshop #2

January 29, 2024

Agenda

JANUARY 29, 2024

1. Opening Remarks and Presentation
2. Vulnerability Assessment Results
3. Public Comment and Open Forum
4. Next Steps

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MEET THE TEAM



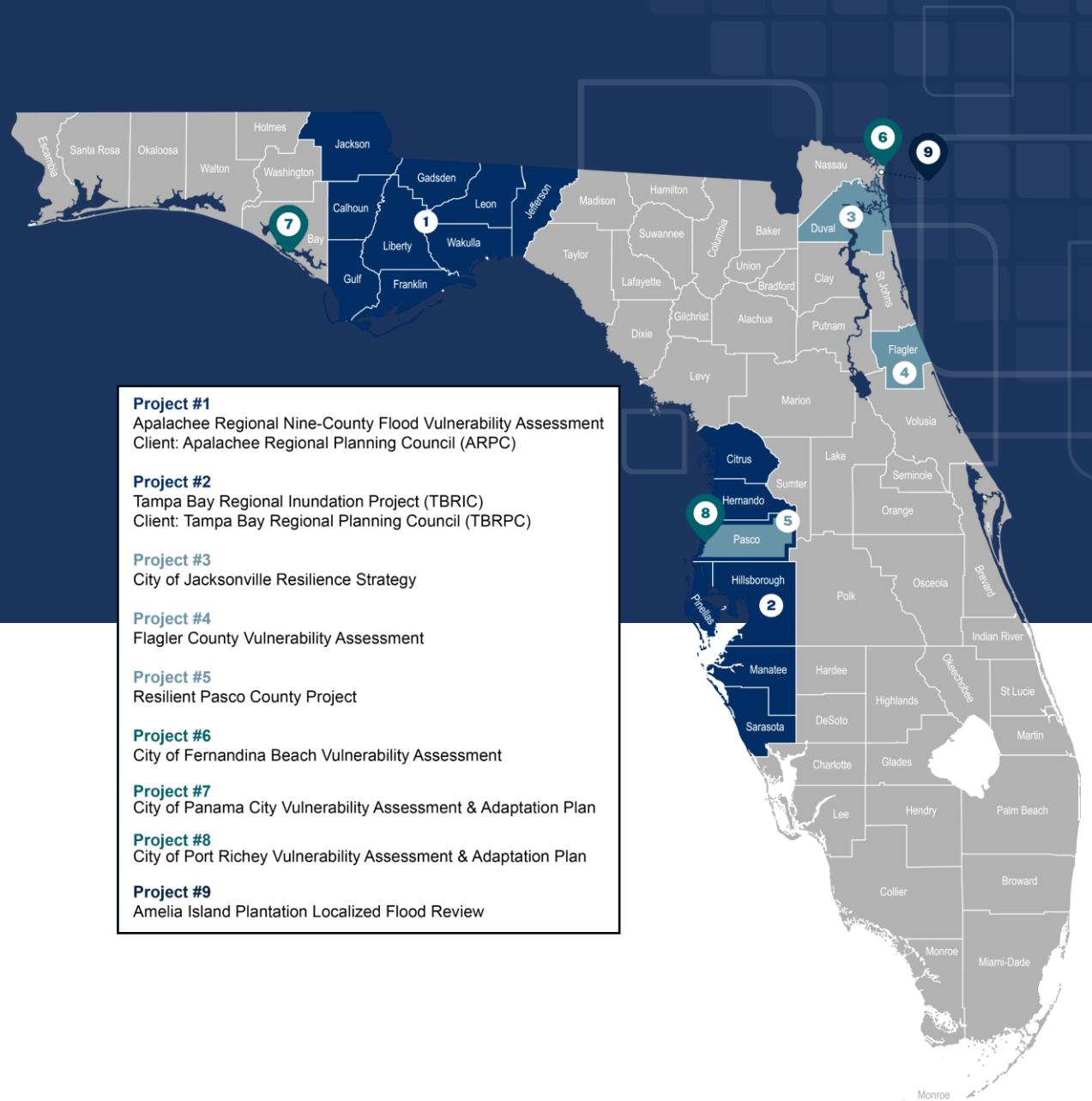
SEAN LAHAV

Project Manager



ASHLEY LEIN

Technical Lead



Project #1
Apalachee Regional Nine-County Flood Vulnerability Assessment
Client: Apalachee Regional Planning Council (ARPC)

Project #2
Tampa Bay Regional Inundation Project (TBRIC)
Client: Tampa Bay Regional Planning Council (TBRPC)

Project #3
City of Jacksonville Resilience Strategy

Project #4
Flagler County Vulnerability Assessment

Project #5
Resilient Pasco County Project

Project #6
City of Fernandina Beach Vulnerability Assessment

Project #7
City of Panama City Vulnerability Assessment & Adaptation Plan

Project #8
City of Port Richey Vulnerability Assessment & Adaptation Plan

Project #9
Amelia Island Plantation Localized Flood Review

Project Overview

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VULNERABILITY ASSESSMENT STEPS

Halff prepared a Vulnerability Assessment for the City of Fernandina Beach in 2023, adhering to requirements set forth in Section 380.093, Florida Statutes. The project followed a three-step process.

1. GIS Data Collection and Refinements
2. Exposure Analysis
3. Sensitivity Analysis and Focus Areas



SECTION 380.093 F.S. (CRITICAL ASSETS)

- **Transportation assets and evacuation routes**, including airports, bridges, bus terminals, ports, major roadways, marinas, rail facilities, and railroad bridges.
- **Critical infrastructure**, including wastewater treatment facilities and lift stations, stormwater treatment facilities and pump stations, drinking water facilities, water utility conveyance systems, electric production and supply facilities, solid and hazardous waste facilities, military installations, communications facilities, and disaster debris management sites.
- **Critical community and emergency facilities**, including schools, colleges, universities, community centers, correctional facilities, disaster recovery centers, emergency medical service facilities, emergency operation centers, fire stations, health care facilities, hospitals, law enforcement facilities, local government facilities, logistical staging areas, affordable public housing, risk shelter inventory, and state government facilities.
- **Natural, cultural, and historical resources**, including conservation lands, parks, shorelines, surface waters, wetlands, and historical and cultural assets.

SECTION 380.093 F.S. (FLOOD HAZARDS)

- **Tidal flooding, including future high tide flooding**, which must use thresholds published and provided by the department. To the extent practicable, the analysis should also geographically display the number of tidal flood days expected for each scenario and planning horizon.
- **Current and future storm surge flooding using publicly available NOAA or FEMA storm surge data**. The initial storm surge event used must equal or exceed the current 100-year flood event. Higher frequency storm events may be analyzed to understand the exposure of a critical asset.
- **To the extent practicable, rainfall-induced flooding** using spatiotemporal analysis or existing hydrologic and hydraulic modeling results. Future boundary conditions should be modified to consider sea level rise and high tide conditions.
- **To the extent practicable, compound flooding** or the combination of tidal, storm surge, and rainfall-induced flooding.

Defining Resilience

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KEY TERMS

- **Resilience** – The ability of communities, businesses, governments, and natural environment to adapt to changing conditions and to prepare for, withstand, and rapidly recover from disturbances to everyday life, such as hazard events.
- **Shocks** – Sudden events that cause immediate loss of function (i.e., hurricanes, tornadoes, storm surge)
- **Stresses** – Take place over time and weaken the fabric of community (i.e., sea level rise, king tides, ageing infrastructure)







Same Exposure, Different Sensitivity

RESILIENCE PLANNING

- **Exposure Analysis** incorporates mapping and answers the questions of where, when, and how much flooding the community would experience under different sea level rise and flooding scenarios.

- **Sensitivity Analysis** defines what is at risk under each scenario and what are the quantifiable impacts.

- **Adaptation Strategies** involves evaluating adaptive capacity, prioritizing adaptation needs, identifying adaptation strategies, and integrating into existing plans.

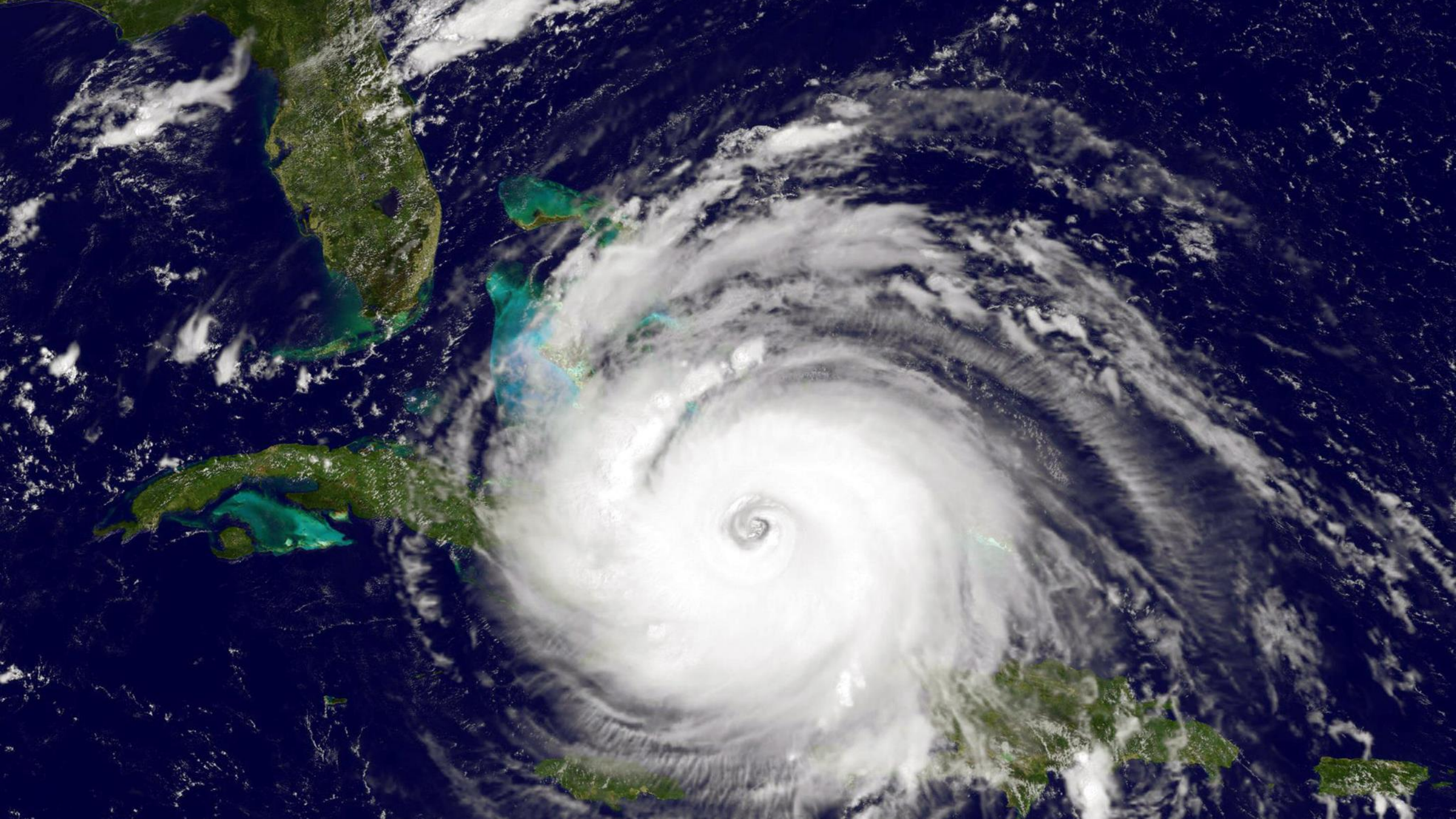





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ROAD CLOSED
DUE TO
FLOODING


ATLANTIC
SEAFOOD
bait · tackle
ICE
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4929


I WAS
NAUGHTY
THIS YEAR



RESILIENT FLORIDA PROGRAM GRANTS



PLANNING GRANTS

$20M (Annually)



IMPLEMENTATION GRANTS

$100M (Annually)



REGIONAL GRANTS

$2M (Annually)

Approximate/Minimum Funding Levels

PARTNERSHIP OPPORTUNITIES



NORTHEAST FLORIDA REGIONAL COUNCIL



RESILIENT First Coast













The Nature Conservancy





FLORIDA COMMERCE

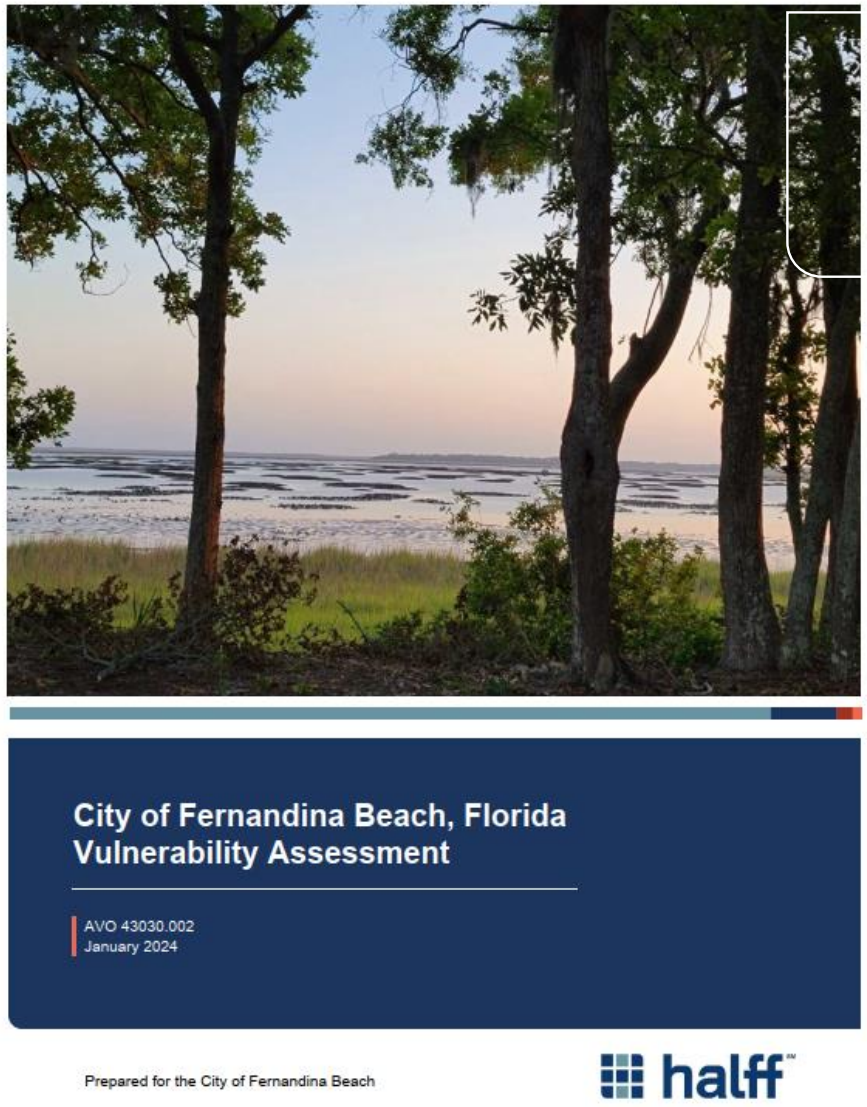

Sou York Times

Assessment Results

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FINAL REPORT

- Because of the City of Fernandina Beach's low-lying topography and proximity to the Atlantic Ocean, Amelia River, and Egans Creek, the community is extremely vulnerable to both current and future flood inundation impacts.
- With the escalating sea levels, there is a corresponding increase in the likelihood of surpassing flood stage levels and thresholds causing an increase in high tide flood days.
- Primary areas of concern, evaluated through focus areas, include the Historic District and Downtown Waterfront; and properties in the Special Flood Hazard Area (SFHA) near Egans Creek.
- Tidal and storm surge flooding on low-lying areas of the Amelia River are of particular concern because of the physical presence of critical assets which hold economic, cultural, and historical value.



TIDAL FLOODING

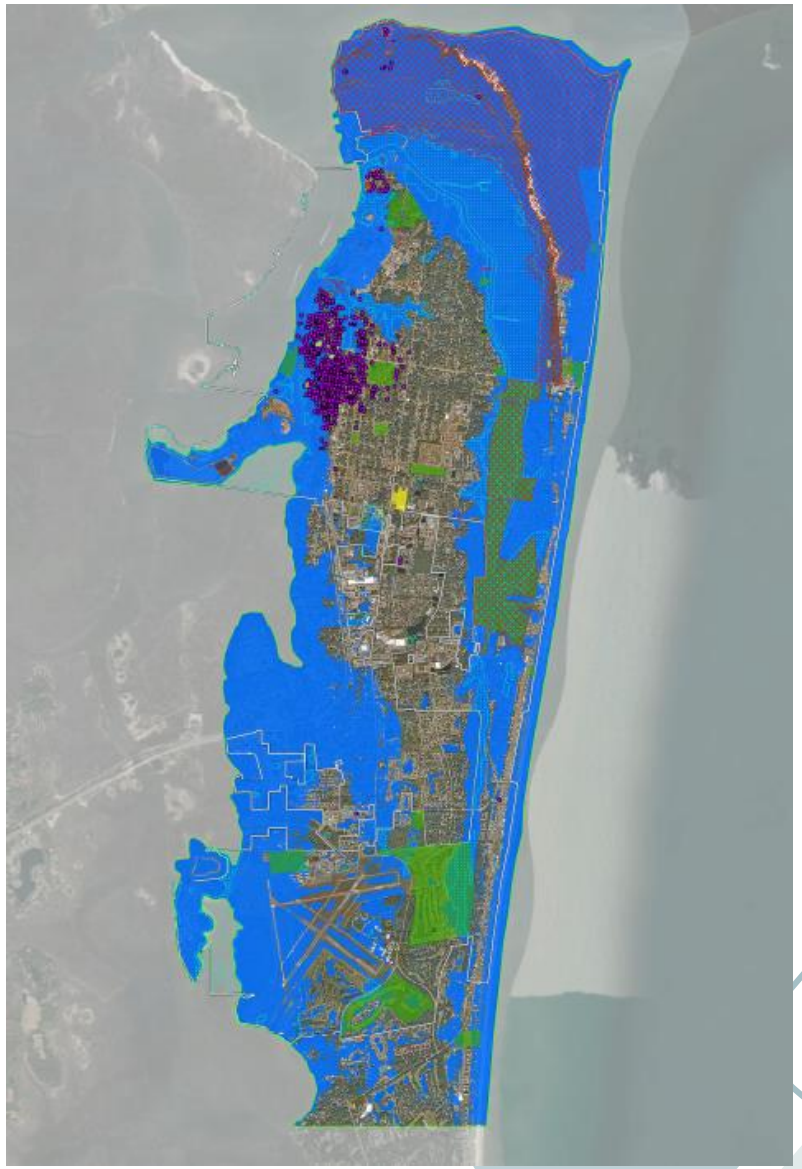
- Under current conditions, Mean Higher High Water (MHHW) flood inundation extents (i.e., severe tidal flooding) are largely limited to Egans Creek, the surrounding watershed, and the waterfront boundaries in the northwest and the shoreline.
- Under the 2040 intermediate high MHHW scenario, flood extents push through the Egans Creek watershed and into the neighboring residential and commercial properties. Flood extents are likely to push more inland of the waterfront industrial areas on the northwest side of the island.
- Moving into 2070, tidal flooding inundation extents will result in a worst-case scenario for the properties lining Egans Creek as they will experience sustained flooding, if the 2070 intermediate-high sea level rise projections prove true.



Mean Higher High Water (MHHW) Current Conditions with Transportation Asset Vulnerabilities

STORM SURGE FLOODING

- Regarding storm surge, the City of Fernandina Beach's waterfront boundaries and Egans Creek watershed are currently highly vulnerable to both a 100-year and 500-year storm surge event.
- Under a 100-year storm surge event in the present time, all of Crane Island, the area north of the A1A crossover bridge, a vast majority of the waterfront boundaries including Egans Creek watershed, the industrial riverfront, and properties along the shoreline are likely to be inundated.
- Moving into 2040 and 2070, storm surge will continue to be an ever-pressing issue for Fernandina Beach if a major hurricane or storm event takes place.



500-Year Storm Surge (2070 Intermediate-High) with Natural, Cultural, and Historic Asset Vulnerabilities

ASSET RANKING FORMULA

Exposure

+

Sensitivity

+

Consequence (Environmental, Economic, Social)

+

Adaptive Capacity

=

Ranking of Asset Priority







SENSITIVITY ANALYSIS AND RANKING

Table 8. Area of Inundation for Flood Hazard Scenarios

High Tide Inundation Scenario						
Statistic	City of Fernandina Beach Municipal Area	MHHW Current Conditions	MHHW 2040 Int-Low	MHHW 2040 Int-High	MHHW 2070 Int-Low	MHHW 2070 Int-High
Total Area (ac)	7,463.60	698.80	890.70	1,047.70	1,073.70	1,435.70
Percentage of Municipal Area	100%	9.4%	11.9%	14.0%	14.4%	19.2%
100-Year Storm Surge Inundation Scenario						
Statistic	City of Fernandina Beach Municipal Area	100yr Storm Surge Current Conditions	100yr Storm Surge 2040 Int-Low	100yr Storm Surge 2040 Int-High	100yr Storm Surge 2070 Int-Low	100yr Storm Surge 2070 Int-High
Total Area (ac)	7,463.60	2,445.51	2,582.08	2,736.48	2,782.18	3,280.69
Percentage of Municipal Area	100%	32.8%	34.6%	36.7%	37.3%	44.0%
500-Year Storm Surge Inundation Scenario						
Statistic	City of Fernandina Beach Municipal Area	500yr Storm Surge Current Conditions	500yr Storm Surge 2040 Int-Low	500yr Storm Surge 2040 Int-High	500yr Storm Surge 2070 Int-Low	500yr Storm Surge 2070 Int-High
Total Area (ac)	7,463.60	3,241.28	3,345.67	3,475.85	3,514.53	4,222.88
Percentage of Municipal Area	100%	43.4%	44.8%	46.6%	47.1%	56.6%

Table 12. Estimated Vulnerability Ranking based on Asset Types

Asset Type	Sensitivity Score	Consequence		
		Environmental	Economic	Social
Transportation				
Marinas	2	2	2	2
Boat Ramps	2	1	1	1
Major Roads	2	1	1	2
Evacuation Routes	3	1	1	2
Bridges	2	1	2	2
Airports	2	1	2	2
Ports	2	2	2	2
Railways	2	2	2	1
Railroad Bridges	2	1	2	1
Natural, Cultural, and Historical Resources				
Parks	1	1	2	2
Conservation Lands	1	2	2	2
Conservation Easements	1	2	2	2
Historical Assets	3	2	3	3
Cultural Assets	3	1	3	3
Critical Infrastructure				
Hazardous Waste Facilities	3	3	3	2
Wastewater Treatment Facilities and Lift Stations	3	3	3	2
Stormwater Treatment Facilities and Pump Stations	3	3	3	2
Electrical Production and Supply Facilities	3	3	3	3
Communications Facilities	3	1	2	3
Water Utility Conveyance Systems	3	2	2	2
Drinking Water Facilities	3	2	2	2
Military Installations	2	1	2	1
Stormwater Ponds	2	2	1	1
Critical Community & Emergency Facilities				
Schools	2	1	2	3
Colleges	2	1	2	3
Universities	2	1	2	3
Community Centers	2	1	1	2
Correctional Facilities	2	1	2	2
Emergency Medical Service Facilities	2	1	2	3
Fire Stations	2	1	2	2
Health Care Facilities	2	1	2	3
Hospitals	2	1	3	3
Law Enforcement Facilities	2	1	2	3
Local Government Facilities	2	1	2	3
Affordable Public Housing	2	1	1	2
Risk Shelter Inventory	2	1	1	2
Federal Government Facilities	2	1	2	2
State Government Facilities	2	1	2	2

FOCUS AREAS


Legend
Downtown Historic and Waterfront District Boundary
COFB Boundary


Legend
COFB Boundary
SFHA Boundary

ASSET COUNTS

Table 3. Number of Critical Infrastructure Assets Inundated by Storm Surge Scenario

	Total	Current 100yr	100yr 2040 Int Low	100yr 2040 Int High	100yr 2070 Int Low	100yr 2070 Int High	Current 500yr	500yr 2040 Int Low	500yr 2040 Int High	500yr 2070 Int Low	500yr 2070 Int High
Hazardous Waste Facilities	52	12	12	13	13	13	16	16	18	18	24
Solid Waste Facilities	14	7	7	7	7	8	8	8	8	8	10
Wastewater Treatment Facilities and Lift Stations	134	35	44	51	52	66	68	70	73	73	84
Stormwater Treatment Facilities and Pump Stations	3	1	1	1	1	1	1	1	1	1	1
Electrical Production and Supply Facilities	14	5	5	7	8	10	10	10	10	10	13
Communications Facilities	11	2	2	2	2	2	2	2	2	2	3
Water Utility Conveyance Systems	14,250	1,877	2,181	2,473	2,554	3,512	3,503	3,700	3,994	4,104	5,750
Drinking Water Facilities	3	-	-	-	-	-	-	-	-	-	-
Military Installations	-	-	-	-	-	-	-	-	-	-	-
Total	**14,481**	**1,939**	**2,252**	**2,554**	**2,637**	**3,612**	**3,608**	**3,807**	**4,106**	**4,216**	**5,885**

Table 4. Number of Critical Infrastructure Assets Inundated by Seasonal High Tide Scenario

	Total	SHT Current Conditions	SHT 2040 Int Low	SHT 2040 Int High	SHT 2070 Int Low	SHT 2070 Int High
Hazardous Waste Facilities	52	4	4	4	4	8
Solid Waste Facilities	14	4	4	4	4	6
Wastewater Treatment Facilities and Lift Stations	134	-	-	-	-	2
Stormwater Treatment Facilities and Pump Stations	3	-	-	-	-	-
Electrical Production and Supply Facilities	14	2	3	3	3	3
Communications Facilities	11					1
Water Utility Conveyance Systems	14,250	27	35	55	65	491
Drinking Water Facilities	3	-	-	-	-	-
Military Installations	-	-	-	-	-	-
Total	**14,481**	**37**	**46**	**66**	**76**	**511**

Public Comment

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HOW TO READ FLOOD MAPS

- Become familiar with the Assessment Findings by reviewing geographical areas that you are personally familiar with (i.e., ground truth the findings).
- Recognize difference between flood extents (i.e., where water will travel) and flood depths (i.e., how deep the water will be).
- Understand Annual Exceedance Probabilities (AEP). A 100-year flood event means that there is a 1% chance that this type of flood event could take place in any given year, thus there is a 1 in 100 chance of probability annually.
- Recognize uncertainties associated with projecting future conditions and determine level of risk that the community can tolerate without a loss of function to critical assets and infrastructure.
- Ask questions and seek guidance from local officials. Provide feedback to the City to bolster the City of Fernandina Beach's understanding of problem areas.

Next Steps

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NEXT STEPS

- The City of Fernandina Beach secured funding in January 2023 to develop an Adaptation Plan focused on translating the VA into actionable strategies, policies, and design solutions.
- Goals and objectives will include:
  - Aim to promote sustainable practices for site design, construction, and maintenance by encouraging practices that are environmentally friendly and reduces negative impacts.
  - Work in collaboration with relevant regional and state transportation authorities like the North Florida TPO and FDOT to plan for and implement resilience measures applicable to vulnerable roadways like Atlantic Ave, South Fletcher Ave, and North 8th Street.
  - Elevate critical infrastructure and equipment, including roads, bridges, electrical components, etc.
  - Support citywide drainage model revisions that will incorporate sea level rise and encourages additional model inputs to address future storm surge and extreme (inland) flooding.
  - Pursue grant funding and intergovernmental partnerships.

Q&A

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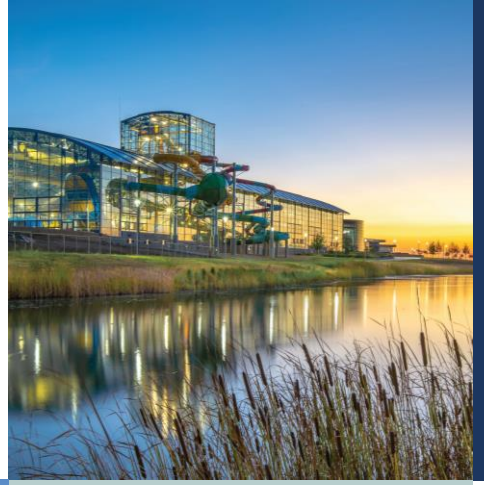
GET IN TOUCH

Sean Lahav, MPA, Project Manager, can be contacted at
slahav@halff.com

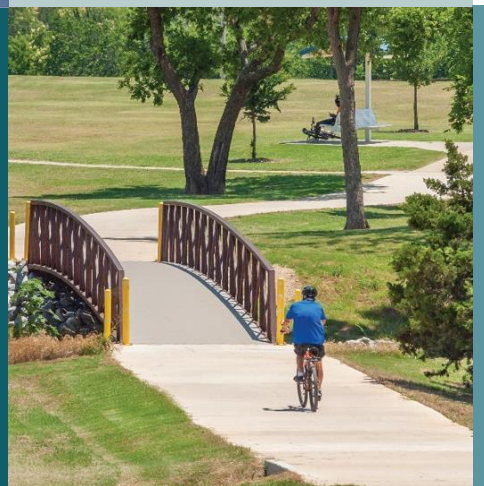
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City of Fernandina Beach Vulnerability Assessment Workshop

Public Workshop #1

September 18, 2023

Agenda

SEPTEMBER 18, 2023

1. Opening Remarks and Presentation
2. Interactive Mapping Exercise
3. Public Comment and Open Forum
4. Next Steps

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MEET THE TEAM



SEAN LAHAV

Project Manager



RAYMOND DESCHLER

GIS Technical Lead



ASHLEY LEIN

Climate Adaptation Lead

Project Overview

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VULNERABILITY ASSESSMENT STEPS

Halff will prepare a Vulnerability Assessment for the City of Fernandina Beach while adhering to Section 380.093 (F.S.) requirements. We will follow a three-step process ultimately resulting in a final set of resources.

GIS Data Collection and Refinements 1

Exposure Analysis 2

Sensitivity Analysis and Focus Areas 3



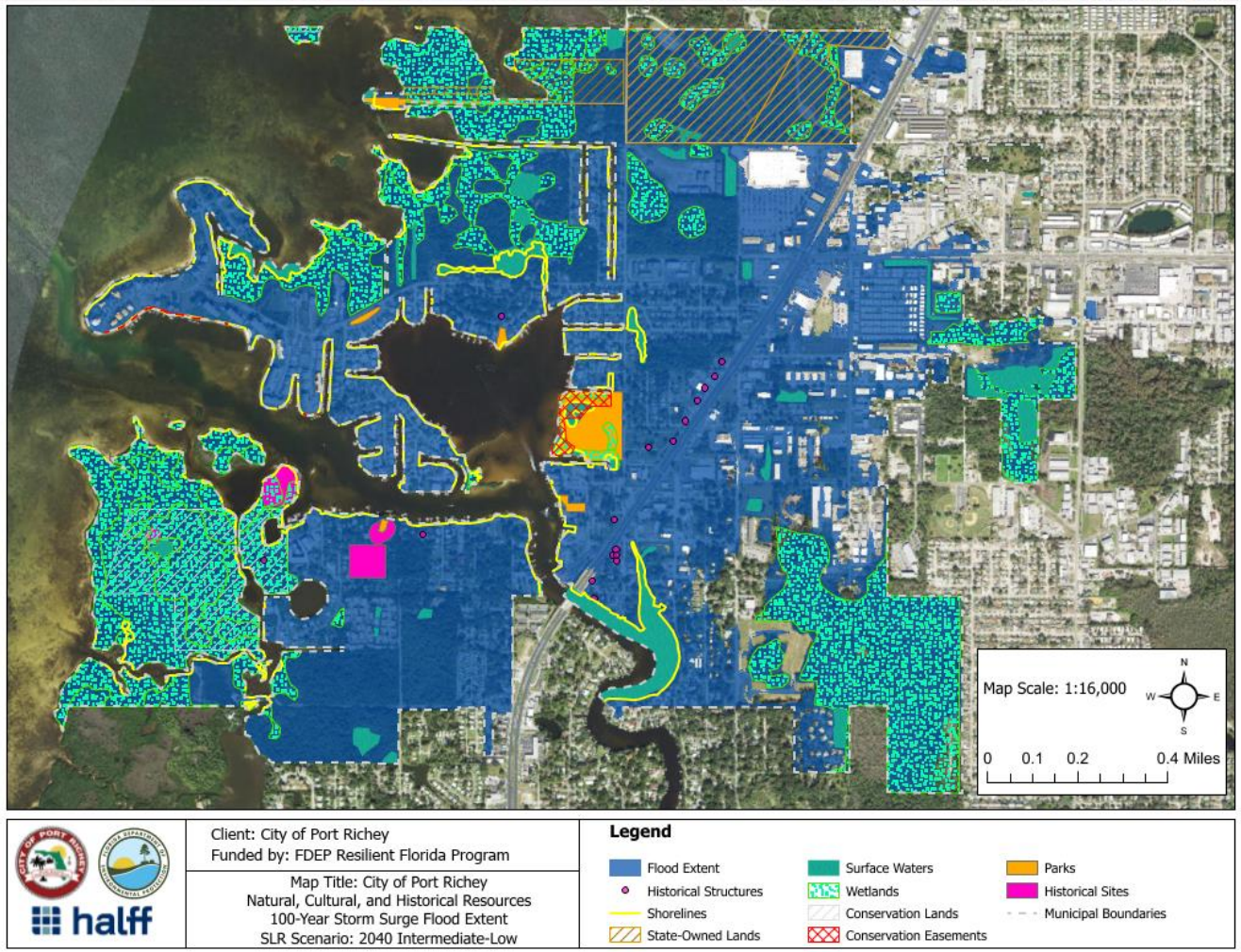
SECTION 380.093 F.S. (CRITICAL ASSETS)

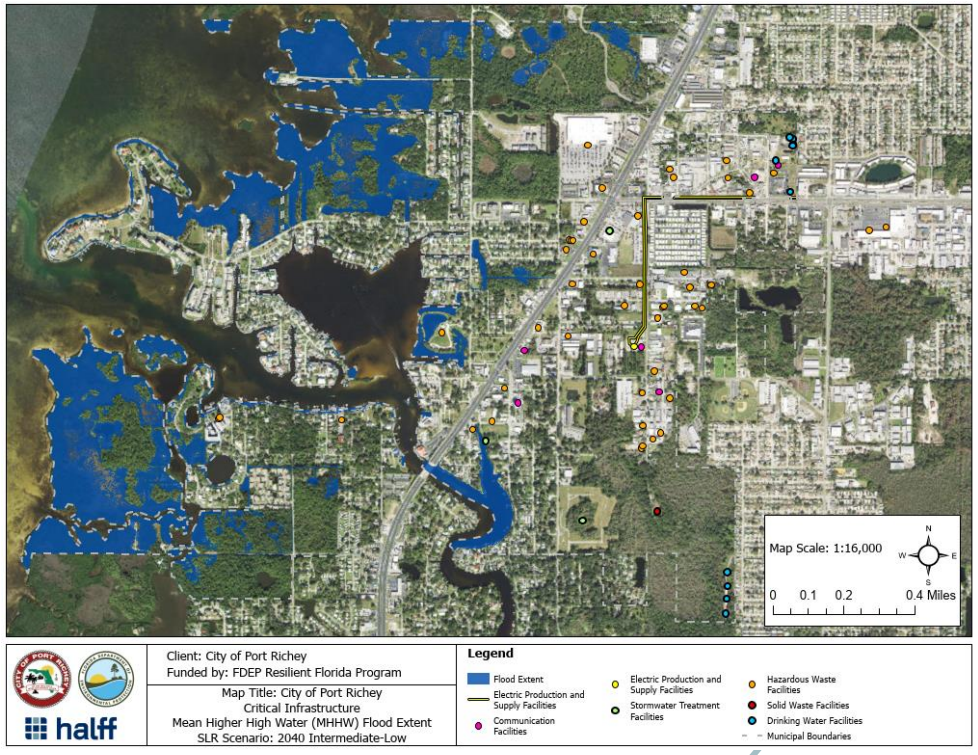
- **Transportation assets and evacuation routes**, including airports, bridges, bus terminals, ports, major roadways, marinas, rail facilities, and railroad bridges.
- **Critical infrastructure**, including wastewater treatment facilities and lift stations, stormwater treatment facilities and pump stations, drinking water facilities, water utility conveyance systems, electric production and supply facilities, solid and hazardous waste facilities, military installations, communications facilities, and disaster debris management sites.
- **Critical community and emergency facilities**, including schools, colleges, universities, community centers, correctional facilities, disaster recovery centers, emergency medical service facilities, emergency operation centers, fire stations, health care facilities, hospitals, law enforcement facilities, local government facilities, logistical staging areas, affordable public housing, risk shelter inventory, and state government facilities.
- **Natural, cultural, and historical resources**, including conservation lands, parks, shorelines, surface waters, wetlands, and historical and cultural assets.

SECTION 380.093 F.S. (FLOOD HAZARDS)

- **Tidal flooding, including future high tide flooding**, which must use thresholds published and provided by the department. To the extent practicable, the analysis should also geographically display the number of tidal flood days expected for each scenario and planning horizon.
- **Current and future storm surge flooding using publicly available NOAA or FEMA storm surge data**. The initial storm surge event used must equal or exceed the current 100-year flood event. Higher frequency storm events may be analyzed to understand the exposure of a critical asset.
- **To the extent practicable, rainfall-induced flooding** using spatiotemporal analysis or existing hydrologic and hydraulic modeling results. Future boundary conditions should be modified to consider sea level rise and high tide conditions.
- **To the extent practicable, compound flooding** or the combination of tidal, storm surge, and rainfall-induced flooding.

EXAMPLE MAPPING PRODUCTS





EXAMPLE ANALYSIS #1

Statistic	City of Port Richey Municipal Area	High Tide Inundation Scenario				
		MHHW current conditions	MHHW 2040 Int-Low	MHHW 2040 Int-High	MHHW 2070 Int-Low	MHHW 2070 Int-High
Total area (ac)	1392.9	170.4	265.4	355.4	341.7	705.7
Percentage of municipal area	100%	12.2%	19.1%	25.5%	24.5%	50.7%

Statistic	City of Port Richey Municipal Area	100-Year Storm Surge Inundation Scenario				
		100yr Storm Surge Current Conditions	100yr Storm Surge 2040 Int-Low	100yr Storm Surge 2040 Int-High	100yr Storm Surge 2070 Int-Low	100yr Storm Surge 2070 Int-High
Total area (ac)	1392.9	1178.9	1244.3	1281.0	1277.5	1345.2
Percentage of municipal area	100%	84.6%	89.3%	92.0%	92%	97%

Statistic	City of Port Richey Municipal Area	500-Year Storm Surge Inundation Scenario				
		500yr Storm Surge Current Conditions	500yr Storm Surge 2040 Int-Low	500yr Storm Surge 2040 Int-High	500yr Storm Surge 2070 Int-Low	500yr Storm Surge 2070 Int-High
Total area (ac)	1392.9	1354.8	1362.1	1368.2	1367.7	1378.7
Percentage of municipal area	100%	97.3%	97.8%	98.2%	98.2%	99.0%

EXAMPLE ANALYSIS #2

Asset Name	Asset Type	Asset Class	MHHW Flood Depth by Scenario (ft)				
			500-Year Current Conditions	500-Year 2040 Int-Low	500-Year 2040 Int-High	500-Year 2070 Int-Low	500-Year 2070 Int-High
Port Richey West Substation	Electric Production and Supply Facilities	Critical Infrastructure	4.41	5.19	5.87	5.79	7.84
Port Richey Fire Station PRFD	Fire Stations	Critical Community and Emergency Facilities	4.30	5.07	5.76	5.68	7.72
US 19	Evacuation Routes	Transportation	6.91	7.69	8.38	8.29	10.34
Leach Carter Cash House	Historical Assets	Natural, Cultural and Historical Resources	10.53	11.30	11.99	11.91	13.95
Waterfront Park	Park	Natural, Cultural, and Historical Resources	9.47	10.25	10.94	10.85	12.90

Defining Resilience

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KEY TERMS

- **Resilience** – The ability of communities, businesses, governments, and natural environment to adapt to changing conditions and to prepare for, withstand, and rapidly recover from disturbances to everyday life, such as hazard events (Source: FEMA and TBRPC)
- **Shocks** – Sudden events that cause immediate loss of function (i.e., hurricanes, tornadoes, storm surge)
- **Stresses** – Take place over time and weaken the fabric of community (i.e., sea level rise, king tides, ageing infrastructure)







Same Exposure, Different Sensitivity

RESILIENCE PLANNING

- **Exposure Analysis** incorporates mapping and answers the questions of where, when, and how much flooding the community would experience under different sea level rise and flooding scenarios.

- **Sensitivity Analysis** defines what is at risk under each scenario and what are the quantifiable impacts.

- **Adaptation Strategies** involves evaluating adaptive capacity, prioritizing adaptation needs, identifying adaptation strategies, and integrating into existing plans.

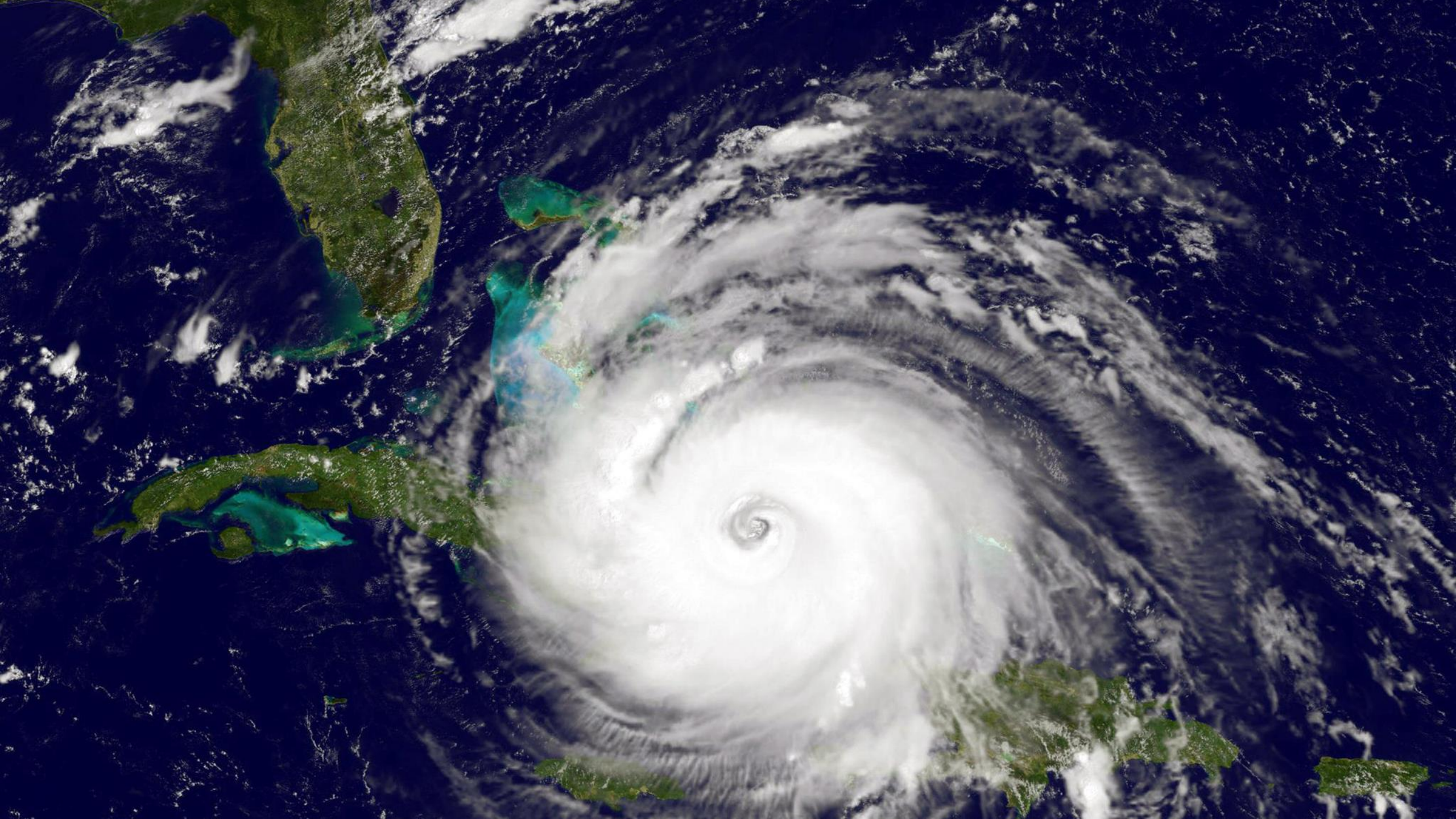





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ROAD CLOSED
DUE TO
FLOODING


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ICE
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4929


I WAS
NAUGHTY
THIS YEAR



RESILIENT FLORIDA PROGRAM GRANTS



PLANNING GRANTS

$20M (Annually)



IMPLEMENTATION GRANTS

$100M (Annually)



REGIONAL GRANTS

$2M (Annually)

Approximate/Minimum Funding Levels

PARTNERSHIP OPPORTUNITIES



NORTHEAST FLORIDA REGIONAL COUNCIL



RESILIENT First Coast













The Nature Conservancy





FLORIDA COMMERCE


Sou York Times

Interactive Mapping Exercise

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Public Comment

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Q&A

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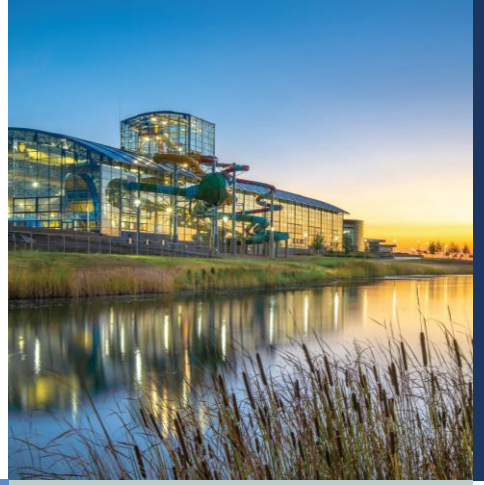
GET IN TOUCH

Sean Lahav, MPA, Project Manager, can be contacted at
slahav@halff.com

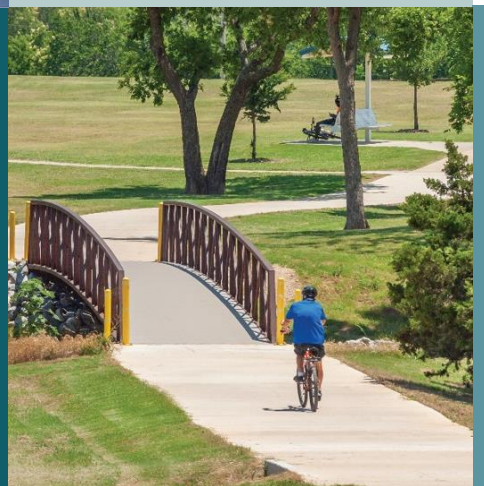
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CITY COMMISSION AGENDA ITEM
City of Fernandina Beach

SUBJECT: Budget Summary

ITEM TYPE: Presentation

REQUESTED ACTION: N/A

SYNOPSIS: Comptroller Pauline Testagrose will answer any questions regarding the budget summary for January 2024.

FISCAL IMPACT: N/A

CITY ATTORNEY COMMENTS: N/A

CITY MANAGER RECOMMENDATION(S): N/A

Pauline Testagrose, Comptroller	2/12/2024
Kim Briley, Deputy City Clerk	2/12/2024
Charles George, Interim City Manager	2/13/2024



Submitted By: Pauline Testagrose, Comptroller Date: August 21, 2023

COMMISSION ACTION:

Monthly Budget Report

January 2024

Overall: January is the fourth month of the fiscal year 2023/2024 and represents 33.3% of the budgeted fiscal year. All revenue and various grant revenues have been accrued for the month of January. All recurring expenses have been recorded. Annual maintenance and service contracts have been paid. Finance will monitor and analyze expenses and prepare budget amendments to ensure budgeted amounts are not exceeded on a line-by-line basis. Reports comparing current YTD to prior year YTD are also available. Please let the Comptroller know if you wish to see any of these comparative reports.

General Fund: (001)

Total General Fund revenues are 67.5% of the annual budget. This is due to Property Tax receipts. The City received $16.3M in Property Tax payments year-to-date and receipts represent 90.5% of the budget. November and December see the largest property tax receipts. This is when the largest discount (4%) can be realized by a property owner, if the tax notice is paid before the March due date. Specific revenue sources we are tracking are detailed below.

	23/24 Budget	Jan 24 YTD $	Jan 24 YTD %	Jan 23 YTD $	Jan 23 YTD %
Local Option Gas Tax	489,253	145,867	29.8%	137,273	31.6%
Small County Surtax	2,547,398	692,721	27.2%	622,957	31.1%
Half Cent Sales Tax	1,060,193	352,899	33.3%	339,836	34.1%
Franchise Fees	1,400,000	557,711	39.8%	495,462	35.4%
Total FY 23/24 Bud	**5,496,844**				
Total FY 22/23 Actual	5,812,023				
Total FY 22/23 Bud	**4,838,024**				

General Fund expenses are at 26.4% of the budget. Currently the departments over the 33.3% mark are: City Commission, City Clerk, City Manager, Human Resources, Non-Departmental Police and Library. This is due to the annual maintenance, contractual obligations, promotional expense, and equipment purchases.

Special Revenue Funds: (100 - 190)

As was anticipated, Revenues plus Cash Balance Forward exceed Expenditures for all Special Revenue funds except for the Utility Tax Fund. The FY2023/2024 Utility Tax Fund budget increased the transfer to the General Fund due to a higher reserve balance.

Capital Improvement Funds: (300 - 330)

The Capital Improvement Fund (300), debt service payments have been made on the Fire rescue vehicle, aerial vehicle, and pumper truck. Encumbrances and or payments have been made for Downtown Revitalization, IT equipment, Street Repaving, Parks, and the Peck Center improvement projects.

Golf Course: (410)

The loan proceeds of $715k, sale proceeds of $206k and the purchase for the Golf Cart Fleet were received and recorded in the Month of October. The annual membership revenue is $225k or 82.2% of the budget.

Airport: (420)

Expenses exceed revenues primarily due to expenses related to the Fire Station. The Fire Station is due to be completed early in the calendar year 2024.

Sanitation: (440)

Year-to-date revenues exceed expenses. This is due to the timing of Sanitation Services expenses.

Wastewater: (450)

Wastewater revenues exceed expenses. Wastewater Charges revenue is higher on a year-to-date basis this January versus last January by $127,331 or 6.4%.

Water: (460)

Expenses exceed revenue year-to-date due to the Meter Replacement Project. Water Charges revenue is higher this fiscal year compared to last fiscal year by $82,645 or 5.3%.

Stormwater: (470)

Expenses exceed revenues year to date. Budgeted repairs and maintenance to Stormwater facilities occurred in December.

Marina: (480)

The Marina revenue exceeded expenses for the month. Diesel fuel sales were strong year-to-date January and are at 45.2% of the budget.

Fleet: (510)

Expenses exceed revenues year-to-date. This is due to equipment purchases of a pickup truck from the Building Fund and a forklift. This fund is meant to be self-supporting.

Utility Billing and Utility Administration: (520 - 530)

It is anticipated in the budget that Revenues plus Cash Balance Forward exceeds Expenditures in Utility Billing and Utility Administration.

CITY OF FERNANDINA BEACH
MONTHLY MANAGEMENT REPORT
REVENUES AND EXPENDITURES
FISCAL YEAR TO DATE THROUGH JANUARY 31, 2024

33.3%

GENERAL FUND (001)	Revised Budget	Actuals	VARIANCE Fav/(UnFav)	%
REVENUES:				
Property Taxes	$ 18,031,213	$ 16,313,557	$ (1,717,656)	90.5%
Sales /Use/Fuel Taxes	3,261,651	838,587	(2,423,064)	25.7%
Franchise Fees	1,425,000	567,553	(857,447)	39.8%
Licenses/Permits	400,800	274,507	(126,293)	68.5%
Intergovernmental	1,752,048	614,644	(1,137,404)	35.1%
Charges for Services	1,839,103	473,103	(1,366,000)	25.7%
Fines and Forfeitures	29,500	10,970	(18,530)	37.2%
Other	362,421	216,493	(145,928)	59.7%
Subtotal	27,101,736	19,309,413	(7,792,323)	71.2%
Transfers/Reimbursements				
Bond Debt Service	-	-	-	0.0%
Utility Tax	2,500,000	833,333	(1,666,667)	33.3%
Wastewater	360,000	120,000	(240,000)	33.3%
Water	120,000	40,000	(80,000)	33.3%
Total Revenues (excluding cash balance)	30,081,736	20,302,746	(9,778,990)	67.5%
EXPENDITURES:				
City Commission	278,897	93,869	185,028	33.7%
City Clerk	728,213	286,624	441,589	39.4%
City Manager	874,711	315,708	559,003	36.1%
Finance	937,050	304,696	632,354	32.5%
Information and Technology	907,370	271,255	636,115	29.9%
Human Resources	420,508	143,217	277,291	34.1%
City Attorney	438,022	129,959	308,063	29.7%
Planning	928,516	223,137	705,379	24.0%
Planning - Greenway	264,212	43,579	220,633	16.5%
Facility Maintenance	939,769	265,714	674,055	28.3%
Police	6,735,291	2,106,425	4,628,866	31.3%
Fire	5,858,910	1,850,960	4,007,950	31.6%
Fire - Ocean Rescue	687,947	85,852	602,095	12.5%
Fire - Beach Rangers	114,488	13,196	101,292	11.5%
Building - Flood Plain	21,878	0	21,878	0.0%
Code Enforcement	385,767	79,957	305,810	20.7%
Streets	1,895,221	591,108	1,304,113	31.2%
Downtown	181,254	17,225	164,029	9.5%
Public Assistance	130,000	25,924	104,076	19.9%
Library	46,632	15,745	30,887	33.8%
Recreation	5,062,342	1,144,158	3,918,184	22.6%
Parks	0	0	-	0.0%
Peck	0	0	-	0.0%
MLK Center	0	0	-	0.0%
Youth	0	0	-	0.0%
Aquatics	0	0	-	0.0%
Non-Departmental	428,654	140,860	287,794	32.9%
Contingency	**153,971**	**0**	**153,971**	**0.0%**
Transfers				
Capital Improvements	3,219,126	1,073,042	2,146,084	33.3%
Golf	250,000	83,333	166,667	33.3%
Airport	296,779	98,926	197,853	33.3%
Sanitation	40,000	13,333	26,667	33.3%
Marina	686,660	228,887	457,773	33.3%
Subtotal	32,912,188	9,646,689	23,265,499	29.3%
Encumbrances - All Departments		521,538	(521,538)	
Reserves	5,633,085	-	5,633,085	
Total Expenditures (including Encumbrances)	38,545,273	10,168,227	28,377,046	26.4%
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(8,463,537)	10,134,519	18,598,056	
Fund Balance, October 1, 2023 (Cash Balance)				
Unrestricted	8,463,537	8,463,537	-	
Fund Balance, Janaury 31, 2024	$ -	$ 18,598,056	$ 18,598,056	

CITY OF FERNANDINA BEACH
MONTHLY MANAGEMENT REPORT
REVENUES AND EXPENDITURES
FISCAL YEAR TO DATE THROUGH JANUARY 31, 2024

33.3%

SPECIAL REVENUE FUNDS

FUND #	NAME OF FUND	Revised Budget	Actuals	VARIANCE Fav/(UnFav)	% Used
REVENUES					
100	Law Enforcement Trust (LETF)	$ 3,547	$ 511	$ (3,036)	14.4%
110	Federal Forfeiture	54,155	2,165	(51,990)	4.0%
125	Tree Trust	390,141	35,460	(354,681)	9.1%
126	Historic District (HDC)	83,646	3,933	(79,713)	4.7%
130	CDBG - Economic Development	107,414	1	(107,413)	0.0%
135	Land Conservation Trust	84,647	251	(84,396)	0.3%
140	Building Fees Fund	3,282,702	396,254	(2,886,448)	12.1%
145	Wastewater Capacity Fees	1,342,231	166,855	(1,175,376)	12.4%
146	Water Capacity Fees	108,804	19,238	(89,566)	17.7%
150	Utility Tax	2,984,852	747,555	(2,237,297)	25.0%
170	Cemetery	1,559,956	91,454	(1,468,502)	5.9%
180	Community Redevelopment Area	1,231,769	2,925	(1,228,844)	0.2%
190	Law Enforcement Recovery	340,199	79,396	(260,803)	23.3%
	Total Revenues	$ 11,574,063	$ 1,545,998	$ (10,028,065)	13.4%
EXPENDITURES:					
100	Law Enforcement Trust (LETF)	$ 3,547	-	$ 3,547	0.0%
110	Federal Forfeiture	54,155	-	54,155	0.0%
125	Tree Trust	390,141	22,381	367,760	5.7%
126	Historic District (HDC)	83,646	-	83,646	0.0%
130	CDBG - Economic Development	107,414	467	106,947	0.4%
135	Land Conservation Trust	84,647	-	84,647	0.0%
140	Building Fees Fund	3,282,702	441,832	2,840,870	13.5%
145	Wastewater Impact Fees	1,342,231	104,169	1,238,062	7.8%
146	Water Impact Fees	108,804	8,333	100,471	7.7%
150	Utility Tax	2,984,852	833,333	2,151,519	27.9%
170	Cemetery	1,559,956	41,365	1,518,591	2.7%
180	Community Redevelopment Area	1,231,769	8,887	1,222,882	0.7%
190	Law Enforcement Recovery	340,199	11,028	329,171	3.2%
	Total Expenditures	$ 11,574,063	$ 1,471,795	$ 10,102,268	12.7%

Special Revenue Funds - amounts shown include budgeted cash balance forward and reserves.

CITY OF FERNANDINA BEACH
MONTHLY MANAGEMENT REPORT
REVENUES AND EXPENDITURES
FISCAL YEAR TO DATE THROUGH JANUARY 31, 2024

33.3%

CAPITAL PROJECTS FUNDS

FUND #	NAME OF FUND	Revised Budget	Actuals	VARIANCE Fav/(UnFav)	% Used
300	Capital Improvement				
	Revenues	$ 8,704,482	$ 1,467,059	$ (7,237,423)	16.9%
	Expenses				
	General Government	$ 1,852,756	246,138	1,606,618	13.3%
	Information Technology	150,000	86,355	63,645	57.6%
	Police	-	-	-	
	Fire	1,281,855	-	1,281,855	0.0%
	Streets	1,215,000	16,877	1,198,123	1.4%
	Recreation	1,972,221	54,263	1,917,958	2.8%
	Parks	856,900	351,911	504,989	41.1%
	Peck	1,250,750	-	1,250,750	0.0%
	MLK	85,000	-	85,000	0.0%
	Subtotal	8,704,482	755,545	7,948,937	8.7%
	Net Revenues(Expenses)	$ -	$ 711,514	$ (711,514)	0.0%
310	Capital Expansion				
	Revenues				
	Grants/Interest/Loan	$ 1,010,000	$ 59,761	$ (950,239)	5.9%
	Admin	1,639,290	31,761	(1,607,529)	1.9%
	Police	618,857	22,614	(596,243)	3.7%
	Fire	386,000	22,131	(363,869)	5.7%
	Sanitation	-	-	-	0.0%
	Recreation	4,733,527	175,244	(4,558,283)	3.7%
	Subtotal	8,387,674	311,511	(8,076,163)	3.7%
	Expenses				
	Admin	$ 1,651,154	$ -	$ 1,651,154	0.0%
	Police	623,164	-	$ 623,164	0.0%
	Fire	388,359	7,076	$ 381,283	1.8%
	Recreation	5,724,997	60,236	$ 5,664,761	1.1%
	Subtotal	8,387,674	67,312	8,320,362	0.8%
	Net Revenues(Expenses)	$ -	$ 244,199	$ 244,199	0.0%
315	American Rescue Plan Act Capital Fund (ARPA)				
	Revenues				
	State Grant	$ -	$ -	$ -	0.0%
	Other Grant	-	-	-	0.0%
	Interest	15,000	11,405	(3,595)	76.0%
	From General Fund	-	-	-	0.0%
	Cash Balance Forward	3,057,679	-	(3,057,679)	0.0%
	Subtotal	3,072,679	11,405	(3,061,274)	0.4%
	Expenses				
	Operating	$ -	$ -	$ -	0.0%
	Admin	$ 2,852,172	$ 331,663	$ 2,520,509	11.6%
	Airport	-	-	-	0.0%
	Stormwater	-	-	-	0.0%
	Marina	-	-	-	0.0%
	Recreation	-	-	-	0.0%
	Subtotal	2,852,172	331,663	2,520,509	11.6%
	Net Revenues(Expenses)	$ 220,507	$ (320,258)	$ (540,765)	-145.2%
330	Wastewater Improvement				
	Revenues	$ 10,241,256	$ 223,947	$ (10,017,309)	2.2%
	Expenses	10,241,256	-	10,241,256	0.0%
	Net Revenues(Expenses)	$ -	$ 223,947	$ 223,947	0.0%

CAPITAL EXPANSION FUND
PRELIMINARY January

	FY22-23 BALANCE FORWARD	FY23-24 REVENUE	FY23-24 INTEREST	FY23-24 EXPENSES	FY23-24 BALANCE FORWARD
POLICE	569,210.69	22,613.84	2,529.94	-	594,354.47
FIRE	362,611.25	22,130.77	1,611.68	7,075.60	379,278.10
SANITATION	-	-	-	-	-
RECREATION/PARKS	4,168,745.95	205,362.10	18,528.58	60,236.22	4,332,400.41
ADMINISTRATION	1,568,730.12	31,760.73	6,972.45	-	1,607,463.30
	6,669,298.01	281,867.44	29,642.65	67,311.82	6,913,496.28

CITY OF FERNANDINA BEACH
MONTHLY MANAGEMENT REPORT
REVENUES AND EXPENDITURES
FISCAL YEAR TO DATE THROUGH JANUARY 31, 2024

33.3%

ENTERPRISE FUNDS	Revised Budget	Actuals	VARIANCE Fav/(UnFav)	% Used
Golf Course Fund 410				
Operating Revenues	$ 2,577,063	$ 729,308	$ (1,847,755)	28.3%
Operating Expense*	2,477,865	692,778	1,785,087	28.0%
Operating Income (Loss)	99,198	36,529	(62,669)	36.8%
Non Operating Income (Expense) & Transfers	250,000	944,735	694,735	377.9%
Change in Net Position	$ 349,198	$ 981,264	$ 632,066	281.0%
Airport Fund 420				
Operating Revenues	$ 1,007,435	$ 322,736	$ (684,699)	32.0%
Operating Expense*	591,875	158,962	432,913	26.9%
Operating Income (Loss)	415,560	163,774	(251,786)	39.4%
Non Operating Income (Expense) & Transfers	2,175,979	137,386	(2,038,593)	6.3%
Change in Net Position	$ 2,591,539	$ 301,160	$ (2,290,379)	11.6%
Sanitation Fund 440				
Operating Revenues	$ 3,870,883	$ 1,189,612	$ (2,681,271)	30.7%
Operating Expense*	3,784,055	853,471	2,930,584	22.6%
Operating Income (Loss)	86,828	336,141	249,313	387.1%
Non Operating Income (Expense) & Transfers	144,000	96,836	(47,164)	67.2%
Change in Net Position	$ 230,828	$ 432,977	$ 202,149	187.6%
Wastewater Fund 450				
Operating Revenues	$ 6,298,520	$ 2,204,643	$ (4,093,877)	35.0%
Operating Expense*	3,771,449	1,169,485	2,601,964	31.0%
Operating Income (Loss)	2,527,071	1,035,158	(1,491,913)	41.0%
Non Operating Income (Expense) & Transfers	(2,006,598)	(656,505)	1,350,093	32.7%
Change in Net Position	$ 520,473	$ 378,653	$ (141,820)	72.8%
Water Fund 460				
Operating Revenues	$ 4,973,643	$ 1,697,761	$ (3,275,882)	34.1%
Operating Expense*	3,536,479	949,364	2,587,115	26.8%
Operating Income (Loss)	1,437,164	748,397	(688,767)	52.1%
Non Operating Income (Expense) & Transfers	(991,108)	(314,804)	676,304	31.8%
Change in Net Position	$ 446,056	$ 433,593	$ (12,463)	97.2%
Stormwater Fund 470				
Operating Revenues	$ 970,000	$ 333,961	$ (636,039)	34.4%
Operating Expense*	1,178,821	298,478	880,343	25.3%
Operating Income (Loss)	(208,821)	35,483	244,304	-17.0%
Non Operating Income (Expense) & Transfers	659,051	27,422	(631,629)	4.2%
Change in Net Position	$ 450,230	$ 62,906	$ (387,324)	14.0%
Marina Fund 480				
Operating Revenues	$ 3,521,697	$ 1,256,030	$ (2,265,667)	35.7%
Operating Expense*	3,015,446	952,683	2,062,763	31.6%
Operating Income (Loss)	506,251	303,346	(202,905)	59.9%
Non Operating Income (Expense) & Transfers	326,672	185,484	(141,188)	56.8%
Change in Net Position	$ 832,923	$ 488,831	$ (344,092)	58.7%

*Does not include Depreciation Expense and Encumbrances.

Capital Outlay by Fund				
Golf Course Fund 410	$ 1,090,065	$ 704,165	$ 385,900	64.6%
Airport Fund 420	3,191,506	317,055	$ 2,874,451	9.9%
Sanitation Fund 440	20,000	-	20,000	0.0%
Wastewater Fund 450	1,410,869	198,422	1,212,447	14.1%
Water Fund 460	1,512,500	1,018,090	494,410	67.3%
Stormwater Fund 470	1,437,486	72,257	1,365,229	5.0%
Marina Fund 480	1,032,000	-	1,032,000	0.0%
Total Enterprise Funds	$ 9,694,426	$ 2,309,989	$ 7,384,437	23.8%

City of Fernandina Beach

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

		ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
001 GENERAL FUND								
001 31110	PROPERTY TAXES	-18,031,213.00	-18,031,213.00	-16,313,557.02	-651,669.20	0.00	-1,717,655.98	90.5%
001 31240	LOCAL OPTION GAS TAX	-489,253.00	-489,253.00	-145,866.55	-23,301.74	0.00	-343,386.45	29.8%
001 31251	STATE/FIRE INSURANCE TAX	-115,000.00	-115,000.00	0.00	0.00	0.00	-115,000.00	.0%
001 31252	STATE/POLICE INSURANCE TAX	-110,000.00	-110,000.00	0.00	0.00	0.00	-110,000.00	.0%
001 31260	SMALL COUNTY SURTAX	-2,547,398.00	-2,547,398.00	-692,720.86	-153,524.24	0.00	-1,854,677.14	27.2%
001 31610	LOCAL BUSINESS TAX	-160,000.00	-160,000.00	-190,477.78	-8,438.75	0.00	30,477.78	119.0%
001 31620	LOCAL BUSINESS TAX - PENALTIES	-50.00	-50.00	-2,241.00	-1,042.00	0.00	2,191.00	4482.0%
001 31630	LOCAL BUSINESS TAX-OTHER FEES	-3,000.00	-3,000.00	-1,452.50	-52.50	0.00	-1,547.50	48.4%
001 31640	LOCAL BUSINESS TAX-PAST DUE FE	-2,000.00	-2,000.00	-793.59	-696.85	0.00	-1,206.41	39.7%
001 32204	BUILDING PERMIT-DRIVEWAY	-6,000.00	-6,000.00	-1,085.00	-210.00	0.00	-4,915.00	18.1%
001 32218	CLEARING/EXCAVATE-PERMITS	-25,000.00	-25,000.00	-3,964.00	-1,480.00	0.00	-21,036.00	15.9%
001 32310	FRANCHISE FEES ELECTRIC	-1,400,000.00	-1,400,000.00	-557,710.89	-141,321.13	0.00	-842,289.11	39.8%
001 32340	FRANCHISE FEES GAS	-25,000.00	-25,000.00	-9,841.63	-3,614.96	0.00	-15,158.37	39.4%
001 32900	CODE ENFORCEMENT FEES & FINES	-25,000.00	-25,000.00	-155.74	0.00	0.00	-24,844.26	.6%
001 32901	ZONING PLAN REVIEW	-90,000.00	-90,000.00	-24,000.00	-6,850.00	0.00	-66,000.00	26.7%
001 32915	ANNEXATION APP FEE	-2,000.00	-2,000.00	-900.00	-300.00	0.00	-1,100.00	45.0%
001 32916	BOA APP FEES-COMMERCIAL	-5,000.00	-5,000.00	0.00	0.00	0.00	-5,000.00	.0%
001 32917	BOA APP FEES-RESIDENTIAL	-6,000.00	-6,000.00	-2,000.00	-1,500.00	0.00	-4,000.00	33.3%
001 32918	ZONING CERTIFICATION FEE	-800.00	-800.00	-1,800.00	-400.00	0.00	1,000.00	225.0%
001 32926	PLAT APPROVAL APP FEE	-4,500.00	-4,500.00	0.00	0.00	0.00	-4,500.00	.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
001 32928	REZONING APP FEE						
	-1,500.00	-1,500.00	0.00	0.00	0.00	-1,500.00	.0%
001 32929	SITE PLAN REVIEW APP FEE						
	-24,500.00	-24,500.00	-19,100.00	-5,400.00	0.00	-5,400.00	78.0%
001 32932	DUE DILIGENCE						
	-750.00	-750.00	-500.00	-250.00	0.00	-250.00	66.7%
001 32933	TELECOMMUNICATION PERMIT						
	-400.00	-400.00	0.00	0.00	0.00	-400.00	.0%
001 32935	ADMINISTRATIVE WAIVER						
	-900.00	-900.00	0.00	0.00	0.00	-900.00	.0%
001 32937	LOT LINE ADJUSTMENTS						
	-3,600.00	-3,600.00	-800.00	-200.00	0.00	-2,800.00	22.2%
001 32981	SPECIAL EVENT PERMITS						
	-2,500.00	-2,500.00	-1,550.00	-100.00	0.00	-950.00	62.0%
001 32982	SPECIAL BANNER PERMITS						
	-2,000.00	-2,000.00	-1,195.00	-315.00	0.00	-805.00	59.8%
001 32992	FIRE MARSHAL FEES						
	-35,000.00	-35,000.00	-22,301.90	-2,969.90	0.00	-12,698.10	63.7%
001 32995	ADDRESS ASSIGNMENT						
	-300.00	-300.00	-190.00	-60.00	0.00	-110.00	63.3%
001 33350	HALF-CENT SALES TAX						
	-1,060,193.00	-1,060,193.00	-352,898.82	-84,685.15	0.00	-707,294.18	33.3%
001 33400	STATE GRANT						
	-50,000.00	-50,000.00	-45,024.98	-45,024.98	0.00	-4,975.02	90.0%
001 33512	STATE REVENUE SHARING PROCEED						
	-366,584.00	-366,584.00	-116,543.72	-29,135.93	0.00	-250,040.28	31.8%
001 33514	MOBILE HOME TAX						
	-800.00	-800.00	-408.87	-165.62	0.00	-391.13	51.1%
001 33515	ALCOHOLIC BEV LICENSE						
	-23,000.00	-23,000.00	-26,594.07	-3,244.29	0.00	3,594.07	115.6%
001 33522	FIREFIGHTERS SUPPLEMENT						
	-10,000.00	-10,000.00	-3,270.00	0.00	0.00	-6,730.00	32.7%
001 33720	SCHOOL RESOURCE OFFICER						
	-178,346.00	-178,346.00	-69,903.16	-16,420.90	0.00	-108,442.84	39.2%
001 33721	DEA REIMBURSEMENT						
	-13,125.00	-13,125.00	0.00	0.00	0.00	-13,125.00	.0%
001 33722	NASSAU COUNTY OCEAN RESCUE						
	-201,000.00	-201,000.00	0.00	0.00	0.00	-201,000.00	.0%
001 33910	OCEAN,HIGHWAY AND PRT AUTHORIT						
	-50,000.00	-50,000.00	0.00	0.00	0.00	-50,000.00	.0%
001 34140	REIMBURSEMENT FOR LEGAL EXP						
	-10,500.00	-10,500.00	0.00	0.00	0.00	-10,500.00	.0%
001 34260	AMBULANCE SERVICES						
	-664,003.00	-664,003.00	-210,638.48	-51,575.35	0.00	-453,364.52	31.7%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
001 34700	TRUST ACTIVITIES NON-TAXABLE						
	-350,000.00	-350,000.00	-82,509.75	-24,577.00	0.00	-267,490.25	23.6%
001 34701	TRUST ACTIVITIES TAXABLE						
	-43,000.00	-43,000.00	-32,473.33	-12,579.38	0.00	-10,526.67	75.5%
001 34702	PARKS TRUST NON-TAXABLE						
	-12,000.00	-12,000.00	-3,633.00	-1,346.00	0.00	-8,367.00	30.3%
001 34703	PARKS TRUST TAXABLE						
	-8,000.00	-8,000.00	-5,673.04	-825.00	0.00	-2,326.96	70.9%
001 34704	RENTALS NON-TAXABLE						
	-4,000.00	-4,000.00	-775.00	-235.00	0.00	-3,225.00	19.4%
001 34705	SOFTBALL COMPLEX						
	-100.00	-100.00	0.00	0.00	0.00	-100.00	.0%
001 34720	RENTALS						
	-5,000.00	-5,000.00	-5,736.00	-1,900.00	0.00	736.00	114.7%
001 34721	PECK RENTS						
	-3,000.00	-3,000.00	-3,215.00	-795.00	0.00	215.00	107.2%
001 34722	PECK RENTS NON-TAXABLE						
	-25,000.00	-25,000.00	-10,553.69	-2,165.98	0.00	-14,446.31	42.2%
001 34723	PECK TRUST TAXABLE						
	-10,000.00	-10,000.00	-2,778.49	-584.47	0.00	-7,221.51	27.8%
001 34724	PECK TRUST NON-TAXABLE						
	-10,000.00	-10,000.00	-3,072.00	0.00	0.00	-6,928.00	30.7%
001 34725	MLK RENTS						
	-4,500.00	-4,500.00	-723.90	0.00	0.00	-3,776.10	16.1%
001 34726	MLK RENTS NON-TAXABLE						
	-1,000.00	-1,000.00	-150.00	-150.00	0.00	-850.00	15.0%
001 34728	MLK TRUST NON-TAXABLE						
	-8,000.00	-8,000.00	0.00	0.00	0.00	-8,000.00	.0%
001 34730	YOUTH TRUST ACTIVITIES						
	-14,000.00	-14,000.00	0.00	0.00	0.00	-14,000.00	.0%
001 34731	YOUTH CAMPS						
	-290,000.00	-290,000.00	-55,706.00	-14,277.80	0.00	-234,294.00	19.2%
001 34740	AQUATICS TRUST TAXABLE						
	-12,000.00	-12,000.00	0.00	0.00	0.00	-12,000.00	.0%
001 34741	AQUATICS TRUST NON-TAXABLE						
	-100,000.00	-100,000.00	-22,137.00	-7,611.00	0.00	-77,863.00	22.1%
001 34742	SWIMMING POOLS						
	-60,000.00	-60,000.00	-24,477.22	-7,737.84	0.00	-35,522.78	40.8%
001 34743	SWIMMING POOLS NON-TAXABLE						
	-12,000.00	-12,000.00	-6,687.50	-950.00	0.00	-5,312.50	55.7%
001 34745	GREENWAY						
	-2,500.00	-2,500.00	-70.00	-70.00	0.00	-2,430.00	2.8%
001 35100	COURT CASES GENERAL FUND						
	-8,500.00	-8,500.00	-3,168.30	-1,120.49	0.00	-5,331.70	37.3%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
001 35110	FINES/FORFEITURES						
	0.00	0.00	-73.00	0.00	0.00	73.00	100.0%
001 35115	PARKING TICKETS						
	-15,000.00	-15,000.00	-4,830.00	-1,240.00	0.00	-10,170.00	32.2%
001 35116	POLICE CITATIONS						
	0.00	0.00	-350.00	-250.00	0.00	350.00	100.0%
001 35120	POLICE EDUCATION						
	-1,200.00	-1,200.00	-517.73	-114.38	0.00	-682.27	43.1%
001 35911	FINGERPRINT-ACCI-INC REPORT						
	-4,800.00	-4,800.00	-2,030.48	-463.76	0.00	-2,769.52	42.3%
001 36110	INTEREST						
	-212,000.00	-212,000.00	-120,138.92	-51,442.35	0.00	-91,861.08	56.7%
001 36120	UNREALIZED GAIN						
	0.00	0.00	-9,316.36	0.00	0.00	9,316.36	100.0%
001 36210	RENTS						
	-3,500.00	-3,500.00	0.00	0.00	0.00	-3,500.00	.0%
001 36215	RENTS NON-TAXABLE						
	-23,800.00	-23,800.00	-11,416.55	-4,572.62	0.00	-12,383.45	48.0%
001 36990	OTHER REVENUE						
	-35,851.00	-35,851.00	-26,099.96	-5,959.03	0.00	-9,751.04	72.8%
001 36992	GAIN ON SALE OF ASSET						
	0.00	0.00	-49,000.00	-40,000.00	0.00	49,000.00	100.0%
001 36996	REVENUE-GARNISHMENT FEE						
	-100.00	-100.00	-54.00	-12.00	0.00	-46.00	54.0%
001 36998	STATE OF FLORIDA - FDOT						
	-65,170.00	-65,170.00	0.00	0.00	0.00	-65,170.00	.0%
001 38212	FROM CDBG HOUSING						
	0.00	0.00	-467.28	-467.28	0.00	467.28	100.0%
001 38215	FROM UTILITY TAX						
	-2,500,000.00	-2,500,000.00	-833,333.36	-208,333.33	0.00	-1,666,666.64	33.3%
001 38245	FROM WASTEWATER OPERATIONS						
	-360,000.00	-360,000.00	-120,000.00	-30,000.00	0.00	-240,000.00	33.3%
001 38246	FROM WATER OPERATIONS						
	-120,000.00	-120,000.00	-40,000.00	-10,000.00	0.00	-80,000.00	33.3%
001 38910	CASH BALANCE FORWARD						
	-8,463,537.00	-8,463,537.00	0.00	0.00	0.00	-8,463,537.00	.0%
TOTAL GENERAL FUND							
	-38,533,773.00	-38,533,773.00	-20,300,652.42	-1,663,728.20	0.00	-18,233,120.58	52.7%
	TOTAL REVENUES						
	-38,533,773.00	-38,533,773.00	-20,300,652.42	-1,663,728.20	0.00	-18,233,120.58	
0011310 INFORMATION TECHNOLOGY							
0011310 36993	YOUTH ADVISORY COMM DONATIONS						
	-4,500.00	-4,500.00	0.00	0.00	0.00	-4,500.00	.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

0011310 INFORMATION TECHNOLOGY	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL INFORMATION TECHNOLOGY	-4,500.00	-4,500.00	0.00	0.00	0.00	-4,500.00	.0%
TOTAL REVENUES	-4,500.00	-4,500.00	0.00	0.00	0.00	-4,500.00	
0012200 FIRE							
0012200 34292 PROGRAM REVENUES	0.00	0.00	-2,038.00	-973.65	0.00	2,038.00	100.0%
0012200 34295 OTHER PUBLIC SAFETY	0.00	0.00	-56.07	0.00	0.00	56.07	100.0%
0012200 36993 DONATIONS/CONTRIBUTIONS	-7,000.00	-7,000.00	0.00	0.00	0.00	-7,000.00	.0%
TOTAL FIRE	-7,000.00	-7,000.00	-2,094.07	-973.65	0.00	-4,905.93	29.9%
TOTAL REVENUES	-7,000.00	-7,000.00	-2,094.07	-973.65	0.00	-4,905.93	
GRAND TOTAL	-38,545,273.00	-38,545,273.00	-20,302,746.49	-1,664,701.85	0.00	-18,242,526.51	52.7%

** END OF REPORT - Generated by Ashley Butler **

Revenue	Amount	% Used
Revised Budget	($38,545,273.00)	52.7%
Less: Cash Balance Forward		
38910	8,463,537.00	
38911	.00	
Revised Budget excluding Cash	($30,081,736.00)	
YTD Actual Revenue	($20,302,746.49)	67.5%

Revised Budget excluding Cash	($30,081,736.00)
Less: YTD Expenditures	9,646,689.14
Net (Revenues) Expenditures	($20,435,046.86)

City of Fernandina Beach

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
0011100	CITY COMMISSION						
	278,897.00	278,897.00	93,869.18	16,590.76	0.00	185,027.82	33.7%
0011200	CITY CLERK						
	663,762.00	728,213.00	286,624.17	46,034.59	0.00	441,588.83	39.4%
0011210	CITY MANAGER						
	811,065.00	874,711.00	315,707.54	128,387.80	8,075.22	550,928.24	37.0%
0011300	FINANCE						
	887,175.00	937,050.00	304,696.47	62,214.22	0.00	632,353.53	32.5%
0011310	INFORMATION TECHNOLOGY						
	975,645.00	907,370.00	271,255.33	72,970.42	18,972.16	617,142.51	32.0%
0011350	HUMAN RESOURCES						
	420,508.00	420,508.00	143,216.91	29,520.49	139.00	277,152.09	34.1%
0011400	CITY ATTORNEY						
	438,022.00	438,022.00	129,958.78	32,102.82	0.00	308,063.22	29.7%
0011500	PLANNING						
	878,166.00	928,516.00	223,136.78	54,624.67	52,849.78	652,529.44	29.7%
0011501	PLANNING GREENWAY						
	264,212.00	264,212.00	43,579.28	10,059.05	43,500.00	177,132.72	33.0%
0011910	NON DEPARTMENTAL						
	428,654.00	428,654.00	140,860.37	25,051.76	43,862.26	243,931.37	43.1%
0011930	FACILITIES MAINTENANCE						
	942,269.00	939,769.00	265,713.95	83,271.54	0.00	674,055.05	28.3%
0012100	POLICE						
	6,735,291.00	6,735,291.00	2,106,424.55	569,794.24	227,510.77	4,401,355.68	34.7%
0012101	POLICE RANGERS						
	0.00	0.00	507.33	0.00	0.00	-507.33	100.0%
0012200	FIRE						
	5,858,910.00	5,858,910.00	1,850,960.33	530,007.76	2,046.00	4,005,903.67	31.6%
0012201	FIRE OCEAN RESCUE						
	687,947.00	687,947.00	85,852.30	13,708.69	12,000.00	590,094.70	14.2%
0012202	FIRE BEACH RANGERS						
	114,488.00	114,488.00	12,688.83	4,166.71	0.00	101,799.17	11.1%
0012400	BUILDING / PERMITTING						
	21,878.00	21,878.00	0.00	0.00	74.69	21,803.31	.3%
0012420	CODE ENFORCEMENT						
	385,767.00	385,767.00	79,957.10	35,784.46	0.00	305,809.90	20.7%
0014100	STREETS						
	1,900,221.00	1,895,221.00	591,107.53	144,002.36	1,437.88	1,302,675.59	31.3%
0015200	DOWNTOWN						
	166,254.00	181,254.00	17,224.62	5,593.35	0.00	164,029.38	9.5%
0015640	PUBLIC ASSISTANCE						
	130,000.00	130,000.00	25,923.55	22,173.55	0.00	104,076.45	19.9%
0017100	LIBRARY						
	46,632.00	46,632.00	15,745.01	13,159.00	0.00	30,886.99	33.8%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

0017200 RECREATION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
0017200 RECREATION	5,129,664.00	5,062,342.00	1,124,318.05	268,020.70	111,070.41	3,826,953.54	24.4%
0017210 PARKS	0.00	0.00	15,623.45	5,331.99	0.00	-15,623.45	100.0%
0017220 PECK	0.00	0.00	-4.99	0.00	0.00	4.99	100.0%
0017225 MLK CENTER	0.00	0.00	531.15	531.15	0.00	-531.15	100.0%
0017230 YOUTH	0.00	0.00	2,146.88	302.90	0.00	-2,146.88	100.0%
0017240 AQUATICS	0.00	0.00	1,542.97	669.67	0.00	-1,542.97	100.0%
0018100 INTERFUND TRANSFERS OUT	4,492,565.00	4,492,565.00	1,497,521.72	374,380.41	0.00	2,995,043.28	33.3%
0018200 CONTINGENCIES	254,196.00	153,971.00	0.00	0.00	0.00	153,971.00	.0%
0018300 RESERVES	5,633,085.00	5,633,085.00	0.00	0.00	0.00	5,633,085.00	.0%
GRAND TOTAL	38,545,273.00	38,545,273.00	9,646,689.14	2,548,455.06	521,538.17	28,377,045.69	26.4%

** END OF REPORT - Generated by Ashley Butler **

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
100 LAW ENFORCEMENT TRUST							
100 36110 INTEREST	-25.00	-25.00	-11.00	-3.12	0.00	-14.00	44.0%
100 36990 OTHER REVENUE	0.00	0.00	-500.00	-250.00	0.00	500.00	100.0%
100 38910 CASH BALANCE FORWARD	-3,522.00	-3,522.00	0.00	0.00	0.00	-3,522.00	.0%
100 59990 RESERVE	3,547.00	3,547.00	0.00	0.00	0.00	3,547.00	.0%
TOTAL LAW ENFORCEMENT TRUST	0.00	0.00	-511.00	-253.12	0.00	511.00	100.0%
TOTAL REVENUES	-3,547.00	-3,547.00	-511.00	-253.12	0.00	-3,036.00	
TOTAL EXPENSES	3,547.00	3,547.00	0.00	0.00	0.00	3,547.00	
GRAND TOTAL	0.00	0.00	-511.00	-253.12	0.00	511.00	100.0%

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YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
110 FEDERAL FORFEITURE							
110 35121 SEIZED CONTRABAND	-2,500.00	-2,500.00	-1,930.50	0.00	0.00	-569.50	77.2%
110 36110 INTEREST	-300.00	-300.00	-234.85	-63.35	0.00	-65.15	78.3%
110 38910 CASH BALANCE FORWARD	-51,355.00	-51,355.00	0.00	0.00	0.00	-51,355.00	.0%
110 55200 OPERATING SUPPLIES	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	.0%
110 56401 EQUIP-NON CAPITAL	0.00	18,503.00	0.00	0.00	18,502.89	0.11	100.0%
110 59990 RESERVE	39,155.00	20,652.00	0.00	0.00	0.00	20,652.00	.0%
TOTAL FEDERAL FORFEITURE	0.00	0.00	-2,165.35	-63.35	18,502.89	-16,337.54	100.0%
TOTAL REVENUES	-54,155.00	-54,155.00	-2,165.35	-63.35	0.00	-51,989.65	
TOTAL EXPENSES	54,155.00	54,155.00	0.00	0.00	18,502.89	35,652.11	
GRAND TOTAL	0.00	0.00	-2,165.35	-63.35	18,502.89	-16,337.54	100.0%

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City of Fernandina Beach

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
125 TREE TRUST SPECIAL REV FUND							
125 32219 TREE TRUST FUND RESERVE	-130,000.00	-130,000.00	-33,900.00	-13,800.00	0.00	-96,100.00	26.1%
125 36110 INTEREST	-5,000.00	-5,000.00	-1,560.15	-416.99	0.00	-3,439.85	31.2%
125 38910 CASH BALANCE FORWARD	-255,141.00	-255,141.00	0.00	0.00	0.00	-255,141.00	.0%
125 51200 SALARIES	24,255.00	24,255.00	7,463.08	1,865.78	0.00	16,791.92	30.8%
125 52100 FICA	1,716.00	1,716.00	537.12	133.06	0.00	1,178.88	31.3%
125 52200 RETIREMENT	5,195.00	5,195.00	1,596.99	399.65	0.00	3,598.01	30.7%
125 52300 HEALTH INSUR	4,724.00	4,724.00	1,493.68	373.42	0.00	3,230.32	31.6%
125 52301 LIFE INSUR	89.00	89.00	30.85	7.82	0.00	58.15	34.7%
125 52400 WORKERS' COMP	586.00	586.00	195.36	48.83	0.00	390.64	33.3%
125 53100 PROFESSIONAL SERVICES	114,100.00	114,100.00	0.00	0.00	0.00	114,100.00	.0%
125 54970 PROGRAM COSTS	162,000.00	162,000.00	11,063.55	9,977.55	0.00	150,936.45	6.8%
125 55200 OPERATING SUPPLIES	66,750.00	66,750.00	0.00	0.00	0.00	66,750.00	.0%
125 59990 RESERVE	10,726.00	10,726.00	0.00	0.00	0.00	10,726.00	.0%
TOTAL TREE TRUST SPECIAL REV FUND	0.00	0.00	-13,079.52	-1,410.88	0.00	13,079.52	100.0%
TOTAL REVENUES	-390,141.00	-390,141.00	-35,460.15	-14,216.99	0.00	-354,680.85	
TOTAL EXPENSES	390,141.00	390,141.00	22,380.63	12,806.11	0.00	367,760.37	
GRAND TOTAL	0.00	0.00	-13,079.52	-1,410.88	0.00	13,079.52	100.0%

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City of Fernandina Beach

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
126 HDC SPECIAL REVENUE FUND							
126 32924	HDC APPLICATION FEE						
	-11,000.00	-11,000.00	-3,600.00	-400.00	0.00	-7,400.00	32.7%
126 32931	HDC VARIANCE						
	-1,700.00	-1,700.00	0.00	0.00	0.00	-1,700.00	.0%
126 36110	INTEREST						
	0.00	0.00	-332.55	-89.33	0.00	332.55	100.0%
126 38910	CASH BALANCE FORWARD						
	-70,946.00	-70,946.00	0.00	0.00	0.00	-70,946.00	.0%
126 53100	PROFESSIONAL SERVICES						
	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	.0%
126 54970	PROGRAM COSTS						
	57,000.00	57,000.00	0.00	0.00	0.00	57,000.00	.0%
126 59990	RESERVE						
	24,646.00	24,646.00	0.00	0.00	0.00	24,646.00	.0%
TOTAL HDC SPECIAL REVENUE FUND							
	0.00	0.00	-3,932.55	-489.33	0.00	3,932.55	100.0%
TOTAL REVENUES							
	-83,646.00	-83,646.00	-3,932.55	-489.33	0.00	-79,713.45	
TOTAL EXPENSES							
	83,646.00	83,646.00	0.00	0.00	0.00	83,646.00	
GRAND TOTAL							
	0.00	0.00	-3,932.55	-489.33	0.00	3,932.55	100.0%

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YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
130 CDBG ECON DEV							
130 36110	INTEREST						
	-500.00	-500.00	-1.03	0.00	0.00	-498.97	.2%
130 38910	CASH BALANCE FORWARD						
	-106,914.00	-106,914.00	0.00	0.00	0.00	-106,914.00	.0%
130 56300 24003	ALACHUA ST EXTENSION						
	107,414.00	107,414.00	0.00	0.00	0.00	107,414.00	.0%
130 59100	TRANSFER TO GENERAL FUND						
	0.00	0.00	467.28	467.28	0.00	-467.28	100.0%
TOTAL CDBG ECON DEV							
	0.00	0.00	466.25	467.28	0.00	-466.25	100.0%
	TOTAL REVENUES						
	-107,414.00	-107,414.00	-1.03	0.00	0.00	-107,412.97	
	TOTAL EXPENSES						
	107,414.00	107,414.00	467.28	467.28	0.00	106,946.72	
	GRAND TOTAL						
	0.00	0.00	466.25	467.28	0.00	-466.25	100.0%

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YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
135 LAND CONSERVATION TRUST							
135 36110 INTEREST	-1,000.00	-1,000.00	-251.15	-66.74	0.00	-748.85	25.1%
135 38910 CASH BALANCE FORWARD	-83,647.00	-83,647.00	0.00	0.00	0.00	-83,647.00	.0%
135 56100 LAND	84,647.00	84,647.00	0.00	0.00	0.00	84,647.00	.0%
TOTAL LAND CONSERVATION TRUST	0.00	0.00	-251.15	-66.74	0.00	251.15	100.0%
TOTAL REVENUES	-84,647.00	-84,647.00	-251.15	-66.74	0.00	-84,395.85	
TOTAL EXPENSES	84,647.00	84,647.00	0.00	0.00	0.00	84,647.00	
GRAND TOTAL	0.00	0.00	-251.15	-66.74	0.00	251.15	100.0%

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City of Fernandina Beach

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
140	BUILDING FEES FUND							
140	32200 BUILDING PERMITS	-600,000.00	-600,000.00	-279,023.02	-52,935.93	0.00	-320,976.98	46.5%
140	32202 BUILDING PERMIT-CONSTRUCTION	-229,048.00	-229,048.00	-140.00	-140.00	0.00	-228,908.00	.1%
140	32203 BUILDING PERMIT-DEMOLITION	-2,000.00	-2,000.00	-383.00	0.00	0.00	-1,617.00	19.2%
140	32206 BUILDING PERMIT-AFTER THE FACT	-2,000.00	-2,000.00	-4,416.20	-600.00	0.00	2,416.20	220.8%
140	32207 BUILDING PERMIT-REINSPECTION	-10,000.00	-10,000.00	-1,700.00	-550.00	0.00	-8,300.00	17.0%
140	32208 BUILDING PERMIT-2ND REINSPECT	-1,000.00	-1,000.00	0.00	0.00	0.00	-1,000.00	.0%
140	32211 BUILDING PERMIT-FENCING	-1,000.00	-1,000.00	0.00	0.00	0.00	-1,000.00	.0%
140	32903 SIGN PERMITS	-2,000.00	-2,000.00	-1,446.00	-411.00	0.00	-554.00	72.3%
140	32905 ELECTRICAL PERMITS-GENERAL	-60,000.00	-60,000.00	-75.00	-75.00	0.00	-59,925.00	.1%
140	32906 ELECTRICAL PERMITS-TEMPORARY P	-8,500.00	-8,500.00	-75.00	0.00	0.00	-8,425.00	.9%
140	32908 GAS PERMITS-GENERAL	-14,000.00	-14,000.00	-3,805.00	-1,278.00	0.00	-10,195.00	27.2%
140	32909 GAS PERMITS-LP INSTALLATION	-5,000.00	-5,000.00	-600.00	-150.00	0.00	-4,400.00	12.0%
140	32911 MECHANICAL	-38,285.00	-38,285.00	-4,150.00	-1,100.00	0.00	-34,135.00	10.8%
140	32912 PLUMBING PERMITS	-5,000.00	-5,000.00	-1,950.00	-500.00	0.00	-3,050.00	39.0%
140	32960 ADMINISTRATION COST BLDING SU	-4,500.00	-4,500.00	-1,276.11	-621.30	0.00	-3,223.89	28.4%
140	32980 OTHER MISC PERMITS	-25,000.00	-25,000.00	-8,025.00	-3,785.00	0.00	-16,975.00	32.1%
140	36110 INTEREST	-30,000.00	-30,000.00	-9,190.04	-2,425.11	0.00	-20,809.96	30.6%
140	36992 GAIN ON SALE OF ASSET	-80,000.00	-80,000.00	-80,000.00	0.00	0.00	0.00	100.0%
140	38910 CASH BALANCE FORWARD	-2,165,369.00	-2,165,369.00	0.00	0.00	0.00	-2,165,369.00	.0%
140	51200 SALARIES	483,578.00	483,578.00	159,277.22	43,920.06	0.00	324,300.78	32.9%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
140 51350	PART-TIME						
	18,959.00	18,959.00	6,868.03	1,947.94	0.00	12,090.97	36.2%
140 51400	OVERTIME						
	12,000.00	12,000.00	65.38	0.00	0.00	11,934.62	.5%
140 52100	FICA						
	37,912.00	37,912.00	12,317.48	3,375.49	0.00	25,594.52	32.5%
140 52200	RETIREMENT						
	104,993.00	104,993.00	34,239.68	9,407.66	0.00	70,753.32	32.6%
140 52300	HEALTH INSUR						
	79,469.00	79,469.00	27,145.35	7,209.56	0.00	52,323.65	34.2%
140 52301	LIFE INSUR						
	1,863.00	1,863.00	625.52	183.83	0.00	1,237.48	33.6%
140 52400	WORKERS' COMP						
	8,213.00	8,213.00	2,737.64	684.42	0.00	5,475.36	33.3%
140 53100	PROFESSIONAL SERVICES						
	485,200.00	485,200.00	134,326.00	127,976.00	28,101.77	322,772.23	33.5%
140 53400	CONTRACTUAL						
	330,716.00	330,716.00	38,075.84	941.91	780.00	291,860.16	11.7%
140 54000	TRAINING/TRAVEL						
	38,745.00	38,745.00	138.00	0.00	0.00	38,607.00	.4%
140 54100	COMM - PHONE/FAX/ALARM						
	1,356.00	1,356.00	1,056.00	0.00	0.00	300.00	77.9%
140 54101	COMMUNICATIONS-CELLULAR						
	9,000.00	9,000.00	2,617.84	1,203.78	0.00	6,382.16	29.1%
140 54103	COMMUNICATIONS-INTERNET						
	5,500.00	5,500.00	0.00	0.00	0.00	5,500.00	.0%
140 54500	INSURANCE						
	35,071.00	35,071.00	11,690.36	2,922.58	0.00	23,380.64	33.3%
140 54611	R/M FACILITIES						
	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	.0%
140 54620	R/M EQUIPMENT						
	685.00	685.00	0.00	0.00	0.00	685.00	.0%
140 54630	R/M VEHICLES-LABOR						
	1,000.00	1,000.00	120.00	0.00	0.00	880.00	12.0%
140 54640	R/M VEHICLES-PARTS						
	1,500.00	1,500.00	257.25	0.00	0.00	1,242.75	17.2%
140 54700	PRINTING						
	8,000.00	8,000.00	431.84	0.00	0.00	7,568.16	5.4%
140 54934	LEGAL/CONTRACTUAL						
	20,825.00	20,825.00	0.00	0.00	0.00	20,825.00	.0%
140 55100	OFFICE SUPPLIES						
	8,000.00	8,000.00	1,946.33	961.07	0.00	6,053.67	24.3%
140 55200	OPERATING SUPPLIES						
	14,840.00	14,840.00	779.92	225.50	0.00	14,060.08	5.3%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
140 55210	UNIFORMS						
	1,100.00	1,100.00	600.00	0.00	0.00	500.00	54.5%
140 55230	GAS/OIL						
	3,000.00	3,000.00	1,262.60	332.30	0.00	1,737.40	42.1%
140 55400	BOOKS/SUBS/DUES						
	25,000.00	25,000.00	2,908.91	1,213.91	0.00	22,091.09	11.6%
140 56300 24009	CH WINDOWS REPLACEMENT						
	130,000.00	130,000.00	0.00	0.00	0.00	130,000.00	.0%
140 56401	NON CAP EQUIP						
	17,400.00	17,400.00	2,345.17	2,345.17	0.00	15,054.83	13.5%
140 56410 23041	SOFTWARE PROJECT 23041						
	470,000.00	470,000.00	0.00	0.00	250,567.00	219,433.00	53.3%
140 59990	RESERVE						
	926,277.00	926,277.00	0.00	0.00	0.00	926,277.00	.0%
TOTAL BUILDING FEES FUND							
	0.00	0.00	45,577.99	140,279.84	279,448.77	-325,026.76	100.0%
TOTAL REVENUES							
	-3,282,702.00	-3,282,702.00	-396,254.37	-64,571.34	0.00	-2,886,447.63	
TOTAL EXPENSES							
	3,282,702.00	3,282,702.00	441,832.36	204,851.18	279,448.77	2,561,420.87	
GRAND TOTAL							
	0.00	0.00	45,577.99	140,279.84	279,448.77	-325,026.76	100.0%

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YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
145 WASTEWATER CAPACITY							
145 36110	INTEREST						
	-10,800.00	-10,800.00	-3,351.17	-923.83	0.00	-7,448.83	31.0%
145 36310	IMPACT FEES- INCORPORATED AREA						
	-196,612.00	-196,612.00	-155,448.28	-7,440.00	0.00	-41,163.72	79.1%
145 36311	IMPACT FEES- UNINCORPORATED						
	-111,772.00	-111,772.00	-8,055.44	0.00	0.00	-103,716.56	7.2%
145 38910	CASH BALANCE FORWARD						
	-1,023,047.00	-1,023,047.00	0.00	0.00	0.00	-1,023,047.00	.0%
145 59230	TRANSFER TO UTIL ACQ DS						
	312,507.00	312,507.00	104,169.00	26,042.25	0.00	208,338.00	33.3%
145 59990	RESERVE						
	1,029,724.00	1,029,724.00	0.00	0.00	0.00	1,029,724.00	.0%
TOTAL WASTEWATER CAPACITY							
	0.00	0.00	-62,685.89	17,678.42	0.00	62,685.89	100.0%
	TOTAL REVENUES						
	-1,342,231.00	-1,342,231.00	-166,854.89	-8,363.83	0.00	-1,175,376.11	
	TOTAL EXPENSES						
	1,342,231.00	1,342,231.00	104,169.00	26,042.25	0.00	1,238,062.00	
	GRAND TOTAL						
	0.00	0.00	-62,685.89	17,678.42	0.00	62,685.89	100.0%

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City of Fernandina Beach

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
146 WATER CAPACITY							
146 36110 INTEREST	-500.00	-500.00	-84.91	-24.11	0.00	-415.09	17.0%
146 36310 IMPACT FEES- INCORPORATED AREA	-78,778.00	-78,778.00	-15,592.40	-1,560.00	0.00	-63,185.60	19.8%
146 36311 IMPACT FEES- UNINCORPORATED	-30,284.00	-30,284.00	-3,560.60	-19.98	0.00	-26,723.40	11.8%
146 38910 CASH BALANCE FORWARD	758.00	758.00	0.00	0.00	0.00	758.00	.0%
146 59230 TRANSFER TO UTIL ACQ DS	25,000.00	25,000.00	8,333.36	2,083.33	0.00	16,666.64	33.3%
146 59990 RESERVE	83,804.00	83,804.00	0.00	0.00	0.00	83,804.00	.0%
TOTAL WATER CAPACITY	0.00	0.00	-10,904.55	479.24	0.00	10,904.55	100.0%
TOTAL REVENUES	-108,804.00	-108,804.00	-19,237.91	-1,604.09	0.00	-89,566.09	
TOTAL EXPENSES	108,804.00	108,804.00	8,333.36	2,083.33	0.00	100,470.64	
GRAND TOTAL	0.00	0.00	-10,904.55	479.24	0.00	10,904.55	100.0%

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YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
150 UTILITY TAX							
150 31410 ELECTRIC MUNICIPAL TAX	-1,025,000.00	-1,025,000.00	-352,041.12	-84,683.76	0.00	-672,958.88	34.3%
150 31420 TELEPHONE MUNICIPAL TAX	-920,066.00	-920,066.00	-329,280.51	-88,830.92	0.00	-590,785.49	35.8%
150 31430 WATER MUNICIPAL TAX	0.00	0.00	-7.17	0.00	0.00	7.17	100.0%
150 31440 GAS MUNICIPAL TAX	-220,500.00	-220,500.00	-63,498.13	-17,834.29	0.00	-157,001.87	28.8%
150 36110 INTEREST	-9,500.00	-9,500.00	-2,728.29	-701.95	0.00	-6,771.71	28.7%
150 38910 CASH BALANCE FORWARD	-809,786.00	-809,786.00	0.00	0.00	0.00	-809,786.00	.0%
150 59100 TRANSFER TO GENERAL FUND	2,500,000.00	2,500,000.00	833,333.36	208,333.33	0.00	1,666,666.64	33.3%
150 59990 RESERVE	484,852.00	484,852.00	0.00	0.00	0.00	484,852.00	.0%
TOTAL UTILITY TAX	0.00	0.00	85,778.14	16,282.41	0.00	-85,778.14	100.0%
TOTAL REVENUES	-2,984,852.00	-2,984,852.00	-747,555.22	-192,050.92	0.00	-2,237,296.78	
TOTAL EXPENSES	2,984,852.00	2,984,852.00	833,333.36	208,333.33	0.00	2,151,518.64	
GRAND TOTAL	0.00	0.00	85,778.14	16,282.41	0.00	-85,778.14	100.0%

** END OF REPORT - Generated by Ashley Butler **

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
170 CEMETERY							
170 32970 BURIAL PERMITS	-3,900.00	-3,900.00	-1,620.00	-405.00	0.00	-2,280.00	41.5%
170 34560 MARKER SETTING FEES	-2,500.00	-2,500.00	-1,890.00	-360.00	0.00	-610.00	75.6%
170 34570 PERPETUAL CARE	-50,000.00	-50,000.00	-19,295.08	-5,748.18	0.00	-30,704.92	38.6%
170 34580 SALE OF LOTS	-80,000.00	-80,000.00	-42,806.55	-13,871.91	0.00	-37,193.45	53.5%
170 36110 INTEREST	-13,000.00	-13,000.00	-9,070.75	-7,417.42	0.00	-3,929.25	69.8%
170 36120 UNREALIZED GAIN	0.00	0.00	-16,771.61	0.00	0.00	16,771.61	100.0%
170 38910 CASH BALANCE FORWARD	-154,120.00	-154,120.00	0.00	0.00	0.00	-154,120.00	.0%
170 38913 CASH BAL FOR RESTD CEMET	-1,256,436.00	-1,256,436.00	0.00	0.00	0.00	-1,256,436.00	.0%
170 52100 FICA	0.00	0.00	0.00	-11.31	0.00	0.00	.0%
170 52200 RETIREMENT	0.00	0.00	0.00	-31.60	0.00	0.00	.0%
170 52300 HEALTH INSUR	0.00	0.00	0.00	-31.19	0.00	0.00	.0%
170 52301 LIFE INSUR	0.00	0.00	0.00	-1.15	0.00	0.00	.0%
170 53200 AUDITING	2,463.00	2,463.00	821.00	205.25	0.00	1,642.00	33.3%
170 53400 CONTRACTUAL	131,325.00	131,325.00	38,744.68	19,391.84	0.00	92,580.32	29.5%
170 54300 UTILITIES ELECTRIC	3,800.00	3,800.00	276.35	76.86	0.00	3,523.65	7.3%
170 54310 UTILITIES-WATER & WASTEWATER	1,000.00	1,000.00	39.92	13.02	0.00	960.08	4.0%
170 54610 R/M BLDG & GROUNDS	5,000.00	5,000.00	1,333.25	949.92	0.00	3,666.75	26.7%
170 54611 R/M FACILITIES	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	.0%
170 55210 UNIFORMS	0.00	0.00	150.00	0.00	0.00	-150.00	100.0%
170 59990 RESERVE	111,932.00	111,932.00	0.00	0.00	0.00	111,932.00	.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
170 59997	RESERVE REST'D FOR CEMETERY						
	1,301,936.00	1,301,936.00	0.00	0.00	0.00	1,301,936.00	.0%
TOTAL CEMETERY							
	0.00	0.00	-50,088.79	-7,240.87	0.00	50,088.79	100.0%
TOTAL REVENUES							
	-1,559,956.00	-1,559,956.00	-91,453.99	-27,802.51	0.00	-1,468,502.01	
TOTAL EXPENSES							
	1,559,956.00	1,559,956.00	41,365.20	20,561.64	0.00	1,518,590.80	
GRAND TOTAL							
	0.00	0.00	-50,088.79	-7,240.87	0.00	50,088.79	100.0%

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City of Fernandina Beach

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
180 COMM DEVELOP AREA							
180 31110 PROPERTY TAXES	-90,880.00	-90,880.00	0.00	0.00	0.00	-90,880.00	.0%
180 31117 PROPERTY TAXES-COUNTY	-133,674.00	-133,674.00	0.00	0.00	0.00	-133,674.00	.0%
180 36110 INTEREST	-7,500.00	-7,500.00	-2,924.86	-771.46	0.00	-4,575.14	39.0%
180 38910 CASH BALANCE FORWARD	-999,715.00	-999,715.00	0.00	0.00	0.00	-999,715.00	.0%
180 53200 AUDITING	5,900.00	5,900.00	1,966.64	491.67	0.00	3,933.36	33.3%
180 53400 CONTRACTUAL	0.00	0.00	720.00	0.00	0.00	-720.00	100.0%
180 56300 21026 IMPROVEMENTS	0.00	7,347.00	6,200.00	2,505.00	1,146.90	0.10	100.0%
180 56300 24003 ALACHUA ST EXTENSION	765,542.00	758,195.00	0.00	0.00	35,000.00	723,195.00	4.6%
180 57100 PRINCIPAL	50,225.00	50,225.00	0.00	0.00	0.00	50,225.00	.0%
180 57200 INTEREST	20,192.00	20,192.00	0.00	0.00	0.00	20,192.00	.0%
180 59990 RESERVE	389,910.00	389,910.00	0.00	0.00	0.00	389,910.00	.0%
TOTAL COMM DEVELOP AREA	0.00	0.00	5,961.78	2,225.21	36,146.90	-42,108.68	100.0%
TOTAL REVENUES	-1,231,769.00	-1,231,769.00	-2,924.86	-771.46	0.00	-1,228,844.14	
TOTAL EXPENSES	1,231,769.00	1,231,769.00	8,886.64	2,996.67	36,146.90	1,186,735.46	
GRAND TOTAL	0.00	0.00	5,961.78	2,225.21	36,146.90	-42,108.68	100.0%

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YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
190 LAW ENFORCE RECOVERY							
190 34210 FEDERAL LAW ENFORCEMENT SUPP	-227,402.00	-227,402.00	-78,719.16	-19,679.79	0.00	-148,682.84	34.6%
190 36110 INTEREST	0.00	0.00	-677.07	-205.67	0.00	677.07	100.0%
190 38910 CASH BALANCE FORWARD	-112,797.00	-112,797.00	0.00	0.00	0.00	-112,797.00	.0%
190 53400 CONTRACTUAL	3,000.00	3,000.00	606.39	202.13	780.00	1,613.61	46.2%
190 54000 TRAINING/TRAVEL	10,500.00	10,500.00	1,728.75	828.75	0.00	8,771.25	16.5%
190 54921 UNDERCOVER	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	.0%
190 55200 OPERATING SUPPLIES	14,000.00	14,000.00	7,906.91	1,650.28	0.00	6,093.09	56.5%
190 56400 MACH/EQUIP	191,000.00	191,000.00	786.00	786.00	182,034.80	8,179.20	95.7%
190 56401 EQUIP-NON CAPITAL	0.00	3,202.00	0.00	0.00	3,201.51	0.49	100.0%
190 59990 RESERVE	117,699.00	114,497.00	0.00	0.00	0.00	114,497.00	.0%
TOTAL LAW ENFORCE RECOVERY	0.00	0.00	-68,368.18	-16,418.30	186,016.31	-117,648.13	100.0%
TOTAL REVENUES	-340,199.00	-340,199.00	-79,396.23	-19,885.46	0.00	-260,802.77	
TOTAL EXPENSES	340,199.00	340,199.00	11,028.05	3,467.16	186,016.31	143,154.64	
GRAND TOTAL	0.00	0.00	-68,368.18	-16,418.30	186,016.31	-117,648.13	100.0%

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City of Fernandina Beach

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
230 UTILITY DEBT SERVICE							
230 36110	INTEREST						
	-8,000.00	-8,000.00	-2,257.70	-851.56	0.00	-5,742.30	28.2%
230 38140	FROM WW IMPACT FEES						
	-312,507.00	-312,507.00	-104,169.00	-26,042.25	0.00	-208,338.00	33.3%
230 38141	FROM WATER IMPACT FEES						
	-25,000.00	-25,000.00	-8,333.36	-2,083.33	0.00	-16,666.64	33.3%
230 38145	FROM WASTEWATER						
	-236,598.00	-236,598.00	-78,866.00	-19,716.50	0.00	-157,732.00	33.3%
230 38146	FROM WATER						
	-1,991,895.00	-1,991,895.00	-663,965.00	-165,991.25	0.00	-1,327,930.00	33.3%
230 38910	CASH BALANCE FORWARD						
	-315,115.00	-315,115.00	0.00	0.00	0.00	-315,115.00	.0%
230 57100	PRINCIPAL						
	1,873,000.00	1,873,000.00	0.00	0.00	0.00	1,873,000.00	.0%
230 57200	INTEREST						
	880,519.00	880,519.00	0.00	0.00	0.00	880,519.00	.0%
230 59990	RESERVE						
	135,596.00	135,596.00	0.00	0.00	0.00	135,596.00	.0%
TOTAL UTILITY DEBT SERVICE							
	0.00	0.00	-857,591.06	-214,684.89	0.00	857,591.06	100.0%
TOTAL REVENUES							
	-2,889,115.00	-2,889,115.00	-857,591.06	-214,684.89	0.00	-2,031,523.94	
TOTAL EXPENSES							
	2,889,115.00	2,889,115.00	0.00	0.00	0.00	2,889,115.00	
GRAND TOTAL							
	0.00	0.00	-857,591.06	-214,684.89	0.00	857,591.06	100.0%

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City of Fernandina Beach

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
300 CAPITAL IMPROVEMENT							
300 33210 FEDERAL GRANT	0.00	0.00	-13,688.91	-13,688.91	0.00	13,688.91	100.0%
300 33400 STATE GRANT	-1,901,800.00	-1,901,800.00	-342,312.00	-52,313.00	0.00	-1,559,488.00	18.0%
300 33544 8TH CENT GAS TAX	-79,382.00	-79,382.00	-29,318.26	-7,329.57	0.00	-50,063.74	36.9%
300 33710 COUNTY GRANT	-74,700.00	-74,700.00	0.00	0.00	0.00	-74,700.00	.0%
300 36110 INTEREST	-8,000.00	-8,000.00	-8,697.39	-2,457.47	0.00	697.39	108.7%
300 38101 FROM GENERAL FUND	-3,219,126.00	-3,219,126.00	-1,073,042.00	-268,260.50	0.00	-2,146,084.00	33.3%
300 38410 LOAN PROCEEDS	-1,231,855.00	-1,231,855.00	0.00	0.00	0.00	-1,231,855.00	.0%
300 38910 CASH BALANCE FORWARD	-2,189,619.00	-2,189,619.00	0.00	0.00	0.00	-2,189,619.00	.0%
TOTAL CAPITAL IMPROVEMENT	-8,704,482.00	-8,704,482.00	-1,467,058.56	-344,049.45	0.00	-7,237,423.44	16.9%
TOTAL REVENUES	-8,704,482.00	-8,704,482.00	-1,467,058.56	-344,049.45	0.00	-7,237,423.44	
GRAND TOTAL	-8,704,482.00	-8,704,482.00	-1,467,058.56	-344,049.45	0.00	-7,237,423.44	16.9%

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YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
3001000 GENERAL GOVERNMENT							
3001000 56200 BUILDING	125,000.00	125,000.00	0.00	0.00	0.00	125,000.00	.0%
3001000 56300 23050 IMPROVEMENTS	330,000.00	330,000.00	0.00	0.00	0.00	330,000.00	.0%
3001000 56300 24010 DOWNTOWN STREETSCAPES	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	.0%
3001000 56300 24011 DOWNTOWN REVITALIZATION	741,993.00	741,993.00	0.00	0.00	272,500.00	469,493.00	36.7%
3001000 56410 22018 SOFTWARE	40,000.00	40,000.00	1,360.00	1,480.00	49,199.96	-10,559.96	126.4%
3001000 57100 PRINCIPAL	231,001.00	231,001.00	164,759.12	92,655.37	0.00	66,241.88	71.3%
3001000 57200 INTEREST	81,583.00	81,583.00	80,019.30	69,020.83	0.00	1,563.70	98.1%
3001000 59990 RESERVE	253,179.00	253,179.00	0.00	0.00	0.00	253,179.00	.0%
TOTAL GENERAL GOVERNMENT	1,852,756.00	1,852,756.00	246,138.42	163,156.20	321,699.96	1,284,917.62	30.6%
TOTAL EXPENSES	1,852,756.00	1,852,756.00	246,138.42	163,156.20	321,699.96	1,284,917.62	
3001310 CAP IMP IT							
3001310 56400 EQUIPMENT	150,000.00	150,000.00	86,355.00	86,355.00	59,405.18	4,239.82	97.2%
TOTAL CAP IMP IT	150,000.00	150,000.00	86,355.00	86,355.00	59,405.18	4,239.82	97.2%
TOTAL EXPENSES	150,000.00	150,000.00	86,355.00	86,355.00	59,405.18	4,239.82	
3002200 CAP IMP FIRE							
3002200 56300 IMPROVEMENTS	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

3002200 CAP IMP FIRE ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
3002200 56400 MACH/EQUIP						
1,231,855.00	1,231,855.00	0.00	0.00	0.00	1,231,855.00	.0%
TOTAL CAP IMP FIRE						
1,281,855.00	1,281,855.00	0.00	0.00	0.00	1,281,855.00	.0%
TOTAL EXPENSES						
1,281,855.00	1,281,855.00	0.00	0.00	0.00	1,281,855.00	
3004100 CAP IMP STREETS						
3004100 56300 24014 BEACH ST TRAILS						
125,000.00	125,000.00	3,150.00	0.00	3,150.00	118,700.00	5.0%
3004100 56311 24041 FY24 SIDEWALKS-GENL/MISC						
150,000.00	150,000.00	0.00	0.00	0.00	150,000.00	.0%
3004100 56320 24003 ALACHUA ST EXTENSION						
20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	.0%
3004100 56320 24042 FY24 STREET PAVING AND RESURFA						
750,000.00	750,000.00	750.00	750.00	189,046.10	560,203.90	25.3%
3004100 56400 MACH/EQUIP						
150,000.00	150,000.00	0.00	0.00	0.00	150,000.00	.0%
3004100 56500 20022 INFRASTRUCTURE						
20,000.00	20,000.00	12,977.33	8,166.61	37,121.00	-30,098.33	250.5%
TOTAL CAP IMP STREETS						
1,215,000.00	1,215,000.00	16,877.33	8,916.61	229,317.10	968,805.57	20.3%
TOTAL EXPENSES						
1,215,000.00	1,215,000.00	16,877.33	8,916.61	229,317.10	968,805.57	
3007200 CAP IMP REC						
3007200 56300 IMPROVEMENTS						
772,221.00	675,461.00	0.00	0.00	0.00	675,461.00	.0%
3007200 56300 23036 IMPROVEMENTS						
30,303.00	30,303.00	366.97	366.97	2,682.27	27,253.76	10.1%
3007200 56300 23037 IMPROVEMENTS						
126,263.00	126,263.00	6,078.12	6,078.12	44,425.31	75,759.57	40.0%
3007200 56300 23038 IMPROVEMENTS						
186,869.00	186,869.00	9,683.27	9,683.27	70,775.61	106,410.12	43.1%
3007200 56300 23039 IMPROVEMENTS						
404,040.00	404,040.00	22,598.76	22,598.76	165,175.78	216,265.46	46.5%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
3007200 CAP IMP REC						
3007200 56300 23040 IMPROVEMENTS						
252,525.00	252,525.00	13,585.88	13,585.88	99,300.03	139,639.09	44.7%
3007200 56300 24015 IMPROVEMENTS						
0.00	13,700.00	1,950.00	1,950.00	11,750.00	0.00	100.0%
3007200 56300 24018 TENNIS COURT REFURBISHMENT						
100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	.0%
3007200 56300 24045 ARC AUDITORIUM REPOINTING						
0.00	83,060.00	0.00	0.00	0.00	83,060.00	.0%
3007200 56327 BEACH MONITORING/REPORTING						
55,000.00	55,000.00	0.00	0.00	3,106.00	51,894.00	5.6%
3007200 56331 22029 BEACH RENOUR / ENGINEERING						
45,000.00	45,000.00	0.00	0.00	0.00	45,000.00	.0%
3007200 56333 20041 HABITAT CONSERVATION PLAN						
0.00	0.00	0.00	0.00	31,638.00	-31,638.00	100.0%
TOTAL CAP IMP REC						
1,972,221.00	1,972,221.00	54,263.00	54,263.00	428,853.00	1,489,105.00	24.5%
TOTAL EXPENSES						
1,972,221.00	1,972,221.00	54,263.00	54,263.00	428,853.00	1,489,105.00	
3007210 PARKS IMPROVEMENTS						
3007210 56300 IMPROVEMENTS						
72,000.00	72,000.00	0.00	0.00	0.00	72,000.00	.0%
3007210 56300 23008 IMPROVEMENTS						
284,250.00	284,250.00	242,640.00	114,554.25	29,210.00	12,400.00	95.6%
3007210 56300 23012 IMPROVEMENTS						
50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	.0%
3007210 56300 23013 IMPROVEMENTS						
285,650.00	285,650.00	109,271.03	109,271.03	43,211.97	133,167.00	53.4%
3007210 56300 23027 IMPROVEMENTS						
35,000.00	35,000.00	0.00	0.00	0.00	35,000.00	.0%
3007210 56300 23066 IMPR - CEMETERY FENCING						
0.00	0.00	0.00	0.00	20,000.00	-20,000.00	100.0%
3007210 56300 24019 LIGHTHOUSE						
130,000.00	130,000.00	0.00	0.00	0.00	130,000.00	.0%
TOTAL PARKS IMPROVEMENTS						
856,900.00	856,900.00	351,911.03	223,825.28	92,421.97	412,567.00	51.9%
TOTAL EXPENSES						
856,900.00	856,900.00	351,911.03	223,825.28	92,421.97	412,567.00	
3007220 CAP IMP PECK						
3007220 56300 IMPROVEMENTS						

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
3007220 CAP IMP PECK							
	186,000.00	186,000.00	0.00	0.00	0.00	186,000.00	.0%
3007220 56300 23060 IMPROVEMENTS							
	1,064,750.00	1,064,750.00	0.00	0.00	824,535.00	240,215.00	77.4%
TOTAL CAP IMP PECK							
	1,250,750.00	1,250,750.00	0.00	0.00	824,535.00	426,215.00	65.9%
TOTAL EXPENSES							
	1,250,750.00	1,250,750.00	0.00	0.00	824,535.00	426,215.00	
3007225 MLK CENTER							
3007225 56300 IMPROVEMENTS							
	85,000.00	85,000.00	0.00	0.00	0.00	85,000.00	.0%
TOTAL MLK CENTER							
	85,000.00	85,000.00	0.00	0.00	0.00	85,000.00	.0%
TOTAL EXPENSES							
	85,000.00	85,000.00	0.00	0.00	0.00	85,000.00	
3007400 CAP IMP AQUATICS							
3007400 56300 24021 MLK POOL MODIFICATIONS							
	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	.0%
TOTAL CAP IMP AQUATICS							
	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	.0%
TOTAL EXPENSES							
	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	
GRAND TOTAL							
	8,704,482.00	8,704,482.00	755,544.78	536,516.09	1,956,232.21	5,992,705.01	31.2%

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YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
310 CAPITAL EXPANSION							
310 33400	STATE GRANT						
	0.00	0.00	-30,118.11	-406.11	0.00	30,118.11	100.0%
310 33440	OTHER GRANT						
	-60,000.00	-60,000.00	0.00	0.00	0.00	-60,000.00	.0%
310 33710	COUNTY GRANT						
	-900,000.00	-900,000.00	0.00	0.00	0.00	-900,000.00	.0%
310 36110	INTEREST						
	-50,000.00	-50,000.00	-29,642.65	-7,769.96	0.00	-20,357.35	59.3%
TOTAL CAPITAL EXPANSION							
	-1,010,000.00	-1,010,000.00	-59,760.76	-8,176.07	0.00	-950,239.24	5.9%
TOTAL REVENUES							
	-1,010,000.00	-1,010,000.00	-59,760.76	-8,176.07	0.00	-950,239.24	
3101000 CAP EXP ADMIN							
3101000 32410	IMPACT FEES ADMIN						
	-100,000.00	-100,000.00	-31,760.73	-8,737.34	0.00	-68,239.27	31.8%
3101000 38910	CASH BALANCE FORWARD						
	-1,539,290.00	-1,539,290.00	0.00	0.00	0.00	-1,539,290.00	.0%
TOTAL CAP EXP ADMIN							
	-1,639,290.00	-1,639,290.00	-31,760.73	-8,737.34	0.00	-1,607,529.27	1.9%
TOTAL REVENUES							
	-1,639,290.00	-1,639,290.00	-31,760.73	-8,737.34	0.00	-1,607,529.27	
3102100 CAP EXP POLICE							
3102100 32421	IMPACT FEES POLICE						
	-60,000.00	-60,000.00	-22,613.84	-5,315.42	0.00	-37,386.16	37.7%
3102100 38910	CASH BALANCE FORWARD						
	-558,857.00	-558,857.00	0.00	0.00	0.00	-558,857.00	.0%
TOTAL CAP EXP POLICE							
	-618,857.00	-618,857.00	-22,613.84	-5,315.42	0.00	-596,243.16	3.7%
TOTAL REVENUES							
	-618,857.00	-618,857.00	-22,613.84	-5,315.42	0.00	-596,243.16	

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

3102200 CAP EXP FIRE ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
3102200 CAP EXP FIRE						
3102200 32422 IMPACT FEES FIRE -80,000.00	-80,000.00	-22,130.77	-6,995.93	0.00	-57,869.23	27.7%
3102200 38910 CASH BALANCE FORWARD -306,000.00	-306,000.00	0.00	0.00	0.00	-306,000.00	.0%
TOTAL CAP EXP FIRE -386,000.00	-386,000.00	-22,130.77	-6,995.93	0.00	-363,869.23	5.7%
TOTAL REVENUES -386,000.00	-386,000.00	-22,130.77	-6,995.93	0.00	-363,869.23	
3107200 CAP EXP RECREATION						
3107200 32470 IMPACT FEES RECREATION -650,000.00	-650,000.00	-175,243.99	-47,813.07	0.00	-474,756.01	27.0%
3107200 38910 CASH BALANCE FORWARD -4,083,527.00	-4,083,527.00	0.00	0.00	0.00	-4,083,527.00	.0%
TOTAL CAP EXP RECREATION -4,733,527.00	-4,733,527.00	-175,243.99	-47,813.07	0.00	-4,558,283.01	3.7%
TOTAL REVENUES -4,733,527.00	-4,733,527.00	-175,243.99	-47,813.07	0.00	-4,558,283.01	
GRAND TOTAL -8,387,674.00	-8,387,674.00	-311,510.09	-77,037.83	0.00	-8,076,163.91	3.7%

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YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
3101000 CAP EXP ADMIN							
3101000 59990 RESERVE	1,651,154.00	1,651,154.00	0.00	0.00	0.00	1,651,154.00	.0%
TOTAL CAP EXP ADMIN	1,651,154.00	1,651,154.00	0.00	0.00	0.00	1,651,154.00	.0%
TOTAL EXPENSES	1,651,154.00	1,651,154.00	0.00	0.00	0.00	1,651,154.00	
3102100 CAP EXP POLICE							
3102100 56400 MACH/EQUIP	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	.0%
3102100 59990 RESERVE	613,164.00	613,164.00	0.00	0.00	0.00	613,164.00	.0%
TOTAL CAP EXP POLICE	623,164.00	623,164.00	0.00	0.00	0.00	623,164.00	.0%
TOTAL EXPENSES	623,164.00	623,164.00	0.00	0.00	0.00	623,164.00	
3102200 CAP EXP FIRE							
3102200 56200 BUILDING	0.00	0.00	0.00	0.00	23,222.68	-23,222.68	100.0%
3102200 56200 19051 BUILDING	0.00	0.00	7,075.60	0.00	69,668.02	-76,743.62	100.0%
3102200 59990 RESERVE	388,359.00	388,359.00	0.00	0.00	0.00	388,359.00	.0%
TOTAL CAP EXP FIRE	388,359.00	388,359.00	7,075.60	0.00	92,890.70	288,392.70	25.7%
TOTAL EXPENSES	388,359.00	388,359.00	7,075.60	0.00	92,890.70	288,392.70	
3107200 CAP EXP RECREATION							
3107200 56100 24043 YBOR ALVAREZ SOCCER COMPLEX	1,800,000.00	1,800,000.00	0.00	0.00	65,460.00	1,734,540.00	3.6%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

3107200 CAP EXP RECREATION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
3107200 56300 23042	IMPROVEMENTS						
	120,000.00	120,000.00	60,236.22	812.22	600.00	59,163.78	50.7%
3107200 56300 24022	BOARDWALK 35 SOUTH						
	120,000.00	120,000.00	0.00	0.00	0.00	120,000.00	.0%
3107200 59990	RESERVE						
	3,684,997.00	3,684,997.00	0.00	0.00	0.00	3,684,997.00	.0%
TOTAL CAP EXP RECREATION							
	5,724,997.00	5,724,997.00	60,236.22	812.22	66,060.00	5,598,700.78	2.2%
	TOTAL EXPENSES						
	5,724,997.00	5,724,997.00	60,236.22	812.22	66,060.00	5,598,700.78	
	GRAND TOTAL						
	8,387,674.00	8,387,674.00	67,311.82	812.22	158,950.70	8,161,411.48	2.7%

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See next schedule for balances by Function. The total is based on actual expenses and not budgeted projects.

CAPITAL EXPANSION FUND
PRELIMINARY January

	FY22-23 BALANCE FORWARD	FY23-24 REVENUE	FY23-24 INTEREST	FY23-24 EXPENSES	FY23-24 BALANCE FORWARD
POLICE	569,210.69	22,613.84	2,529.94	-	594,354.47
FIRE	362,611.25	22,130.77	1,611.68	7,075.60	379,278.10
SANITATION	-	-	-	-	-
RECREATION/PARKS	4,168,745.95	205,362.10	18,528.58	60,236.22	4,332,400.41
ADMINISTRATION	1,568,730.12	31,760.73	6,972.45	-	1,607,463.30
	6,669,298.01	281,867.44	29,642.65	67,311.82	6,913,496.28

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
315 OTHER CAPITAL IMPROVEMENTS						
315 36110 INTEREST						
-15,000.00	-15,000.00	-11,405.20	-2,921.54	0.00	-3,594.80	76.0%
315 38910 CASH BALANCE FORWARD						
-3,057,679.00	-3,057,679.00	0.00	0.00	0.00	-3,057,679.00	.0%
315 59990 RESERVE						
220,507.00	220,507.00	0.00	0.00	0.00	220,507.00	.0%
TOTAL OTHER CAPITAL IMPROVEMENTS						
-2,852,172.00	-2,852,172.00	-11,405.20	-2,921.54	0.00	-2,840,766.80	.4%
TOTAL REVENUES						
-3,072,679.00	-3,072,679.00	-11,405.20	-2,921.54	0.00	-3,061,273.80	
TOTAL EXPENSES						
220,507.00	220,507.00	0.00	0.00	0.00	220,507.00	
3151000 OTHER CAPITAL IMPROVEMENTS						
3151000 56300 18002 IMPROVEMENTS						
1,519,305.00	1,519,305.00	175,332.85	175,332.85	1,341,022.38	2,949.77	99.8%
3151000 56300 23044 IMPROVEMENTS						
357,000.00	357,000.00	0.00	0.00	0.00	357,000.00	.0%
3151000 56300 23045 IMPROVEMENTS						
350,000.00	350,000.00	18,330.60	0.00	20,117.83	311,551.57	11.0%
3151000 56300 23046 IMPROVEMENTS						
150,000.00	150,000.00	0.00	0.00	0.00	150,000.00	.0%
3151000 56300 23051 IMPROVEMENTS						
166,434.00	166,434.00	0.00	0.00	21,957.50	144,476.50	13.2%
3151000 56300 23052 IMPROVEMENTS						
166,433.00	166,433.00	0.00	0.00	21,957.50	144,475.50	13.2%
3151000 56300 23059 IMPROVEMENTS						
143,000.00	143,000.00	138,000.00	76,500.00	0.00	5,000.00	96.5%
TOTAL OTHER CAPITAL IMPROVEMENTS						
2,852,172.00	2,852,172.00	331,663.45	251,832.85	1,405,055.21	1,115,453.34	60.9%
TOTAL EXPENSES						
2,852,172.00	2,852,172.00	331,663.45	251,832.85	1,405,055.21	1,115,453.34	
GRAND TOTAL						
0.00	0.00	320,258.25	248,911.31	1,405,055.21	-1,725,313.46	100.0%

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YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
330 WASTEWATER IMPROVEMENT							
330 36110	INTEREST						
	-44,200.00	-44,200.00	-54,368.55	-17,117.21	0.00	10,168.55	123.0%
330 36120	UNREALIZED GAIN						
	0.00	0.00	-2,912.02	0.00	0.00	2,912.02	100.0%
330 38145	FROM WASTEWATER						
	-500,000.00	-500,000.00	-166,666.64	-41,666.67	0.00	-333,333.36	33.3%
330 38910	CASH BALANCE FORWARD						
	-9,697,056.00	-9,697,056.00	0.00	0.00	0.00	-9,697,056.00	.0%
330 56300 23005	IMPROVEMENTS						
	400,000.00	400,000.00	0.00	0.00	0.00	400,000.00	.0%
330 56300 24028	FY24 WASTEWATER PLANT AUTOMATI						
	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	.0%
330 59990	RESERVE						
	9,741,256.00	9,741,256.00	0.00	0.00	0.00	9,741,256.00	.0%
TOTAL WASTEWATER IMPROVEMENT							
	0.00	0.00	-223,947.21	-58,783.88	0.00	223,947.21	100.0%
TOTAL REVENUES							
	-10,241,256.00	-10,241,256.00	-223,947.21	-58,783.88	0.00	-10,017,308.79	
TOTAL EXPENSES							
	10,241,256.00	10,241,256.00	0.00	0.00	0.00	10,241,256.00	
GRAND TOTAL							
	0.00	0.00	-223,947.21	-58,783.88	0.00	223,947.21	100.0%

** END OF REPORT - Generated by Ashley Butler **

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
410 GOLF							
410 34710 GREEN FEES	-850,000.00	-850,000.00	-178,919.36	-39,895.50	0.00	-671,080.64	21.0%
410 34713 GOLF CARTS	-420,000.00	-420,000.00	-97,930.27	-24,328.50	0.00	-322,069.73	23.3%
410 34714 RANGE FEES	-87,000.00	-87,000.00	-17,075.44	-5,033.00	0.00	-69,924.56	19.6%
410 34718 FACILITY RENTAL	-40,000.00	-40,000.00	LY $156,375 0.00	0.00	0.00	-40,000.00	.0%
410 34733 MEMBERSHIPS	-275,063.00	-275,063.00	-225,968.44	-5,754.94	0.00	-49,094.56	82.2%
410 36110 INTEREST	0.00	0.00	-1,314.08	-77.23	0.00	1,314.08	100.0%
410 36990 OTHER REVENUE	0.00	0.00	-869.82	-2,007.60	0.00	869.82	100.0%
410 36992 GAIN ON SALE OF ASSET	-192,000.00	-192,000.00	-206,700.00	0.00	0.00	14,700.00	107.7%
410 38101 FROM GENERAL FUND	-250,000.00	-250,000.00	-83,333.36	-20,833.33	0.00	-166,666.64	33.3%
410 38410 LOAN PROCEEDS	-834,629.00	-715,000.00	-715,000.00	0.00	0.00	0.00	100.0%
410 38910 CASH BALANCE FORWARD	-2,025.00	-2,025.00	0.00	0.00	0.00	-2,025.00	.0%
410 51200 SALARIES	518,423.00	518,423.00	134,465.17	33,418.80	0.00	383,957.83	25.9%
410 51350 PART-TIME	342,316.00	342,316.00	98,937.00	28,909.69	0.00	243,379.00	28.9%
410 51400 OVERTIME	10,000.00	10,000.00	7,500.22	4,513.82	0.00	2,499.78	75.0%
410 52100 FICA	65,487.00	65,487.00	19,920.03	5,551.34	0.00	45,566.97	30.4%
410 52200 RETIREMENT	101,182.00	101,182.00	30,568.30	7,959.01	0.00	70,613.70	30.2%
410 52300 HEALTH INSUR	27,178.00	27,178.00	14,087.67	3,807.95	0.00	13,090.33	51.8%
410 52301 LIFE INSUR	1,407.00	1,407.00	531.39	156.23	0.00	875.61	37.8%
410 52350 OPEB COSTS	794.00	794.00	264.64	66.17	0.00	529.36	33.3%
410 52400 WORKERS' COMP	9,128.00	9,128.00	3,042.64	760.67	0.00	6,085.36	33.3%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
410 53100	PROFESSIONAL SERVICES						
	2,000.00	2,000.00	716.52	250.00	0.00	1,283.48	35.8%
410 53200	AUDITING						
	7,389.00	7,389.00	2,463.00	615.75	0.00	4,926.00	33.3%
410 53400	CONTRACTUAL						
	17,114.00	17,114.00	6,201.68	1,215.29	0.00	10,912.32	36.2%
410 54000	TRAINING/TRAVEL						
	1,160.00	1,160.00	0.00	0.00	0.00	1,160.00	.0%
410 54100	COMM - PHONE/FAX/ALARM						
	2,808.00	2,808.00	1,334.52	97.68	0.00	1,473.48	47.5%
410 54101	COMMUNICATIONS-CELLULAR						
	600.00	600.00	0.00	0.00	0.00	600.00	.0%
410 54103	COMMUNICATIONS-INTERNET						
	6,010.00	6,010.00	1,765.84	615.53	0.00	4,244.16	29.4%
410 54200	POSTAGE						
	100.00	100.00	0.00	0.00	0.00	100.00	.0%
410 54300	UTILITIES ELECTRIC						
	72,000.00	72,000.00	18,091.82	4,801.91	0.00	53,908.18	25.1%
410 54310	UTILITIES-WATER & WASTEWATER						
	12,000.00	12,000.00	2,479.21	1,228.97	0.00	9,520.79	20.7%
410 54500	INSURANCE						
	33,495.00	33,495.00	11,165.00	2,791.25	0.00	22,330.00	33.3%
410 54610	R/M BLDG & GROUNDS						
	10,000.00	10,000.00	3,800.00	0.00	0.00	6,200.00	38.0%
410 54611	R/M FACILITIES						
	24,500.00	24,500.00	5,042.08	11.68	0.00	19,457.92	20.6%
410 54620	R/M EQUIPMENT						
	20,000.00	20,000.00	18,736.53	4,577.65	0.00	1,263.47	93.7%
410 54630	R/M VEHICLES-LABOR						
	1,000.00	1,000.00	75.00	0.00	0.00	925.00	7.5%
410 54640	R/M VEHICLES-PARTS						
	750.00	750.00	456.44	0.00	0.00	293.56	60.9%
410 54800	PROMOTIONAL						
	15,400.00	15,400.00	11,063.75	5,337.40	0.00	4,336.25	71.8%
410 55100	OFFICE SUPPLIES						
	1,300.00	1,300.00	347.33	0.00	0.00	952.67	26.7%
410 55200	OPERATING SUPPLIES						
	210,000.00	210,000.00	62,895.77	14,163.54	18,000.06	129,104.17	38.5%
410 55210	UNIFORMS						
	4,350.00	4,350.00	3,488.63	0.00	0.00	861.37	80.2%
410 55220	JANITORIAL SUPPLIES						
	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	.0%
410 55230	GAS/OIL						
	40,000.00	40,000.00	5,324.72	1,018.15	0.00	34,675.28	13.3%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
410 55400	BOOKS/SUBS/DUES						
	8,000.00	8,000.00	0.00	0.00	0.00	8,000.00	.0%
410 56300 24023	GOLF COURSE IRRIGATION						
	250,000.00	272,200.00	0.00	0.00	0.00	272,200.00	.0%
410 56400	MACH/EQUIP						
	992,629.00	817,865.00	704,164.78	105.19	70,434.32	43,265.90	94.7%
410 57100	PRINCIPAL						
	166,920.00	124,000.00	25,000.00	0.00	0.00	99,000.00	20.2%
410 57200	INTEREST						
	0.00	45,026.00	6,653.40	0.00	0.00	38,372.60	14.8%
410 57300	FINANCING COSTS						
	0.00	30,829.00	30,829.04	0.00	0.00	-0.04	100.0%
410 59990	RESERVE						
	-31,697.00	-31,697.00	0.00	0.00	0.00	-31,697.00	.0%
TOTAL GOLF							
	-5,974.00	-5,974.00	-295,698.65	24,043.57	88,434.38	201,290.27	3469.4%
TOTAL REVENUES							
	-2,950,717.00	-2,831,088.00	-1,527,110.77	-97,930.10	0.00	-1,303,977.23	
TOTAL EXPENSES							
	2,944,743.00	2,825,114.00	1,231,412.12	121,973.67	88,434.38	1,505,267.50	
4107260 GOLF TOPTRACER							
4107260 34714	RANGE FEES						
	0.00	-24,500.00	-17,075.46	-5,033.00	0.00	-7,424.54	69.7%
4107260 34716	TT FOOD & BEVERAGE						
	-30,000.00	-30,000.00	-4,036.15	-676.43	0.00	-25,963.85	13.5%
4107260 34717	BAY RENTALS						
	-100,000.00	-75,500.00	-160.00	-75.00	0.00	-75,340.00	.2%
4107260 34790	TOPTRACER BAY SPONSORSHIP						
	-40,000.00	-40,000.00	0.00	0.00	0.00	-40,000.00	.0%
4107260 51350	PART TIME SALARIES						
	128,180.00	60,180.00	16,922.23	4,019.40	0.00	43,257.77	28.1%
4107260 51400	OVERTIME						
	0.00	0.00	1,221.40	604.20	0.00	-1,221.40	100.0%
4107260 52100	FICA						
	11,766.00	11,766.00	1,387.99	353.71	0.00	10,378.01	11.8%
4107260 52400	WORKERS' COMP						
	686.00	686.00	228.64	57.17	0.00	457.36	33.3%
4107260 54103	COMMUNICATIONS-INTERNET						
	8,300.00	8,300.00	2,360.04	1,112.02	0.00	5,939.96	28.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
4107260 GOLF TOPTRACER							
4107260 54400 RENTALS/LEASES	24,000.00	24,000.00	8,000.00	2,000.00	0.00	16,000.00	33.3%
4107260 54611 R/M FACILITIES	7,500.00	7,500.00	0.00	0.00	0.00	7,500.00	.0%
4107260 54800 PROMOTIONAL	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	.0%
4107260 55200 OPERATING SUPPLIES	12,000.00	12,000.00	0.00	-281.70	0.00	12,000.00	.0%
4107260 55210 UNIFORMS	0.00	0.00	281.70	281.70	0.00	-281.70	100.0%
4107260 55550 F&B COST OF SALES	6,000.00	6,000.00	977.17	168.01	0.00	5,022.83	16.3%
TOTAL GOLF TOPTRACER	30,932.00	-37,068.00	10,107.56	2,530.08	0.00	-47,175.56	-27.3%
TOTAL REVENUES	-170,000.00	-170,000.00	-21,271.61	-5,784.43	0.00	-148,728.39	
TOTAL EXPENSES	200,932.00	132,932.00	31,379.17	8,314.51	0.00	101,552.83	
4107261 GOLF PRO SHOP							
4107261 34715 PRO SHOP SALES	-150,000.00	-150,000.00	-31,713.11	-7,466.68	0.00	-118,286.89	21.1%
4107261 34719 GOLF INSTRUCTION	-35,000.00	-35,000.00	-3,440.00	-625.00	0.00	-31,560.00	9.8%
4107261 51200 SALARIES	0.00	0.00	0.00	-409.50	0.00	0.00	.0%
4107261 51350 PART TIME SALARIES	101,036.00	101,036.00	31,034.62	5,711.75	0.00	70,001.38	30.7%
4107261 51400 OVERTIME	0.00	0.00	1,792.37	255.74	0.00	-1,792.37	100.0%
4107261 52100 FICA	7,730.00	7,730.00	2,779.31	482.22	0.00	4,950.69	36.0%
4107261 52200 RETIREMENT	0.00	0.00	0.00	-322.16	0.00	0.00	.0%
4107261 52300 HEALTH INSUR	0.00	0.00	0.00	-216.98	0.00	0.00	.0%
4107261 52301 LIFE INSUR	0.00	0.00	0.00	-7.50	0.00	0.00	.0%
4107261 52400 WORKERS' COMP	933.00	933.00	311.00	77.75	0.00	622.00	33.3%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

4107261 GOLF PRO SHOP	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
4107261 54970	PROGRAM COSTS						
	24,000.00	24,000.00	2,252.00	748.00	0.00	21,748.00	9.4%
4107261 55545	PRO SHOP COST OF SALES						
	90,000.00	90,000.00	18,305.59	3,855.43	0.00	71,694.41	20.3%
TOTAL GOLF PRO SHOP							
	38,699.00	38,699.00	21,321.78	2,083.07	0.00	17,377.22	55.1%
TOTAL REVENUES							
	-185,000.00	-185,000.00	-35,153.11	-8,091.68	0.00	-149,846.89	
TOTAL EXPENSES							
	223,699.00	223,699.00	56,474.89	10,174.75	0.00	167,224.11	
4107262 GOLF FOOD & BEVERAGE							
4107262 34716	FOOD AND BEVERAGE						
	-525,000.00	-525,000.00	-145,327.88	-29,038.39	0.00	-379,672.12	27.7%
4107262 34718	FACILITY RENTAL						
	-25,000.00	-25,000.00	-7,661.57	-1,687.69	0.00	-17,338.43	30.6%
4107262 51200	SALARIES						
	64,716.00	130,236.00	33,520.58	10,018.15	0.00	96,715.42	25.7%
4107262 51350	PART TIME SALARIES						
	153,656.00	118,161.00	26,812.59	5,912.52	0.00	91,348.41	22.7%
4107262 51400	OVERTIME						
	0.00	0.00	2,128.48	571.63	0.00	-2,128.48	100.0%
4107262 52100	FICA						
	14,012.00	16,730.00	4,685.96	1,237.16	0.00	12,044.04	28.0%
4107262 52200	RETIREMENT						
	13,862.00	27,897.00	4,954.59	2,145.88	0.00	22,942.41	17.8%
4107262 52300	HEALTH INSUR						
	14,316.00	35,093.00	4,552.23	1,700.35	0.00	30,540.77	13.0%
4107262 52301	LIFE INSUR						
	238.00	563.00	106.27	33.35	0.00	456.73	18.9%
4107262 52400	WORKERS' COMP						
	1,553.00	1,673.00	517.64	129.42	0.00	1,155.36	30.9%
4107262 53400	CONTRACTUAL						
	4,400.00	4,400.00	735.08	0.00	0.00	3,664.92	16.7%
4107262 54400	RENTALS/LEASES						
	2,640.00	2,640.00	1,000.00	250.00	0.00	1,640.00	37.9%
4107262 54620	R/M EQUIPMENT						
	4,450.00	4,450.00	0.00	0.00	0.00	4,450.00	.0%
4107262 55200	OPERATING SUPPLIES						
	22,000.00	22,000.00	6,710.33	1,497.44	0.00	15,289.67	30.5%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

4107262 GOLF FOOD & BEVERAGE	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
4107262 55210	UNIFORMS						
	1,500.00	1,500.00	375.60	0.00	0.00	1,124.40	25.0%
4107262 55550	F&B COST OF SALES						
	189,000.00	189,000.00	54,060.07	13,993.90	0.00	134,939.93	28.6%
TOTAL GOLF FOOD & BEVERAGE							
	-63,657.00	4,343.00	-12,830.03	6,763.72	0.00	17,173.03	-295.4%
	TOTAL REVENUES						
	-550,000.00	-550,000.00	-152,989.45	-30,726.08	0.00	-397,010.55	
	TOTAL EXPENSES						
	486,343.00	554,343.00	140,159.42	37,489.80	0.00	414,183.58	
	GRAND TOTAL						
	0.00	0.00	-277,099.34	35,420.44	88,434.38	188,664.96	100.0%

** END OF REPORT - Generated by Ashley Butler **

City of Fernandina Beach
Total Golf Course Fund
Year to Date to January

FUND	ORG	OBJ	ACCOUNT DESCRIPTION	PROJECT	TOTAL REVISED BUDGET	TOTAL YTD ACTUAL	TOTAL MTD ACTUAL	REMAINING BUDGET	% BUDGET USED
410	410	34710	GREEN FEES		(850,000.00)	(178,919.36)	(39,895.50)	(671,080.64)	21.00
		34713	GOLF CARTS		(420,000.00)	(97,930.27)	(24,328.50)	(322,069.73)	23.30
		34714	RANGE FEES		(87,000.00)	(17,075.44)	(5,033.00)	(69,924.56)	19.60
		34718	FACILITY RENTAL		(40,000.00)	0.00	0.00	(40,000.00)	0.00
		34733	MEMBERSHIPS		(275,063.00)	(225,968.44)	(5,754.94)	(49,094.56)	82.20
		36110	INTEREST		0.00	(1,314.08)	(77.23)	1,314.08	100.00
		36990	OTHER REVENUE		0.00	(869.82)	(2,007.60)	869.82	100.00
		36992	GAIN ON SALE OF ASSET		(192,000.00)	(206,700.00)	0.00	14,700.00	107.70
		38101	FROM GENERAL FUND		(250,000.00)	(83,333.36)	(20,833.33)	(166,666.64)	33.30
		38410	LOAN PROCEEDS		(715,000.00)	(715,000.00)	0.00	0.00	100.00
		38910	CASH BALANCE FORWARD		(2,025.00)	0.00	0.00	(2,025.00)	0.00
		51200	SALARIES		518,423.00	134,465.17	33,418.80	383,957.83	25.90
		51350	PART-TIME		342,316.00	98,937.00	28,909.69	243,379.00	28.90
		51400	OVERTIME		10,000.00	7,500.22	4,513.82	2,499.78	75.00
		52100	FICA		65,487.00	19,920.03	5,551.34	45,566.97	30.40
		52200	RETIREMENT		101,182.00	30,568.30	7,959.01	70,613.70	30.20
		52300	HEALTH INSUR		27,178.00	14,087.67	3,807.95	13,090.33	51.80
		52301	LIFE INSUR		1,407.00	531.39	156.23	875.61	37.80
		52350	OPEB COSTS		794.00	264.64	66.17	529.36	33.30
		52400	WORKERS' COMP		9,128.00	3,042.64	760.67	6,085.36	33.30
		53100	PROFESSIONAL SERVICES		2,000.00	716.52	250.00	1,283.48	35.80
		53200	AUDITING		7,389.00	2,463.00	615.75	4,926.00	33.30
		53400	CONTRACTUAL		17,114.00	6,201.68	1,215.29	10,912.32	36.20
		54000	TRAINING/TRAVEL		1,160.00	0.00	0.00	1,160.00	0.00
		54100	COMM - PHONE/FAX/ALARM		2,808.00	1,334.52	97.68	1,473.48	47.50
		54101	COMMUNICATIONS-CELLULAR		600.00	0.00	0.00	600.00	0.00
		54103	COMMUNICATIONS-INTERNET		6,010.00	1,765.84	615.53	4,244.16	29.40
		54200	POSTAGE		100.00	0.00	0.00	100.00	0.00
		54300	UTILITIES ELECTRIC		72,000.00	18,091.82	4,801.91	53,908.18	25.10
		54310	UTILITIES-WATER & WASTEWATER		12,000.00	2,479.21	1,228.97	9,520.79	20.70
		54500	INSURANCE		33,495.00	11,165.00	2,791.25	22,330.00	33.30
		54610	R/M BLDG & GROUNDS		10,000.00	3,800.00	0.00	6,200.00	38.00
		54611	R/M FACILITIES		24,500.00	5,042.08	11.68	19,457.92	20.60
		54620	R/M EQUIPMENT		20,000.00	18,736.53	4,577.65	1,263.47	93.70
		54630	R/M VEHICLES-LABOR		1,000.00	75.00	0.00	925.00	7.50
		54640	R/M VEHICLES-PARTS		750.00	456.44	0.00	293.56	60.90
		54800	PROMOTIONAL		15,400.00	11,063.75	5,337.40	4,336.25	71.80
		55100	OFFICE SUPPLIES		1,300.00	347.33	0.00	952.67	26.70
		55200	OPERATING SUPPLIES		210,000.00	62,895.77	14,163.54	129,104.17	38.50
		55210	UNIFORMS		4,350.00	3,488.63	0.00	861.37	80.20
		55220	JANITORIAL SUPPLIES		1,000.00	0.00	0.00	1,000.00	0.00
		55230	GAS/OIL		40,000.00	5,324.72	1,018.15	34,675.28	13.30
		55400	BOOKS/SUBS/DUES		8,000.00	0.00	0.00	8,000.00	0.00
		56300	GOLF COURSE IRRIGATION	24023	272,200.00	0.00	0.00	272,200.00	0.00
		56400	MACH/EQUIP		817,865.00	704,164.78	105.19	43,265.90	94.70
		57100	PRINCIPAL		124,000.00	25,000.00	0.00	99,000.00	20.20
		57200	INTEREST		45,026.00	6,653.40	0.00	38,372.60	14.80
		57300	FINANCING COSTS		30,829.00	30,829.04	0.00	(0.04)	100.00
		59990	RESERVE		(31,697.00)	0.00	0.00	(31,697.00)	0.00
	410 Total				**(5,974.00)**	**(295,698.65)**	**24,043.57**	**201,290.27**	**1875.90**
	4107260	34714	RANGE FEES		(24,500.00)	(17,075.46)	(5,033.00)	(7,424.54)	69.70
		34716	TT FOOD & BEVERAGE		(30,000.00)	(4,036.15)	(676.43)	(25,963.85)	13.50
		34717	BAY RENTALS		(75,500.00)	(160.00)	(75.00)	(75,340.00)	0.20
		34790	TOPTRACER BAY SPONSORSHIP		(40,000.00)	0.00	0.00	(40,000.00)	0.00
		51350	PART TIME SALARIES		60,180.00	16,922.23	4,019.40	43,257.77	28.10
		51400	OVERTIME		0.00	1,221.40	604.20	(1,221.40)	100.00
		52100	FICA		11,766.00	1,387.99	353.71	10,378.01	11.80
		52400	WORKERS' COMP		686.00	228.64	57.17	457.36	33.30

City of Fernandina Beach
Total Golf Course Fund
Year to Date to January

FUND	ORG	OBJ	ACCOUNT DESCRIPTION	PROJECT	TOTAL REVISED BUDGET	TOTAL YTD ACTUAL	TOTAL MTD ACTUAL	REMAINING BUDGET	% BUDGET USED
410	4107260	54103	COMMUNICATIONS-INTERNET		8,300.00	2,360.04	1,112.02	5,939.96	28.40
		54400	RENTALS/LEASES		24,000.00	8,000.00	2,000.00	16,000.00	33.30
		54611	R/M FACILITIES		7,500.00	0.00	0.00	7,500.00	0.00
		54800	PROMOTIONAL		2,500.00	0.00	0.00	2,500.00	0.00
		55200	OPERATING SUPPLIES		12,000.00	0.00	(281.70)	12,000.00	0.00
		55210	UNIFORMS		0.00	281.70	281.70	(281.70)	100.00
		55550	F&B COST OF SALES		6,000.00	977.17	168.01	5,022.83	16.30
	4107260 Total				**(37,068.00)**	**10,107.56**	**2,530.08**	**(47,175.56)**	**434.60**
	4107261	34715	PRO SHOP SALES		(150,000.00)	(31,713.11)	(7,466.68)	(118,286.89)	21.10
		34719	GOLF INSTRUCTION		(35,000.00)	(3,440.00)	(625.00)	(31,560.00)	9.80
		51200	SALARIES		0.00	0.00	(409.50)	0.00	0.00
		51350	PART TIME SALARIES		101,036.00	31,034.62	5,711.75	70,001.38	30.70
		51400	OVERTIME		0.00	1,792.37	255.74	(1,792.37)	100.00
		52100	FICA		7,730.00	2,779.31	482.22	4,950.69	36.00
		52200	RETIREMENT		0.00	0.00	(322.16)	0.00	0.00
		52300	HEALTH INSUR		0.00	0.00	(216.98)	0.00	0.00
		52301	LIFE INSUR		0.00	0.00	(7.50)	0.00	0.00
		52400	WORKERS' COMP		933.00	311.00	77.75	622.00	33.30
		54970	PROGRAM COSTS		24,000.00	2,252.00	748.00	21,748.00	9.40
		55545	PRO SHOP COST OF SALES		90,000.00	18,305.59	3,855.43	71,694.41	20.30
	4107261 Total				**38,699.00**	**21,321.78**	**2,083.07**	**17,377.22**	**260.60**
	4107262	34716	FOOD AND BEVERAGE		(525,000.00)	(145,327.88)	(29,038.39)	(379,672.12)	27.70
		34718	FACILITY RENTAL		(25,000.00)	(7,661.57)	(1,687.69)	(17,338.43)	30.60
		51200	SALARIES		130,236.00	33,520.58	10,018.15	96,715.42	25.70
		51350	PART TIME SALARIES		118,161.00	26,812.59	5,912.52	91,348.41	22.70
		51400	OVERTIME		0.00	2,128.48	571.63	(2,128.48)	100.00
		52100	FICA		16,730.00	4,685.96	1,237.16	12,044.04	28.00
		52200	RETIREMENT		27,897.00	4,954.59	2,145.88	22,942.41	17.80
		52300	HEALTH INSUR		35,093.00	4,552.23	1,700.35	30,540.77	13.00
		52301	LIFE INSUR		563.00	106.27	33.35	456.73	18.90
		52400	WORKERS' COMP		1,673.00	517.64	129.42	1,155.36	30.90
		53400	CONTRACTUAL		4,400.00	735.08	0.00	3,664.92	16.70
		54400	RENTALS/LEASES		2,640.00	1,000.00	250.00	1,640.00	37.90
		54620	R/M EQUIPMENT		4,450.00	0.00	0.00	4,450.00	0.00
		55200	OPERATING SUPPLIES		22,000.00	6,710.33	1,497.44	15,289.67	30.50
		55210	UNIFORMS		1,500.00	375.60	0.00	1,124.40	25.00
		55550	F&B COST OF SALES		189,000.00	54,060.07	13,993.90	134,939.93	28.60
	4107262 Total				**4,343.00**	**(12,830.03)**	**6,763.72**	**17,173.03**	**454.00**
410 Total					**0.00**	**(277,099.34)**	**35,420.44**	**188,664.96**	**3025.10**
Grand Total					**0.00**	**(277,099.34)**	**35,420.44**	**188,664.96**	**3025.10**

City of Fernandina Beach
Golf Course - Operations
Year to Date to January

FUND	ORG	OBJ	ACCOUNT DESCRIPTION	PROJECT	TOTAL REVISED BUDGET	TOTAL YTD ACTUAL	TOTAL MTD ACTUAL	REMAINING BUDGET	% BUDGET USED
410	410	34710	GREEN FEES		(850,000.00)	(178,919.36)	(39,895.50)	(671,080.64)	21.00
		34713	GOLF CARTS		(420,000.00)	(97,930.27)	(24,328.50)	(322,069.73)	23.30
		34714	RANGE FEES		(87,000.00)	(17,075.44)	(5,033.00)	(69,924.56)	19.60
		34718	FACILITY RENTAL		(40,000.00)	0.00	0.00	(40,000.00)	0.00
		34733	MEMBERSHIPS		(275,063.00)	(225,968.44)	(5,754.94)	(49,094.56)	82.20
		36110	INTEREST		0.00	(1,314.08)	(77.23)	1,314.08	100.00
		36990	OTHER REVENUE		0.00	(869.82)	(2,007.60)	869.82	100.00
		36992	GAIN ON SALE OF ASSET		(192,000.00)	(206,700.00)	0.00	14,700.00	107.70
		38101	FROM GENERAL FUND		(250,000.00)	(83,333.36)	(20,833.33)	(166,666.64)	33.30
		38410	LOAN PROCEEDS		(715,000.00)	(715,000.00)	0.00	0.00	100.00
		51200	SALARIES		518,423.00	134,465.17	33,418.80	383,957.83	25.90
		51350	PART-TIME		342,316.00	98,937.00	28,909.69	243,379.00	28.90
		51400	OVERTIME		10,000.00	7,500.22	4,513.82	2,499.78	75.00
		52100	FICA		65,487.00	19,920.03	5,551.34	45,566.97	30.40
		52200	RETIREMENT		101,182.00	30,568.30	7,959.01	70,613.70	30.20
		52300	HEALTH INSUR		27,178.00	14,087.67	3,807.95	13,090.33	51.80
		52301	LIFE INSUR		1,407.00	531.39	156.23	875.61	37.80
		52350	OPEB COSTS		794.00	264.64	66.17	529.36	33.30
		52400	WORKERS' COMP		9,128.00	3,042.64	760.67	6,085.36	33.30
		53100	PROFESSIONAL SERVICES		2,000.00	716.52	250.00	1,283.48	35.80
		53200	AUDITING		7,389.00	2,463.00	615.75	4,926.00	33.30
		53400	CONTRACTUAL		17,114.00	6,201.68	1,215.29	10,912.32	36.20
		54000	TRAINING/TRAVEL		1,160.00	0.00	0.00	1,160.00	0.00
		54100	COMM - PHONE/FAX/ALARM		2,808.00	1,334.52	97.68	1,473.48	47.50
		54101	COMMUNICATIONS-CELLULAR		600.00	0.00	0.00	600.00	0.00
		54103	COMMUNICATIONS-INTERNET		6,010.00	1,765.84	615.53	4,244.16	29.40
		54200	POSTAGE		100.00	0.00	0.00	100.00	0.00
		54300	UTILITIES ELECTRIC		72,000.00	18,091.82	4,801.91	53,908.18	25.10
		54310	UTILITIES-WATER & WASTEWATER		12,000.00	2,479.21	1,228.97	9,520.79	20.70
		54500	INSURANCE		33,495.00	11,165.00	2,791.25	22,330.00	33.30
		54610	R/M BLDG & GROUNDS		10,000.00	3,800.00	0.00	6,200.00	38.00
		54611	R/M FACILITIES		24,500.00	5,042.08	11.68	19,457.92	20.60
		54620	R/M EQUIPMENT		20,000.00	18,736.53	4,577.65	1,263.47	93.70
		54630	R/M VEHICLES-LABOR		1,000.00	75.00	0.00	925.00	7.50
		54640	R/M VEHICLES-PARTS		750.00	456.44	0.00	293.56	60.90
		54800	PROMOTIONAL		15,400.00	11,063.75	5,337.40	4,336.25	71.80
		55100	OFFICE SUPPLIES		1,300.00	347.33	0.00	952.67	26.70
		55200	OPERATING SUPPLIES		210,000.00	62,895.77	14,163.54	129,104.17	38.50
		55210	UNIFORMS		4,350.00	3,488.63	0.00	861.37	80.20
		55220	JANITORIAL SUPPLIES		1,000.00	0.00	0.00	1,000.00	0.00
		55230	GAS/OIL		40,000.00	5,324.72	1,018.15	34,675.28	13.30
		55400	BOOKS/SUBS/DUES		8,000.00	0.00	0.00	8,000.00	0.00
		56300	GOLF COURSE IRRIGATION	24023	272,200.00	0.00	0.00	272,200.00	0.00
		56400	MACH/EQUIP		817,865.00	704,164.78	105.19	43,265.90	94.70
		57100	PRINCIPAL		124,000.00	25,000.00	0.00	99,000.00	20.20
		57200	INTEREST		45,026.00	6,653.40	0.00	38,372.60	14.80
		57300	FINANCING COSTS		30,829.00	30,829.04	0.00	(0.04)	100.00
	410 Total				**27,748.00**	**(295,698.65)**	**24,043.57**	**235,012.27**	**1875.90**
410 Total					27,748.00	(295,698.65)	24,043.57	235,012.27	1875.90
Grand Total					**27,748.00**	**(295,698.65)**	**24,043.57**	**235,012.27**	**1875.90**

City of Fernandina Beach
Golf Course - Toptracer
Year to Date to January

FUND	ORG	OBJ	ACCOUNT DESCRIPTION	TOTAL REVISED BUDGET	TOTAL YTD ACTUAL	TOTAL MTD ACTUAL	REMAINING BUDGET	% BUDGET USED
410	4107260	34714	RANGE FEES	(24,500.00)	(17,075.46)	(5,033.00)	(7,424.54)	69.70
		34716	TT FOOD & BEVERAGE	(30,000.00)	(4,036.15)	(676.43)	(25,963.85)	13.50
		34717	BAY RENTALS	(75,500.00)	(160.00)	(75.00)	(75,340.00)	0.20
		34790	TOPTRACER BAY SPONSORSHIP	(40,000.00)	0.00	0.00	(40,000.00)	0.00
		51350	PART TIME SALARIES	60,180.00	16,922.23	4,019.40	43,257.77	28.10
		51400	OVERTIME	0.00	1,221.40	604.20	(1,221.40)	100.00
		52100	FICA	11,766.00	1,387.99	353.71	10,378.01	11.80
		52400	WORKERS' COMP	686.00	228.64	57.17	457.36	33.30
		54103	COMMUNICATIONS-INTERNET	8,300.00	2,360.04	1,112.02	5,939.96	28.40
		54400	RENTALS/LEASES	24,000.00	8,000.00	2,000.00	16,000.00	33.30
		54611	R/M FACILITIES	7,500.00	0.00	0.00	7,500.00	0.00
		54800	PROMOTIONAL	2,500.00	0.00	0.00	2,500.00	0.00
		55200	OPERATING SUPPLIES	12,000.00	0.00	(281.70)	12,000.00	0.00
		55210	UNIFORMS	0.00	281.70	281.70	(281.70)	100.00
		55550	F&B COST OF SALES	6,000.00	977.17	168.01	5,022.83	16.30
	4107260 Total			**(37,068.00)**	**10,107.56**	**2,530.08**	**(47,175.56)**	**434.60**
410 Total				(37,068.00)	10,107.56	2,530.08	(47,175.56)	434.60
Grand Total				**(37,068.00)**	**10,107.56**	**2,530.08**	**(47,175.56)**	**434.60**

	TOTAL REVISED BUDGET	TOTAL YTD ACTUAL	TOTAL MTD ACTUAL
Range Fee	24,500.00	17,075.46	5,033.00
Bay Rentals	115,500.00	160.00	75.00
Rental/ Leases	126,932.00	30,120.30	7,864.80
Gross Profit/(Loss)	13,068.00	(12,884.84)	(2,756.80)
Gross Profit %	10.30%	-42.78%	-35.05%
TT Food and Beverage	30,000.00	4,036.15	676.43
Food and Beverage Cost of Sales	6,000.00	977.17	168.01
Gross Profit/(Loss)	24,000.00	3,058.98	508.42
Gross Profit %	400.00%	313.04%	302.61%

City of Fernandina Beach
Golf Course -Proshop
Year to Date to January

FUND	ORG	OBJ	ACCOUNT DESCRIPTION	TOTAL REVISED BUDGET	TOTAL YTD ACTUAL	TOTAL MTD ACTUAL	REMAINING BUDGET	% BUDGET USED
410	4107261	34715	PRO SHOP SALES	(150,000.00)	(31,713.11)	(7,466.68)	(118,286.89)	21.10
		34719	GOLF INSTRUCTION	(35,000.00)	(3,440.00)	(625.00)	(31,560.00)	9.80
		51200	SALARIES	0.00	0.00	(409.50)	0.00	0.00
		51350	PART TIME SALARIES	101,036.00	31,034.62	5,711.75	70,001.38	30.70
		51400	OVERTIME	0.00	1,792.37	255.74	(1,792.37)	100.00
		52100	FICA	7,730.00	2,779.31	482.22	4,950.69	36.00
		52200	RETIREMENT	0.00	0.00	(322.16)	0.00	0.00
		52300	HEALTH INSUR	0.00	0.00	(216.98)	0.00	0.00
		52301	LIFE INSUR	0.00	0.00	(7.50)	0.00	0.00
		52400	WORKERS' COMP	933.00	311.00	77.75	622.00	33.30
		55545	PRO SHOP COST OF SALES	90,000.00	18,305.59	3,855.43	71,694.41	20.30
		54970	PROGRAM COSTS	24,000.00	2,252.00	748.00	21,748.00	9.40
	4107261 Total			**38,699.00**	**21,321.78**	**2,083.07**	**17,377.22**	**260.60**
410 Total				**38,699.00**	**21,321.78**	**2,083.07**	**17,377.22**	**260.60**
Grand Total				**38,699.00**	**21,321.78**	**2,083.07**	**17,377.22**	**260.60**

	TOTAL REVISED BUDGET	TOTAL YTD ACTUAL	TOTAL MTD ACTUAL
Pro Shop Sales	185,000.00	35,153.11	8,091.68
Pro Shop Cost of Sales	223,699.00	56,474.89	10,174.75
Gross Profit/(Loss)	(38,699.00)	(21,321.78)	(2,083.07)
Gross Profit %	-17.30%	-37.75%	-20.47%

City of Fernandina Beach
Golf Course - Food and Beverage
Year to Date to January

FUND	ORG	OBJ	ACCOUNT DESCRIPTION	TOTAL REVISED BUDGET	TOTAL YTD ACTUAL	TOTAL MTD ACTUAL	REMAINING BUDGET	% BUDGET USED
410	4107262	34716	FOOD AND BEVERAGE	(525,000.00)	(145,327.88)	(29,038.39)	(379,672.12)	27.70
		34718	FACILITY RENTAL	(25,000.00)	(7,661.57)	(1,687.69)	(17,338.43)	30.60
		51200	SALARIES	130,236.00	33,520.58	10,018.15	96,715.42	25.70
		51350	PART TIME SALARIES	118,161.00	26,812.59	5,912.52	91,348.41	22.70
		51400	OVERTIME	0.00	2,128.48	571.63	(2,128.48)	100.00
		52100	FICA	16,730.00	4,685.96	1,237.16	12,044.04	28.00
		52200	RETIREMENT	27,897.00	4,954.59	2,145.88	22,942.41	17.80
		52300	HEALTH INSUR	35,093.00	4,552.23	1,700.35	30,540.77	13.00
		52301	LIFE INSUR	563.00	106.27	33.35	456.73	18.90
		52400	WORKERS' COMP	1,673.00	517.64	129.42	1,155.36	30.90
		53400	CONTRACTUAL	4,400.00	735.08	0.00	3,664.92	16.70
		54400	RENTALS/LEASES	2,640.00	1,000.00	250.00	1,640.00	37.90
		54620	R/M EQUIPMENT	4,450.00	0.00	0.00	4,450.00	0.00
		55200	OPERATING SUPPLIES	22,000.00	6,710.33	1,497.44	15,289.67	30.50
		55210	UNIFORMS	1,500.00	375.60	0.00	1,124.40	25.00
		55550	F&B COST OF SALES	189,000.00	54,060.07	13,993.90	134,939.93	28.60
	4107262 Total			**4,343.00**	**(12,830.03)**	**6,763.72**	**17,173.03**	**454.00**
410 Total				4,343.00	(12,830.03)	6,763.72	17,173.03	454.00
Grand Total				**4,343.00**	**(12,830.03)**	**6,763.72**	**17,173.03**	**454.00**

	TOTAL REVISED BUDGET	TOTAL YTD ACTUAL	TOTAL MTD ACTUAL
Food and Beverage	550,000.00	152,989.45	30,726.08
Cost of Food and Bevrage	554,343.00	140,159.42	37,489.80
Gross Profit/(Loss)	(4,343.00)	12,830.03	(6,763.72)
Gross Profit %	-0.78%	9.15%	-18.04%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
420 AIRPORT								
420 33220	FAA GRANT	-169,200.00	-169,200.00	-29,619.50	-29,419.50	0.00	-139,580.50	17.5%
420 33323	FDOT GRANT	-1,640,000.00	-1,690,000.00	-2,904.92	-382.84	0.00	-1,687,095.08	.2%
420 34704	RENTALS NON-TAXABLE	-800.00	-800.00	-70.00	0.00	0.00	-730.00	8.8%
420 34720	RENTALS	-2,500.00	-2,500.00	-2,712.00	-840.00	0.00	212.00	108.5%
420 34970	FUEL FLOW FEES	-34,000.00	-34,000.00	-10,055.84	-1,257.84	0.00	-23,944.16	29.6%
420 34971	LEASE PAYMENTS-LAND LEASE	-86,715.00	-86,715.00	-27,593.24	-6,898.31	0.00	-59,121.76	31.8%
420 34972	BUILDING LEASE	-800.00	-800.00	-613.76	-153.44	0.00	-186.24	76.7%
420 34973	LAND LEASE- AMELIA RIVER	-212,697.00	-212,697.00	-74,531.55	-20,109.12	0.00	-138,165.45	35.0%
420 34974	LAND LEASE PAYMENTS-NON TAXABL	-73,864.00	-73,864.00	-25,258.72	-6,314.68	0.00	-48,605.28	34.2%
420 34975	RENT/LEASE PAYMENTS	-396,933.00	-396,933.00	-133,541.86	-33,386.71	0.00	-263,391.14	33.6%
420 34976	8 FLAGS RENT (TAXABLE)	-115,126.00	-115,126.00	-37,427.80	-9,356.95	0.00	-77,698.20	32.5%
420 34978	8 FLAGS RENT NON-TAXABLE	-5,000.00	-5,000.00	-2,387.73	-1,475.43	0.00	-2,612.27	47.8%
420 34979	TRANSIENT REVENUE	-5,000.00	-5,000.00	-3,650.00	-1,695.00	0.00	-1,350.00	73.0%
420 36110	INTEREST	0.00	0.00	-5,935.49	-1,478.62	0.00	5,935.49	100.0%
420 36990	OTHER REVENUE	-70,000.00	-70,000.00	-4,524.06	-2,304.06	0.00	-65,475.94	6.5%
420 36991	AIRCRAFT PARKING REVENUE	-4,000.00	-4,000.00	0.00	0.00	0.00	-4,000.00	.0%
420 36992	GAIN ON SALE OF ASSET	-20,000.00	-20,000.00	0.00	0.00	0.00	-20,000.00	.0%
420 36995	LATE FEES	0.00	0.00	-369.09	-175.46	0.00	369.09	100.0%
420 38101	FROM GENERAL FUND	-296,779.00	-296,779.00	-98,926.36	-24,731.58	0.00	-197,852.64	33.3%
420 38910	CASH BALANCE FORWARD	-1,835,533.00	-1,835,533.00	0.00	0.00	0.00	-1,835,533.00	.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
420 51200	SALARIES						
	183,400.00	183,400.00	58,277.08	14,569.28	0.00	125,122.92	31.8%
420 51350	PART-TIME						
	28,652.00	28,652.00	6,111.86	1,379.95	0.00	22,540.14	21.3%
420 52100	FICA						
	16,513.00	16,513.00	4,954.52	1,226.18	0.00	11,558.48	30.0%
420 52200	RETIREMENT						
	37,196.00	37,196.00	12,470.47	3,120.74	0.00	24,725.53	33.5%
420 52300	HEALTH INSUR						
	20,298.00	20,298.00	6,593.64	1,647.14	0.00	13,704.36	32.5%
420 52301	LIFE INSUR						
	235.00	235.00	240.32	60.80	0.00	-5.32	102.3%
420 52350	OPEB COSTS						
	1,756.00	1,756.00	585.36	146.33	0.00	1,170.64	33.3%
420 52400	WORKERS' COMP						
	1,815.00	1,815.00	605.00	151.25	0.00	1,210.00	33.3%
420 53100	PROFESSIONAL SERVICES						
	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	.0%
420 53200	AUDITING						
	7,389.00	7,389.00	2,463.00	615.75	0.00	4,926.00	33.3%
420 53400	CONTRACTUAL						
	48,450.00	48,450.00	12,895.89	2,111.39	0.00	35,554.11	26.6%
420 54000	TRAINING/TRAVEL						
	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	.0%
420 54100	COMM - PHONE/FAX/ALARM						
	3,096.00	3,096.00	1,055.34	439.56	0.00	2,040.66	34.1%
420 54101	COMMUNICATIONS-CELLULAR						
	1,260.00	1,260.00	421.82	67.98	0.00	838.18	33.5%
420 54103	COMMUNICATIONS-INTERNET						
	6,100.00	6,100.00	556.50	185.50	0.00	5,543.50	9.1%
420 54200	POSTAGE						
	100.00	100.00	0.00	0.00	0.00	100.00	.0%
420 54300	UTILITIES ELECTRIC						
	28,000.00	28,000.00	8,615.00	2,958.51	0.00	19,385.00	30.8%
420 54310	UTILITIES-WATER & WASTEWATER						
	12,200.00	12,200.00	2,812.38	926.64	0.00	9,387.62	23.1%
420 54500	INSURANCE						
	29,160.00	29,160.00	9,720.00	2,430.00	0.00	19,440.00	33.3%
420 54610	R/M BLDG & GROUNDS						
	95,000.00	80,000.00	21,045.88	1,127.15	1,458.00	57,496.12	28.1%
420 54611	R/M FACILITIES						
	0.00	15,000.00	730.41	0.00	0.00	14,269.59	4.9%
420 54620	R/M EQUIPMENT						
	3,000.00	3,000.00	845.46	720.46	0.00	2,154.54	28.2%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
420 54630	R/M VEHICLES-LABOR						
	6,000.00	6,000.00	1,492.50	1,297.50	0.00	4,507.50	24.9%
420 54640	R/M VEHICLES-PARTS						
	8,000.00	8,000.00	554.47	202.64	0.00	7,445.53	6.9%
420 54700	PRINTING						
	650.00	650.00	149.26	0.00	0.00	500.74	23.0%
420 54800	PROMOTIONAL						
	750.00	750.00	0.00	0.00	0.00	750.00	.0%
420 54910	BILLING COSTS						
	7,300.00	7,300.00	2,433.36	608.33	0.00	4,866.64	33.3%
420 55100	OFFICE SUPPLIES						
	2,300.00	2,300.00	89.98	0.00	0.00	2,210.02	3.9%
420 55200	OPERATING SUPPLIES						
	2,180.00	2,180.00	97.19	0.00	0.00	2,082.81	4.5%
420 55210	UNIFORMS						
	500.00	500.00	0.00	0.00	0.00	500.00	.0%
420 55230	GAS/OIL						
	12,000.00	12,000.00	2,815.44	373.11	0.00	9,184.56	23.5%
420 55400	BOOKS/SUBS/DUES						
	575.00	575.00	330.00	0.00	0.00	245.00	57.4%
420 56200 19051	BUILDING						
	200,000.00	200,000.00	283,752.06	44,842.62	590,825.46	-674,577.52	437.3%
420 56300	IMPROVEMENTS						
	148,506.00	148,406.00	0.00	0.00	194,075.78	-45,669.78	130.8%
420 56300 23002	IMPROVEMENTS						
	1,820,000.00	1,820,000.00	0.00	0.00	0.00	1,820,000.00	.0%
420 56300 23032	IMPROVEMENTS						
	45,000.00	45,000.00	0.00	0.00	0.00	45,000.00	.0%
420 56300 24024	TAXIWAY A REHAB						
	188,000.00	188,100.00	32,910.56	30,410.56	155,189.44	0.00	100.0%
420 56300 24025	HANGAR B APRON REHAB						
	450,000.00	450,000.00	0.00	0.00	0.00	450,000.00	.0%
420 56300 24026	AIRPORT STORMWATER PIPE RELINI						
	140,000.00	140,000.00	0.00	0.00	0.00	140,000.00	.0%
420 56400	MACH/EQUIP						
	150,000.00	200,000.00	392.70	392.70	181,136.08	18,471.22	90.8%
420 57100	PRINCIPAL						
	300,775.00	300,775.00	0.00	0.00	0.00	300,775.00	.0%
420 57200	INTEREST						
	111,011.00	111,011.00	0.00	0.00	0.00	111,011.00	.0%
420 59990	RESERVE						
	823,780.00	823,780.00	0.00	0.00	0.00	823,780.00	.0%
TOTAL AIRPORT							
	0.00	0.00	15,895.53	-27,967.47	1,122,684.76	-1,138,580.29	100.0%
	TOTAL REVENUES						
	-4,968,947.00	-5,018,947.00	-460,121.92	-139,979.54	0.00	-4,558,825.08	
	TOTAL EXPENSES						

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
4,968,947.00	5,018,947.00	476,017.45	112,012.07	1,122,684.76	3,420,244.79	
GRAND TOTAL						
0.00	0.00	15,895.53	-27,967.47	1,122,684.76	-1,138,580.29	100.0%

** END OF REPORT - Generated by Ashley Butler **

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
440 SANITATION							
440 34340 GARBAGE FEES	-3,402,883.00	-3,402,883.00	-1,036,851.85	-237,641.12	0.00	-2,366,031.15	30.5%
440 34341 GARBAGE FEES - CITY OF FB	-468,000.00	-468,000.00	-152,760.06	-38,258.18	0.00	-315,239.94	32.6%
440 36110 INTEREST	0.00	0.00	-2,919.98	-803.42	0.00	2,919.98	100.0%
440 36990 OTHER REVENUE	-104,000.00	-104,000.00	-80,583.05	-2,656.33	0.00	-23,416.95	77.5%
440 38101 FROM GENERAL FUND	-40,000.00	-40,000.00	-13,333.36	-3,333.33	0.00	-26,666.64	33.3%
440 38910 CASH BALANCE FORWARD	-218,783.00	-218,783.00	0.00	0.00	0.00	-218,783.00	.0%
440 51200 SALARIES	93,600.00	93,600.00	16,464.37	4,627.58	0.00	77,135.63	17.6%
440 51400 OVERTIME	15,000.00	15,000.00	5,024.96	9.25	0.00	9,975.04	33.5%
440 52100 FICA	8,309.00	8,309.00	1,665.59	351.30	0.00	6,643.41	20.0%
440 52200 RETIREMENT	23,455.00	23,455.00	4,697.19	993.20	0.00	18,757.81	20.0%
440 52300 HEALTH INSUR	20,176.00	20,176.00	5,100.58	1,009.56	0.00	15,075.42	25.3%
440 52301 LIFE INSUR	342.00	342.00	109.72	16.64	0.00	232.28	32.1%
440 52400 WORKERS' COMP	4,608.00	4,608.00	1,536.00	384.00	0.00	3,072.00	33.3%
440 53200 AUDITING	7,389.00	7,389.00	2,463.00	615.75	0.00	4,926.00	33.3%
440 53400 CONTRACTUAL	255,936.00	255,936.00	21,609.33	3,881.77	0.00	234,326.67	8.4%
440 53440 SANITATION SERVICES EXPENSE	3,093,221.00	3,093,221.00	717,924.73	230,986.08	0.00	2,375,296.27	23.2%
440 54000 TRAINING/TRAVEL	1,000.00	1,000.00	504.25	0.00	0.00	495.75	50.4%
440 54400 RENTALS/LEASES	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	.0%
440 54440 LAND RENT	35,000.00	35,000.00	11,015.60	2,753.90	0.00	23,984.40	31.5%
440 54500 INSURANCE	53,719.00	53,719.00	17,906.36	4,476.58	0.00	35,812.64	33.3%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
440 54610	R/M BLDG & GROUNDS						
	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	.0%
440 54620	R/M EQUIPMENT						
	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	.0%
440 54630	R/M VEHICLES-LABOR						
	10,000.00	10,000.00	2,130.00	1,155.00	0.00	7,870.00	21.3%
440 54640	R/M VEHICLES-PARTS						
	17,000.00	17,000.00	6,177.25	5,049.84	0.00	10,822.75	36.3%
440 54910	BILLING COSTS						
	92,000.00	92,000.00	30,666.64	7,666.67	0.00	61,333.36	33.3%
440 55100	OFFICE SUPPLIES						
	100.00	100.00	0.00	0.00	0.00	100.00	.0%
440 55200	OPERATING SUPPLIES						
	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	.0%
440 55210	UNIFORMS						
	1,200.00	1,200.00	450.00	0.00	0.00	750.00	37.5%
440 55230	GAS/OIL						
	30,000.00	30,000.00	6,851.81	1,637.00	0.00	23,148.19	22.8%
440 55644	NON PROFIT KNB						
	5,000.00	5,000.00	1,173.81	1,173.81	0.00	3,826.19	23.5%
440 56401	NON CAP EQUIP						
	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	.0%
440 59990	RESERVE						
	429,611.00	429,611.00	0.00	0.00	0.00	429,611.00	.0%
TOTAL SANITATION							
	0.00	0.00	-432,977.11	-15,904.45	0.00	432,977.11	100.0%
	TOTAL REVENUES						
	-4,233,666.00	-4,233,666.00	-1,286,448.30	-282,692.38	0.00	-2,947,217.70	
	TOTAL EXPENSES						
	4,233,666.00	4,233,666.00	853,471.19	266,787.93	0.00	3,380,194.81	
	GRAND TOTAL						
	0.00	0.00	-432,977.11	-15,904.45	0.00	432,977.11	100.0%

** END OF REPORT - Generated by Ashley Butler **

City of Fernandina Beach

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
450	WASTEWATER							
450	34345	WASTEWATER CHARGES		LY $1,974,792.67				
		-6,198,520.00	-6,198,520.00	-2,102,123.35	-516,212.43	0.00	-4,096,396.65	33.9%
450	34530	SEPTIC DUMPING						
		-50,000.00	-50,000.00	-30,925.80	-9,066.60	0.00	-19,074.20	61.9%
450	34535	WASTEWATER TAP FEES						
		-45,000.00	-45,000.00	-23,625.00	-3,000.00	0.00	-21,375.00	52.5%
450	34910	WASTEWATER MISCELLANEOUS FEES						
		-5,000.00	-5,000.00	-47,968.60	-2,750.00	0.00	42,968.60	959.4%
450	36110	INTEREST						
		-90,000.00	-90,000.00	-21,399.30	-5,410.11	0.00	-68,600.70	23.8%
450	36992	GAIN ON SALE OF ASSET						
		0.00	0.00	-20,962.00	-775.00	0.00	20,962.00	100.0%
450	38910	CASH BALANCE FORWARD						
		-1,408,218.00	-1,408,218.00	0.00	0.00	0.00	-1,408,218.00	.0%
450	51200	SALARIES						
		860,180.00	860,180.00	266,263.28	67,831.54	0.00	593,916.72	31.0%
450	51350	PART-TIME						
		35,610.00	35,610.00	15,243.66	3,936.75	0.00	20,366.34	42.8%
450	51400	OVERTIME						
		157,530.00	157,530.00	47,891.81	14,628.95	0.00	109,638.19	30.4%
450	52100	FICA						
		66,013.00	66,013.00	24,819.26	6,374.01	0.00	41,193.74	37.6%
450	52200	RETIREMENT						
		185,394.00	185,394.00	64,622.52	17,663.06	0.00	120,771.48	34.9%
450	52300	HEALTH INSUR						
		184,979.00	184,979.00	55,087.96	13,666.34	0.00	129,891.04	29.8%
450	52301	LIFE INSUR						
		3,344.00	3,344.00	1,078.24	275.20	0.00	2,265.76	32.2%
450	52350	OPEB COSTS						
		15,361.00	15,361.00	5,120.36	1,280.08	0.00	10,240.64	33.3%
450	52400	WORKERS' COMP						
		16,931.00	16,931.00	5,643.64	1,410.92	0.00	11,287.36	33.3%
450	53100	PROFESSIONAL SERVICES						
		225,000.00	201,000.00	21,285.96	16,248.18	76,495.32	103,218.72	48.6%
450	53200	AUDITING						
		15,599.00	15,599.00	5,199.64	1,299.92	0.00	10,399.36	33.3%
450	53400	CONTRACTUAL						
		225,648.00	225,648.00	52,691.80	16,958.41	1,388.45	171,567.75	24.0%
450	54000	TRAINING/TRAVEL						
		38,700.00	38,700.00	1,158.00	631.00	0.00	37,542.00	3.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
450 54100	COMM - PHONE/FAX/ALARM						
	4,296.00	4,296.00	689.04	195.36	0.00	3,606.96	16.0%
450 54101	COMMUNICATIONS-CELLULAR						
	5,025.00	5,025.00	1,082.97	491.49	0.00	3,942.03	21.6%
450 54103	COMMUNICATIONS-INTERNET						
	1,854.00	1,854.00	1,311.42	600.31	0.00	542.58	70.7%
450 54200	POSTAGE						
	3,000.00	3,000.00	41.87	0.00	0.00	2,958.13	1.4%
450 54300	UTILITIES ELECTRIC						
	265,000.00	265,000.00	72,914.67	34,306.11	0.00	192,085.33	27.5%
450 54310	UTILITIES-WATER & WASTEWATER						
	55,000.00	55,000.00	3,730.44	2,025.24	0.00	51,269.56	6.8%
450 54320	UTILITIES-PROPANE/OTHER						
	7,800.00	7,800.00	0.00	0.00	0.00	7,800.00	.0%
450 54500	INSURANCE						
	58,645.00	58,645.00	19,548.36	4,887.08	0.00	39,096.64	33.3%
450 54610	R/M BLDG & GROUNDS						
	72,500.00	72,500.00	19,677.85	0.00	1,350.00	51,472.15	29.0%
450 54611	R/M FACILITIES						
	23,500.00	23,500.00	7,132.69	0.00	0.00	16,367.31	30.4%
450 54620	R/M EQUIPMENT						
	201,000.00	225,000.00	142,199.14	120,558.86	71,600.00	11,200.86	95.0%
450 54630	R/M VEHICLES-LABOR						
	20,000.00	20,000.00	1,635.00	37.50	0.00	18,365.00	8.2%
450 54640	R/M VEHICLES-PARTS						
	33,000.00	33,000.00	9,824.20	913.96	0.00	23,175.80	29.8%
450 54910	BILLING COSTS						
	200,000.00	200,000.00	66,666.64	16,666.67	0.00	133,333.36	33.3%
450 54920	UTILITY ADMIN COSTS						
	330,585.00	330,585.00	110,195.00	27,548.75	0.00	220,390.00	33.3%
450 55100	OFFICE SUPPLIES						
	1,500.00	1,500.00	487.08	187.76	0.00	1,012.92	32.5%
450 55200	OPERATING SUPPLIES						
	271,130.00	271,130.00	84,067.13	32,717.92	780.00	186,282.87	31.3%
450 55210	UNIFORMS						
	8,925.00	8,925.00	5,625.00	0.00	0.00	3,300.00	63.0%
450 55220	JANITORIAL SUPPLIES						
	2,500.00	2,500.00	98.74	98.74	0.00	2,401.26	3.9%
450 55230	GAS/OIL						
	38,000.00	38,000.00	10,299.73	3,573.54	0.00	27,700.27	27.1%
450 55240	CHEMICALS						
	128,000.00	128,000.00	41,897.97	22,881.98	0.00	86,102.03	32.7%
450 55300	ROAD MATERIALS						
	8,000.00	8,000.00	3,942.08	0.00	221.09	3,836.83	52.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
450 55400	BOOKS/SUBS/DUES						
	1,900.00	1,900.00	311.64	311.64	0.00	1,588.36	16.4%
450 56300 23014	IMPROVEMENTS						
	50,000.00	50,000.00	0.00	0.00	119,340.00	-69,340.00	238.7%
450 56300 23055	IMPROVEMENTS						
	398,811.00	398,811.00	0.00	0.00	374,046.24	24,764.76	93.8%
450 56300 24012	CIP LATERAL LINING						
	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	.0%
450 56300 24027	FY24 GRAVITY RELINE WASTEWATER						
	200,000.00	200,000.00	0.00	0.00	197,016.85	2,983.15	98.5%
450 56300 24028	FY24 WASTEWATER PLANT AUTOMATI						
	50,000.00	50,000.00	38,637.00	38,637.00	0.00	11,363.00	77.3%
450 56300 24029	FY24 MANHOLES						
	55,000.00	100,558.00	54,705.77	0.00	45,851.36	0.87	100.0%
450 56300 24030	FY24 LIFT STATION UPGRADES						
	200,000.00	200,000.00	42,186.00	42,186.00	7,970.00	149,844.00	25.1%
450 56400	MACH/EQUIP						
	295,000.00	295,000.00	62,893.40	4,937.00	187,241.22	44,865.38	84.8%
450 56401	EQUIP-NON CAPITAL						
	16,500.00	16,500.00	0.00	0.00	0.00	16,500.00	.0%
450 59100	TRANSFER TO GENERAL FUND						
	360,000.00	360,000.00	120,000.00	30,000.00	0.00	240,000.00	33.3%
450 59230	TRANSFER TO UTIL ACQ DS						
	236,598.00	236,598.00	78,866.00	19,716.50	0.00	157,732.00	33.3%
450 59330	TRANSFER TO WW CAPITAL						
	500,000.00	500,000.00	166,666.64	41,666.67	0.00	333,333.36	33.3%
450 59460	TRANSFER TO WATER FUND						
	1,000,000.00	1,000,000.00	333,333.36	83,333.33	0.00	666,666.64	33.3%
450 59990	RESERVE						
	563,380.00	517,822.00	0.00	0.00	0.00	517,822.00	.0%
TOTAL WASTEWATER							
	0.00	0.00	-180,231.09	153,469.63	1,083,300.53	-903,069.44	100.0%
	TOTAL REVENUES						
	-7,796,738.00	-7,796,738.00	-2,247,004.05	-537,214.14	0.00	-5,549,733.95	
	TOTAL EXPENSES						
	7,796,738.00	7,796,738.00	2,066,772.96	690,683.77	1,083,300.53	4,646,664.51	
	GRAND TOTAL						
	0.00	0.00	-180,231.09	153,469.63	1,083,300.53	-903,069.44	100.0%

** END OF REPORT - Generated by Ashley Butler **

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
460 WATER				LY $1,547,167.79				
460 34346	WATER CHARGES	-4,841,570.00	-4,841,570.00	-1,629,813.24	-375,172.11	0.00	-3,211,756.76	33.7%
460 34610	WATER TAP CHARGES	-53,560.00	-53,560.00	-34,583.36	-6,395.84	0.00	-18,976.64	64.6%
460 34620	WATER METER INSTALLATION FEES	-37,801.00	-37,801.00	-9,193.30	-1,903.71	0.00	-28,607.70	24.3%
460 34621	WATER NONPAY RECONNECT FEE	-30,000.00	-30,000.00	-23,221.25	-6,435.00	0.00	-6,778.75	77.4%
460 34910	MISCELLANEOUS FEES	-10,712.00	-10,712.00	-950.00	0.00	0.00	-9,762.00	8.9%
460 36110	INTEREST	-79,745.00	-79,745.00	-26,543.94	-8,383.36	0.00	-53,201.06	33.3%
460 36120	UNREALIZED GAIN	0.00	0.00	-1,434.28	0.00	0.00	1,434.28	100.0%
460 36323	EXTENSION CHARGES	-24,720.00	-24,720.00	-12,116.68	-2,754.17	0.00	-12,603.32	49.0%
460 36992	GAIN ON SALE OF ASSET	0.00	0.00	-8,775.00	-8,775.00	0.00	8,775.00	100.0%
460 36995	LATE FEES	-16,322.00	-16,322.00	-6,958.09	-1,839.65	0.00	-9,363.91	42.6%
460 38145	FROM WASTEWATER	-1,000,000.00	-1,000,000.00	-333,333.36	-83,333.33	0.00	-666,666.64	33.3%
460 38910	CASH BALANCE FORWARD	-5,748,316.00	-5,748,316.00	0.00	0.00	0.00	-5,748,316.00	.0%
460 38912	RESERVE - R & R FUND	-200,000.00	-200,000.00	0.00	0.00	0.00	-200,000.00	.0%
460 51200	SALARIES	950,939.00	950,939.00	265,322.38	70,636.28	0.00	685,616.62	27.9%
460 51400	OVERTIME	150,000.00	150,000.00	51,666.34	10,615.68	0.00	98,333.66	34.4%
460 52100	FICA	69,826.00	69,826.00	23,557.20	5,870.32	0.00	46,268.80	33.7%
460 52200	RETIREMENT	205,092.00	205,092.00	62,153.57	17,404.18	0.00	142,938.43	30.3%
460 52300	HEALTH INSUR	211,275.00	211,275.00	63,987.52	17,739.76	0.00	147,287.48	30.3%
460 52301	LIFE INSUR	3,679.00	3,679.00	1,087.33	293.89	0.00	2,591.67	29.6%
460 52350	OPEB COSTS	14,483.00	14,483.00	4,827.64	1,206.92	0.00	9,655.36	33.3%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
460 52400	WORKERS' COMP						
	18,382.00	18,382.00	6,127.36	1,531.83	0.00	12,254.64	33.3%
460 53100	PROFESSIONAL SERVICES						
	140,000.00	140,000.00	0.00	0.00	0.00	140,000.00	.0%
460 53200	AUDITING						
	10,673.00	10,673.00	3,557.64	889.42	0.00	7,115.36	33.3%
460 53400	CONTRACTUAL						
	147,104.00	147,104.00	24,711.64	9,608.09	19,647.97	102,744.39	30.2%
460 54000	TRAINING/TRAVEL						
	41,058.00	41,058.00	5,345.05	5,345.05	0.00	35,712.95	13.0%
460 54100	COMM - PHONE/FAX/ALARM						
	2,896.00	2,896.00	773.55	251.70	0.00	2,122.45	26.7%
460 54101	COMMUNICATIONS-CELLULAR						
	10,000.00	10,000.00	3,107.61	1,583.96	0.00	6,892.39	31.1%
460 54103	COMMUNICATIONS-INTERNET						
	10,500.00	10,500.00	1,480.01	350.81	0.00	9,019.99	14.1%
460 54200	POSTAGE						
	1,825.00	1,825.00	0.00	0.00	0.00	1,825.00	.0%
460 54300	UTILITIES ELECTRIC						
	220,000.00	220,000.00	69,136.26	25,822.32	0.00	150,863.74	31.4%
460 54310	UTILITIES-WATER & WASTEWATER						
	1,000.00	1,000.00	332.19	65.32	0.00	667.81	33.2%
460 54320	UTILITIES-PROPANE/OTHER						
	6,000.00	6,000.00	71.98	0.00	0.00	5,928.02	1.2%
460 54440	LAND RENT						
	25,000.00	25,000.00	6,625.28	1,656.32	0.00	18,374.72	26.5%
460 54500	INSURANCE						
	54,717.00	54,717.00	18,239.00	4,559.75	0.00	36,478.00	33.3%
460 54610	R/M BLDG & GROUNDS						
	98,000.00	98,000.00	18,425.86	10,292.20	0.00	79,574.14	18.8%
460 54611	R/M FACILITIES						
	18,500.00	18,500.00	432.33	391.77	0.00	18,067.67	2.3%
460 54620	R/M EQUIPMENT						
	114,000.00	114,000.00	4,951.75	1,294.64	9,104.29	99,943.96	12.3%
460 54630	R/M VEHICLES-LABOR						
	12,000.00	12,000.00	1,815.00	562.50	0.00	10,185.00	15.1%
460 54640	R/M VEHICLES-PARTS						
	25,000.00	25,000.00	3,002.28	1,016.73	0.00	21,997.72	12.0%
460 54800	PROMOTIONAL						
	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	.0%
460 54910	BILLING COSTS						
	200,000.00	200,000.00	66,666.64	16,666.67	0.00	133,333.36	33.3%
460 54920	UTILITY ADMIN COSTS						
	330,585.00	330,585.00	110,195.00	27,548.75	0.00	220,390.00	33.3%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
460 55100	OFFICE SUPPLIES						
	2,500.00	2,500.00	665.59	567.61	0.00	1,834.41	26.6%
460 55200	OPERATING SUPPLIES						
	277,430.00	277,430.00	105,316.71	58,945.35	36,339.60	135,773.69	51.1%
460 55210	UNIFORMS						
	10,875.00	10,875.00	6,075.00	0.00	0.00	4,800.00	55.9%
460 55220	JANITORIAL SUPPLIES						
	3,000.00	3,000.00	353.77	24.28	0.00	2,646.23	11.8%
460 55230	GAS/OIL						
	50,000.00	50,000.00	15,101.02	4,105.39	0.00	34,898.98	30.2%
460 55240	CHEMICALS						
	76,000.00	76,000.00	0.00	0.00	0.00	76,000.00	.0%
460 55300	ROAD MATERIALS						
	8,000.00	8,000.00	3,942.08	0.00	221.08	3,836.84	52.0%
460 55400	BOOKS/SUBS/DUES						
	6,140.00	6,140.00	311.64	311.64	0.00	5,828.36	5.1%
460 56300 22003	IMPROVEMENTS						
	0.00	0.00	0.00	0.00	95,600.00	-95,600.00	100.0%
460 56300 23021	IMPROVEMENTS						
	0.00	0.00	0.00	0.00	204,443.73	-204,443.73	100.0%
460 56300 24031	WP #3 GENERATOR REPLACEMT						
	250,000.00	250,000.00	0.00	0.00	204,442.53	45,557.47	81.8%
460 56300 24032	WP1 ROOF PH2						
	150,000.00	150,000.00	0.00	0.00	0.00	150,000.00	.0%
460 56300 24033	FY24 WATER METERS						
	875,000.00	936,725.00	936,062.65	70,725.85	0.00	662.35	99.9%
460 56300 24034	FY24 WP AUTOMATION						
	100,000.00	38,275.00	0.00	0.00	0.00	38,275.00	.0%
460 56400	MACH/EQUIP						
	120,000.00	120,000.00	80,076.00	40,000.00	15,985.67	23,938.33	80.1%
460 56401	EQUIP-NON CAPITAL						
	17,500.00	17,500.00	1,951.65	0.00	0.00	15,548.35	11.2%
460 59100	TRANSFER TO GENERAL FUND						
	120,000.00	120,000.00	40,000.00	10,000.00	0.00	80,000.00	33.3%
460 59230	TRANSFER TO UTIL ACQ DS						
	1,991,895.00	1,991,895.00	663,965.00	165,991.25	0.00	1,327,930.00	33.3%
460 59910	CONTINGENCY R & R						
	200,000.00	200,000.00	0.00	0.00	0.00	200,000.00	.0%
460 59990	RESERVE						
	4,681,872.00	4,681,872.00	0.00	0.00	0.00	4,681,872.00	.0%
TOTAL WATER							
	0.00	0.00	584,497.02	88,884.06	585,784.87	-1,170,281.89	100.0%
	TOTAL REVENUES						
	-12,042,746.00	-12,042,746.00	-2,086,922.50	-494,992.17	0.00	-9,955,823.50	
	TOTAL EXPENSES						
	12,042,746.00	12,042,746.00	2,671,419.52	583,876.23	585,784.87	8,785,541.61	

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
GRAND TOTAL						
0.00	0.00	584,497.02	88,884.06	585,784.87	-1,170,281.89	100.0%

** END OF REPORT - Generated by Ashley Butler **

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
470 STORMWATER							
470 33400 STATE GRANT	-775,625.00	-775,625.00	-27,422.29	-27,422.29	0.00	-748,202.71	3.5%
470 34347 WATER DRAINAGE FEES	-970,000.00	-970,000.00	-333,960.91	-83,583.55	0.00	-636,039.09	34.4%
470 38910 CASH BALANCE FORWARD	180,568.00	180,568.00	LY $306,089.07	0.00	0.00	180,568.00	.0%
470 51200 SALARIES	260,456.00	260,456.00	86,277.06	17,359.21	0.00	174,178.94	33.1%
470 51400 OVERTIME	25,000.00	25,000.00	1,266.12	353.38	0.00	23,733.88	5.1%
470 52100 FICA	20,007.00	20,007.00	6,832.65	1,355.29	0.00	13,174.35	34.2%
470 52200 RETIREMENT	56,144.00	56,144.00	19,106.06	3,794.04	0.00	37,037.94	34.0%
470 52300 HEALTH INSUR	40,413.00	40,413.00	18,170.27	3,385.78	0.00	22,242.73	45.0%
470 52301 LIFE INSUR	831.00	831.00	374.86	73.60	0.00	456.14	45.1%
470 52350 OPEB COSTS	2,194.00	2,194.00	731.36	182.83	0.00	1,462.64	33.3%
470 52400 WORKERS' COMP	7,612.00	7,612.00	2,537.36	634.33	0.00	5,074.64	33.3%
470 53100 PROFESSIONAL SERVICES	95,000.00	95,000.00	375.00	0.00	1,325.00	93,300.00	1.8%
470 53200 AUDITING	6,568.00	6,568.00	2,189.36	547.33	0.00	4,378.64	33.3%
470 53400 CONTRACTUAL	65,234.00	65,234.00	11,362.03	-2,199.72	195.00	53,676.97	17.7%
470 54000 TRAINING/TRAVEL	15,618.00	15,618.00	239.00	239.00	0.00	15,379.00	1.5%
470 54100 COMM - PHONE/FAX/ALARM	264.00	264.00	264.00	0.00	0.00	0.00	100.0%
470 54101 COMMUNICATIONS-CELLULAR	2,525.00	2,525.00	767.30	242.10	0.00	1,757.70	30.4%
470 54103 COMMUNICATIONS-INTERNET	1,854.00	1,854.00	478.39	211.99	0.00	1,375.61	25.8%
470 54200 POSTAGE	50.00	50.00	0.00	0.00	0.00	50.00	.0%
470 54300 UTILITIES ELECTRIC	3,600.00	3,600.00	1,337.04	469.47	0.00	2,262.96	37.1%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
470 54310	UTILITIES-WATER & WASTEWATER						
	1,000.00	1,000.00	156.03	81.03	0.00	843.97	15.6%
470 54400	RENTALS/LEASES						
	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	.0%
470 54500	INSURANCE						
	16,346.00	16,346.00	5,448.64	1,362.17	0.00	10,897.36	33.3%
470 54610	R/M BLDG & GROUNDS						
	51,500.00	51,500.00	0.00	0.00	0.00	51,500.00	.0%
470 54611	R/M FACILITIES						
	12,500.00	12,500.00	8,027.43	0.00	0.00	4,472.57	64.2%
470 54620	R/M EQUIPMENT						
	7,500.00	7,500.00	218.43	0.00	0.00	7,281.57	2.9%
470 54630	R/M VEHICLES-LABOR						
	7,500.00	7,500.00	1,912.50	75.00	0.00	5,587.50	25.5%
470 54640	R/M VEHICLES-PARTS						
	12,000.00	12,000.00	2,727.21	1,250.25	0.00	9,272.79	22.7%
470 54700	PRINTING						
	500.00	500.00	0.00	0.00	0.00	500.00	.0%
470 54800	PROMOTIONAL						
	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	.0%
470 54910	BILLING COSTS						
	35,000.00	35,000.00	11,666.64	2,916.67	0.00	23,333.36	33.3%
470 54920	UTILITY ADMIN COSTS						
	220,390.00	220,390.00	73,463.36	18,365.83	0.00	146,926.64	33.3%
470 55100	OFFICE SUPPLIES						
	1,000.00	1,000.00	363.32	234.36	0.00	636.68	36.3%
470 55200	OPERATING SUPPLIES						
	168,380.00	168,380.00	32,648.54	141.68	0.00	135,731.46	19.4%
470 55210	UNIFORMS						
	3,050.00	3,050.00	1,750.00	0.00	0.00	1,300.00	57.4%
470 55220	JANITORIAL SUPPLIES						
	1,000.00	1,000.00	161.41	0.00	0.00	838.59	16.1%
470 55230	GAS/OIL						
	12,000.00	12,000.00	3,184.05	510.48	0.00	8,815.95	26.5%
470 55300	ROAD MATERIALS						
	8,000.00	8,000.00	3,942.09	0.00	221.08	3,836.83	52.0%
470 55400	BOOKS/SUBS/DUES						
	1,285.00	1,285.00	500.00	0.00	0.00	785.00	38.9%
470 56300 18002	IMPROVEMENTS						
	120,000.00	120,000.00	17,302.46	17,302.46	137,675.20	-34,977.66	129.1%
470 56300 22013	IMPROVEMENTS						
	500,000.00	500,000.00	37,823.85	37,823.85	28,629.57	433,546.58	13.3%
470 56300 22014	IMPROVEMENTS						
	125,000.00	125,000.00	0.00	0.00	0.00	125,000.00	.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
470 56300 24035	A-4 Beech St -18 to Citrona						
	55,486.00	55,486.00	0.00	0.00	0.00	55,486.00	.0%
470 56300 24036	FY24 CIP LINING OF STORMWATER						
	150,000.00	150,000.00	0.00	0.00	147,956.15	2,043.85	98.6%
470 56300 24037	CENTRE STREET DRAINAGE						
	200,000.00	200,000.00	0.00	0.00	0.00	200,000.00	.0%
470 56300 24038	1ST AVE DRAINAGE PH1						
	250,000.00	250,000.00	0.00	0.00	0.00	250,000.00	.0%
470 56400	MACH/EQUIP						
	37,000.00	37,000.00	17,130.50	0.00	15,200.00	4,669.50	87.4%
470 57100	PRINCIPAL						
	107,829.00	107,829.00	0.00	0.00	0.00	107,829.00	.0%
470 57200	INTEREST						
	8,745.00	8,745.00	0.00	0.00	0.00	8,745.00	.0%
470 59990	RESERVE						
	-1,167,824.00	-1,167,824.00	0.00	0.00	0.00	-1,167,824.00	.0%
TOTAL STORMWATER							
	0.00	0.00	9,351.12	-4,293.43	331,202.00	-340,553.12	100.0%
	TOTAL REVENUES						
	-1,565,057.00	-1,565,057.00	-361,383.20	-111,005.84	0.00	-1,203,673.80	
	TOTAL EXPENSES						
	1,565,057.00	1,565,057.00	370,734.32	106,712.41	331,202.00	863,120.68	
	GRAND TOTAL						
	0.00	0.00	9,351.12	-4,293.43	331,202.00	-340,553.12	100.0%

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YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
480 MARINA								
480 33410	FL INLAND NAVIGATION REVENUE	-326,000.00	-326,000.00	0.00	0.00	0.00	-326,000.00	.0%
480 34750	SLIP RENTALS - PERMANENT	-424,425.00	-424,425.00	-146,513.42	-38,016.25	0.00	-277,911.58	34.5%
480 34755	SLIP RENTALS - TRANSIENT	-1,068,250.00	-1,068,250.00	-408,288.14	-81,164.42	0.00	-659,961.86	38.2%
480 34757	SLIP RENTALS - NON-TAXABLE	-20,000.00	-20,000.00	-2,273.29	-335.29	0.00	-17,726.71	11.4%
480 34759	DOCK STORE RENT	-7,000.00	-7,000.00	-2,004.42	-430.41	0.00	-4,995.58	28.6%
480 34760	BUSINESS RENTALS	-28,656.00	-28,656.00	-9,557.32	-2,389.33	0.00	-19,098.68	33.4%
480 34762	MOORINGS-TAXABLE	-55,000.00	-55,000.00	-16,868.79	-1,697.40	0.00	-38,131.21	30.7%
480 34767	SERVICES-TAXABLE	-6,010.00	-6,010.00	-642.08	-65.38	0.00	-5,367.92	10.7%
480 34770	FUEL-DIESEL	-1,500,000.00	-1,500,000.00	-677,606.24	-97,878.98	0.00	-822,393.76	45.2%
480 34771	FUEL-GAS	-426,000.00	-426,000.00	0.00	0.00	0.00	-426,000.00	.0%
480 34775	FUEL-DISCOUNTS DIESEL	13,200.00	13,200.00	9,169.40	1,426.43	0.00	4,030.60	69.5%
480 34776	FUEL-DISCOUNTS GAS	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	.0%
480 36110	INTEREST	0.00	0.00	-4,459.55	-1,297.96	0.00	4,459.55	100.0%
480 36215	NON-TAXABLE RENT	-5,556.00	-5,556.00	-1,445.28	-56.25	0.00	-4,110.72	26.0%
480 36990	OTHER REVENUE	-672.00	-672.00	-3,004.20	-1,019.31	0.00	2,332.20	447.1%
480 38101	FROM GENERAL FUND	-686,660.00	-686,660.00	-228,886.64	-57,221.67	0.00	-457,773.36	33.3%
480 38910	CASH BALANCE FORWARD	-786,066.00	-786,066.00	0.00	0.00	0.00	-786,066.00	.0%
480 53100	PROFESSIONAL SERVICES	37,600.00	37,600.00	9,297.00	2,412.00	0.00	28,303.00	24.7%
480 53200	AUDITING	7,371.00	7,371.00	2,457.00	614.25	0.00	4,914.00	33.3%
480 53400	CONTRACTUAL	577,667.00	577,667.00	172,668.61	40,288.14	0.00	404,998.39	29.9%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
480 54000	TRAINING/TRAVEL						
	1,960.00	1,960.00	-434.21	0.00	0.00	2,394.21	-22.2%
480 54100	COMM - PHONE/FAX/ALARM						
	4,296.00	4,296.00	1,733.74	690.05	0.00	2,562.26	40.4%
480 54103	COMMUNICATIONS-INTERNET						
	13,980.00	13,980.00	1,056.84	312.81	0.00	12,923.16	7.6%
480 54200	POSTAGE						
	120.00	120.00	14.22	14.22	0.00	105.78	11.9%
480 54300	UTILITIES ELECTRIC						
	10,000.00	10,000.00	1,834.00	385.55	0.00	8,166.00	18.3%
480 54310	UTILITIES-WATER & WASTEWATER						
	17,640.00	17,640.00	7,406.24	1,752.30	0.00	10,233.76	42.0%
480 54500	INSURANCE						
	596,112.00	596,112.00	187,571.88	46,892.96	0.00	408,540.12	31.5%
480 54610	R/M BLDG & GROUNDS						
	27,000.00	27,000.00	23,825.09	14,953.63	44.00	3,130.91	88.4%
480 54611	R/M FACILITIES						
	15,000.00	15,000.00	2,889.35	2,882.35	0.00	12,110.65	19.3%
480 54620	R/M EQUIPMENT						
	19,300.00	38,600.00	25,571.14	19,230.55	560.38	12,468.48	67.7%
480 54630	R/M VEHICLES-LABOR						
	500.00	500.00	0.00	0.00	0.00	500.00	.0%
480 54640	R/M VEHICLES-PARTS						
	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	.0%
480 54675	R/M MOORING FIELD						
	12,000.00	12,000.00	0.00	0.00	0.00	12,000.00	.0%
480 54800	PROMOTIONAL						
	62,100.00	62,100.00	12,612.10	3,056.82	0.00	49,487.90	20.3%
480 55100	OFFICE SUPPLIES						
	3,750.00	3,750.00	1,069.67	246.06	0.00	2,680.33	28.5%
480 55200	OPERATING SUPPLIES						
	218,750.00	218,750.00	63,572.89	11,954.45	0.00	155,177.11	29.1%
480 55210	UNIFORMS						
	4,200.00	4,200.00	1,412.17	901.90	0.00	2,787.83	33.6%
480 55220	JANITORIAL SUPPLIES						
	4,800.00	4,800.00	659.52	275.94	0.00	4,140.48	13.7%
480 55400	BOOKS/SUBS/DUES						
	0.00	0.00	561.77	69.62	0.00	-561.77	100.0%
480 55510	FUEL FOR RESALE						
	1,361,000.00	1,361,000.00	436,904.16	62,619.43	0.00	924,095.84	32.1%
480 56200 23034	BUILDING						
	6,000.00	6,000.00	0.00	0.00	10,163.00	-4,163.00	169.4%
480 56300 24039	MARINA BOARDWALK						
	150,000.00	150,000.00	0.00	0.00	0.00	150,000.00	.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
480 56328 24001		FY24 DREDGING-MARINA					
	500,000.00	826,000.00	0.00	0.00	0.00	826,000.00	.0%
480 56400		MACH/EQUIP					
	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	.0%
480 57100		PRINCIPAL					
	603,685.00	603,685.00	45,225.56	11,306.39	0.00	558,459.44	7.5%
480 57200		INTEREST					
	82,975.00	82,975.00	5,640.44	1,410.11	0.00	77,334.56	6.8%
480 59990		RESERVE					
	932,289.00	586,989.00	0.00	0.00	0.00	586,989.00	.0%
TOTAL MARINA							
	0.00	0.00	-488,830.79	-57,876.69	10,767.38	478,063.41	100.0%
		TOTAL REVENUES					
	-5,321,095.00	-5,321,095.00	-1,492,379.97	-280,146.22	0.00	-3,828,715.03	
		TOTAL EXPENSES					
	5,321,095.00	5,321,095.00	1,003,549.18	222,269.53	10,767.38	4,306,778.44	
		GRAND TOTAL					
	0.00	0.00	-488,830.79	-57,876.69	10,767.38	478,063.41	100.0%

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YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
620 PENSION - POLICE/FIRE							
620 31251	STATE/FIRE INSURANCE TAX						
	-115,000.00	-115,000.00	-27,890.54	0.00	0.00	-87,109.46	24.3%
620 31252	STATE/POLICE INSURANCE TAX						
	-110,000.00	-110,000.00	0.00	0.00	0.00	-110,000.00	.0%
620 36110	INTEREST						
	-450,000.00	-450,000.00	-171,601.12	-100,618.23	0.00	-278,398.88	38.1%
620 36120	UNREALIZED GAIN						
	-55,000.00	-55,000.00	214,964.01	214,964.01	0.00	-269,964.01	-390.8%
620 36130	INCOME/LOSS/REALIZED G/L						
	-70,000.00	-70,000.00	-23,272.75	-23,272.75	0.00	-46,727.25	33.2%
620 36700	GAIN/LOSS ON INVESTMENT						
	-500,000.00	-500,000.00	-364,010.91	-342,702.76	0.00	-135,989.09	72.8%
620 36850	CONTRIBUTIONS FROM EMPLOYEES						
	-420,435.00	-420,435.00	-137,895.58	-52,843.93	0.00	-282,539.42	32.8%
620 36990	OTHER REVENUE						
	0.00	0.00	-210.24	-2,307.48	0.00	210.24	100.0%
620 38910	CASH BALANCE FORWARD						
	-28,784,379.00	-28,784,379.00	0.00	0.00	0.00	-28,784,379.00	.0%
TOTAL PENSION - POLICE/FIRE							
	-30,504,814.00	-30,504,814.00	-509,917.13	-306,781.14	0.00	-29,994,896.87	1.7%
TOTAL REVENUES							
	-30,504,814.00	-30,504,814.00	-509,917.13	-306,781.14	0.00	-29,994,896.87	
6202100 POLICE							
6202100 36840	CONTRIBUTIONS FROM CITY						
	-947,475.00	-947,475.00	-284,214.05	-123,942.99	0.00	-663,260.95	30.0%
TOTAL POLICE							
	-947,475.00	-947,475.00	-284,214.05	-123,942.99	0.00	-663,260.95	30.0%
TOTAL REVENUES							
	-947,475.00	-947,475.00	-284,214.05	-123,942.99	0.00	-663,260.95	
6202200 FIRE							
6202200 36840	CONTRIBUTIONS FROM CITY						
	-846,784.00	-846,784.00	-223,311.04	-97,383.78	0.00	-623,472.96	26.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
620 PENSION - POLICE/FIRE							
620 53400	CONTRACTUAL						
	120,700.00	120,700.00	42,599.36	0.00	0.00	78,100.64	35.3%
620 53401	CONTRACTUAL-AMERICAN CORE REA						
	40,000.00	40,000.00	8,279.11	8,279.11	0.00	31,720.89	20.7%
620 53404	INVESTMENT EXPENSE						
	65,000.00	65,000.00	18,718.19	386.01	0.00	46,281.81	28.8%
620 53600	RETIREE BENEFITS						
	1,980,000.00	1,980,000.00	439,812.63	146,604.21	0.00	1,540,187.37	22.2%
620 53610	CONTRIBUTION REFUNDS						
	0.00	0.00	16,694.42	0.00	0.00	-16,694.42	100.0%
620 59990	RESERVE						
	30,093,373.00	30,093,373.00	0.00	0.00	0.00	30,093,373.00	.0%
TOTAL PENSION - POLICE/FIRE							
	32,299,073.00	32,299,073.00	526,103.71	155,269.33	0.00	31,772,969.29	1.6%
TOTAL EXPENSES							
	32,299,073.00	32,299,073.00	526,103.71	155,269.33	0.00	31,772,969.29	
GRAND TOTAL							
	32,299,073.00	32,299,073.00	526,103.71	155,269.33	0.00	31,772,969.29	1.6%

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YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

6202200 FIRE

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL FIRE	-846,784.00	-846,784.00	-223,311.04	-97,383.78	0.00	-623,472.96	26.4%
TOTAL REVENUES	-846,784.00	-846,784.00	-223,311.04	-97,383.78	0.00	-623,472.96	
GRAND TOTAL	-32,299,073.00	-32,299,073.00	-1,017,442.22	-528,107.91	0.00	-31,281,630.78	3.2%

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YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
480 54000	TRAINING/TRAVEL						
	1,960.00	1,960.00	-434.21	0.00	0.00	2,394.21	-22.2%
480 54100	COMM - PHONE/FAX/ALARM						
	4,296.00	4,296.00	1,733.74	690.05	0.00	2,562.26	40.4%
480 54103	COMMUNICATIONS-INTERNET						
	13,980.00	13,980.00	1,056.84	312.81	0.00	12,923.16	7.6%
480 54200	POSTAGE						
	120.00	120.00	14.22	14.22	0.00	105.78	11.9%
480 54300	UTILITIES ELECTRIC						
	10,000.00	10,000.00	1,834.00	385.55	0.00	8,166.00	18.3%
480 54310	UTILITIES-WATER & WASTEWATER						
	17,640.00	17,640.00	7,406.24	1,752.30	0.00	10,233.76	42.0%
480 54500	INSURANCE						
	596,112.00	596,112.00	187,571.88	46,892.96	0.00	408,540.12	31.5%
480 54610	R/M BLDG & GROUNDS						
	27,000.00	27,000.00	23,825.09	14,953.63	44.00	3,130.91	88.4%
480 54611	R/M FACILITIES						
	15,000.00	15,000.00	2,889.35	2,882.35	0.00	12,110.65	19.3%
480 54620	R/M EQUIPMENT						
	19,300.00	38,600.00	25,571.14	19,230.55	560.38	12,468.48	67.7%
480 54630	R/M VEHICLES-LABOR						
	500.00	500.00	0.00	0.00	0.00	500.00	.0%
480 54640	R/M VEHICLES-PARTS						
	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	.0%
480 54675	R/M MOORING FIELD						
	12,000.00	12,000.00	0.00	0.00	0.00	12,000.00	.0%
480 54800	PROMOTIONAL						
	62,100.00	62,100.00	12,612.10	3,056.82	0.00	49,487.90	20.3%
480 55100	OFFICE SUPPLIES						
	3,750.00	3,750.00	1,069.67	246.06	0.00	2,680.33	28.5%
480 55200	OPERATING SUPPLIES						
	218,750.00	218,750.00	63,572.89	11,954.45	0.00	155,177.11	29.1%
480 55210	UNIFORMS						
	4,200.00	4,200.00	1,412.17	901.90	0.00	2,787.83	33.6%
480 55220	JANITORIAL SUPPLIES						
	4,800.00	4,800.00	659.52	275.94	0.00	4,140.48	13.7%
480 55400	BOOKS/SUBS/DUES						
	0.00	0.00	561.77	69.62	0.00	-561.77	100.0%
480 55510	FUEL FOR RESALE						
	1,361,000.00	1,361,000.00	436,904.16	62,619.43	0.00	924,095.84	32.1%
480 56200 23034	BUILDING						
	6,000.00	6,000.00	0.00	0.00	10,163.00	-4,163.00	169.4%
480 56300 24039	MARINA BOARDWALK						
	150,000.00	150,000.00	0.00	0.00	0.00	150,000.00	.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
480 56328 24001		FY24 DREDGING-MARINA					
	500,000.00	826,000.00	0.00	0.00	0.00	826,000.00	.0%
480 56400		MACH/EQUIP					
	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	.0%
480 57100		PRINCIPAL					
	603,685.00	603,685.00	45,225.56	11,306.39	0.00	558,459.44	7.5%
480 57200		INTEREST					
	82,975.00	82,975.00	5,640.44	1,410.11	0.00	77,334.56	6.8%
480 59990		RESERVE					
	932,289.00	586,989.00	0.00	0.00	0.00	586,989.00	.0%
TOTAL MARINA							
	0.00	0.00	-488,830.79	-57,876.69	10,767.38	478,063.41	100.0%
		TOTAL REVENUES					
	-5,321,095.00	-5,321,095.00	-1,492,379.97	-280,146.22	0.00	-3,828,715.03	
		TOTAL EXPENSES					
	5,321,095.00	5,321,095.00	1,003,549.18	222,269.53	10,767.38	4,306,778.44	
		GRAND TOTAL					
	0.00	0.00	-488,830.79	-57,876.69	10,767.38	478,063.41	100.0%

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YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
510 FLEET							
510 36110	INTEREST						
	0.00	0.00	-113.79	0.00	0.00	113.79	100.0%
510 36990	OTHER REVENUE						
	-4,500.00	-4,500.00	-713.00	0.00	0.00	-3,787.00	15.8%
510 36992	GAIN ON SALE OF ASSET						
	-75,000.00	-75,000.00	-18,541.06	0.00	0.00	-56,458.94	24.7%
510 38045	LABOR						
	0.00	0.00	-322.50	-165.00	0.00	322.50	100.0%
510 38053	GAS/OIL						
	-532,100.00	-532,100.00	-133,789.01	-30,306.60	0.00	-398,310.99	25.1%
510 38910	CASH BALANCE FORWARD						
	-62,128.00	-62,128.00	0.00	0.00	0.00	-62,128.00	.0%
TOTAL FLEET							
	-673,728.00	-673,728.00	-153,479.36	-30,471.60	0.00	-520,248.64	22.8%
TOTAL REVENUES							
	-673,728.00	-673,728.00	-153,479.36	-30,471.60	0.00	-520,248.64	
5101000 GENERAL FUND							
5101000 38040	PARTS						
	-257,100.00	-257,100.00	-54,145.34	-21,358.07	0.00	-202,954.66	21.1%
5101000 38045	LABOR						
	-208,350.00	-208,350.00	-69,450.08	-17,362.49	0.00	-138,899.92	33.3%
TOTAL GENERAL FUND							
	-465,450.00	-465,450.00	-123,595.42	-38,720.56	0.00	-341,854.58	26.6%
TOTAL REVENUES							
	-465,450.00	-465,450.00	-123,595.42	-38,720.56	0.00	-341,854.58	
5102400 FLEET BUILDING/PERMITTING							
5102400 38040	PARTS						
	0.00	0.00	-257.25	0.00	0.00	257.25	100.0%
TOTAL FLEET BUILDING/PERMITTING							
	0.00	0.00	-257.25	0.00	0.00	257.25	100.0%
TOTAL REVENUES							
	0.00	0.00	-257.25	0.00	0.00	257.25	

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
5102401 FLEET BUILDING/PERMITTING							
5102401 38040 PARTS	-1,500.00	-1,500.00	0.00	0.00	0.00	-1,500.00	.0%
5102401 38045 LABOR	-1,000.00	-1,000.00	-120.00	0.00	0.00	-880.00	12.0%
TOTAL FLEET BUILDING/PERMITTING	-2,500.00	-2,500.00	-120.00	0.00	0.00	-2,380.00	4.8%
TOTAL REVENUES	-2,500.00	-2,500.00	-120.00	0.00	0.00	-2,380.00	
5104100 GOLF COURSE							
5104100 38040 PARTS	-2,500.00	-2,500.00	-456.44	0.00	0.00	-2,043.56	18.3%
5104100 38045 LABOR	-1,000.00	-1,000.00	-75.00	0.00	0.00	-925.00	7.5%
TOTAL GOLF COURSE	-3,500.00	-3,500.00	-531.44	0.00	0.00	-2,968.56	15.2%
TOTAL REVENUES	-3,500.00	-3,500.00	-531.44	0.00	0.00	-2,968.56	
5104200 AIRPORT							
5104200 38040 PARTS	-8,000.00	-8,000.00	-554.47	-202.64	0.00	-7,445.53	6.9%
5104200 38045 LABOR	-6,000.00	-6,000.00	-1,492.50	-1,297.50	0.00	-4,507.50	24.9%
TOTAL AIRPORT	-14,000.00	-14,000.00	-2,046.97	-1,500.14	0.00	-11,953.03	14.6%
TOTAL REVENUES	-14,000.00	-14,000.00	-2,046.97	-1,500.14	0.00	-11,953.03	
5104400 SANITATION							
5104400 38040 PARTS	-17,000.00	-17,000.00	-6,177.25	-5,049.84	0.00	-10,822.75	36.3%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

5104400 SANITATION	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
5104400 38045	LABOR						
	-10,000.00	-10,000.00	-2,130.00	-1,155.00	0.00	-7,870.00	21.3%
TOTAL SANITATION							
	-27,000.00	-27,000.00	-8,307.25	-6,204.84	0.00	-18,692.75	30.8%
TOTAL REVENUES							
	-27,000.00	-27,000.00	-8,307.25	-6,204.84	0.00	-18,692.75	
5104500 WASTEWATER							
5104500 38040	PARTS						
	-33,000.00	-33,000.00	-9,824.20	-913.96	0.00	-23,175.80	29.8%
5104500 38045	LABOR						
	-20,000.00	-20,000.00	-1,635.00	-37.50	0.00	-18,365.00	8.2%
TOTAL WASTEWATER							
	-53,000.00	-53,000.00	-11,459.20	-951.46	0.00	-41,540.80	21.6%
TOTAL REVENUES							
	-53,000.00	-53,000.00	-11,459.20	-951.46	0.00	-41,540.80	
5104600 WATER							
5104600 38040	PARTS						
	-25,000.00	-25,000.00	-3,002.28	-1,016.73	0.00	-21,997.72	12.0%
5104600 38045	LABOR						
	-12,000.00	-12,000.00	-1,815.00	-562.50	0.00	-10,185.00	15.1%
TOTAL WATER							
	-37,000.00	-37,000.00	-4,817.28	-1,579.23	0.00	-32,182.72	13.0%
TOTAL REVENUES							
	-37,000.00	-37,000.00	-4,817.28	-1,579.23	0.00	-32,182.72	
5104700 STORMWATER							
5104700 38040	PARTS						
	-12,000.00	-12,000.00	-2,727.21	-1,250.25	0.00	-9,272.79	22.7%
5104700 38045	LABOR						
	-7,500.00	-7,500.00	-1,912.50	-75.00	0.00	-5,587.50	25.5%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

5104700 STORMWATER	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL STORMWATER	-19,500.00	-19,500.00	-4,639.71	-1,325.25	0.00	-14,860.29	23.8%
TOTAL REVENUES	-19,500.00	-19,500.00	-4,639.71	-1,325.25	0.00	-14,860.29	
5104800 MARINA							
5104800 38040 PARTS	-1,000.00	-1,000.00	0.00	0.00	0.00	-1,000.00	.0%
5104800 38045 LABOR	-500.00	-500.00	0.00	0.00	0.00	-500.00	.0%
TOTAL MARINA	-1,500.00	-1,500.00	0.00	0.00	0.00	-1,500.00	.0%
TOTAL REVENUES	-1,500.00	-1,500.00	0.00	0.00	0.00	-1,500.00	
GRAND TOTAL	-1,297,178.00	-1,297,178.00	-309,253.88	-80,753.08	0.00	-987,924.12	23.8%

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YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

		ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
510 FLEET								
510 51200	SALARIES	218,900.00	218,900.00	56,699.52	13,802.09	0.00	162,200.48	25.9%
510 51400	OVERTIME	12,000.00	12,000.00	2,491.93	555.21	0.00	9,508.07	20.8%
510 52100	FICA	16,704.00	16,704.00	4,533.71	1,086.23	0.00	12,170.29	27.1%
510 52200	RETIREMENT	47,083.00	47,083.00	12,471.99	3,075.33	0.00	34,611.01	26.5%
510 52300	HEALTH INSUR	35,308.00	35,308.00	8,789.65	2,112.96	0.00	26,518.35	24.9%
510 52301	LIFE INSUR	799.00	799.00	238.29	57.76	0.00	560.71	29.8%
510 52400	WORKERS' COMP	3,003.00	3,003.00	1,001.00	250.25	0.00	2,002.00	33.3%
510 53200	AUDITING	2,463.00	2,463.00	821.00	205.25	0.00	1,642.00	33.3%
510 53400	CONTRACTUAL	25,534.00	25,534.00	14,459.40	460.70	0.00	11,074.60	56.6%
510 54000	TRAINING/TRAVEL	3,250.00	3,250.00	399.00	249.00	0.00	2,851.00	12.3%
510 54100	COMM - PHONE/FAX/ALARM	264.00	264.00	264.00	0.00	0.00	0.00	100.0%
510 54101	COMMUNICATIONS-CELLULAR	650.00	650.00	100.00	25.00	0.00	550.00	15.4%
510 54103	COMMUNICATIONS-INTERNET	1,854.00	1,854.00	336.24	112.08	0.00	1,517.76	18.1%
510 54300	UTILITIES ELECTRIC	3,900.00	3,900.00	1,732.75	427.09	0.00	2,167.25	44.4%
510 54310	UTILITIES-WATER & WASTEWATER	2,400.00	2,400.00	666.38	156.27	0.00	1,733.62	27.8%
510 54500	INSURANCE	26,275.00	26,275.00	8,758.36	2,189.58	0.00	17,516.64	33.3%
510 54610	R/M BLDG & GROUNDS	500.00	500.00	0.00	0.00	0.00	500.00	.0%
510 54611	R/M FACILITIES	14,736.00	14,736.00	5,120.70	281.80	0.00	9,615.30	34.7%
510 54620	R/M EQUIPMENT	10,500.00	10,500.00	247.26	123.99	0.00	10,252.74	2.4%
510 54630	R/M VEHICLES-LABOR	2,000.00	2,000.00	322.50	165.00	0.00	1,677.50	16.1%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
510 54640	R/M VEHICLES-PARTS						
	4,000.00	4,000.00	1,273.29	371.27	0.00	2,726.71	31.8%
510 55100	OFFICE SUPPLIES						
	250.00	250.00	0.00	0.00	0.00	250.00	.0%
510 55200	OPERATING SUPPLIES						
	11,630.00	10,630.00	1,664.55	189.00	0.00	8,965.45	15.7%
510 55210	UNIFORMS						
	2,175.00	2,175.00	600.00	0.00	0.00	1,575.00	27.6%
510 55230	GAS/OIL						
	6,500.00	6,500.00	1,566.75	375.97	0.00	4,933.25	24.1%
510 55240	CHEMICALS						
	500.00	500.00	0.00	0.00	0.00	500.00	.0%
510 56300 24040	GARAGE APRONS						
	10,000.00	3,686.00	0.00	0.00	0.00	3,686.00	.0%
510 56400	MACH/EQUIP						
	55,000.00	62,114.00	62,113.01	0.00	0.00	0.99	100.0%
510 56401	EQUIP-NON CAPITAL						
	4,000.00	4,200.00	4,200.00	0.00	0.00	0.00	100.0%
510 58600	GAS/OIL COSTS						
	455,000.00	455,000.00	107,537.93	23,941.59	0.00	347,462.07	23.6%
510 58700	VEHICLE PARTS/SRVS COSTS						
	320,000.00	320,000.00	75,792.98	25,150.40	0.00	244,207.02	23.7%
TOTAL FLEET							
	1,297,178.00	1,297,178.00	374,202.19	75,363.82	0.00	922,975.81	28.8%
TOTAL EXPENSES							
	1,297,178.00	1,297,178.00	374,202.19	75,363.82	0.00	922,975.81	
GRAND TOTAL							
	1,297,178.00	1,297,178.00	374,202.19	75,363.82	0.00	922,975.81	28.8%

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YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
520 UTILITY BILLING							
520 34300	UB ADMIN FEES						
	-32,000.00	-32,000.00	-7,172.41	-1,537.50	0.00	-24,827.59	22.4%
520 36110	INTEREST						
	0.00	0.00	-824.50	-209.06	0.00	824.50	100.0%
520 36990	OTHER REVENUE						
	0.00	0.00	-5.03	-0.03	0.00	5.03	100.0%
520 38910	CASH BALANCE FORWARD						
	-257,623.00	-257,623.00	0.00	0.00	0.00	-257,623.00	.0%
TOTAL UTILITY BILLING							
	-289,623.00	-289,623.00	-8,001.94	-1,746.59	0.00	-281,621.06	2.8%
TOTAL REVENUES							
	-289,623.00	-289,623.00	-8,001.94	-1,746.59	0.00	-281,621.06	
5204200 AIRPORT							
5204200 38052	CHARGES FOR UB SERVICES						
	-7,300.00	-7,300.00	-2,433.36	-608.33	0.00	-4,866.64	33.3%
TOTAL AIRPORT							
	-7,300.00	-7,300.00	-2,433.36	-608.33	0.00	-4,866.64	33.3%
TOTAL REVENUES							
	-7,300.00	-7,300.00	-2,433.36	-608.33	0.00	-4,866.64	
5204400 SANITATION							
5204400 38052	CHARGES FOR UB SERVICES						
	-92,000.00	-92,000.00	-30,666.64	-7,666.67	0.00	-61,333.36	33.3%
TOTAL SANITATION							
	-92,000.00	-92,000.00	-30,666.64	-7,666.67	0.00	-61,333.36	33.3%
TOTAL REVENUES							
	-92,000.00	-92,000.00	-30,666.64	-7,666.67	0.00	-61,333.36	
5204500 WASTE WATER							
5204500 38052	CHARGES FOR UB SERVICES						
	-200,000.00	-200,000.00	-66,666.64	-16,666.67	0.00	-133,333.36	33.3%

YEAR-TO-DATE BUDGET REPORT

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5204500 WASTE WATER	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL WASTE WATER	-200,000.00	-200,000.00	-66,666.64	-16,666.67	0.00	-133,333.36	33.3%
TOTAL REVENUES	-200,000.00	-200,000.00	-66,666.64	-16,666.67	0.00	-133,333.36	
5204600 WATER							
5204600 38052 CHARGES FOR UB SERVICES	-200,000.00	-200,000.00	-66,666.64	-16,666.67	0.00	-133,333.36	33.3%
TOTAL WATER	-200,000.00	-200,000.00	-66,666.64	-16,666.67	0.00	-133,333.36	33.3%
TOTAL REVENUES	-200,000.00	-200,000.00	-66,666.64	-16,666.67	0.00	-133,333.36	
5204700 STORMWATER							
5204700 38052 CHARGES FOR UB SERVICES	-35,000.00	-35,000.00	-11,666.64	-2,916.67	0.00	-23,333.36	33.3%
TOTAL STORMWATER	-35,000.00	-35,000.00	-11,666.64	-2,916.67	0.00	-23,333.36	33.3%
TOTAL REVENUES	-35,000.00	-35,000.00	-11,666.64	-2,916.67	0.00	-23,333.36	
GRAND TOTAL	-823,923.00	-823,923.00	-186,101.86	-46,271.60	0.00	-637,821.14	22.6%

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City of Fernandina Beach

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
520 UTILITY BILLING							
520 51200 SALARIES	322,458.00	322,458.00	99,091.49	24,674.87	0.00	223,366.51	30.7%
520 51400 OVERTIME	2,000.00	2,000.00	425.52	126.91	0.00	1,574.48	21.3%
520 52100 FICA	24,207.00	24,207.00	7,484.24	1,851.68	0.00	16,722.76	30.9%
520 52200 RETIREMENT	69,156.00	69,156.00	21,380.84	5,312.54	0.00	47,775.16	30.9%
520 52300 HEALTH INSUR	65,239.00	65,239.00	21,683.52	5,423.42	0.00	43,555.48	33.2%
520 52301 LIFE INSUR	1,139.00	1,139.00	392.99	99.39	0.00	746.01	34.5%
520 52400 WORKERS' COMP	338.00	338.00	112.64	28.17	0.00	225.36	33.3%
520 53400 CONTRACTUAL	58,892.00	58,892.00	29,452.52	4,894.41	0.00	29,439.48	50.0%
520 54000 TRAINING/TRAVEL	3,575.00	3,575.00	329.67	131.02	0.00	3,245.33	9.2%
520 54100 COMM - PHONE/FAX/ALARM	1,392.00	1,392.00	938.52	97.68	0.00	453.48	67.4%
520 54103 COMMUNICATIONS-INTERNET	1,854.00	1,854.00	336.24	112.08	0.00	1,517.76	18.1%
520 54200 POSTAGE	54,000.00	54,000.00	14,949.27	6,034.04	0.00	39,050.73	27.7%
520 54300 UTILITIES ELECTRIC	3,675.00	3,675.00	1,102.51	497.27	0.00	2,572.49	30.0%
520 54310 UTILITIES-WATER & WASTEWATER	1,100.00	1,100.00	239.07	79.97	0.00	860.93	21.7%
520 54500 INSURANCE	9,439.00	9,439.00	3,146.36	786.58	0.00	6,292.64	33.3%
520 54610 R/M BLDG & GROUNDS	750.00	750.00	0.00	0.00	0.00	750.00	.0%
520 54611 R/M FACILITIES	7,500.00	7,500.00	62.61	0.00	3,220.00	4,217.39	43.8%
520 54620 R/M EQUIPMENT	700.00	700.00	0.00	0.00	0.00	700.00	.0%
520 54700 PRINTING	8,490.00	8,490.00	0.00	0.00	0.00	8,490.00	.0%
520 54902 BAD DEBT EXPENSE	2,000.00	2,000.00	1,021.92	51.52	0.00	978.08	51.1%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
520 55100	OFFICE SUPPLIES						
	4,115.00	4,115.00	433.65	359.87	0.00	3,681.35	10.5%
520 55200	OPERATING SUPPLIES						
	7,230.00	7,230.00	1,606.50	409.00	0.00	5,623.50	22.2%
520 55210	UNIFORMS						
	1,200.00	1,200.00	400.00	0.00	0.00	800.00	33.3%
520 55220	JANITORIAL SUPPLIES						
	685.00	685.00	83.93	0.00	0.00	601.07	12.3%
520 59990	RESERVE						
	172,789.00	172,789.00	0.00	0.00	0.00	172,789.00	.0%
TOTAL UTILITY BILLING							
	823,923.00	823,923.00	204,674.01	50,970.42	3,220.00	616,028.99	25.2%
TOTAL EXPENSES							
	823,923.00	823,923.00	204,674.01	50,970.42	3,220.00	616,028.99	
GRAND TOTAL							
	823,923.00	823,923.00	204,674.01	50,970.42	3,220.00	616,028.99	25.2%

** END OF REPORT - Generated by Ashley Butler **

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
530 UTILITY ADMIN							
530 36110	INTEREST						
	-1,000.00	-1,000.00	-241.84	-79.57	0.00	-758.16	24.2%
530 38910	CASH BALANCE FORWARD						
	-43,083.00	-43,083.00	0.00	0.00	0.00	-43,083.00	.0%
TOTAL UTILITY ADMIN							
	-44,083.00	-44,083.00	-241.84	-79.57	0.00	-43,841.16	.5%
TOTAL REVENUES							
	-44,083.00	-44,083.00	-241.84	-79.57	0.00	-43,841.16	
5304500 WASTE WATER							
5304500 38054	CHARGES FOR UTIL ADM						
	-330,585.00	-330,585.00	-110,195.00	-27,548.75	0.00	-220,390.00	33.3%
TOTAL WASTE WATER							
	-330,585.00	-330,585.00	-110,195.00	-27,548.75	0.00	-220,390.00	33.3%
TOTAL REVENUES							
	-330,585.00	-330,585.00	-110,195.00	-27,548.75	0.00	-220,390.00	
5304600 WATER							
5304600 38054	CHARGES FOR UTIL ADM						
	-330,585.00	-330,585.00	-110,195.00	-27,548.75	0.00	-220,390.00	33.3%
TOTAL WATER							
	-330,585.00	-330,585.00	-110,195.00	-27,548.75	0.00	-220,390.00	33.3%
TOTAL REVENUES							
	-330,585.00	-330,585.00	-110,195.00	-27,548.75	0.00	-220,390.00	
5304700 STORMWATER							
5304700 38054	CHARGES FOR UTIL ADM						
	-220,390.00	-220,390.00	-73,463.36	-18,365.83	0.00	-146,926.64	33.3%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

5304700 STORMWATER						
ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL STORMWATER						
-220,390.00	-220,390.00	-73,463.36	-18,365.83	0.00	-146,926.64	33.3%
TOTAL REVENUES						
-220,390.00	-220,390.00	-73,463.36	-18,365.83	0.00	-146,926.64	
GRAND TOTAL						
-925,643.00	-925,643.00	-294,095.20	-73,542.90	0.00	-631,547.80	31.8%

** END OF REPORT - Generated by Ashley Butler **

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
530 UTILITY ADMIN							
530 51200 SALARIES	511,507.00	511,507.00	120,471.69	30,198.88	0.00	391,035.31	23.6%
530 51400 OVERTIME	3,000.00	3,000.00	2,480.20	657.53	0.00	519.80	82.7%
530 52100 FICA	36,934.00	36,934.00	8,809.13	2,168.48	0.00	28,124.87	23.9%
530 52200 RETIREMENT	109,759.00	109,759.00	26,502.72	6,609.45	0.00	83,256.28	24.1%
530 52300 HEALTH INSUR	117,869.00	117,869.00	25,501.36	6,380.42	0.00	92,367.64	21.6%
530 52301 LIFE INSUR	2,079.00	2,079.00	497.91	126.74	0.00	1,581.09	23.9%
530 52400 WORKERS' COMP	6,439.00	6,439.00	2,146.36	536.58	0.00	4,292.64	33.3%
530 53400 CONTRACTUAL	34,844.00	34,844.00	26,204.53	2,475.16	195.00	8,444.47	75.8%
530 54000 TRAINING/TRAVEL	14,000.00	14,000.00	1,981.92	0.00	0.00	12,018.08	14.2%
530 54100 COMM - PHONE/FAX/ALARM	960.00	960.00	733.26	48.84	0.00	226.74	76.4%
530 54101 COMMUNICATIONS-CELLULAR	3,000.00	3,000.00	262.59	87.53	0.00	2,737.41	8.8%
530 54103 COMMUNICATIONS-INTERNET	1,854.00	1,854.00	345.25	116.85	0.00	1,508.75	18.6%
530 54200 POSTAGE	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	.0%
530 54300 UTILITIES ELECTRIC	3,000.00	3,000.00	1,102.51	497.27	0.00	1,897.49	36.8%
530 54310 UTILITIES-WATER & WASTEWATER	800.00	800.00	239.07	79.97	0.00	560.93	29.9%
530 54500 INSURANCE	10,283.00	10,283.00	3,427.64	856.92	0.00	6,855.36	33.3%
530 54610 R/M BLDG & GROUNDS	500.00	500.00	0.00	0.00	0.00	500.00	.0%
530 54611 R/M FACILITIES	7,500.00	7,500.00	198.76	0.00	3,220.00	4,081.24	45.6%
530 55100 OFFICE SUPPLIES	4,000.00	4,000.00	794.37	665.58	0.00	3,205.63	19.9%
530 55200 OPERATING SUPPLIES	4,030.00	4,030.00	0.00	0.00	0.00	4,030.00	.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 04

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
530 55210	UNIFORMS						
	2,700.00	2,700.00	900.00	0.00	0.00	1,800.00	33.3%
530 55220	JANITORIAL SUPPLIES						
	2,000.00	2,000.00	83.93	0.00	0.00	1,916.07	4.2%
530 55400	BOOKS/SUBS/DUES						
	3,000.00	3,000.00	266.00	0.00	0.00	2,734.00	8.9%
530 59990	RESERVE						
	44,085.00	44,085.00	0.00	0.00	0.00	44,085.00	.0%
TOTAL UTILITY ADMIN							
	925,643.00	925,643.00	222,949.20	51,506.20	3,415.00	699,278.80	24.5%
TOTAL EXPENSES							
	925,643.00	925,643.00	222,949.20	51,506.20	3,415.00	699,278.80	
GRAND TOTAL							
	925,643.00	925,643.00	222,949.20	51,506.20	3,415.00	699,278.80	24.5%

** END OF REPORT - Generated by Ashley Butler **

City of Fernandina Beach
Accounts Receivable Analysis

1/31/2024

Utility Billing - Current Accounts

Number of Customers		Delinquency Days	$		Avg Monthly Billing
9,352	**Active Customers**				**$ 1,108,069.87**
495		30	56,660.76		
80		60	6,731.64	*	*payment terms
14		90	697.26	*	
13		120+	618.01	*	
495		**Total**	**$ 64,707.67**		

Utility Billings - Closed accounts (including accts not yet turned over to Collection Agency)

81 accts. w/delinquent balances	**$**	**12,389.42**

Utility Billings in Collections

Year based on final billing date	# of Accounts Transferred	Amt of $ Transferred	Amt of $ Recovered by CCI	Amt of $ Recovered by UB	**Total $ Recovered**	**% recovered**
			-			
2014 Charged Off	Effective 9/30/17	-	-	-		**0.00%**
2015 Charged Off	Effective 9/30/18	-	-	-		**0.00%**
2016 Charged Off	Effective 9/30/20	-	-	-		**0.00%**
2017 Charged Off	Effective 9/30/21	-	-	-		**0.00%**
2018 Charged Off	Effective 9/30/22	-	-	-		**0.00%**
2019 Charged Off	Effective 09/30/23	-	-	-		**0.00%**
2020 (thru Dec)	170	32,000.42	1,550.60	2,854.96		**13.77%**
2021 (thru Dec)	241	51,292.90	1,114.45	4,589.61		**11.12%**
2022 (thru Dec)	160	37,027.74	2,602.23	5,035.67		**20.63%**
2023 (thru Oct)	136	32,010.98	562.65	3,755.35		**13.49%**
		$ 152,332.04	$ 5,829.93	$ 16,235.59	**$ 22,065.52**	**14.49%**
Recovered to date		$ (22,065.52)				
Balance currently at CCI		**$ 130,266.52**				

Airport

Number of Customers		Delinquency Days	$		Avg Mo'ly Billing		
71	**ALL Customers**				**$61,082.78**		
					(Amelia Island Aviation - acct closed)		
14		30	15,277.62		$ -		
4		60	6,860.58		$ -		
3		90	1,174.75		$ -		
4		120+	1,514.76		$ -		
					$ 8,758.77		
14		**Sub Total**	**$ 24,827.71**		**$ 8,758.77**	**$**	**33,586.48**

Marina

Number of Customers		Delinquency Days	$		Avg Mo'ly Billing
440	**ALL Customers**				**$283,781**
41		30	8,012.29		
		60	7,549.34		
		90	662.03		
		120	6,431.10		
		150+	-		
			22,654.76		
	Customer paid in Advnace		-	Deposit	
	Total A/R Balance		22,654.76		

Peck Center & Other City Leases

Number of Customers		Delinquency Days	$		Avg Mo'ly Billing
6	**ALL Customers**				**2,416.29**
1		30	14.61		
0		60	-		
0		90	-		
0		120+	-		
1		**Sub Total**	**$ 14.61**		

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach

SUBJECT: Approval of Minutes

ITEM TYPE: Approval of Minutes

REQUESTED ACTION: Approve Minutes

SYNOPSIS: The following minutes are attached for the City Commission's review and consideration for approval:

City Commission Workshop	Janaury 2, 2024
City Commission Regular Meeting	Janaury 2, 2024
City Commission/CRA Meeting	Janaury 16, 2024
City Commission Regular Meeting	Janaury 16, 2024
City Commission Visioning/Goal Setting Workshop	Janaury 23, 2024

FISCAL IMPACT: N/A

CITY ATTORNEY COMMENTS: N/A

CITY MANAGER RECOMMENDATION(S): N/A

Kim Briley, Deputy City Clerk	2/1/2024
Charles George, Interim City Manager	2/5/2024

Caroline Best

Date: January 31, 2024

Submitted By: Caroline Best, City Clerk

COMMISSION ACTION: Approve

The City Commission of the City of Fernandina Beach, Florida, met in a Workshop on Tuesday January 2, 2024, at 5:00 PM in the City Commission Chambers. Present were Mayor Bradley M. Bean, presiding, Vice Mayor David Sturges, Commissioners James Antun, Darron Ayscue and Chip Ross. Also, present were City Clerk Caroline Best, Interim City Manager/City Engineer Charles George, and City Attorney Tammi Bach. The meeting was broadcast live for members of the public to view on the City of Fernandina Beach website (www.fbfl.us) and Channel 264 (Comcast only).

Mayor Bean called the meeting to order, and Commissioner Ayscue led the Pledge of Allegiance.

5.1 LAND DEVELOPMENT CODE – DENSITY: This item is placed on the agenda at the request of Commissioner Ross who led discussion related to decreasing Land Development Code (LDC) density. Commissioner Ross stated maximum allowable density should be ten units per acre. Vice Mayor Sturges requested staff input and data from the previous few years that have contributed to density increasing. Planning and Conservation Deputy Director Kelly Gibson stated staff was previously directed to create density in the Central Business District. Commissioner Ross stated affordable housing is 120% of the average mean income that equates to $2100 for a one bedroom. A person cannot build thirty-four units per acre due to infrastructure, parking, water retention, and other requirements. Commissioner Ayscue reported he has had several conversations about this issue with staff and suggested homogenization by considering a joint meeting with Nassau County Manager Taco Pope to determine why their density vastly differs from that of the City's. The Live Local Act has the potential to be a community benefit. Commissioner Ross stated the underlying general concern is to sustain the island's charm and quaintness without overcrowding, traffic, pollution, etc. Vice Mayor Sturges noted the density is not from residents, it's from the tourists and employees who arrive each day to work and visit the island. Commissioner Antun stated he is in favor of lowering to ten units per acre. Further discussion ensued amongst the Commission. Mayor Bean summarized the Live Local Act is homogenization and to ensure our City refrains from "cookie cutter" projects, " the Lofts on 5th are a beautiful example of restoring a historic structure. Mayor Bean suggested a study based on current laws such as the Live Local Act versus how a project would look with the density lowered.

5.2 ESCAMBIA SLOUGH: This item was placed on the agenda based on City Commission direction at their October 17, 2023, Regular Meeting. Interim City Manager/City Engineer Charles George stated an analysis has been conducted and staff recommends the road be removed. This will not prevent flooding however, flood waters will recede much faster, it will decrease bird matter, and return the area to its natural habitat. ***The consensus of the Commission was to direct staff to determine a cost estimate for their future consideration***.

6. ADJOURNMENT: There being no further business to come before the City Commission, the meeting was adjourned at 5:41 PM.

ATTEST:

_____
Caroline Best
City Clerk

_____
Bradley M. Bean
Mayor-Commissioner

The City Commission of the City of Fernandina Beach, Florida, met in a Regular Meeting on Tuesday January 2, 2024, at 6:00 PM in the City Commission Chambers. Present were Mayor Bradley M. Bean presiding, Vice-Mayor David Sturges, Commissioners James Antun, Darron Ayscue and Chip Ross. Also in attendance City Attorney Tammi Bach, City Clerk Caroline Best, and City Manager Ty Ross. The meeting was broadcast live for members of the public to view on the City of Fernandina Beach website (www.fbfl.us) and Channel 264 (Comcast only).

Mayor Bean called the meeting to order, and Commissioner Ayscue led the Pledge of Allegiance to the Flag.

The invocation was given by Reverend Wardell Avant, Jr., Kingdom Ministries Church.

4.1 PRESENTATION - NASSAU HUMANE SOCIETY: Nassau Humane Society Executive Director Dionna Sowers presented “Diesel” the "City Commission Dog of the Month." Adoptable dogs and cats are available at 639 Airport Road.

4.2 PROCLAMATION - "FERNANDINA 200": Mayor Bean recognized the City of Fernandina Beach's 200th Anniversary. The Fernandina 200 Proclamation was presented by Mr. Brian Campbell from the office of United States Representative Aaron Bean and accepted by the Fernandina 200 Steering Committee members. Mr. John Drew, acting as Lighthouse Keeper Thomas Patrick O’Hagan presented a history of the Amelia Island lighthouse.

4.3 PROCLAMATION - "AMELIA ISLAND FERNANDINA RESTORATION FOUNDATION 50TH ANNIVERSARY": Mayor Bean recognized the Amelia Island Fernandina Restoration Foundation (AIFRF) 50th Anniversary. Mr. Buddy Jacobs, Esq. and members of the Amelia Island Fernandina Restoration Foundation were in attendance to accept the Proclamation.

The following item was removed from the Consent Agenda for discussion:

5.1 RESOLUTION 2024-01 APPROVING A MEMORANDUM OF UNDERSTANDING TO AMEND THE AGREEMENT WITH THE NORTHEAST FLORIDA PUBLIC EMPLOYEES, LOCAL 630, LABORERS' INTERNATIONAL UNION OF NORTH AMERICA, AFL-CIO-CLC: According to the agenda support documents Resolution 2024-01 approves an Amendment to the Labor Agreement between the City of Fernandina Beach and LIUNA amending Article 19 - Uniforms. Interim City Manager/City Engineer Charles George gave a detailed explanation of the Memorandum of Understanding. **A motion was made by Commissioner Antun, seconded by Commissioner Ross, to approve Resolution 2024-01. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

6.1 RESOLUTION 2024-02 APPROVING A COMPREHENSIVE RELEASE, WAIVER AND SETTLEMENT AGREEMENT WITH CITY MANAGER JAMES TYSON “TY” ROSS FOR SEPARATION FROM CITY EMPLOYMENT: According to the agenda support documents, Resolution 2024-02 approves the separation agreement with James Tyson "Ty" Ross in the amount of $50,773.82. **A motion was made by Commissioner Antun, seconded by Vice Mayor Sturges, to approve Resolution 2024-**

02. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

6.2 RESOLUTION 2024-03 APPROVING AN EMPLOYMENT AGREEMENT WITH CHARLES L. GEORGE, P.E. FOR TEMPORARY EMPLOYMENT AS INTERIM/PRO TEM CITY MANAGER: According to the agenda support documents, Resolution 2024-03 approves an Employment Agreement for Charles L. George, P.E. to serve as Interim/Pro Tem City Manager. City Attorney Bach gave a brief description and overview of the contract. **A motion was made by Commissioner Ross, seconded by Commissioner Antun, to approve Resolution 2024-03. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

6.3 RESOLUTION 2024-04 RETROACTIVELY APPROVING THE EMERGENCY SOLE SOURCE PURCHASE OF A REMANUFACTURED HOFFMAN BLOWER FROM POWER & PUMPS INC FOR THE UTILITIES DEPARTMENT IN THE AMOUNT OF $87,764.71: According to the agenda support documents, Resolution 2024-04 retroactively approves the emergency sole source purchase of a Hoffman Remanufactured Blower from Power & Pumps Inc. in the amount of $87,764.71**. A motion was made by Commissioner Ross, seconded by Commissioner Antun, to approve Resolution 2024-04. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

6.4 RESOLUTION 2024-05 APPROVING THE FIRST AMENDMENT TO THE MASTER SERVICES AGREEMENT WITH COMCAST ENTERPRISE SERVICES TO PROVIDE A MANAGED METRO ETHERNET WIDE AREA NETWORK SOLUTION: According to the agenda support documents, Resolution 2024-05 approves the First Amendment to the Comcast Enterprise Services Master Services Agreement and the Renewal Service Order which adds one circuit at Fire Station No. 2, one circuit at Water Plant No. 2., and reduces the City's monthly payment from $4,105.00 to $3,835.00. **A motion was made by Commissioner Antun, seconded by Vice Mayor Sturges, to approve Resolution 2024-05. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

6.5 RESOLUTION 2024-06 APPROVING A PROPOSAL FROM RAILWAY PROJECT CONSULTANTS, LLC FOR CONSULTING SERVICES RELATED TO COORDINATION AND ASSISTANCE FOR CITY RAILROAD PROJECTS ALONG NORTH FRONT STREET AND CENTRE STREET: According to the agenda support documents, Resolution 2024-06 approves a proposal from Railway Project Consultants, LLC for consulting services necessary for railroad permitting, consultation, and construction assistance on various projects on North Front Street and Centre Street in an amount not to exceed $35,000 which includes contingency funding. **A motion was made by Commissioner Antun, seconded by Vice Mayor Sturges, to approve Resolution 2024-06. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

7.1 PUBLIC, EDUCATIONAL, GOVERNMENT (PEG) CHANNEL COMMITTEE: According to the agenda support documents, there was one appointment for the Public Educational, Government (PEG) Channel Committee. **A motion was made by Commissioner Ayscue, seconded by Vice Mayor Sturges, to approve the**

reappointment of Judith Mackie. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

7.2 GOLF COURSE ADVISORY BOARD: According to the agenda support documents, there was one appointment for the Golf Course Advisory Board. Commissioner Ross voiced opposition to the applicant, Mr. Thomas Camera serving on two boards, as he is currently a member of the Parks and Recreation Advisory Board. **A motion was made by Vice Mayor Sturges, seconded by Commissioner Antun, to approve the appointment of Mr. Thomas Camera. Vote upon passage of the motion was taken by ayes and nays and was as follows:**

Commissioner Antun:	**Aye**
Commissioner Ayscue:	**Aye**
Commissioner Ross:	**Nay**
Vice Mayor Sturges:	**Aye**
Mayor Bean:	**Aye**

Motion carried.

8.1 CHARTER OFFICER PERFORMANCE REVIEWS: Mayor Bean thanked all for completing the Charter Officer Performance Reviews noting Commissioner Antun provided written performance reviews which are part of the public record.

9. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA:

WORKSHOP: Jack Imber, 1003 Broome Street, addressed the workshop that lacked data including traffic, bicycle and pedestrian safety, density, tree survey because although there is a tree protection policy it is not enforced. The island is past capacity.

CITY MANAGER REPORTS:

TRASH REMOVAL: Interim City Manager/City Engineer Charles George reported Waste Management has completed the public notifications reflecting the new trash removal pickup system that begins on January 14th.

WORKSHOP: Interim City Manager/City Engineer Charles George reminded all about the Visioning Workshop, Tuesday January 23 10am-3pm at the Fernandina Beach Golf Course.

CITY ENGINEER REPORTS:

BEACH ACCESS: Interim City Manager/City Engineer Charles George reported the Sadler Road beach access deteriorating boardwalk is being repaired and the Americans with Disabilities Act (ADA) compliant ramp is being improved, parking spaces will remain after completion.

REDEVELOPMENT: Interim City Manager/City Engineer Charles George reported the Downtown revitalization kickoff meeting will be scheduled soon.

PROJECTS: Interim City Manager/City Engineer Charles George announced the Alachua Street railroad project will begin in February. The completion of Fire Station No. 2 is close to completion and undergoing punch list items and is still under budget.

CITY ATTORNEY REPORTS:

CLARIFICATION: City Attorney Bach requested clarification regarding the Land Development (LDC) Section 1.03.04 and Section 1.03.05 which is scheduled to be presented to the City Commission prior to presentation to the Planning Advisory Board (PAB).

Commissioner Ayscue and Vice Mayor Sturges were not in support of further City Commission review. Commissioner Ross expressed the importance of the following procedure and supports continued review. City Attorney Bach confirmed procedure has been followed and staff are prepared to give a presentation to the Planning Advisory Board. Commissioner Ross suggested procedurally the City Manager's approval is needed prior to the presentation. City Attorney Bach explained that legally staff will not proceed with an appeal unless directed by the City Commission.

13. CITY CLERK REPORTS: City Clerk Best thanked the Commission for providing Charter Officer performance evaluations and looks forward to continued service.

MAYOR/COMMISSIONER COMMENTS:

HAPPY NEW YEAR: Commissioner Ross wished all a Happy New Year.

HAPPY NEW YEAR: Commissioner Antun wished all a Happy New Year.

SAFETY: Commissioner Ayscue reported on a recent rash of county-wide car break-ins and thefts and stressed vigilance in securing vehicles and protecting personal property.

THANK YOU: Vice Mayor Sturges thanked and congratulated Interim City Manager/City Engineer Charles George on his appointment.

CHARTER REVIEW PERFORMANCE: Vice Mayor Sturges remarked on the positive Charter Reviews and expressed gratitude for City Attorney Bach and City Clerk Best who are excellent City employees and representatives.

PARADE: Vice Mayor Sturges looks forward to the Martin Luther King, Jr. Parade on January 15 at 12:00 PM at the Peck Center and will read the Proclamation on behalf of Mayor Bean.

HAPPY NEW YEAR AND 200TH ANNIVERSARY: Mayor Bean thanked all including Florida Public Utilities and Light Up Amelia for the successful New Year's Eve Shrimp Drop celebration.

ADJOURNMENT: There being no further business to come before the City Commission, the meeting was adjourned at 7:02 PM.

ATTEST:

Caroline Best
City Clerk

Bradley M. Bean
Mayor-Commissioner

The City Commission met as the Community Redevelopment Agency on Tuesday, October 17, 2023, at 5:00 PM in City Hall Commission Chambers. Present were Mayor Bradley M. Bean, presiding, Vice Mayor David Sturges and Commissioners James Antun, Darron Ayscue and Chip Ross. Also, present were City Clerk Caroline Best, Interim City Manager/City Engineer Charles George, and City Attorney Tammi Bach. The meeting was broadcast live for members of the public to view on the City of Fernandina Beach website (www.fbfl.us) and Channel 264 (Comcast only).

Mayor Bean called the meeting to order, and Vice Mayor Sturges led the Pledge of Allegiance.

4.1 COMMUNITY REDEVELOPMENT AGENCY ADVISORY BOARD (CRAAB): LOTS C AND D OPEN SPACE RECOMMENDATIONS: CRAAB Chair Lisa Finklestein presented Lots C and D open space recommendations.

IN SUPPORT: Joan Cory, 408 Beech Street, CRAAB did a wonderful job incorporating the parking elements for cars and boat trailers and recommended that an aquarium be considered.

LAND: Michael Sharpe, 130 N. 9th Street, the Petanque courts on the waterfront are not good use of the land. In his opinion, the public does not support Petanque that serves less than 3% of our population.

IN SUPPORT: Joyce Tuten, 2120 Beech Street, a member of Conserve Nassau, supports this attractive, multiuse project and requested that native plants be installed to encourage native flora and fauna.

IN SUPPORT: Louis Goldman, 43 S. 5th Street, expressed support for the plan and recommended income producing retail space be added.

IN SUPPORT: Pete Stevenson, 1627 Highland Dunes Way, complimented all the work that went into the plan, and implored the Commission to move forward in anticipation of cutting the ribbon for a grand opening in January 2025.

5. DISCUSSION – DIRECTION - ACTION ITEMS: CONSIDER CRAAB PARKING LOTS C AND D OPEN SPACE RECOMMENDATIONS: The City Commission discussed the CRAAB Parking Lots C and D recommendations.

Commissioner Antun voiced support noting the parking is net zero and the space is adaptable. Vice Mayor Sturges is not a big fan of the Petanque courts but likes other elements of the plan. And is interested to see a hut or a dog park. Commissioner Ross read an editorial from The News Leader local newspaper that supports the CRAAB plan. Commissioner Ayscue echoed support of the plan and agreed with Vice Mayor Sturges that the Petanque courts are not the best use of the area. Mayor Bean expressed his support of the plan stating the area should reflect the natural beauty noting the multiuse functionality and

suggested using impact funds. Mayor Bean praised the CRAAB board for doing an excellent job of making the project parking neutral and adding two boat trailer parking spaces. **A motion was made by Commissioner Ross, seconded by Commissioner Antun, to direct staff to send the plan to the engineering firm for design. Vote upon passage of the motion was taken by ayes and nays and was as follows:**

Commissioner Antun:	**Aye**
Commissioner Ross:	**Aye**
Commissioner Ayscue:	**Aye**
Vice Mayor Sturges:	**Nay**
Mayor Bean:	**Aye**

Motion carried.

6. ADJOURNMENT: There being no further business to come before the City Commission, the meeting was adjourned at 5:45 PM.

ATTEST:

_____
Caroline Best
City Clerk

_____
Bradley M. Bean
Mayor-Commissioner

The City Commission of the City of Fernandina Beach, Florida, met in a Regular Meeting on Tuesday, January 16, 2024, at 6:00 PM in City Commission Chambers. Present were Mayor Bradley M. Bean, presiding, Vice-Mayor David Sturges, Commissioners James Antun, Darron Ayscue and Chip Ross. Also in attendance were City Clerk Caroline Best, City Attorney Tammi Bach, and Interim City Manager/City Engineer Charles George. The meeting was broadcast live for members of the public to view on the City of Fernandina Beach website (www.fbfl.us) and Channel 264 (Comcast only).

Mayor Bean called the meeting to order, and Commissioner Antun led the Pledge of Allegiance to the Flag.

The invocation was given by Pastor Tiffany Gulama, Prince Chapel AME Church.

4.1 PROCLAMATION - "KRAFT ATHLETIC CLUB MEN'S OVER FIFTY-FIVE TENNIS TEAM": Mayor Bean read the Proclamation in full recognizing the Kraft Athletic Club Men's Over Fifty-Five Tennis Team for placing 4th in the 2023 United States Tennis Association competitions. Captain David Jenkins, Co-Captain Richard Rudolph, and members Paul Caruso, Keven Fitzgerald, Ricky Ford, Alan Hopkins, Chris King, Jack Knocke, Larry Latson, Marty Smith, David Smyth, Ed Spiezio, Scott Stainken, Wilson Tennille were in attendance to accept the Proclamation.

4.2 PROCLAMATION - "FLORIDA ARBOR DAY": Mayor Bean read the Proclamation in full proclaiming Friday, January 19, 2024, "Florida Arbor Day". Planning and Conservation Department Arborist Dave Neville was present to accept the Proclamation.

4.3 PRESENTATION - UNITED STATES ARMY CORPS OF ENGINEERS (USACOE) - BEACH RENOURISHMENT: USACOE Nassau County Shore Protection Plan Project Manager Mr. Beau Corbett provided a presentation/overview of the beach renourishment project.

4.4 BUDGET SUMMARY: Comptroller Pauline Testagrose reviewed the budget summary for December 2023 and was available to answer any questions.

5.1 RESOLUTION 2024-07 RESCINDING RESOLUTION 2022-113: AMENDMENT 1 OF THE PROJECT COOPERATION AGREEMENT FOR THE NASSAU COUNTY SHORE PROTECTION PROJECT (NCSPP) AND THE 2019 ENGINEERING DOCUMENTATION REPORT (EDR): According to the agenda support documents, Resolution 2024-07 rescinds Resolution 2022-113: Amendment 1 to the Army Corps of Engineers Nassau County Shore Protection Project Cooperation Agreement and the 2019 Engineering Documentation Report to ensure that the 2024 beach renourishment activities may proceed. **A motion was made by Commissioner Antun, seconded by Vice Mayor Sturges, to approve Resolution 2024-07. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

5.2 RESOLUTION 2024-08 AWARDING RFQ 24-01 TO SIX QUALIFIED PROFESSIONAL ENGINEERING FIRMS FOR PROFESSIONAL ENGINEERING AND CONSULTING SERVICES FOR THE FERNANDINA BEACH MUNICIPAL

AIRPORT: According to the agenda support documents, Resolution 2024-08 approves six qualified firms to do consulting and engineering work at the municipal airport. **A motion was made by Vice Mayor Sturges, seconded by Commissioner Antun, to approve Resolution 2024-08. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

5.3 RESOLUTION 2024-09 APPROVING THE EXTENSION OF WATER SERVICES OUTSIDE THE CORPORATE LIMITS; ACCEPTING THE VOLUNTARY ANNEXATION PETITION FOR ONE PARCEL CONTAINING APPROXIMATELY 0.32 ACRES OF LAND LOCATED AT 616 ROWLAND LANE: According to the agenda support documents, Resolution 2024-09 authorizes the extension of water services to the property owner identified whose property is located at 616 Rowland Lane, Parcel Number: 00-00-30-0660-0017-0000, and also approves the Voluntary Annexation Petition. **A motion was made by Commissioner Antun, seconded by Vice Mayor Sturges, to approve Resolution 2024-09. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

5.4 RESOLUTION 2024-10 AWARDING INVITATION TO BID 24-03 TO THE GREENERY, INC. FOR GENERAL LANDSCAPING MAINTENANCE SERVICES IN THE DOWNTOWN DISTRICT: According to the agenda support documents, Resolution 2024-10 approves the award of Invitation to Bid (ITB) 24-03 to The Greenery, Inc. for downtown district general landscaping maintenance in Fiscal Year 2023/2024. **A motion was made by Commissioner Antun, seconded by Vice Mayor Sturges, to approve Resolution 2024-10. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

5.5 RESOLUTION 2024-11 APPROVING WEATHERPROOFING TECHNOLOGIES, INC, A SUBSIDIARY OF TREMCO INC, TO PERFORM MASONRY AND CONCRETE RESTORATION ON THE ATLANTIC RECREATION CENTER MS JOAN BEAN AUDITORIUM IN THE AMOUNT OF $83,059.79 VIA COOPERATIVE PURCHASE: According to the agenda support documents, Resolution 2024-11 approves the proposal from Weatherproofing Technologies, Inc. for masonry and concrete restoration of the Atlantic Recreation Center Ms. Joan Bean Auditorium, in the amount of $83,059.79. **A motion was made by Vice Mayor Sturges, seconded by Commissioner Antun, to approve Resolution 2024-11. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

5.6 RESOLUTION 2024-12 APPROVING A PROPOSAL FROM CONCRETE CONSERVATION, LLC FOR MANHOLE REHABILITATION BY WAY OF A PIGGYBACK AGREEMENT TO JEA CONTRACT #JEA11198 IN AN AMOUNT NOT TO EXCEED $45,557.13; AUTHORIZING EXECUTION; AUTHORIZING A BUDGET TRANSFER: According to the agenda support documents, Resolution 2024-12 approves the proposal from Concrete Conservation, LLC to provide manhole rehabilitation services in an amount not to exceed $45,557.13 by way of a piggyback agreement to JEA Contract #JEA11198 and authorizes a budget transfer. **A motion was made by Commissioner Antun, seconded by Vice Mayor Sturges, to approve Resolution 2024-12. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

5.7 RESOLUTION 2024-13 APPROVING CHANGE ORDER #1 WITH THE CITY'S CCNA CONSULTANT GILLETTE AND ASSOCIATES INC TO INCLUDE ADDITIONAL WORK ON THE WATER AND FORCE MAIN SEWER EXTENSIONS ON AMELIA ROAD: According to the agenda support documents, Resolution 2024-13 approves Change Order #1 with Gillette and Associates in the amount of $16,780 for additional work on the extension of water and force main sewer to Amelia Road, from Grove Park Road to Robinhood Drive. **A motion was made by Commissioner Antun, seconded by Vice Mayor Sturges, to approve Resolution 2024-13. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

5.8 RESOLUTION 2024-14 APPROVING AN AMENDMENT TO THE BUDGET FOR THE GOLF COURSE: According to the agenda support documents, Resolution 2024-14 approves an amendment to the Golf Course Budget for the actual cost to purchase of the golf cart fleet. This budget amendment reduces the Golf Course budget and the Total City Budget by $119,629 from $187,617,972 to $187,498,343. **A motion was made by Commissioner Antun, seconded by Vice Mayor Sturges, to approve Resolution 2024-14. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

5.9 RESOLUTION 2024-15 REQUESTING ASSISTANCE UNDER THE FLORIDA INLAND NAVIGATION DISTRICT (FIND) WATERWAYS ASSISTANCE PROGRAM FOR FERNANDINA HARBOR MARINA MAINTENANCE DREDGING: According to the agenda support documents, Resolution 2024-15 requests financial assistance under the Florida Inland Navigation District (FIND) Waterways Assistance Program for dredging of the Fernandina Harbor Marina. **A motion was made by Commissioner Antun, seconded by Vice Mayor Sturges, to approve Resolution 2024-15. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

6.1 ARTS AND CULTURE NASSAU: According to the agenda support documents, there was one appointment for Arts and Culture Nassau. **A motion was made by Commissioner Antun, seconded by Vice Mayor Sturges, to approve the reappointment of Sandra Baker Hinton. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

7. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA:

EVENT: Pete Stevenson, 1627 Highland Dunes Way, invited all to participate in the annual Rise Against Hunger event, Saturday February 3 9a to Noon at the Atlantic Recreation Center, 300 volunteers are needed to pack 7000 meals.

TRANSPARENCY: Jacqueline Stevenson, 83 Oak Grove Place, requested the Seaside Park beach access agenda item that was previously unanimously approved be put back on the agenda for further consideration and advocated for transparency and running meetings in accordance with Sunshine Law.

Interim City Manager/City Engineer George clarified the Seaside Park boardwalk

reconstruction is only a portion of the $300,000 project that is being brought into ADA compliance.

CITY MANAGER REPORTS:

VISIONING SESSION: Interim City Manager/City Engineer George reminded of the Visioning Session, Tuesday January 23, 10:00 AM – 3:00 PM at the Fernandina Beach Municipal Golf Course.

WATERFRONT DESIGN AND DOWNTOWN REVITALIZATION: Interim City Manager/City Engineer George reported the waterfront design is ongoing and preliminary designs are forthcoming. The downtown revitalization kickoff meeting will be scheduled for next week.

BEACH RENOURISHMENT: Interim City Manager/City Engineer George stated the U.S. Army Corps of Engineers dredging mobilization begins this week staging in Dolphin Street parking lot, the project will be ongoing for the next thirty days or more. The Nassau County Shore Protection Project is a large-scale event that is 100% Federally funded.

YBOR ALVAREZ FIELDS: The Ybor Alvarez athletic field project proposals are in; designs are forthcoming for Commission approval, as the Federal Aviation Agency (FAA) evaluation is ongoing and further assessments are anticipated.

DREDGING: Interim City Manager/City Engineer George reported the marina dredging is scheduled to begin and will take approximately five weeks to complete; the fueling system continues to be repaired.

BEACH ACCESS 40: Interim City Manager/City Engineer George announced Beach Access 40 is nearing completion, finishing beach access projects for the year until the Beach Harmonization Project begins.

ESCAMBIA STREET: Interim City Manager/City Engineer George reported the Escambia Street survey is forthcoming and work will begin after further review.

RESTROOM FACILITIES: Interim City Manager/City Engineer George proposed a standard City restroom for all recreation facilities similar to the Central Park restrooms. The consensus of the Commission was to have Interim City Manager/City Engineer George give a Hickory Street facility/restroom design presentation at the Tuesday February 6 City Commission Regular Meeting.

PECK CENTER FIELD: The consensus of the Commission was to direct Interim City Manager/City Engineer George to design a track for installation around the Peck Center field to be presented at the January 24 City Commission/Nassau County School Board Joint Meeting.

DUMPSTERS: Commissioner Ross suggested enforcement or disbanding of the current dumpster screen requirement. ***The consensus of the Commission was to present this item***

at a future City Commission Workshop.

CITY ENGINEER REPORTS: See above.

CITY ATTORNEY REPORTS: City Attorney Bach had no reports at this time.

CITY CLERK REPORTS: City Clerk Best had no reports at this time.

MAYOR/COMMISSIONER COMMENTS:

MAYOR/COMMISSIONER COMMENTS:

KUDOS: Commissioner Ross expressed kudos to staff and Waste Management for the outstanding job informing the public of the transition of trash removal to once per week.

DONATION: Commissioner Ross announced his donation of his monthly $500 raise to non-profit Micah's Place.

RECORDS: Commissioner Ross clarified that a recent newspaper article penned by Steve Nicklas inaccurately reported a lawsuit that in fact is a writ of mandamus regarding the Ocean Highway and Port Authority (OHPA) who were found in violation of not providing public records; OHPA and the port operator voluntarily agreed to provide the records and pay legal costs. Commissioner Ross issued a statement regarding the aforementioned article that also errantly stated misinformation regarding the ethics complaints filed against Vice Mayor Sturges that have since been dismissed.

CONDOLENCES: Commissioner Ross expressed condolences to the family and friends of Fernandina Beach native Chris Bryan, a pillar of the community. Commissioner Antun echoed the condolences.

REGRETS: Commissioner Antun expressed regret that he was unable to attend the recent Martin Luther King, Jr. parade.

SUGGESTION: Commissioner Antun suggested the Commission consider Operations Public Works Director Jeremiah Glisson for Deputy City Manager. Mayor Bean advocated for Mr. Glisson suggesting the proposal would require more discussion at a future City Commission Workshop.

CONDOLENCES: Commissioner Ayscue extended condolences to the Bryan family on the loss of their matriarch, Christina "Chris" Hall Bryan.

SAND TAX: Commissioner Ayscue thanked Nassau County officials and staff for the Municipal Services Taxing Unit (MSTU) aka Sand Tax dollars that can now be used for beach walkovers.

CONDOLENCES: Vice Mayor Sturges echoed condolences to the Bryan family.

EVENT: Vice Mayor Sturges congratulated the Parks and Recreation department on the successful Simmons Road Park opening day event.

HOLIDAY: Vice Mayor Sturges attended the Martin Luther King, Jr. parade and was gratified to present the proclamation noting the City as a very inclusive place.

GOVERNMENT: Vice Mayor Sturges thanked Commissioner Ayscue for his efforts to harmonize City and County government and the recent beach walkover collaboration.

COMPLAINT: Vice Mayor Sturges read a statement into the record regarding the recent ethics complaint filed against him that was subsequently dismissed.

THANK YOU: Mayor Bean thanked Vice Mayor Sturges for representing the City at events during his absence whilst he celebrated his wife Alexia's birthday in London, England.

CONDOLENCES: Mayor Bean expressed condolences to the Bryan family on the loss of their beloved, Chris Bryan.

12. ADJOURNMENT: There being no further business to come before the City Commission, the meeting was adjourned at 7:19 PM.

ATTEST:

_____
Caroline Best
City Clerk

_____
Bradley M. Bean
Mayor-Commissioner

The City Commission of the City of Fernandina Beach, Florida, met in a Visioning/Goal Setting Workshop on Tuesday January 23, 2024, at 10:00 AM at the Fernandina Beach Municipal Golf Course Club House. Present were Mayor Bradley M. Bean, presiding, Vice Mayor David Sturges, Commissioners James Antun, Darron Ayscue and Chip Ross. Also, present were City Clerk Caroline Best, Interim City Manager/City Engineer Charles L. George, and City Attorney Tammi Bach.

Mayor Bean called the meeting to order, and Operations Director Jeremiah Glisson led the Pledge of Allegiance.

4.1 OPENING REMARKS – STATE OF THE CITY: Interim City Manager/City Engineer George provided a presentation and overview of 2023 accomplishments and current and future projects, the City is heading in the right direction; long-term projects that have been a priority for many years, are now moving forward and continue to gain momentum as well as aging facilities and infrastructure, critical to quality of life, being addressed.

4.2 PUBIC WORKS _- UTILITIES: Director Andre Desilet provided a presentation and overview of current and pending projects with special emphasis on House Bill 1277 which establishes cap on general fund transfers and reduces surcharges on extraterritorial customers by one half and Senate Bill 64 which requires construction of advanced wastewater treatment process and water storage, current construction estimate $9,000,000.

4.3. PUBLIC WORKS – OPERATIONS: Director Jeremiah Glisson presented a presentation and overview of current and pending projects including sidewalk repair/replacement, streets resurfacing, Escambia Road removal, downtown parking improvements, the Amelia Island River to Sea Trail, and Atlantic Avenue rehabilitation.

6.1 BOND OPTIONS – DOWNTOWN REVITALIZATION AND RESILIENCY: Hilltop Securities Inc. Managing Director Mark Galvin provided a presentation and overview of bond options to fund downtown revitalization and resiliency.

6.2 CITY COMMISSION DISCUSSION: the City Commission ***unanimously endorsed downtown revitalization and resiliency and directed staff to prepare ballot language for an obligation bond referendum to fund the initiative***. The City Commission supported ***continuing staff efforts in these areas of focus: utilities expansion due to Senate Bill 64 requirements, Amelia Island River to Sea Trail, aging facilities maintenance, beach park harmonization, and the impacts of Florida Senate Bill 102 known as the "Live Local" Act.***

PUBLIC COMMENT: Len Kreger, 1313 Hickory Street, cautioned Commissioners to consider hardening other areas in the City such as Escambia Road and Egans Creek. A ballot initiative focused solely on downtown, likely will not pass.

ANNOUNCEMENT: City Attorney Bach announced that the City Commission will meet in a special meeting/executive session on February 6, 2024, at 4:00 PM in the City Hall conference room to discuss Case Number 2020-CA-284 City of Fernandina Beach v. Ocean Highway and Port Authority.

ADJOURNMENT: There being no further business to come before the City Commission, the meeting was adjourned at 3:24 PM.

ATTEST:

_____
Caroline Best
City Clerk

_____
Bradley M. Bean
Mayor-Commissioner

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach

SUBJECT: Resolution 2024-30
Award of Invitation to Bid 24-01 - Joe Payne Inc.

ITEM TYPE: Resolution (w/ fiscal impact)

REQUESTED ACTION: Consider Resolution 2024-30.

SYNOPSIS: In June 2023, the Building Department was reorganized, and inspection services and plans review were outsourced to a private provider to improve efficiency and reduce employee headcount.

In accordance with the City's Purchasing Policy, bids were solicited via Invitation to Bid (ITB) 24-01 for Building Department Private Provider Services. On November 30, 2023, one response was received from Joe Payne Inc. (JPI). JPI is the City's current provider for these services, and staff recommends awarding ITB 24-01 to JPI as a responsive and responsible bidder.

Staff proposes to enter into a one-year agreement with JPI, with up to two one-year extensions.

FISCAL IMPACT: Funding for these services is available in the Building Professional Services account, 140 53100, in Fiscal Year 2023/2024.

CITY ATTORNEY COMMENTS: No additional comments.

CITY MANAGER RECOMMENDATION(S): I recommend that the City Commission adopt proposed Resolution 2024-30.

Angie Lester, Administrative Coordinator	2/5/2024
Jimmy Parr, Building Director	2/5/2024
Kim Briley, Deputy City Clerk	2/5/2024
Katie Newton, Paralegal	2/8/2024
Pauline Testagrose, Comptroller	2/12/2024
Charles George, Interim City Manager	2/12/2024
Tammi E. Bach, City Attorney	2/13/2024

Date: February 01, 2024

Submitted By: Angie Lester, Administrative Coordinator

COMMISSION ACTION: Adopt

RESOLUTION 2024-30

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, AWARDING INVITATION TO BID 24-01 TO JOE PAYNE INC. FOR BUILDING DEPARTMENT PRIVATE PROVIDER SERVICES; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in June 2023, the Building Department was reorganized, and inspection services and plans review were outsourced to a private provider to improve efficiency and reduce headcount; and

WHEREAS, 468.603(2) Florida Statutes, requires Building Officials be qualified to administer Florida Building Code provisions, including plan review and inspection services, as well as Building Administrator duties; and

WHEREAS, in accordance with the City's Purchasing Code, bids were solicited via Invitation to Bid (ITB) 24-01 for Private Provider Building Plans Review, Inspection Services; and Building Official Services. On November 30, 2023, one response was received from Joe Payne Inc. (JPI); and

WHEREAS, Joe Payne Inc. (JPI) is the City's current provider for these services, and staff recommends award to JPI as a responsive and responsible bidder; and

WHEREAS, staff proposes to enter into a one-year agreement with JPI, with up to two one-year extensions; and

WHEREAS, funds are available in the Building Professional Services account, 140 53100 in Fiscal Year 2024/2025.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, THAT:

SECTION 1. The City Commission hereby awards Invitation to Bid 24-01, Building Department Private Provider Services to Joe Payne, Inc (JPI).

SECTION 2. The Interim City Manager and City Clerk are hereby authorized to execute the Professional Services Agreement with JPI, attached hereto as Exhibit A, upon review and approval of the City Attorney.

SECTION 3. This Resolution shall take effect immediately upon passage.

ADOPTED this 20th day of February, 2024.

CITY OF FERNANDINA BEACH

_____

BRADLEY M. BEAN
Commissioner – Mayor

ATTEST:

_____
CAROLINE BEST
City Clerk

APPROVED AS TO FORM & LEGALITY:

_____
TAMMI E. BACH
City Attorney

AGREEMENT TO FURNISH PROFESSIONAL SERVICES
TO THE CITY OF FERNANDINA BEACH, FLORIDA

This agreement is made and executed this **20th** day of **February, 2024**, by and between the **City of Fernandina Beach, Florida**, a municipality (hereinafter referred to as "City") whose address is **204 Ash Street, Fernandina Beach, FL 32034** and **Joe Payne, Inc. (JPI)** whose address is **5995 S Hwy A1A, Melbourne Beach, FL 32951.**

For the consideration hereinafter set forth, **Joe Payne, Inc. (JPI)**, hereinafter referred to as the PRIVATE PROVIDER, agrees to provide professional services to the City of Fernandina Beach, as follows:

1. **SCOPE OF SERVICES -** The parties hereto agree that under this Agreement, the PRIVATE PROVIDER will provide professional services of a specified nature as described in Exhibit "A" - Scope of Services, attached hereto and incorporated as if fully set forth herein, when and if the CITY requests the PRIVATE PROVIDER to provide such services.

2. **TERM OF AGREEMENT -** This Agreement will commence on March 1, 2025, and be for a period of one year. The parties may, upon mutual agreement, extend this agreement for up to two additional one-year terms.

3. **ENTIRE AGREEMENT** - The terms and specifications included in this Agreement when duly executed constitute the entire agreement between the parties, unless otherwise stated on the face of the order. Acceptance of this Agreement will be unqualified, unconditional, and subject to and expressly limited by the Terms and Conditions hereon. CITY and the PRIVATE PROVIDER will not be bound by additional provisions or provisions at variance herewith that may appear in the PRIVATE PROVIDER's quotation, acknowledgment in force, or any other communication from PRIVATE PROVIDER to CITY unless such provision is expressly agreed to and confirmed in writing. No modification or waiver of terms of the agreement is binding unless in writing, signed by the City Manager and confirmed by a representative of the PRIVATE PROVIDER. This agreement will be interpreted in accordance with the laws of the State of Florida.

4. **PRIVATE PROVIDER NOT A CITY EMPLOYEE**- The parties recognize that PRIVATE PROVIDER is an independent contractor, and as such, the PRIVATE PROVIDER or its employees are not entitled to any City employee benefits including, but not limited to, accrued vacation, sick, PTO, health insurance, paid holidays, life insurance, worker's compensation or disability insurance.

5. **CONTINGENCIES** - Neither party will be liable for delays or defaults due to acts of God, government authority or public enemy, war, fires, floods, epidemics, strikes, labor troubles, freight embargoes or contingencies reasonably beyond its control. The party so affected, upon prompt written notice to the other party, will be excused from making or taking deliveries or goods and/or services hereunder to the extent of such prevention or restriction. At City's option, deliveries so omitted will be made on notice thereof to the PRIVATE PROVIDER, upon cessation of such contingency, even though such might have been operative at the date of this order.

6. **GOVERNMENT REGULATIONS** - PRIVATE PROVIDER warrants that all applicable laws and regulations of government authority, covering the production, sale and delivery of the materials and performance of services specified herein, have been complied with and will indemnify and save CITY harmless from and against any liability or loss resulting from PRIVATE PROVIDER's failure to do so.

7. **WARRANTIES** - In addition to all warranties, established by statute or common law, or set forth

elsewhere in this order, PRIVATE PROVIDER expressly warrants that all material or services conform to all specifications, drawings, samples, and descriptions furnished or adopted by CITY and will be of best quality and fit and sufficient for the purpose for which purchased. If specified hereon, merchantable, of good material and workmanship and free from all patent and latent defects. CITY's failure to give notice to PRIVATE PROVIDER of any breach or warranty does not discharge PRIVATE PROVIDER of any breach of warranty and will not discharge PRIVATE PROVIDER's liability therefor. Without limiting the generality of any of the foregoing, PRIVATE PROVIDER agrees to be responsible for all defects in design, workmanship and materials which may become apparent within twelve months of receipt by CITY.

8. **USE OF CITY VEHICLES AND EQUIPMENT**-

   A. To conduct the services outlined in this agreement, the City will provide a Building Department vehicle for PRIVATE PROVIDER'S employees while performing services as Building Official, Building Inspector(s) or Plans Examiner. The use of such vehicle is authorized solely for the purposes of conduct business on behalf of the City, including as transportation to and from construction sites and related meetings. The vehicle must be picked up as needed and returned daily to its location at City Hall. All PRIVATE PROVIDER's employees must review and sign the CITY's Vehicle Use Policy to be eligible to drive a City Vehicle.
   B. To comply with record-keeping laws, all PRIVATE PROVIDER's employees conducting inspections on behalf of and for the City must use a City-issued cell phone. As needed, the City will issue iPads for PRIVATE PROVIDER's employees to record inspection results using the City's software. The City will provide a Surface Pro and a Surface Pro 4/5/6 converter for PRIVATE PROVIDER's employees to conduct Plans Reviews on behalf of and for the City. All PRIVATE PROVIDER's employees must review and sign a City Equipment Use Agreement prior to issuance of equipment.
   C. At the termination of this agreement, all issued equipment must be returned to the City.

9. **NON-DISCLOSURE** - Without prior written consent of the CITY in each instance, PRIVATE PROVIDER may not reveal to a third party the details, characteristics or any information on materials made to the special order of CITY or use reproductions thereof in any promotional media or reveal that CITY is purchasing the materials ordered hereunder.

10. **PROOF OF LICENSURE REQUIRED** - PRIVATE PROVIDER must provide proof of a current and valid State of Florida Department of Business and Professional Regulation Certification for Professional Engineer as required by 468.602.2, Florida State Statutes, to perform duties on behalf of or for the City as Building Administrator/Official, Building Inspector, and/or Building Plans Examiner. Said licenses and F.S. 468.602.2 shall be attached hereto as Exhibit "B". The City is not responsible for payment of any license applications or renewals for PRIVATE PROVIDER and will not pay for travel, lodging, or continuing education.

11. **INDEMNIFICATION** -The parties recognize that PRIVATE PROVIDER is an independent contractor. PRIVATE PROVIDER 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 PRIVATE PROVIDER, its officers, employees, subcontractors, agents, and representatives. PRIVATE PROVIDER's liability hereunder includes all attorney's fees and costs incurred by the CITY in the enforcement of this indemnification provision. This includes claims made by the employees of PRIVATE PROVIDER against the CITY and PRIVATE PROVIDER hereby waives its entitlement, if any, to immunity under Section 440.11, Florida Statutes. The

obligations contained in this provision are not limited by the amount of any insurance required to be obtained or maintained by PRIVATE PROVIDER. In addition, PRIVATE PROVIDER agrees to assume liability for and indemnify, hold harmless and defend the CITY, its Mayor, Commissioners, officers, employees, attorneys, agents and representatives of, from, and against all liability and expense, including reasonable attorneys' fees, in connection with any and all claims, including claims for injunctive or equitable relief, and damages whatsoever for personal injuries or property damage, including loss of use, arising out of PRIVATE PROVIDER's violation or alleged violation of any third party's trade secrets, proprietary information, trademark, copyright, or patent rights in connection with PRIVATE PROVIDER's licensing of any software, hardware, uploads or downloads delivered to the CITY pursuant to this Agreement and/or arising out of the negligent or deliberate act or omission of PRIVATE PROVIDER, its officers, employees, volunteers, representatives or agents. Nothing contained in the foregoing indemnification will 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.

12. **INSURANCE** – PRIVATE PROVIDER must procure and maintain worker's compensation insurance and commercial general liability insurance satisfactory to the CITY, with liability limits of not less than One Million Dollars ($1,000,000) combined single limit per occurrence for bodily injury and property damage liability, with a certificate of insurance to be furnished to the CITY naming the CITY OF FERNANDINA BEACH as an additional insured on the commercial general liability policy only.. Such policy must provide that cancellation or changes to such insurance will not occur without at least thirty (30) days prior written notice to the CITY. This requirement for proof of insurance may be modified only through approval of the City Manager and City Attorney.

    During the term of this Agreement, the PRIVATE PROVIDER will carry Errors and Omission insurance which will cover liability for any damage or non-performance on account of any error, omission, or other provable negligence caused by the PRIVATE PROVIDER. The amount of insurance shall not be less than $1,000,000 per occurrence and aggregate.

13. **PAYMENT & TAXES** – Invoices must be submitted to the CITY's billing address. Payment due hereunder will be made by the CITY to PRIVATE PROVIDER in accordance with the Florida Local Government Prompt Payment Act. The CITY is exempt from Federal Taxes on transportation charges and any Federal Excise Tax. If you prepay transportation charges, do not pay tax as the CITY will not reimburse you for the taxes paid. The CITY is also exempt from State Sales Tax.

14. **ASSIGNMENT** - PRIVATE PROVIDER may not assign this Agreement or any part thereof without written consent of the CITY. Such consent will not relieve PRIVATE PROVIDER from its obligations and liabilities hereunder.

15. **TERMINATION -** The CITY or the PRIVATE PROVIDER may terminate, suspend, or delay this agreement for any reason by giving at least thirty (30) days written notice to the other party of their intent to terminate, suspend, or delay. In the event the agreement is terminated, suspended or delayed by the CITY for reasons unrelated to the quality of work provided by the PRIVATE PROVIDER, the CITY will pay the PRIVATE PROVIDER in full for all work previously authorized and actually performed prior to the Notice of Termination, Suspension or Delay. This payment will be the sole financial obligation or responsibility of the CITY for compensation in the event of termination, suspension or delay in accordance with the provisions of this paragraph. This Agreement will continue in effect until a Notice of Termination, Suspension or Delay is given by either party as set forth above. Upon termination, suspension, or delay, at the CITY's request, the PRIVATE PROVIDER must turn over to the CITY all work products and deliverables completed or partially completed up to the date of termination, suspension or delay, including but not limited to, subcontractor work products, reports, surveys, drawings, model results, and specifications. The CITY will have full rights to use all such work products and deliverables for any project, and

in any manner, in the sole discretion of the CITY. The CITY accepts sole responsibility for the use of the above-referenced work products and deliverables unless prior written approval is obtained from the PRIVATE PROVIDER.

16. **SEVERABILITY -** If any section, subsection, sentence, clause, phrase, or portion of this contract is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion will be deemed separate, distinct, and independent provision, and such holding will not effect the validity of the remaining portion thereof.

17. **PUBLIC RECORDS LAW REQUIREMENTS** – Pursuant to Section 119.0701, Florida Statutes, a PRIVATE PROVIDER performing services for the CITY must: (a) keep and maintain all public records as that term is defined in Chapter 119, Florida Statutes ("Public Records"), that ordinarily and necessarily would be required by the CITY in order to perform the work contemplated by this Agreement; (b) provide the public with access to Public Records, on the same terms and conditions that the CITY would provide the records and at a cost that does not exceed the costs provided in Chapter 119, Florida Statute, or as otherwise provided by law; (c) ensure that Public Records that are exempt and confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law; (d) meet all the requirements for retaining Public Records and transfer, at no cost to the CITY, all public records in possession of PRIVATE PROVIDER within thirty (30) days after termination of this Agreement. All Public Records stored electronically must be provided to the City in a format that is compatible with the information technology of the CITY. If PRIVATE PROVIDER does not comply with a public records request, the CITY may pursue any and all remedies available in law or equity, including but not limited to specific performance. **If the PRIVATE PROVIDER has questions regarding the application of Chapter 119, Florida Statutes, to the PRIVATE PROVIDER's duty to provide Public Records relating to this contract, contact the Custodian of Public Records at 904-310-3115, cbest@fbfl.org, 204 Ash Street, Fernandina Beach, FL.**

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the day and date first above written:

CITY OF FERNANDINA BEACH, FLORIDA,
a municipal corporation

_____
Charles L. George, Interim City Manager

Approved as to Form & Legality:

_____
Tammi Bach, City Attorney

Attest:

_____
Caroline Best, City Clerk

PRIVATE PROVIDER
JOE PAYNE, INC. (JPI)

By: Joseph Payne

Title: President

WITNESS TO PRIVATE PROVIDER:

Sign: Tara Payne

Name: Tara Payne

EXHIBIT "A" – SCOPE OF SERVICES

The PRIVATE PROVIDER agrees to provide the following services on as-needed basis to the City at the rate schedule listed below, in accordance with its response to Invitation to Bid (ITB) 2024-01, which bid documents and response are incorporated by reference into this agreement.

Florida Licensed Residential Inspector - $86.00/hour

Florida Licensed Residential Plans Examiner - $92.00/hour

Florida Licensed Commercial Inspector - $86.00/hour

Florida Licensed Commercial Plans Examiner - $92.00/hour

Florida Licensed Building Official - $138.00/hour

ICC Permit Tech - $68.00/hour

NOTICE OF INVITATION TO BID

CITY OF FERNANDINA BEACH
204 ASH STREET
FERNANDINA BEACH, FL 32034

The City of Fernandina Beach will receive sealed competitive submittals for the following until no later than **2:30PM November 30, 2023.**

ITB 24-01 BUILDING DEPT - PRIVATE PROVIDER SERVICES

Bid Documents and Specifications are available to download from the City of Fernandina Beach website, www.fbfl.us/bids and the Demandstar website at www.demandstar.com. Questions regarding the Bid requirements or process can be directed in writing to Wanda Weaks, Purchasing Agent, at wweaks@fbfl.org.

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-01
BUILDING DEPT - PRIVATE PROVIDER SERVICES

INTRODUCTION

The City of Fernandina Beach, Florida is accepting competitive sealed bids for **PRIVATE PROVIDER SERVICES** to the City's Building Department.

The City of Fernandina Beach will receive sealed bids at the location stated below not later than **2:30PM, November 30, 2023.**

Any submittal received after the above stated time and date will not be considered. It shall be the sole responsibility of the Bidder to have its Bid 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 Bidder. Submittals received after the deadline will not be considered. Award of the Bid is subject to authorization and appropriation of funds.

BIDDERS ARE REFERRED TO THE ATTACHED GENERAL CONDITIONS FOR OTHER IMPORTANT INFORMATION REGARDING THE BID PROCESS, REQUIREMENTS AND EXHIBITS.

The original bid submittal (**1 original, 3 copies and 1 electronic copy, CD or thumb drive**) must be delivered to City Hall in a sealed package, clearly marked on the outside, **ITB #24-01** and addressed to:

City of Fernandina Beach
Attn: City Clerk's Office – **ITB #24-01**
204 Ash Street
Fernandina Beach, FL 32034

Hand delivered Submittal is to be taken to the Clerk's Office at the above address.

The bid shall be submitted on the specified **Contact Sheet/Bid Form** (**1 original, 3 copies**), hereto attached as "**Exhibit A**". The person signing the Bid Response Form shall have the authority to bind the proposer to the Bid. All information on the Bid form shall be provided, or the Bid may not be accepted.

The competitive sealed Bid shall be accompanied by a **"Public Entity Crimes"**, herein provided as "**Exhibit B**", **"Drug-Free Workplace Certification"** herein provides as **"Exhibit C"**, **"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".**

CONTRACTOR SHALL SIGN AND INCLUDE EXHIBITS "A-H". Failure to do so may result in rejection of the bid submittal.

An example of City of Fernandina Beach Contract is included.

In accordance with Item 16, General Terms and Conditions, please provide **proof the Contractor/FIRM is not listed in the Excluded Parties List System**, a federal suspension and debarment listing.

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-01
BUILDING DEPT - PRIVATE PROVIDER SERVICES

SCOPE OF WORK

The City of Fernandina Beach, Florida (City) is requesting submittals from qualified State of Florida licensed firms for private provider staffing services to include:

Florida Licensed Inspector – Standard one and two-family dwellings for plumbing, electrical, mechanical, gas and solar systems within the City

Florida Licensed Plans Examiner -Standard one and two-family dwellings for plumbing, electrical, mechanical, gas, and solar systems

Florida Licensed Inspector – Commercial buildings, plumbing, mechanical, electrical, gas, and solar systems

Florida Licensed Plans Examiner – Commercial buildings, mechanical, electrical, plumbing, gas and solar

Florida Licensed Building Official – on an as-needed basis in absence of the City's Building Official

ICC permit Technician – as needed to supplement City permitting staff.

Preference will be given to a provider firm who focuses solely on municipal clients and are not currently affiliated with private contractors currently working within the City limits.

AWARD

Award recommendation shall be made to the most responsive and responsible bidder offering the best value. The City reserves the right, based upon its deliberations and in its opinion, to accept or reject any or all submittals. The City also reserves the right to waive minor irregularities or variations to the specifications and in the bidding process.

Successful Bidder is required to have a Business License in the city where their home office is located. If Bidder's business office is located in the City of Fernandina Beach a business tax license is required.

Bid Package

Bid Documents and Specifications are available to download from the City of Fernandina Beach website at www.fbfl.us/bids, and DemandStar at www.demandstar.com. Questions regarding bid package can be directed to Wanda Weaks, Purchasing Agent, wweaks@fbfl.org.

CONTACT

Specification questions during the bid period shall be submitted in writing to Wanda Weaks, Purchasing Agent at wweaks@fbfl.org.

Bidders are hereby put on notice that no contact shall be made with any of the City Commission members, other City 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
INVITATION TO BID #24-01
BUILDING DEPT - PRIVATE PROVIDER SERVICES

ADDENDA

A written response to bidder questions will be issued via Addendum and posted on the City's website at www.fbfl.us/bids and DemandStar at www.demandstar.com. It is the bidder's responsibility to check the City's website for Addenda prior to submitting their bid. The deadline for questions is **ten** days before bid opening.

If there is an Addendum it becomes part of the original Bid and shall be acknowledged by attaching a copy of the Addendum, signed by an authorized representative of the person or company submitting the bid. Failure to do so may disqualify the bid.

PERFORMANCE STANDARDS/QUALITY REQUIREMENTS

In addition to those requirements set forth in the Scope of Work, all services (and items incidental thereto) and work provided by CONTRACTOR shall conform to the following:

INSURANCE REQUIREMENTS

Insurance requirements are outlined in the General Conditions of this Invitation to Bid.

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-01
BUILDING DEPT - PRIVATE PROVIDER SERVICES

GENERAL CONDITIONS OF INVITATION TO BID

1. **PREPARATION OF BID** - INVITATION TO BID shall be prepared in accordance with the following:
   a. The enclosed Contact Sheet/Bid Form, attached hereto as "Exhibit A", shall be used when submitting your INVITATION TO BID.
   b. All information required by the Contact Sheet/Bid Form shall be furnished. The Bidder 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 Bids will not be considered unless authorized by the Invitation to Bid.
   e. Bidders 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. Bidders 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 Bidder of conditions that exists or may hereafter exist as a result of failure or omission on the part of the Bidder 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 Invitation to Bid.
   h. Deliveries are to be FOB Destination unless otherwise specified in the Invitation to bid
   i. Deliveries are to be made during regular business hours.
   j. Bids and Bid prices shall be valid for a minimum of ninety (90) days, unless otherwise stated on the INVITATION TO BID.

2. **SUBMISSION OF BIDS**
   a. Bids and changes thereto shall be enclosed in sealed envelopes & addressed as instructed on the Bid Form. The name and address of the Bidder, the date and hour of the Invitation to Bid opening and the material or service shall be placed on the outside of the envelope.
   b. INVITATION TO BID must be submitted on the forms furnished. Electronic Bids will not be considered.

3. **REJECTION OF BIDS**
   a. The City reserves the right to accept or reject any or all Bids, 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 BIDS**
   a. Bids may not be withdrawn after the time set for the opening for a period of time as specified.
   b. Bids may be withdrawn prior to the time set for the opening. Such request must be in writing.

5. **LATE BIDS**
   a. INVITATION TO BID 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. Bidders shall comply with all local, state, and federal directives, orders and laws as applicable to the INVITATION TO BID 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 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 bid.
   c. A "Drug Free Workplace Certification" attached hereto as Exhibit "C", must be received at the time of the bid.
   d. The City of Fernandina Beach requires that the Bidder 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 bid.

7. **AWARD OF INVITATION TO BID**
   a. The INVITATION TO BID will be awarded to the most responsive and responsible bidder 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.
   c. A written award of acceptance (Purchase Order), mailed or otherwise furnished to the successful Bidder shall result in a binding contract without further action by either party.
   d. 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, and Demandstar at www.demandstar.com.
   e. 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 Bidder in responding to this INVITATION TO BID.

9. **BONDS**
   - If Bid is less than $100,000 no Bid Bond or Payment and Performance Bond required.
   - If Bid is greater than $100,000 and is for material only, a Bid Bond is required but no Payment and Performance Bond is required.
   - If Bid is $100,000 - $200,000, and is for services, a Bid Bond is required but no Payment and Performance Bond is required.

- If Bid is greater than $200,000, and is for services, Bid Bond and Payment and Performance Bond is required.

BID BOND:

a. If the Base Bid or the Base Bid plus the sum of any alternates fall into the criteria above requiring a Bid Bond, the bidder shall enclose a Certified Check or Bid Bond with each bid. A Certified Check or Bid Bond shall be for an amount not less than five percent (5%) of the Bid price and shall be made payable to the CITY OF FERNANDINA BEACH as a guarantee that the Bidder will not withdraw its bid for a period of ninety calendar days after Bid closing time. Bid Bonds or Certified Checks will be returned to unsuccessful bidders within ten days of bid award. Successful bidders will receive their Certified Check or Bid Bond after the contract/agreement has been signed and a Performance and Payment Bond is received.

PERFORMANCE AND PAYMENT BONDS:

a. In the event the Contract is awarded to the Bidder, Bidder 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, Bidder shall forfeit its bid 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 bidder 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 bid.

10. PUBLIC INFORMATION

a. All information contained in this Bid is public information, and as such will be handled in accordance with the Florida Statutes.

11. ADDITIONAL INFORMATION

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

12. QUESTIONS

a. Any questions about the INVITATION TO BID should be communicated per instructions in the INVITATION TO BID.

13. INDEMNIFICATION AND INSURANCE

INDEMNIFICATION

The parties recognize that CONTRACTOR/FIRM is an independent contractor. CONTRACTOR/FIRM 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/FIRM, its officers, employees, agents, and representatives. CONTRACTOR's/FIRM's liability hereunder shall include all attorney's fees and costs incurred by the CITY in the enforcement of this indemnification provision. This includes claims made by the employees of CONTRACTOR/FIRM against the CITY, and CONTRACTOR/FIRM 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/FIRM 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.
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) minimum per occurrence.

E. During the term of this agreement, (if applicable) the Contractor/FIRM 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/FIRM. The amount of insurance shall not be less than One Million ($1,000,000) per occurrence and aggregate.

F. Loss Deductible – If the insurance of any CONTRACTOR/FIRM contains deductible(s), penalty(s) or self-insured retention(s), the CONTRACTOR/FIRM
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.

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/FIRM in accordance with the Florida Prompt Payment Act.

15. BID PROTESTS

Bid protest conditions and procedures are in accordance with City Ordinances – Part 2, Chapter 2, Article VII, Division 2, Section 2-244.

16. FEDERAL GRANT MONEY

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

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 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 Commissioners and/or the City Manager may disqualify any solicitation response where any Commissioner, the City Manager, and/or City Personnel have been lobbied in violation of the black-out period.

EXHIBITS

EXHIBIT "A"	**Contact Sheet/Bid 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**

EXHIBIT "A"

CONTACT SHEET/BID FORM

UNIT PRICES:

FLA LICENSED RESIDENTIAL INSPECTOR	$_____/hr
FLA LICENSED RESIDENTIAL PLANS EXAMINER	$_____/hr
FLA LICENSED COMMERCIAL INSPECTOR	$_____/hr
FLA LICENSED COMMERCIAL PLANS EXAMINER	$_____/hr
FLA LICENSED BUILDING OFFICIAL	$_____/hr
ICC PERMIT TECH	$_____/hr

Name: _____

Federal Taxpayer ID: _____

Mailing Address: _____

City, State, & Zip Code: _____

Telephone: _____ **Fax:** _____

Email: _____ **Submitted By:** _____

Title: _____

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 PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-01
BUILDING DEPT - PRIVATE PROVIDER SERVICES

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 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 their 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 PROPOSAL

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 must:

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 PROPOSAL

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 PROPOSAL

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 PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-01
BUILDING DEPT - PRIVATE PROVIDER SERVICES

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 bid for the City of Fernandina Beach.
2. The Affiant has made diligent inquiry and provides the information contained in the Affidavit based upon their 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 not 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 their signature at the space provided above on this ___ day of _____, 20___, and is personally known to me, or has provided _____ as identification.

_____ My Commission expires: _____
Notary Signature

THIS FORM MUST BE INCLUDED WITH PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-01
BUILDING DEPT - PRIVATE PROVIDER SERVICES

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 their signature at the space provided above on this ___ day of _____, 20__, and is personally known to me, or has provided _____ as identification.

_____ My Commission expires: _____
Notary Signature

THIS FORM MUST BE INCLUDED WITH PROPOSAL

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 PROPOSAL

LETTER OF INTEREST

November 28, 2023

ITB #24-01

City of Fernandina Beach
Attn: City Clerk's Office – ITB #24-01
204 Ash Street
Fernandina Beach, FL 32034

BID #24-01 BUILDING DEPT - PRIVATE PROVIDER SERVICES

To Whom It May Concern,

JPI is pleased to present our response to this advertisement. **JPI is the incumbent to this advertisement (from 2020-02) and has provided all services listed within Exhibit A within our current contract.** Kevin Singley, CBO, from JPI previously served as the Interim Building Official, Residential and Commercial Inspector, and Residential and Commercial Plans Examiner. Joe Payne, PE, the President of JPI, previously served the roles of Residential and Commercial Inspector, and Residential and Commercial Plans Examiner. Greg Martin of JPI served the roles of Residential and Commercial Inspector. Steve Horsman of JPI served the roles of Residential and Commercial Inspector. As you may recall, Cory Brockett of JPI served the roles of Residential and Commercial Inspector. Also, JPI has provided permit technician service support with our personnel.

Our relationship with the City approaches four years now, thank you. JPI appreciates the opportunity to submit our qualifications on this contract, JPI looks forward to extending our long-term relationship into 2024 and beyond. JPI is 100 percent committed to governmental services, has no private industry clients, and has zero conflicts to the work of this contract. Please let this letter serve as our formal agreement to be bound by the submittal without modifications unless mutually agreed to upon further negotiations between The City and JPI. We have been in business for 14 years. We are qualified under the laws, rules, and regulations of the State of Florida to perform the work required by these contract documents. Our sunbiz.org document number is P10000059808 and Joe Payne, the Owner of JPI, is a Professional Engineer with a PE license of 55751. JPI assures our ability to meet the insurance and performance requirements set out in ITB #24-01 if selected for award. We certify we maintain a drug-free workplace program compliant with the standards within Florida Statutes § 440.102.

JPI's specialization is providing professional services to Building Departments, which is the purpose of this advertisement. JPI has local staff throughout the thirty municipalities that we service statewide. The location of the corporate address is 5995 S A1a, Melbourne, FL 32951.

A brief summary of why the City should select JPI:

1) **JPI is the incumbent to this advertisement.**
2) **JPI has been the most responsive vendor on the current contract, 2020-02.**
3) **JPI has shown the ability to add staff to the contract, when needed.**
4) We have local key staffing available to serve the contract.
5) We are 100 percent committed to governmental service with no conflicts.
6) We have availability. JPI operates with surplus production capacity.
7) JPI has thirty contracts statewide in Florida of a similar nature.
8) JPI will complete 100% of the work as prime and we will not subcontract.
9) One unique ability of JPI, is that 75 percent of our staffing is multi-trade. **JPI has only assigned multi-trade staff to the City on our current contract.**
10) Joe Payne, the Owner of JPI, will leave the office to fill service needs as a "hands-on" and active Owner and Contract Manager of this contract.

Joe Payne, PE will be the binding agent and point of contact and Project Manager for this contract. **Kevin Singley, CBO** will serve as the Co- Project Manager. In closing, JPI thanks you for our current work and the opportunity to bid on this contract. **JPI wishes to continue our excellent working relationship with the City.**

Sincerely,

Joseph Payne

Joe Payne, PE, President
joe@jpiflorida.com
800-488-1956

EXHIBIT "A"

CONTACT SHEET/BID FORM

UNIT PRICES:

FLA LICENSED RESIDENTIAL INSPECTOR	$___86__/hr
FLA LICENSED RESIDENTIAL PLANS EXAMINER	$___92___/hr
FLA LICENSED COMMERCIAL INSPECTOR	$___86___/hr
FLA LICENSED COMMERCIAL PLANS EXAMINER	$___92____/hr
FLA LICENSED BUILDING OFFICIAL	$___138__/hr
ICC PERMIT TECH	$___68___/hr

Name: _____JPI_____

Federal Taxpayer ID: ____80-0640420_____

Mailing Address: _____5995 S A1a_____

City, State, & Zip Code: __Melbourne, FL 32951_____

Telephone: __8135201683_____ Fax: ___8135201683_____

Email: _joe@jpiflorida.com_____

Submitted By: _____Joseph Payne_____

Title:President_____

Accounting Contact:

Name: ____Joseph Payne_____Title: ____President_____

Email Address: __joe@jpiflorida.com_____ Phone: ____8135201683_____

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

THIS FORM MUST BE INCLUDED WITH PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-01
BUILDING DEPT - PRIVATE PROVIDER SERVICES

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 24-01.

2. This sworn statement is submitted by (entity) Joseph Payne whose business address is 5495 S A1A 32951 and (if applicable) Federal Employer Identification Number (FEIN) is 806640420 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: 4463 .)

3. My name is Joseph Payne and my relationship to the entity named above is Owner.

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 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)

X 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 11/28/23 Date:

STATE OF FLORIDA
COUNTY OF Hillsborough

PERSONALLY APPEARED BEFORE ME, the undersigned authority, who, after first being sworn by me, affixed their signature at the space provided above on this 28 day of November,

2023, and is personally known to me, or has provided FL-DL as identification

Notary Public State of Florida
Shankolla Harrison
My Commission HH 379638
Expires 3/28/2027

Shankolla Harrison
Notary Public

My Commission expires: 3/28/2027

THIS FORM MUST BE INCLUDED WITH PROPOSAL

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 must:

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: _JPI_____

CITY: _MELBOURNE_____ STATE: __FL_____ ZIP CODE: __32951_____

SIGNATURE: _Joseph Payne_____PHONE: _8135201683_____

NAME (TYPED OR PRINTED): __Joseph Payne____TITLE: _President__

THIS FORM MUST BE INCLUDED WITH PROPOSAL

EXHIBIT "D"

CITY OF FERNANDINA BEACH, FLORIDA

E-VERIFY STATEMENT

Bid/Proposal Number: _____24-01_____

Project Description: _BUILDING DEPT - PRIVATE PROVIDER SERVICES_____

_____

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: _____JPI_____

Authorized Signature: _____Joseph Payne_____

Title: ____President_____

Date: _____11.15.23_____

THIS FORM MUST BE INCLUDED WITH PROPOSAL

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: _JPI_____Title: _President_____

Signature: Joseph Payne Date: __11.15.23_____

THIS FORM MUST BE INCLUDED WITH PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-01
BUILDING DEPT - PRIVATE PROVIDER SERVICES

EXHIBIT "F"

CONFLICT OF INTEREST STATEMENT

This sworn statement is submitted with Bid, Proposal or Contract for 24-01.

This sworn statement is submitted by (entity) JPI whose business address is 5495 S Ala, 32951 and (if applicable) Federal Employer Identification Number (FEIN) is 800640920 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: 1463.)

My name is Joseph Payan and my relationship to the entity named above is JPI owner.

1. The above named entity is submitting a bid for the City of Fernandina Beach.
2. The Affiant has made diligent inquiry and provides the information contained in the Affidavit based upon their 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 not 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 11/28/23 Date:

STATE OF FLORIDA
COUNTY OF Hillsborough

PERSONALLY APPEARED BEFORE ME, the undersigned authority, who, after first being sworn by me, affixed their signature at the space provided above on this 28 day of November, 2023, and is personally known to me, or has provided FL-DL as identification.

Notary Signature My Commission expires: 3/28/2027

Notary Public State of Florida
Shankolla Harrison
My Commission HH 379638
Expires 3/28/2027

THIS FORM MUST BE INCLUDED WITH PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-01
BUILDING DEPT - PRIVATE PROVIDER SERVICES

EXHIBIT "G"

NON-COLLUSION AFFIDAVIT

This sworn statement is submitted with Bid, Proposal or Contract for 24-01.

This sworn statement is submitted by (entity) JPI whose business address is 5995 S A1A, 32951 and (if applicable) Federal Employer Identification Number (FEIN) is 90-06A0420 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: 1463.)

My name is Joseph Royal and my relationship to the entity named above is Owner.

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: 11/28/23

STATE OF FLORIDA
COUNTY OF Hillsborough

PERSONALLY APPEARED BEFORE ME, the undersigned authority, who, after first being sworn by me, affixed their signature at the space provided above on this 28 day of November, 2023 and is personally known to me, or has provided FL-DL as identification.

Notary Signature My Commission expires: 3/28/2027

Notary Public State of Florida
Shankolla Harrison
My Commission HH 379638
Expires 3/28/2027

THIS FORM MUST BE INCLUDED WITH PROPOSAL

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_x___

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___x___

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_x____

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.

JPI	11.15.23
Firm	Date
Joseph Payne	Joseph Payne President
Authorized Signature	Printed or Typed Name and Title

THIS FORM MUST BE INCLUDED WITH PROPOSAL

CITY OF FERNANDINA BEACH BID OPENING
ITB 24-01 PRIVATE PROVIDER BUILDING DEPT
November 30, 2023
Opened by Charlie George, Jimmy Parr, Angie Lester, and Wanda Weaks

DATE/TIME	**11/29/2023 11:09AM**				
VENDOR NAME	Joe Payne, Inc.				
LOCATION	Melbourne, FL				
EXHIBITS	√				

DISCIPLINE	**Cost Per Hour**	**Cost Per Hour**	**Cost Per Hour**	**Cost Per Hour**	**Cost Per Hour**
FL LICENSED RESIDENTIAL INSPECTOR	$ 86.00				
FL RESIDENTIAL PLANS EXAMINER	$ 92.00				
FL LICENSED COMMERCIAL INSPECTOR	$ 86.00				
FL LICENSED COMM PLANS EXAMINER	$ 92.00				
FL LICENSED BUILDING OFFICIAL	$ 138.00				
ICC PERMIT TECH	$ 68.00				

This is a preliminary summary of the bids as they were opened and announced at the bid opening. Contractor/Vendor should not assume award until after final review/recommendation for award.

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach

SUBJECT: Resolution 2024-31
Award of Invitation to Bid 24-06 - Florida Restoration and Construction, LLC

ITEM TYPE: Resolution (w/ fiscal impact)

REQUESTED ACTION: Consider Resolution 2024-31.

SYNOPSIS: The City issued Invitation to Bid (ITB) 24-06 for Atlantic Avenue Recreation Center Joan Bean Auditorium window replacement. Four bids were received and opened on January 23, 2024, with the lowest bid from Presco South Construction in the amount of $49,950.00. Following review, staff recommends awarding ITB 24-06 to Florida Restoration and Construction, LLC, a local company with previous experience in providing similar services to the City, in an amount of $52,779.00.

FISCAL IMPACT: Funding was budgeted in FY2023/2024 in the Capital Improvements Fund, Recreation Improvement account, 3007200 56300; allocated to Project #24046.

CITY ATTORNEY COMMENTS: No additional comments.

CITY MANAGER RECOMMENDATION(S): I recommend that the City Commission adopt proposed Resolution 2024-31.

Jeremiah Glisson, Operations Director	2/8/2024
Kim Briley, Deputy City Clerk	2/8/2024
Pauline Testagrose, Comptroller	2/12/2024
Charles George, Interim City Manager	2/12/2024
Tammi E. Bach, City Attorney	2/13/2024

Submitted By: Catherine Sabattini, Public Works Deputy Operations Director

Date: January 26, 2024

COMMISSION ACTION: Adopt

RESOLUTION 2024-31

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, AWARDING INVITATION TO BID 24-06 TO FLORIDA RESTORATION AND CONSTRUCTION, LLC FOR THE ATLANTIC AVENUE RECREATION CENTER JOAN BEAN AUDITORIUM WINDOW REPLACEMENT IN AN AMOUNT NOT TO EXCEED $52,779.00; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Atlantic Avenue Recreation Center Joan Bean Auditorium windows require replacement due to the settling of the 1950's structure; and

WHEREAS, in accordance with the City of Fernandina Beach's Purchasing Policy, the City issued and advertised Invitation to Bid (ITB) 24-06 for Atlantic Avenue Recreation Center Joan Bean Auditorium window replacement; and

WHEREAS, on January 23, 2024, the City received four bids, with the lowest bid from Presco South Construction from Miami at $49,950.00. After review, staff recommends awarding ITB 24-06 to Florida Restoration and Construction, LLC, a local company with previous experience in providing similar services to the City, in an amount not to exceed $52,779.00; and

WHEREAS, funding was budgeted in the FY2023/2024 Budget in the Capital Improvements Fund, Recreation Improvement account, 3007200 56300, to be allocated for Project #24046.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, THAT:

SECTION 1. The City Commission hereby awards ITB 24-06 to Florida Restoration and Construction, LLC for the Atlantic Avenue Recreation Center Joan Bean Auditorium window replacement in an amount not to exceed $52,779.00.

SECTION 2. The City Clerk and Interim City Manager are hereby authorized to execute documents relating to the bid award upon review and approval of the City Attorney.

SECTION 3. This Resolution shall become effective immediately upon passage.

ADOPTED this 20th day of February, 2024.

CITY OF FERNANDINA BEACH

_____
BRADLEY M. BEAN
Mayor – Commissioner

ATTEST:

_____
CAROLINE BEST
City Clerk

APPROVED AS TO FORM & LEGALITY:

_____
TAMMI E. BACH
City Attorney

CITY OF FERANDINA BEACH
ITB 24-06
ATLANTIC RECREATION AUDITORIUM CENTER WINDOW REPLACEMENT

INTRODUCTION

The City of Fernandina Beach, Florida is accepting competitive sealed bids for **ATLANTIC RECREATION CENTER AUDITORIUM WINDOWS REPLACEMENT.**

The City will receive sealed bid submittals at the location stated below not later than **2:00pm (EST), January 23, 2024.**

A Non-mandatory Pre-bid meeting will be held at 11.00am (EST), January 4, 2024 at the City of Fernandina Atlantic Recreation Center Auditorium, 2500 Atlantic Avenue, Fernandina Beach, FL 32034.

Any submittal received after the above stated time and date will not be considered. It shall be the sole responsibility of the Bidder to have its Bid 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 Bidder. Submittals received after the deadline will not be considered. Award of the Bid is subject to authorization and appropriation of funds.

The original bid submittal **[1 original, 4 copies and 1 electronic copy, (CD or thumb drive)]** must be delivered to City Hall in a sealed package, clearly marked on the outside, **ITB #24-06** and addressed to:

City of Fernandina Beach
Attn: City Clerk's Office – **ITB #24-06**
204 Ash Street
Fernandina Beach, FL 32034

Hand delivered Submittal is to be taken to the Clerk's Office at the above address.

The bid shall be submitted on the specified **Contact Sheet,** hereto attached as "**Exhibit A**" and **Bid Priing Form**, hereto attached as **"Exhibit A-1"**. The person signing the Bid Response Form shall have the authority to bind the proposer to the Bid. All information on the Bid form shall be provided, or the Bid may not be accepted.

The competitive sealed Bid shall be accompanied by a **"Public Entity Crimes",** herein provided as "**Exhibit B**", **"Drug-Free Workplace Certification"** herein provides as **"Exhibit C"**, "**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".**
"Attachment A", List of Subcontractors.
"Attachment B", City of Fernandina Beach example contract as a separate item.

In accordance with Item 16, General Terms and Conditions, please provide **proof the Contractor/Vendor is not listed in the Excluded Parties List System**, a federal suspension and debarment listing.

CITY OF FERANDINA BEACH
ITB 24-06
ATLANTIC RECREATION AUDITORIUM CENTER WINDOW REPLACEMENT

PROJECT DESCRIPTION

The Atlantic Recreation Center's Auditorium, constructed in the 1950's, has incurred issues relating to the windows on the north and west side of the brick structure requiring the replacement of twenty-six (26) fixed pane windows. All work will be in accordance with the following specifications. settlement of the west and southwest corner of the building, likely due to soil settlement.

SCOPE OF WORK

All tools, materials, labor, supervision, and equipment for project including, but not limited to, mobilization/demobilization, project set-up, safety equipment installation, permitting, waste material disposal, and clean-up. The Contractor is responsible for all measurements for new window installation.

New windows to be Anderson 100 Series, fixed dual pane, Low-E rating. Frames for the new windows shall be dark bronze in color for both exterior and interior.

Replacement windows shall be a full size of fixed design and installed in existing openings and shall be sized to fit into existing window openings with ¼" on all sides unless approved by the City prior to installation. Windows shall be installed using Prosoco R-guard liquid flashing and Tremco Dymonic 100 urethane sealants or approved equivalent. All exterior and interior trim around window opens to be re-painted where applicable. All installed work shall be provided with a minimum one-year warranty.

SAFETY

The Contractor shall provide all necessary barricades and signage and take necessary precautions to protect buildings, the general public and Contractor personnel. The Contractor shall at all times guard against damage or loss of City property or the general public and shall be held responsible for replacing or repairing any loss or damage to the satisfaction of The City of Fernandina Beach.

GENERAL CONSTRUCTION GUIDELINES

1. The contractor shall be required to coordinate his work schedule with the City designee during the course of the project.

2. The Contractor is required to submit his design and installation procedures for review & approval prior to installation.

5. The Contractor agrees to commence work within ten days after the Notice to Proceed is issued and to complete all work within 120 calendar days from Notice to Proceed.

6. Contractor is solely responsible for all construction means, methods, techniques, sequences, procedures and coordinating all portions of Work under Contract.

7. Contractor is responsible for all acts and omissions of his Subcontractors.

8. City staff will not establish limits of Work between Contractor and Subcontractors, nor will he act as an arbiter in establishing such limits.

CITY OF FERANDINA BEACH
ITB 24-06
ATLANTIC RECREATION AUDITORIUM CENTER WINDOW REPLACEMENT

AWARD

Award recommendation shall be made to the most responsive and responsible bidder offering the best value. The City reserves the right, based upon its deliberations and in its opinion, to accept or reject any or all proposals. The City also reserves the right to waive minor irregularities or variations to the specifications and in the bidding process.

Successful Bidder is required to have a Business License in the city where their home office is located. If Bidder's business office is located in the City of Fernandina Beach a business tax license is required.

Bid Package

Bid Documents and Specifications are available to download from the City of Fernandina Beach website at www.fbfl.us/bids, and DemandStar at www.demandstar.com. Questions regarding bid package can be directed to Wanda Weaks, Purchasing Agent, wweaks@fbfl.org.

CONTACT

Specification questions during the bid period shall be submitted in writing to City Engineer, Charles George, cgeorge@fbfl.org with a copy to Purchasing Agent, Wanda Weaks, wweaks@fbfl.org.

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

ADDENDA

A written response to bidder questions will be issued via Addendum and posted on the City's website at www.fbfl.us/bids and DemandStar at www.demandstar.com. It is the bidder's responsibility to check the City's website for Addenda prior to submitting their bid. The deadline for questions is **ten** days before bid opening.

If there is an Addendum it becomes part of the original Bid and shall be acknowledged by attaching a copy of the Addendum, signed by an authorized representative of the person or company submitting the bid or proposal. Failure to do so may disqualify the bid or proposal.

CONTRACTOR PERSONNEL

1. CITY reserves the right to reject any CONTRACTOR employee doing business for the awarded CONTRACTOR that has not received the proper safety training or is not performing work in a safe manner. Any costs resulting in a rejection of personnel will be solely at the CONTRACTOR's expense.

2. No sub-contractor shall be employed by CONTRACTOR for the provision of these services without the prior written approval of the CITY.

PERFORMANCE STANDARDS/QUALITY REQUIREMENTS

In addition to those requirements set forth in the Scope of Work, all services (and items incidental thereto) and work provided by CONTRACTOR shall conform to the following:

PROJECT SCHEDULE

CONTRACTOR shall begin no later than ten calendar days from issuance of Notice to Proceed; all work must be completed **within 120 calendar days of startup**.

TIME OF PERFORMANCE

1. CONTRACTOR may, upon approval by City designee, be provided weekends and after-hours access to the site, if necessary or desired, to complete the project, weather permitting. However, no additional sums shall be paid other than that specified in the bid response.

2. CONTRACTOR may set up equipment onto the jobsite without commencing work for a maximum of seven calendar days. Location of equipment storage will be provided by the City designee.

3. CONTRACTOR will, prior to any delay submit notification of delay in writing within five calendar days to City designee.

4. CONTRACTOR shall submit documentation explaining the cause of delay. CITY shall determine the extent of delay and extend the time for completing the work if, in CITY's judgment, the findings justify an extension. Any delay shall not entitle CONTRACTOR to any additional compensation. The sole remedy of CONTRACTOR shall be an extension of time.

5. CONTRACTOR shall arrange with the City designee a sequence of procedure, means of access, space for storage of materials and equipment and use of approaches, corridors, and stairways. CITY shall not be responsible for lost or stolen materials or tools left on the job site.

SITE MAINTENANCE

1. Extreme care shall be taken to safeguard all existing facilities, paved walkways, site amenities, utilities, windows, and vehicles on or around the job site. Damage to public and/or private property shall be the responsibility of CONTRACTOR and shall be repaired and/or replaced in equal or better condition at no additional cost to the CITY. CONTRACTOR shall use all means to protect existing objects, structures and vegetation designated to remain. In the event of damage, immediately make all repairs, replacements, and dressings to damaged materials, to the approval of CITY, at no additional cost to the CITY. In the event of damage to public and/or private property, CONTRACTOR shall immediately contact the CITY's designee and inform them about the location and extent of the damages and will stay on site until his investigation of the damage is concluded.

2. CONTRACTOR shall place all debris in refuse container and keep the premises free from rubbish at the end of each working day. The CONTRACTOR shall be responsible for supplying, emptying and the removal of waste containers/dumpsters, as necessary.

3. CONTRACTOR shall arrange material storage so as not to interfere with the CITY's operations.

4. CONTRACTOR shall at the completion of the job, remove unused material and rubbish from the site. If CONTRACTOR refuses at any time to remove the debris from the premises, or to keep the working area clean, such cleaning will be completed by the CITY and deducted from the balance due CONTRACTOR.

5. CONTRACTOR shall store all materials to be protected against weather, vandalism, and theft. Any materials found to be damaged or missing shall be replaced by CONTRACTOR at no cost to the CITY.

6. CONTRACTOR shall be responsible for clean up at the site at the conclusion of the project, including excess construction materials, and a thorough cleaning of all areas that were affected by CONTRACTOR or their subcontractors to the satisfaction of the CITY.

SAFETY

1. CONTRACTOR shall be aware that this project is subject to public vehicle and pedestrian traffic at all times.

2. CONTRACTOR shall comply with all Federal/County/City laws/ordinances and City Fire codes during the execution of this project.

3. CONTRACTOR shall continuously maintain adequate protection of all work from damage and shall protect public and privately owned property, structures, vehicles, utilities, and work of any kind against damage or interruptions of service, which may result from the operations of the CONTRACTOR.

4. CONTRACTOR shall provide Safety Data Sheets: If any chemicals or materials or products containing toxic substances, as defined by Chapter 442, Florida Statutes, are to be used at any time during this the contract period, CONTRACTOR shall furnish Safety Data Sheets to the City designee prior to commencing this project.

5. CONTRACTOR shall perform all work under supervision of a capable supervisor using skilled employees.

6. CONTRACTOR shall have a person, which is on their payroll and with ***the authority to make decisions, on site at all times.***

REQUIRED INSPECTIONS

Prior to the start of any work, CONTRACTOR shall examine all surfaces and report in writing to the City designee any conditions detrimental to work. Failure to observe this injunction constitutes a waiver to any subsequent claims to the contrary.

CITY'S RIGHTS TO INSPECT, REJECT, AND STOP WORK

1. Right to Inspect Work - CITY will have the right to inspect the work at all times. Such inspections will not relieve the CONTRACTOR of any of its obligations to perform the work in strict accordance with the contract documents.

2. Right to Reject Work - CITY will have the right to reject work which does not conform to the contract documents. CITY may require special inspection or testing of the work.

3. Right to Stop Work - If CITY reasonably believes that CONTRACTOR is failing to carry out the work in accordance with the contract documents; CITY may order CONTRACTOR to stop the work, or a portion of the work, until such time as the cause of such stop order has been eliminated.

4. Right to Carry Out Work - If CONTRACTOR fails to perform the work properly or fails to perform any provision of the contract documents, including unauthorized project schedule delays, CITY, after three days written notice to CONTRACTOR without correction, may correct the deficiencies through the CITY's own forces or through others and may deduct the cost thereof from the payment then or thereafter due to the CONTRACTOR.

WARRANTY

1. CONTRACTOR shall provide warranty stating that the Atlantic Recreation Center Auditorium Windows Project is complete in detail and finish, and free of hazardous conditions. The material warranty and workmanship must have a one-year warranty.

2. If CITY deems it unacceptable to have CONTRACTOR correct the work, which has been incorrectly done, a deduction from the contract price shall be made as determined by CITY. Such a deduction from the contract price shall in no way affect the CONTRACTOR's responsibility for defects, which may occur nor their ability for correcting them, and damage caused by them.

3. Supplies and/or services furnished as a result of this bid shall be covered by the most favorable commercial warranties, expressed or implied, that the bidder and/or manufacturer gives to any customer. The rights and remedies provided herein are in addition to and do not limit any rights afforded to the CITY by any other clause of this bid. Any applicable written warranty from the product manufacturer and/or representative company shall commence from date of completion and acceptance by the CITY.

INSURANCE REQUIREMENTS

Insurance requirements are outlined in the General Conditions of this Invitation to Bid.

BOND REQUIREMENTS

Bid bonds requirements are outlined in the General Conditions of this Invitation to Bid.

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION

The City is an equal opportunity/affirmative action employer. The City is committed to equal opportunity employment effort and expects firms that do business with the City to have an affirmative action program.

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOW REPLACEMENT

GENERAL CONDITIONS OF INVITATION TO BID

1. **PREPARATION OF BID -** INVITATION TO BID shall be prepared in accordance with the following:
   a. The enclosed Contact Sheet/Bid Form, attached hereto as "Exhibit A", shall be used when submitting your INVITATION TO BID.
   b. All information required by the Contact Sheet/Bid Form shall be furnished. The Bidder 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 Bids will not be considered unless authorized by the Invitation to Bid.
   e. Bidders 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. Bidders 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 Bidder of conditions that exists or may hereafter exist as a result of failure or omission on the part of the Bidder 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 Invitation to Bid.
   h. Deliveries are to be FOB Destination unless otherwise specified in the Invitation to bid
   i. Deliveries are to be made during regular business hours.
   j. Bids and Bid prices shall be valid for a minimum of ninety (90) days, unless otherwise stated on the INVITATION TO BID.

2. **SUBMISSION OF BID**
   a. Bids and changes thereto shall be enclosed in sealed envelopes & addressed as instructed on the Bid Form. The name and address of the Bidder, the date and hour of the Invitation to Bid opening and the material or service shall be placed on the outside of the envelope.
   b. INVITATION TO BID must be submitted on the forms furnished. Electronic Bids will not be considered.

3. **REJECTION OF BID**
   a. The City reserves the right to accept or reject any or all Bids, 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 BID**
   a. Bids may not be withdrawn after the time set for the opening for a period of time as specified.

b. Bids may be withdrawn prior to the time set for the opening. Such request must be in writing.

5. LATE BID

a. INVITATION TO BID 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. Bidders shall comply with all local, state, and federal directives, orders and laws as applicable to the INVITATION TO BID 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 bid.
c. A "Drug Free Workplace Certification" attached hereto as "Exhibit C", must be received at the time of the bid.
d. The City of Fernandina Beach requires that the Bidder 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 bid.

7. AWARD OF INVITATION TO BID

a. The INVITATION TO BID will be awarded to the most responsive and responsible bidder 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.
c. A written award of acceptance, (Purchase Order), mailed or otherwise furnished to the successful Bidder 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 Bidder in responding to this INVITATION TO BID.

9. BONDS

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

BID BOND:

a. If the Base Bid or the Base Bid plus the sum of any alternates fall into the criteria above requiring a Bid Bond, the bidder shall enclose a Certified Check or Bid Bond with each bid. A Certified Check or Bid Bond shall be for an amount not less than five percent (5%) of the Bid price and shall be made payable to the CITY OF FERNANDINA BEACH as a guarantee that the Bidder will not withdraw its bid for a period of ninety (90) calendar days after Bid closing time. Bid Bonds or Certified Checks will be returned to unsuccessful bidders within 10 days of bid award. Successful bidders will receive their Certified Check or Bid Bond after the contract/agreement has been signed and a Performance and Payment Bond is received.

PERFORMANCE AND PAYMENT BONDS:

a. In the event the Contract is awarded to the Bidder, Bidder 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, Bidder shall forfeit its bid 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 bidder 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 bid.

10. PUBLIC INFORMATION

a. All information contained in this Bid 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 Bidders to provide references and information on previous similar experience prior to award of the contract.

12. QUESTIONS

a. Any questions about the INVITATION TO BID should be communicated per instructions in the INVITATION TO BID.

13. INDEMNIFICATION AND INSURANCE

INDEMNIFICATION

The CONTRACTOR 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, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the CONTRACTOR, its agents, officers, contractors, subcontractors, employees, or anyone else employed or utilized by the CONTRACTOR in the performance of this Agreement. The CONTRACTOR's liability hereunder shall include all attorney's fees and costs incurred by the City in the enforcement of this indemnification provision. This includes claims made by the employees of the CONTRACTOR against the City and the CONTRACTOR 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.

Subject to the limitations set forth in this Section, the CONTRACTOR shall assume control of the defense of any claim asserted by a third party against the City and, in connection with such defense, shall appoint lead counsel, in each case at the CONTRACTOR's expense. The City shall have the right, at its option, to participate in the defense of any third-party claim, without relieving CONTRACTOR of any of its obligations hereunder. If the CONTRACTOR assumes control of the defense of any third-party claim in accordance with this paragraph, the CONTRACTOR shall obtain the prior written consent of the City before entering into any settlement of such claim. Notwithstanding anything to the contrary in this Section, the CONTRACTOR shall not assume or maintain control of the defense of any third-party claim, but shall pay the fees of counsel retained by the City and all expenses, including experts' fees, if (i) an adverse determination with respect to the third-party claim would, in the good faith

judgment of the City, be detrimental in any material respect to the City's reputation; (ii) the third-party claim seeks an injunction or equitable relief against the City; or (iii) the

CONTRACTOR has failed or is failing to prosecute or defend vigorously the third-party claim. Each party shall cooperate, and cause its agents to cooperate, in the defense or prosecution of any third-party claim and shall furnish or cause to be furnished such records and information, and attend such conferences, discovery proceedings, hearings, trials, or appeals, as may be reasonably requested in connection therewith.

It is the specific intent of the parties hereto that the foregoing indemnification complies with Section 725.06, Florida Statutes, as amended. CONTRACTOR expressly agrees that it will not claim, and waives any claim, that this indemnification violates Section 725.06, Florida Statutes, as amended. Nothing contained in the foregoing indemnification shall be construed as 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.

8. Coverage is to be provided on an "occurrence" basis with carriers licensed and admitted to conduct 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) 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) 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.

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.

15. BID PROTESTS

Bid 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 bid if CONTRACTOR/VENDOR is listed in the Excluded Parties List System (EPLS) a federal suspension and debarment listing www.sam.gov CONTRACTOR/VENDOR shall include copy of search results with bid or proposal.

17. LOBBYING

a. 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 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 Commissioners and/or the City Manager may disqualify any solicitation response where any Commissioner, the City Manager, and/or City Personnel have been lobbied in violation of the black-out period.

EXHIBITS

EXHIBIT "A" **Contact Sheet**

EXHIBIT "A-1" **Bid Pricing Form**

EXHIBIT "B" **Public Entity Crimes**

EXHIBIT "C" **Drug-Free Workplace Certification**

EXHIBIT "D" **E-Verify Statement**

EXHIBIT "E" **Proposer Acknowledgements and Agreements**

EXHIBIT "F" **Conflict of Interest**

EXHIBIT "G" **Non-Collusion Affidavit**

EXHIBIT "H" **Disputes Disclosure**

EXHIBIT "A"

CONTACT SHEET

Name: _____

Federal Taxpayer ID: _____

Mailing Address: _____

City, State, & Zip Code: _____

Telephone: _____ **Fax:** _____

Email: _____

Submitted By: _____

Title: _____

Accounting Contact:

Name: _____**Title:**_____

Email Address: _____ **Phone:** _____

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "A-1"

BID PRICING FORM

DESCRIPTION	TOTAL
MOBILIZATION/DEMOBILIZATION	$_____
REMOVE & REPLACE WINDOWS (WEST ELEVATION)	$_____
MOBILIZATION/DEMOBILIZATION	$_____
REMOVE & REPLACE WINDOWS (NORTH ELEVATION)	$_____

TOTAL PROJECT BID, COMPLETE $_____

_____

(in words)

This Bid is submitted by:
If Bidder is:

An Individual

Name (typed or printed): _____

By: _____

(Individual's signature)

Doing business as: _____

A Partnership

Partnership Name: _____

By: _____

(Signature of general partner -- attach evidence of authority to sign)
Name (typed or printed): _____

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "A-1"

BID PRICING FORM (CONTINUED)

A Corporation

Corporation Name: _____ (SEAL)

State of Incorporation: _____

Type (General Business, Professional, Service, Limited Liability): _____

By: _____

(Signature -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

(CORPORATE SEAL)

Attest _____

Date of Qualification to do business in Florida is ____/____/____.

A Joint Venture

Name of Joint Venture: _____

First Joint Venturer Name: _____ (SEAL)

By: _____

(Signature of first joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): _____
Title: _____

Second Joint Venturer Name: _____
(SEAL)

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "A-1"

BID PRICING FORM (CONTINUED)

By: _____

(Signature of second joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

(Each joint venture entity must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

Bidder's Business Address _____
_____
_____

Phone No. _____ Fax No. _____

E-mail _____ _____

SUBMITTED on_____ 20 ____.

State Contractor License No. _____

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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 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

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

EXHIBIT "D"

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

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

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 not 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.

_____ My Commission expires: _____
Notary Signature

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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 submittal and of all pertinent circumstances respecting such submittal;
2. Such Submittal is genuine and is not a collusive or sham submittal;
3. Neither the said Submitter 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 Submittal 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 submittal or any other Bidder, or to fix any overhead, profit or cost element of the submittal price or the submittal 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 submittal 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.

_____ My Commission expires: _____
Notary Signature

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOW REPLACEMENT

"ATTACHMENT A"
LIST OF SUBCONTRACTORS

I _____/DO, _____/DO NOT, propose to subcontract some of the work on this project. I propose to subcontract work to the following contractors/firms:

CONTRACTOR/FIRM NAME:	ADDRESS:	DESCRIPTION OF WORK/SERVICES TO BE PERFORMED:	CONTRACT AMOUNT

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
ADDENDUM NO. 1
For ITB 24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOWS REPLACEMENT

City of Fernandina Beach
204 Ash Street
Fernandina Beach, FL 32034

ADDENDUM No. 1

The following changes are applicable to the original documents and specifications of **ITB 24-06**. This Addendum No.1 now becomes part of the original Invitation to Bid and shall be acknowledged by attaching a copy of this Addendum, signed by an authorized representative of the person or firm submitting the bid. Failure to do so may disqualify the bid submittal.

Submitters shall thoroughly familiarize themselves with the contents of this Addendum before submitting the bid.

NAME: _____TITLE: _____

ADDRESS: _____

CITY: _____STATE: _____

AUTHORIZED SIGNATURE: _____DATE: _____

CITY OF FERNANDINA BEACH, FLORIDA
ADDENDUM NO. 1
For ITB 24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOWS REPLACEMENT

1. What is the name of the local Anderson windows distributor that carries the window specs? The local Anderson dealers are RPM Lumber and Home Depot.
2. The specified measurements for the project were not provided in the documents. As specified in the bid scope, the contractor is responsible for all measurements for new windows installation.

CITY OF FERNANDINA BEACH ITB OPENING TALLY

ITB 24-06 - January 23, 2024 2:00PM

Bid Name: ARC Auditorium Windows Replacement

Attended by: Jeremiah Glisson, Catherine Vorrasi, and Wanda Weaks

DATE/TIME REC'D	COMPANY NAME/LOCATION	MOBILIZATION DEMOBILIZATION WEST ELEVATION	R&R WINDOWS WEST ELEVATION	MOBILIZATION DEMOBILIZATION EAST ELEVATION	R&R WINDOWS EAST ELEVATION	TOTAL PROJECT BID COMPLETE	EXHIBITS A-H	ADDENDUM NO 1
Jan 23, 2024 10:53AM	Celtic Construction Solutions, Inc., Jacksonville, FL	$ 2,750.00	$ 35,500.00	$ 2,750.00	$ 35,500.00	$ 76,500.00	√	√
Jan 16, 2024 1:46PM	Florida Restoration and Const LLC, Amelia Island, FL	$ 2,000.00	$ 34,785.00	$ 1,500.00	$ 14,494.00	$ 52,779.00	√	√
Jan 22, 2024 10:36AM	Presco South Construction, Miami, FL	$ 1,000.00	$ 35,450.00	$ 1,000.00	$ 12,500.00	$ 49,950.00	√	√
Jan 22, 2024 3:05PM	Bigfoot Construction, Inc., Pinecrest, FL (submittal for Eurocraft)	$ 10,386.00	$ 40,174.00	$ 4,616.00	$ 17,856.00	$ 73,032.00	√	√
	Bigfoot Construction, Inc., Pinecrest, FL (submittal for ECO)	$ 10,386.00	$ 36,386.00	$ 4,616.00	$ 16,168.00	$ 67,556.00	Bigfoor submitted for two types of windows	

This is a preliminary summary of the submittals as they were opened and announced at the bid opening. Contractor/Vendor should not assume award until after final/review/recommendation for award


ACCESSIBLE
ENTRANCE





CITY OF FERANDINA BEACH
ITB 24-06
ATLANTIC RECREATION AUDITORIUM CENTER WINDOW REPLACEMENT

Darryl Rosenbaum, President of Bigfoot Construction Inc.
9627 S Dixie Hwy. Suite 100, Pinecrest, Fl 33156
305.790.1722
Admin@BFCMiami.com

Bigfoot Construction Inc.
Unique Entity ID: CJRUHE7HLHU4
CAGE/NCAGE: 94VC2
DUNS: 040635439

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOW REPLACEMENT

EXHIBIT "A"
CONTACT SHEET

Name: Bigfoot Construction Inc.

Federal Taxpayer ID: 81-4728478

Mailing Address: 9627 S Dixie Hwy Ste. 100

City, State, & Zip Code: Pinecrest, FL 33156

Telephone: 305-790-1722 **Fax:** _____

Email: Admin@BFCMiami.com

Submitted By: Darryl Rosenbaum

Title: President

Accounting Contact:

Name: Yudelka Perez **Title:** Administrator

Email Address: Admin@bfcmiami.com **Phone:** 347-300-8897

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOW REPLACEMENT

EXHIBIT "A-1"
BID PRICING FORM

DESCRIPTION	TOTAL
MOBILIZATION/DEMOBILIZATION	$ 10,386.00
REMOVE & REPLACE WINDOWS (WEST ELEVATION)	$ 40,174.00
MOBILIZATION/DEMOBILIZATION	$ 4,616.00
REMOVE & REPLACE WINDOWS (NORTH ELEVATION)	$ 17,856.00

TOTAL PROJECT BID, COMPLETE $ 73,032.00 (EUROCRAFT)

Seventy-three thousand and thrity-two dollars and no cents.
(in words)

This Bid is submitted by:
If Bidder is:

An Individual

Name (typed or printed): _____

By: _____

(Individual's signature)

Doing business as: _____

A Partnership

Partnership Name: _____

By: _____

(Signature of general partner -- attach evidence of authority to sign)
Name (typed or printed): _____

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOW REPLACEMENT

EXHIBIT "A-1"
BID PRICING FORM

DESCRIPTION	TOTAL
MOBILIZATION/DEMOBILIZATION	$ 10,386.00
REMOVE & REPLACE WINDOWS (WEST ELEVATION)	$ 36,386.00
MOBILIZATION/DEMOBILIZATION	$ 4,616.00
REMOVE & REPLACE WINDOWS (NORTH ELEVATION)	$ 16,168.00

TOTAL PROJECT BID, COMPLETE $ 67,556.00 (ECO)

Sixty-seven thousand five hundred and fifty-six dollars with zero cents.
(in words)

This Bid is submitted by:
If Bidder is:

An Individual

Name (typed or printed): _____

By: _____

(Individual's signature)

Doing business as: _____

A Partnership

Partnership Name: _____

By: _____

(Signature of general partner -- attach evidence of authority to sign)
Name (typed or printed): _____

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "A-1"

BID PRICING FORM (CONTINUED)

A Corporation

Corporation Name: Bigfoot Construction Inc. (SEAL)

State of Incorporation: Florida

Type (General Business, Professional, Service, Limited Liability): S-Corp

By: Darryl Rosenbaum

(Signature -- attach evidence of authority to sign)

Name (typed or printed): Darryl Rosenbaum

Title: President

(CORPORATE SEAL)

Attest _____

Date of Qualification to do business in Florida is 12 / 14 / 2016.

A Joint Venture

Name of Joint Venture: _____

First Joint Venturer Name: _____ (SEAL)

By: _____

(Signature of first joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): _____
Title: _____

Second Joint Venturer Name: _____
(SEAL)

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "A-1"
BID PRICING FORM (CONTINUED)

By: _____

(Signature of second joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

(Each joint venture entity must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

Bidder's Business Address _____
9627 S Dixie Hwy Ste 100 Pinecrest, FL 33156

Phone No. 305-790-1722 Fax No. _____

E-mail Admin@bfcmiami.com

SUBMITTED on January 19 20 24.

State Contractor License No. CGC-1531370
SCC-131153098

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOW REPLACEMENT

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 Bigfoot Construction Inc.

2. This sworn statement is submitted by (entity) Bigfoot Construction Inc. whose business address is 9627 S Dixie Hwy Ste 100 Pinecrest, FL 33156 and (if applicable) Federal Employer Identification Number (FEIN) is 81-4728478 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

3. My name is Darryl Rosenbaum and my relationship to the entity named above is President.

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 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)

DR 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.)

Darryl Rosenbaum 1/19/2023

Signature Date:

STATE OF FLORIDA
COUNTY OF Miami-Dade

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 19 day of January, 2024, and is personally known to me, or has provided _____ as identification.



Notary Public
My Commission expires: 03/26/2027

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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: Bigfoot Construction Inc.

CITY: Pinecrest STATE: FL ZIP CODE: 33156

SIGNATURE: Darryl Rosenbaum PHONE: 305-790-1722

NAME (TYPED OR PRINTED): Darryl Rosenbaum TITLE: President

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "D"
E-VERIFY STATEMENT

Bid/Proposal Number: 24-06

Project Description: ATLANTIC RECREATION CENTER AUDITORIUM WINDOW REPLACEMENT

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: Bigfoot Construction Inc.

Authorized Signature: Darryl Rosenbaum

Title: President

Date: 01/19/2024

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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: Darryl Rosenbaum Title: President

Signature: Darryl Rosenbaum Date: 01/19/2024

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "F"

CONFLICT OF INTEREST STATEMENT

This sworn statement is submitted with Bid, Proposal or Contract for Bigfoot Construction Inc..

This sworn statement is submitted by (entity) Bigfoot Construction Inc. whose business address is 9627 S Dixie Hwy Ste 100 Pinecrest, FL 33156 and (if applicable) Federal Employer Identification Number (FEIN) is 81-4728478 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)
My name is Darryl Rosenbaum and my relationship to the entity named above is President.

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 not 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.

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOW REPLACEMENT

Darryl Rosenbaum 01/19/2024
Signature Date:

STATE OF FLORIDA
COUNTY OF Miami - Dade

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 19 day of January, 20 24, and is personally known to me, or has provided _____ as identification.

_____ My Commission expires: 03/26/2027
Notary Signature

YUDELKA PEREZ
MY COMMISSION EXPIRES MAR 26, 2027
#HH378765
Bonded through 1st State Insurance
NOTARY PUBLIC, STATE OF FLORIDA

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOW REPLACEMENT

EXHIBIT "G"

NON-COLLUSION AFFIDAVIT

This sworn statement is submitted with Bid, Proposal or Contract for Bigfoot Construction Inc.
This sworn statement is submitted by (entity) Bigfoot Construction Inc. whose business address is 9627 S Dixie Hwy Ste 100 Pinecrest, FL 33156 and (if applicable) Federal Employer Identification Number (FEIN) is 81-4728478 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

My name is Darryl Rosenbaum and my relationship to the entity named above is President.

1. The above named is fully informed respecting the preparation and contents of the attached submittal and of all pertinent circumstances respecting such submittal;
2. Such Submittal is genuine and is not a collusive or sham submittal;
3. Neither the said Submitter 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 Submittal 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 submittal or any other Bidder, or to fix any overhead, profit or cost element of the submittal price or the submittal 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 submittal 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.

Darryl Rosenbaum 01/19/2024
Signature Date:

STATE OF FLORIDA
COUNTY OF Miami-Dade

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 19 day of January, 2024, and is personally known to me, or has provided _____ as identification.

_____ My Commission expires: 03/26/2027
Notary Signature

YUDELKA PEREZ
MY COMMISSION EXPIRES MAR 26, 2027
#HH378765
Bonded through 1st State Insurance
NOTARY PUBLIC, STATE OF FLORIDA

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOW REPLACEMENT

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_X__

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_X____

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_X___

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.

Bigfoot Construction Inc.	01/19/2024
Firm	Date
Darryl Rosenbaum	Darryl Rosenbaum - President
Authorized Signature	Printed or Typed Name and Title

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOW REPLACEMENT

"ATTACHMENT A"
LIST OF SUBCONTRACTORS

I _____/DO, X_____/DO NOT, propose to subcontract some of the work on this project. I propose to subcontract work to the following contractors/firms:

CONTRACTOR/FIRM NAME:	ADDRESS:	DESCRIPTION OF WORK/SERVICES TO BE PERFORMED:	CONTRACT AMOUNT

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 01/19/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Ricardo Reis	
AssuredPartners of Florida, LLC dba Mack Mack & Waltz Insur Group 1211 S Military Trl, Ste 100 Deerfield Beach FL 33442	PHONE (A/C, No, Ext): (954) 640-6225	FAX (A/C, No): (954) 640-6226
	E-MAIL ADDRESS: ricardo.reis@assuredpartners.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : United National Ins. co.	
INSURED Bigfoot Construction, Inc. 9627 S Dixie Hwy Ste 100 Pinecrest FL 33156	INSURER B : Nautilus Insurance Co.	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** MSTER 23-24 NEW **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:			CCP0000397	06/29/2023	06/29/2024	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
							Employee Benefit Liability	$ 1,000,000
	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	$
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
B	[X] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $			AN1287791	06/29/2023	06/29/2024	EACH OCCURRENCE	$ 2,000,000
							AGGREGATE	$ 2,000,000
								$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N [ ] N / A If yes, describe under DESCRIPTION OF OPERATIONS below						[ ] PER STATUTE [ ] OTH-ER	
							E.L. EACH ACCIDENT	$
							E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

City of Fernandina Beach
204 Ash Street
Fernandina Beach FL 32034

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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BIGFCON-01 DBAMFORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 1/19/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # L094577 Great Harbor Insurance Services 301 Yamato Road #2250 Boca Raton, FL 33431	CONTACT NAME: PHONE (A/C, No, Ext): (561) 451-1900 FAX (A/C, No): (561) 451-4532 E-MAIL ADDRESS: commercialservices@greatharborins.com
	INSURER(S) AFFORDING COVERAGE — NAIC #
	INSURER A : FCBI - Florida Citrus, Business & Industries Fund — 15764
INSURED Bigfoot Construction Inc. 9627 S. Dixie Highway, Suite 100 Pinecrest, FL 33156	INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	☐ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	$
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	☐ ANY AUTO						BODILY INJURY (Per person)	$
	☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						X PER STATUTE ☐ OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: Y	N/A		66586	2/26/2023	2/26/2024	E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Drugfree Workplace

Residential Home Remodeling.
CGC 1531370
CCC-1333168
CRC-1331693

CERTIFICATE HOLDER

City of Fernandina Beach
204 Ash Street
Fernandina Beach, FL 32034

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

David Bamford

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 01/19/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER

WE INSURE
2500 NW 79 AVE
SUITE 260
DORAL, FL 33122

CONTACT NAME: HECTOR GUADALUPE
PHONE (A/C, No, Ext): 305-548 8247
FAX (A/C, No):
E-MAIL ADDRESS: hector.guadalupe@weinsuregroup.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Infinity Commercial Auto	22268
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED

Bigfoot Construction Inc.
9719 S Dixie Hwy, Ste. 15
Pinecrest, FL 33156

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	GENERAL LIABILITY						EACH OCCURRENCE	$
	COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
	CLAIMS-MADE / OCCUR						MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
							GENERAL AGGREGATE	$
	GEN'L AGGREGATE LIMIT APPLIES PER: POLICY / PRO-JECT / LOC						PRODUCTS - COMP/OP AGG	$
								$
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	ANY AUTO						BODILY INJURY (Per person)	$
	ALL OWNED AUTOS / SCHEDULED AUTOS			509-82007-4579-001	06/29/2023	06/29/2024	BODILY INJURY (Per accident)	$
	HIRED AUTOS / NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
							Uninsured Motorist CSL Non-Stacked	$
	UMBRELLA LIAB / OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB / CLAIMS-MADE						AGGREGATE	$
	DED / RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATU-TORY LIMITS / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N / N/A						E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

General Contractor Residential

CERTIFICATE HOLDER

City of Fernandina Beach
204 Ash Street
Fernandina Beach, FL 32034

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Hector Guadalupe

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Ron DeSantis, Governor

Melanie S. Griffin, Secretary

Florida dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

ROSENBAUM, DARRYL HENRY

BIGFOOT CONSTRUCTION INC
9719 S DIXIE HWY SUITE 15
MIAMI FL 33156

LICENSE NUMBER: CGC1531370

EXPIRATION DATE: AUGUST 31, 2024

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Ron DeSantis, Governor

Melanie S. Griffin, Secretary

Florida dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE GLASS AND GLAZING CONTRACTOR HEREIN IS CERTIFIED UNDER THE PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

ROSENBAUM, DARRYL HENRY

BIGFOOT CONSTRUCTION INC
9627 S DIXIE HWY
SUITE 100
PINECREST FL 33156

LICENSE NUMBER: SCC131153098

EXPIRATION DATE: AUGUST 31, 2024

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ISSUED: 01/15/2024

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CERTIFICATE OF COMPLETION

This certifies that

Darryl Rosenbaum

is awarded this certificate for

OSHA 30 Hour Outreach Training Program - Construction

CEUs	Credit Hours	Completion Date
3.0	30.00	11/02/2023

Jason Cole, Trainer C 26-0113289 and G 26-0083906

"As an OSHA Outreach Training Program trainer, I affirm that I have conducted this OSHA Outreach Training Program training class in accordance with OSHA Outreach Training Program requirements. I will document this class to my OSHA Authorizing Training Organization. Upon successful review of my documentation, I will provide each student their course completion card within 90 calendar days of the end of the class."

"As an IACET Accredited Provider, 360training.com, Inc. offers IACET CEUs for its learning events that comply with the ANSI/IACET Continuing Education and Training Standard."

THIS CERTIFICATE IS NON-TRANSFERABLE

6504 Bridge Point Parkway, Suite 100 | Austin, TX 78730 | www.360training.com

Membership Acknowledgement

Bigfoot Construction Inc.

is committed to providing a safe and drug free work environment for all employees with the assistance of The Council on Alcohol & Drugs' Drug Free Workplace Program in Florida

October 16, 2023 - September 16, 2025

DRUGS DON'T WORK

THE COUNCIL ON ALCOHOL AND DRUGS
Since 1969

This does NOT replace the state of Florida Division of Workers' Compensation certification.

The Council's Drug Free Workplace Program delivers comprehensive materials for education, policy implementation, onsite testing solutions, treatment resources, EAP services & assistance in completing the application for premium credit program.

E-Verify

E-VERIFY IS A SERVICE OF DHS AND SSA

Company ID Number: 2193710

THE E-VERIFY MEMORANDUM OF UNDERSTANDING FOR EMPLOYERS

ARTICLE I PURPOSE AND AUTHORITY

The parties to this agreement are the Department of Homeland Security (DHS) and Bigfoot Construction Inc (Employer). The purpose of this agreement is to set forth terms and conditions which the Employer will follow while participating in E-Verify.

E-Verify is a program that electronically confirms an employee's eligibility to work in the United States after completion of Form I-9, Employment Eligibility Verification (Form I-9). This Memorandum of Understanding (MOU) explains certain features of the E-Verify program and describes specific responsibilities of the Employer, the Social Security Administration (SSA), and DHS.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note). The Federal Acquisition Regulation (FAR) Subpart 22.18, "Employment Eligibility Verification" and Executive Order 12989, as amended, provide authority for Federal contractors and subcontractors (Federal contractor) to use E-Verify to verify the employment eligibility of certain employees working on Federal contracts.

ARTICLE II RESPONSIBILITIES

A. RESPONSIBILITIES OF THE EMPLOYER

1. The Employer agrees to display the following notices supplied by DHS in a prominent place that is clearly visible to prospective employees and all employees who are to be verified through the system:

   a. Notice of E-Verify Participation

   b. Notice of Right to Work

2. The Employer agrees to provide to the SSA and DHS the names, titles, addresses, and telephone numbers of the Employer representatives to be contacted about E-Verify. The Employer also agrees to keep such information current by providing updated information to SSA and DHS whenever the representatives' contact information changes.

3. The Employer agrees to grant E-Verify access only to current employees who need E-Verify access. Employers must promptly terminate an employee's E-Verify access if the employer is separated from the company or no longer needs access to E-Verify.

4. The Employer agrees to become familiar with and comply with the most recent version of the E-Verify User Manual.

5. The Employer agrees that any Employer Representative who will create E-Verify cases will complete the E-Verify Tutorial before that individual creates any cases.

a. The Employer agrees that all Employer representatives will take the refresher tutorials when prompted by E-Verify in order to continue using E-Verify. Failure to complete a refresher tutorial will prevent the Employer Representative from continued use of E-Verify.

6. The Employer agrees to comply with current Form I-9 procedures, with two exceptions:

a. If an employee presents a "List B" identity document, the Employer agrees to only accept "List B" documents that contain a photo. (List B documents identified in 8 C.F.R. § 274a.2(b)(1)(B)) can be presented during the Form I-9 process to establish identity.) If an employee objects to the photo requirement for religious reasons, the Employer should contact E-Verify at 888-464-4218.

b. If an employee presents a DHS Form I-551 (Permanent Resident Card), Form I-766 (Employment Authorization Document), or U.S. Passport or Passport Card to complete Form I-9, the Employer agrees to make a photocopy of the document and to retain the photocopy with the employee's Form I-9. The Employer will use the photocopy to verify the photo and to assist DHS with its review of photo mismatches that employees contest. DHS may in the future designate other documents that activate the photo screening tool.

Note: Subject only to the exceptions noted previously in this paragraph, employees still retain the right to present any List A, or List B and List C, document(s) to complete the Form I-9.

7. The Employer agrees to record the case verification number on the employee's Form I-9 or to print the screen containing the case verification number and attach it to the employee's Form I-9.

8. The Employer agrees that, although it participates in E-Verify, the Employer has a responsibility to complete, retain, and make available for inspection Forms I-9 that relate to its employees, or from other requirements of applicable regulations or laws, including the obligation to comply with the anti-discrimination requirements of section 274B of the INA with respect to Form I-9 procedures.

a. The following modified requirements are the only exceptions to an Employer's obligation to not employ unauthorized workers and comply with the anti-discrimination provision of the INA: (1) List B identity documents must have photos, as described in paragraph 6 above; (2) When an Employer confirms the identity and employment eligibility of newly hired employee using E-Verify procedures, the Employer establishes a rebuttable presumption that it has not violated section 274A(a)(1)(A) of the Immigration and Nationality Act (INA) with respect to the hiring of that employee; (3) If the Employer receives a final nonconfirmation for an employee, but continues to employ that person, the Employer must notify DHS and the Employer is subject to a civil money penalty between $550 and $1,100 for each failure to notify DHS of continued employment following a final nonconfirmation; (4) If the Employer continues to employ an employee after receiving a final nonconfirmation, then the Employer is subject to a rebuttable presumption that it has knowingly

employed an unauthorized alien in violation of section 274A(a)(1)(A); and (5) no E-Verify participant is civilly or criminally liable under any law for any action taken in good faith based on information provided through the E-Verify.

b. DHS reserves the right to conduct Form I-9 compliance inspections, as well as any other enforcement or compliance activity authorized by law, including site visits, to ensure proper use of E-Verify.

9. The Employer is strictly prohibited from creating an E-Verify case before the employee has been hired, meaning that a firm offer of employment was extended and accepted and Form I-9 was completed. The Employer agrees to create an E-Verify case for new employees within three Employer business days after each employee has been hired (after both Sections 1 and 2 of Form I-9 have been completed), and to complete as many steps of the E-Verify process as are necessary according to the E-Verify User Manual. If E-Verify is temporarily unavailable, the three-day time period will be extended until it is again operational in order to accommodate the Employer's attempting, in good faith, to make inquiries during the period of unavailability.

10. The Employer agrees not to use E-Verify for pre-employment screening of job applicants, in support of any unlawful employment practice, or for any other use that this MOU or the E-Verify User Manual does not authorize.

11. The Employer must use E-Verify for all new employees. The Employer will not verify selectively and will not verify employees hired before the effective date of this MOU. Employers who are Federal contractors may qualify for exceptions to this requirement as described in Article II.B of this MOU.

12. The Employer agrees to follow appropriate procedures (see Article III below) regarding tentative nonconfirmations. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending. Further, when employees contest a tentative nonconfirmation based upon a photo mismatch, the Employer must take additional steps
(see Article III.B. below) to contact DHS with information necessary to resolve the challenge.

13. The Employer agrees not to take any adverse action against an employee based upon the employee's perceived employment eligibility status while SSA or DHS is processing the verification request unless the Employer obtains knowledge (as defined in 8 C.F.R. § 274a.1(l)) that the employee is not work authorized. The Employer understands that an initial inability of the SSA or DHS automated verification system to verify work authorization, a tentative nonconfirmation, a case in continuance
(indicating the need for additional time for the government to resolve a case), or the finding of a photo mismatch, does not establish, and should not be interpreted as, evidence that the employee is not work authorized. In any of such cases, the employee must be provided a full and fair opportunity to contest the finding, and if he or she does so, the employee may not be terminated or suffer any adverse employment consequences based upon the employee's perceived employment eligibility status

(including denying, reducing, or extending work hours, delaying or preventing training, requiring an employee to work in poorer conditions, withholding pay, refusing to assign the employee to a Federal contract or other assignment, or otherwise assuming that he or she is unauthorized to work) until and unless secondary verification by SSA or DHS has been completed and a final nonconfirmation has been issued. If the employee does not choose to contest a tentative nonconfirmation or a photo mismatch or if a secondary verification is completed and a final nonconfirmation is issued, then the Employer can find the employee is not work authorized and terminate the employee's employment. Employers or employees with questions about a final nonconfirmation may call E-Verify at 1-888-464-4218 (customer service) or 1-888-897-7781 (worker hotline).

14. The Employer agrees to comply with Title VII of the Civil Rights Act of 1964 and section 274B of the INA as applicable by not discriminating unlawfully against any individual in hiring, firing, employment eligibility verification, or recruitment or referral practices because of his or her national origin or citizenship status, or by committing discriminatory documentary practices. The Employer understands that such illegal practices can include selective verification or use of E-Verify except as provided in part D below, or discharging or refusing to hire employees because they appear or sound "foreign" or have received tentative nonconfirmations. The Employer further understands that any violation of the immigration-related unfair employment practices provisions in section 274B of the INA could subject the Employer to civil penalties, back pay awards, and other sanctions, and violations of Title VII could subject the Employer to back pay awards, compensatory and punitive damages. Violations of either section 274B of the INA or Title VII may also lead to the termination of its participation in E-Verify. If the Employer has any questions relating to the anti-discrimination provision, it should contact OSC at 1-800-255-8155 or 1-800-237-2515 (TDD).

15. The Employer agrees that it will use the information it receives from E-Verify only to confirm the employment eligibility of employees as authorized by this MOU. The Employer agrees that it will safeguard this information, and means of access to it (such as PINS and passwords), to ensure that it is not used for any other purpose and as necessary to protect its confidentiality, including ensuring that it is not disseminated to any person other than employees of the Employer who are authorized to perform the Employer's responsibilities under this MOU, except for such dissemination as may be authorized in advance by SSA or DHS for legitimate purposes.

16. The Employer agrees to notify DHS immediately in the event of a breach of personal information. Breaches are defined as loss of control or unauthorized access to E-Verify personal data. All suspected or confirmed breaches should be reported by calling 1-888-464-4218 or via email at E-Verify@uscis.dhs.gov. Please use "Privacy Incident – Password" in the subject line of your email when sending a breach report to E-Verify.

17. The Employer acknowledges that the information it receives from SSA is governed by the Privacy Act (5 U.S.C. § 552a(i)(1) and (3)) and the Social Security Act (42 U.S.C. 1306(a)). Any person who obtains this information under false pretenses or uses it for any purpose other than as provided for in this MOU may be subject to criminal penalties.

18. The Employer agrees to cooperate with DHS and SSA in their compliance monitoring and evaluation of E-Verify, which includes permitting DHS, SSA, their contractors and other agents, upon

reasonable notice, to review Forms I-9 and other employment records and to interview it and its employees regarding the Employer's use of E-Verify, and to respond in a prompt and accurate manner to DHS requests for information relating to their participation in E-Verify.

19. The Employer shall not make any false or unauthorized claims or references about its participation in E-Verify on its website, in advertising materials, or other media. The Employer shall not describe its services as federally-approved, federally-certified, or federally-recognized, or use language with a similar intent on its website or other materials provided to the public. Entering into this MOU does not mean that E-Verify endorses or authorizes your E-Verify services and any claim to that effect is false.

20. The Employer shall not state in its website or other public documents that any language used therein has been provided or approved by DHS, USCIS or the Verification Division, without first obtaining the prior written consent of DHS.

21. The Employer agrees that E-Verify trademarks and logos may be used only under license by DHS/USCIS (see M-795 (Web)) and, other than pursuant to the specific terms of such license, may not be used in any manner that might imply that the Employer's services, products, websites, or publications are sponsored by, endorsed by, licensed by, or affiliated with DHS, USCIS, or E-Verify.

22. The Employer understands that if it uses E-Verify procedures for any purpose other than as authorized by this MOU, the Employer may be subject to appropriate legal action and termination of its participation in E-Verify according to this MOU.

B. RESPONSIBILITIES OF FEDERAL CONTRACTORS

1. If the Employer is a Federal contractor with the FAR E-Verify clause subject to the employment verification terms in Subpart 22.18 of the FAR, it will become familiar with and comply with the most current version of the E-Verify User Manual for Federal Contractors as well as the E-Verify Supplemental Guide for Federal Contractors.

2. In addition to the responsibilities of every employer outlined in this MOU, the Employer understands that if it is a Federal contractor subject to the employment verification terms in Subpart 22.18 of the FAR it must verify the employment eligibility of any "employee assigned to the contract" (as defined in FAR 22.1801). Once an employee has been verified through E-Verify by the Employer, the Employer may not create a second case for the employee through E-Verify.

   a. An Employer that is not enrolled in E-Verify as a Federal contractor at the time of a contract award must enroll as a Federal contractor in the E-Verify program within 30 calendar days of contract award and, within 90 days of enrollment, begin to verify employment eligibility of new hires using E-Verify. The Employer must verify those employees who are working in the United States, whether or not they are assigned to the contract. Once the Employer begins verifying new hires, such verification of new hires must be initiated within three business days after the hire date. Once enrolled in E-Verify as a Federal contractor, the Employer must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.

b. Employers enrolled in E-Verify as a Federal contractor for 90 days or more at the time of a contract award must use E-Verify to begin verification of employment eligibility for new hires of the Employer who are working in the United States, whether or not assigned to the contract, within three business days after the date of hire. If the Employer is enrolled in E-Verify as a Federal contractor for 90 calendar days or less at the time of contract award, the Employer must, within 90 days of enrollment, begin to use E-Verify to initiate verification of new hires of the contractor who are working in the United States, whether or not assigned to the contract. Such verification of new hires must be initiated within three business days after the date of hire. An Employer enrolled as a Federal contractor in E-Verify must begin verification of each employee assigned to the contract within 90 calendar days after date of contract award or within 30 days after assignment to the contract, whichever is later.

c. Federal contractors that are institutions of higher education (as defined at 20 U.S.C. 1001(a)), state or local governments, governments of Federally recognized Indian tribes, or sureties performing under a takeover agreement entered into with a Federal agency under a performance bond may choose to only verify new and existing employees assigned to the Federal contract. Such Federal contractors may, however, elect to verify all new hires, and/or all existing employees hired after November 6, 1986. Employers in this category must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.

d. Upon enrollment, Employers who are Federal contractors may elect to verify employment eligibility of all existing employees working in the United States who were hired after November 6, 1986, instead of verifying only those employees assigned to a covered Federal contract. After enrollment, Employers must elect to verify existing staff following DHS procedures and begin

E-Verify verification of all existing employees within 180 days after the election.

e. The Employer may use a previously completed Form I-9 as the basis for creating an E-Verify case for an employee assigned to a contract as long as:

i. That Form I-9 is complete (including the SSN) and complies with Article II.A.6,

ii. The employee's work authorization has not expired, and

iii. The Employer has reviewed the Form I-9 information either in person or in communications with the employee to ensure that the employee's Section 1, Form I-9 attestation has not changed (including, but not limited to, a lawful permanent resident alien having become a naturalized U.S. citizen).

f. The Employer shall complete a new Form I-9 consistent with Article II.A.6 or update the previous Form I-9 to provide the necessary information if:

i. The Employer cannot determine that Form I-9 complies with Article II.A.6,

ii. The employee's basis for work authorization as attested in Section 1 has expired or changed, or

iii. The Form I-9 contains no SSN or is otherwise incomplete.

Note: If Section 1 of Form I-9 is otherwise valid and up-to-date and the form otherwise complies with

Article II.C.5, but reflects documentation (such as a U.S. passport or Form I-551) that expired after completing Form I-9, the Employer shall not require the production of additional documentation, or use the photo screening tool described in Article II.A.5, subject to any additional or superseding instructions that may be provided on this subject in the E-Verify User Manual.

g. The Employer agrees not to require a second verification using E-Verify of any assigned employee who has previously been verified as a newly hired employee under this MOU or to authorize verification of any existing employee by any Employer that is not a Federal contractor based on this Article.

3. The Employer understands that if it is a Federal contractor, its compliance with this MOU is a performance requirement under the terms of the Federal contract or subcontract, and the Employer consents to the release of information relating to compliance with its verification responsibilities under this MOU to contracting officers or other officials authorized to review the Employer's compliance with Federal contracting requirements.

C. RESPONSIBILITIES OF SSA

1. SSA agrees to allow DHS to compare data provided by the Employer against SSA's database. SSA sends DHS confirmation that the data sent either matches or does not match the information in SSA's database.

2. SSA agrees to safeguard the information the Employer provides through E-Verify procedures. SSA also agrees to limit access to such information, as is appropriate by law, to individuals responsible for the verification of Social Security numbers or responsible for evaluation of E-Verify or such other persons or entities who may be authorized by SSA as governed by the Privacy Act (5 U.S.C. § 552a), the Social Security Act (42 U.S.C. 1306(a)), and SSA regulations (20 CFR Part 401).

3. SSA agrees to provide case results from its database within three Federal Government work days of the initial inquiry. E-Verify provides the information to the Employer.

4. SSA agrees to update SSA records as necessary if the employee who contests the SSA tentative nonconfirmation visits an SSA field office and provides the required evidence. If the employee visits an SSA field office within the eight Federal Government work days from the date of referral to SSA, SSA agrees to update SSA records, if appropriate, within the eight-day period unless SSA determines that more than eight days may be necessary. In such cases, SSA will provide additional instructions to the employee. If the employee does not visit SSA in the time allowed, E-Verify may provide a final nonconfirmation to the employer.

Note: If an Employer experiences technical problems, or has a policy question, the employer should contact E-Verify at 1-888-464-4218.

D. RESPONSIBILITIES OF DHS

1. DHS agrees to provide the Employer with selected data from DHS databases to enable the Employer to conduct, to the extent authorized by this MOU:

a. Automated verification checks on alien employees by electronic means, and

b. Photo verification checks (when available) on employees.

2. DHS agrees to assist the Employer with operational problems associated with the Employer's participation in E-Verify. DHS agrees to provide the Employer names, titles, addresses, and telephone numbers of DHS representatives to be contacted during the E-Verify process.

3. DHS agrees to provide to the Employer with access to E-Verify training materials as well as an E-Verify User Manual that contain instructions on E-Verify policies, procedures, and requirements for both SSA and DHS, including restrictions on the use of E-Verify.

4. DHS agrees to train Employers on all important changes made to E-Verify through the use of mandatory refresher tutorials and updates to the E-Verify User Manual. Even without changes to E-Verify, DHS reserves the right to require employers to take mandatory refresher tutorials.

5. DHS agrees to provide to the Employer a notice, which indicates the Employer's participation in E-Verify. DHS also agrees to provide to the Employer anti-discrimination notices issued by the Office of Special Counsel for Immigration-Related Unfair Employment Practices (OSC), Civil Rights Division, U.S. Department of Justice.

6. DHS agrees to issue each of the Employer's E-Verify users a unique user identification number and password that permits them to log in to E-Verify.

7. DHS agrees to safeguard the information the Employer provides, and to limit access to such information to individuals responsible for the verification process, for evaluation of E-Verify, or to such other persons or entities as may be authorized by applicable law. Information will be used only to verify the accuracy of Social Security numbers and employment eligibility, to enforce the INA and Federal criminal laws, and to administer Federal contracting requirements.

8. DHS agrees to provide a means of automated verification that provides (in conjunction with SSA verification procedures) confirmation or tentative nonconfirmation of employees' employment eligibility within three Federal Government work days of the initial inquiry.

9. DHS agrees to provide a means of secondary verification (including updating DHS records) for employees who contest DHS tentative nonconfirmations and photo mismatch tentative nonconfirmations. This provides final confirmation or nonconfirmation of the employees' employment eligibility within 10 Federal Government work days of the date of referral to DHS, unless DHS determines that more than 10 days may be necessary. In such cases, DHS will provide additional verification instructions.

ARTICLE III
REFERRAL OF INDIVIDUALS TO SSA AND DHS

A. REFERRAL TO SSA

1. If the Employer receives a tentative nonconfirmation issued by SSA, the Employer must print the notice as directed by E-Verify. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case.

The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.

2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.

3. After a tentative nonconfirmation, the Employer will refer employees to SSA field offices only as directed by E-Verify. The Employer must record the case verification number, review the employee information submitted to E-Verify to identify any errors, and find out whether the employee contests the tentative nonconfirmation. The Employer will transmit the Social Security number, or any other corrected employee information that SSA requests, to SSA for verification again if this review indicates a need to do so.

4. The Employer will instruct the employee to visit an SSA office within eight Federal Government work days. SSA will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.

5. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.

6. The Employer agrees not to ask the employee to obtain a printout from the Social Security Administration number database (the Numident) or other written verification of the SSN from the SSA.

B. REFERRAL TO DHS

1. If the Employer receives a tentative nonconfirmation issued by DHS, the Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.

2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.

3. The Employer agrees to refer individuals to DHS only when the employee chooses to contest a tentative nonconfirmation.

4. If the employee contests a tentative nonconfirmation issued by DHS, the Employer will instruct the

employee to contact DHS through its toll-free hotline (as found on the referral letter) within eight Federal Government work days.

5. If the Employer finds a photo mismatch, the Employer must provide the photo mismatch tentative nonconfirmation notice and follow the instructions outlined in paragraph 1 of this section for tentative nonconfirmations, generally.

6. The Employer agrees that if an employee contests a tentative nonconfirmation based upon a photo mismatch, the Employer will send a copy of the employee's Form I-551, Form I-766, U.S. Passport, or passport card to DHS for review by:

a. Scanning and uploading the document, or

b. Sending a photocopy of the document by express mail (furnished and paid for by the employer).

7. The Employer understands that if it cannot determine whether there is a photo match/mismatch, the Employer must forward the employee's documentation to DHS as described in the preceding paragraph. The Employer agrees to resolve the case as specified by the DHS representative who will determine the photo match or mismatch.

8. DHS will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.

9. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.

ARTICLE IV
SERVICE PROVISIONS

A. NO SERVICE FEES

1. SSA and DHS will not charge the Employer for verification services performed under this MOU. The Employer is responsible for providing equipment needed to make inquiries. To access E-Verify, an Employer will need a personal computer with Internet access.

ARTICLEV
MODIFICATION AND TERMINATION

A. MODIFICATION

1. This MOU is effective upon the signature of all parties and shall continue in effect for as long as the SSA and DHS operates the E-Verify program unless modified in writing by the mutual consent of all parties.

2. Any and all E-Verify system enhancements by DHS or SSA, including but not limited to E-Verify checking against additional data sources and instituting new verification policies or procedures, will be covered under this MOU and will not cause the need for a supplemental MOU that outlines these changes.

B. TERMINATION

1. The Employer may terminate this MOU and its participation in E-Verify at any time upon 30 days prior written notice to the other parties.

2. Notwithstanding Article V, part A of this MOU, DHS may terminate this MOU, and thereby the Employer's participation in E-Verify, with or without notice at any time if deemed necessary because of the requirements of law or policy, or upon a determination by SSA or DHS that there has been a breach of system integrity or security by the Employer, or a failure on the part of the Employer to comply with established E-Verify procedures and/or legal requirements. The Employer understands that if it is a Federal contractor, termination of this MOU by any party for any reason may negatively affect the performance of its contractual responsibilities. Similarly, the Employer understands that if it is in a state where E-Verify is mandatory, termination of this by any party MOU may negatively affect the Employer's business.

3. An Employer that is a Federal contractor may terminate this MOU when the Federal contract that requires its participation in E-Verify is terminated or completed. In such cases, the Federal contractor must provide written notice to DHS. If an Employer that is a Federal contractor fails to provide such notice, then that Employer will remain an E-Verify participant, will remain bound by the terms of this MOU that apply to non-Federal contractor participants, and will be required to use the E-Verify procedures to verify the employment eligibility of all newly hired employees.

4. The Employer agrees that E-Verify is not liable for any losses, financial or otherwise, if the Employer is terminated from E-Verify.

ARTICLE VI
PARTIES

A. Some or all SSA and DHS responsibilities under this MOU may be performed by contractor(s), and SSA and DHS may adjust verification responsibilities between each other as necessary. By separate agreement with DHS, SSA has agreed to perform its responsibilities as described in this MOU.

B. Nothing in this MOU is intended, or should be construed, to create any right or benefit, substantive or procedural, enforceable at law by any third party against the United States, its agencies, officers, or employees, or against the Employer, its agents, officers, or employees.

C. The Employer may not assign, directly or indirectly, whether by operation of law, change of control or merger, all or any part of its rights or obligations under this MOU without the prior written consent of DHS, which consent shall not be unreasonably withheld or delayed. Any attempt to sublicense, assign, or transfer any of the rights, duties, or obligations herein is void.

D. Each party shall be solely responsible for defending any claim or action against it arising out of or related to E-Verify or this MOU, whether civil or criminal, and for any liability wherefrom, including (but not limited to) any dispute between the Employer and any other person or entity regarding the applicability of Section 403(d) of IIRIRA to any action taken or allegedly taken by the Employer.

E. The Employer understands that its participation in E-Verify is not confidential information and may be disclosed as authorized or required by law and DHS or SSA policy, including but not limited to, Congressional oversight, E-Verify publicity and media inquiries, determinations of compliance with Federal contractual requirements, and responses to inquiries under the Freedom of Information Act (FOIA).

F. The individuals whose signatures appear below represent that they are authorized to enter into this MOU on behalf of the Employer and DHS respectively. The Employer understands that any inaccurate statement, representation, data or other information provided to DHS may subject the Employer, its subcontractors, its employees, or its representatives to: (1) prosecution for false statements pursuant to 18 U.S.C. 1001 and/or; (2) immediate termination of its MOU and/or; (3) possible debarment or suspension.

G. The foregoing constitutes the full agreement on this subject between DHS and the Employer.

To be accepted as an E-Verify participant, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 1-888-464-4218.

E-Verify

E-VERIFY IS A SERVICE OF DHS AND SSA

Company ID Number: 2193710

Approved by:

Employer	
Bigfoot Construction Inc	
Name (Please Type or Print) Darryl Rosenbaum	**Title**
Signature Electronically Signed	**Date** 06/29/2023
Department of Homeland Security – Verification Division	
Name (Please Type or Print) USCIS Verification Division	**Title**
Signature Electronically Signed	**Date** 06/29/2023

E-Verify

E-VERIFY IS A SERVICE OF DHS AND SSA

Company ID Number: 2193710

Information Required for the E-Verify Program Information relating to your Company:	
Company Name	Bigfoot Construction Inc
Company Facility Address	9627 South Dixie Hwy Ste 100 Pinecrest, FL 33156
Company Alternate Address	
County or Parish	MIAMI-DADE
Employer Identification Number	814728478
North American Industry Classification Systems Code	238
Parent Company	
Number of Employees	1 to 4
Number of Sites Verified for	1 site(s)

E-Verify

E-VERIFY IS A SERVICE OF DHS AND SSA

Company ID Number: 2193710

Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State:

FL	1

E-Verify

E-VERIFY IS A SERVICE OF DHS AND SSA

Company ID Number: 2193710

Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:

Name	Brady Rosenbaum
Phone Number	3054075810
Fax	
Email	info@bfcmiami.com

Name	Darryl Rosenbaum
Phone Number	3053921012
Fax	
Email	Darryl@BFCMiami.com

E-Verify

E-VERIFY IS A SERVICE OF DHS AND SSA

Company ID Number: 2193710

This list represents the first 20 Program Administrators listed for this company.

CITY OF FERNANDINA BEACH, FLORIDA
ADDENDUM NO. 1
For ITB 24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOWS REPLACEMENT

City of Fernandina Beach
204 Ash Street
Fernandina Beach, FL 32034

ADDENDUM No. 1

The following changes are applicable to the original documents and specifications of **ITB 24-06**. This Addendum No.1 now becomes part of the original Invitation to Bid and shall be acknowledged by attaching a copy of this Addendum, signed by an authorized representative of the person or firm submitting the bid. Failure to do so may disqualify the bid submittal.

Submitters shall thoroughly familiarize themselves with the contents of this Addendum before submitting the bid.

NAME: Darryl Rosenbaum **TITLE:** President

ADDRESS: 9627 S Dixie Hwy Suite 100

CITY: Pinecrest **STATE:** FL

AUTHORIZED SIGNATURE: Darryl Rosenbaum **DATE:** 01/24/2024

CITY OF FERNANDINA BEACH, FLORIDA
ADDENDUM NO. 1
For ITB 24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOWS REPLACEMENT

1. What is the name of the local Anderson windows distributor that carries the window specs? The local Anderson dealers are RPM Lumber and Home Depot.
2. The specified measurements for the project were not provided in the documents. As specified in the bid scope, the contractor is responsible for all measurements for new windows installation.

Celtic Construction Solutions Inc.
3131 St. Johns Bluff Road South
Jacksonville, Florida 32246
1 800 990 9296

January 23rd, 2024
City of Fernandina Beach
ATTN: City Clerks Office – ITB#24-06
204 Ash Street
Fernandina Beach, Florida, 32034

To Whom It May Concern

RE: Atlantic Recreation Auditorium Center Window Replacement

Thank you for allowing us the opportunity to submit this estimate for the window replacement at the above property.

CCS have included in their contract for the oversight, supervision, and management, including safety and quality control. The estimate below is based on the scope of work as provided. Submittals will be provided on the materials as needed/requested. A brief overview of the scope of work is as follows.

1. Mobilization and set up.
2. Protection and safety.
3. Carefully remove existing windows.
4. Reinstall new windows specification.
5. Paint trim around windows if required.

During the proposal and estimation stages for bidding, CCS reached out to various manufacturers for pricing and availability. Our current window manufacturer is running 16-20 weeks for custom window manufacturer. If awarded this contract, CCS intends to accelerate this delivery, subject to availability. CCS will communicate lead time upon award of contract.

Our intention is to provide a project manager and superintendent that is EM 385-1-1 and OSHA 40-Hour Construction Safety Course Certified. All safety and training is included in this proposal.

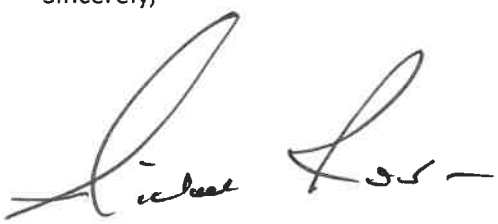
The estimate for the outlined scope of work is $76,500.00.

1. **Exclusions and Limitations**
    i. The following conditions and exclusions apply.
    ii. Unforeseen conditions not known at time of bidding, including inner wall damage because of prior leakage.

iii. Any settlement issues as outlined on page 2 of bidding document.
iv. Repairs / finishes to interior / exterior areas and components outside of sealants and caulking.
v. The Windows priced in this proposal does not include impact windows.
vi. Any delays outside of CCS control including access.
vii. Removal of any other finishes, mechanical, electrical or other fixtures-fittings to facilitate the removal and replacement.
viii. Bonding.
ix. Electrical or Mechanical work not included or requiring further evaluation.
x. Environmental conditions, remediation, or hazardous removal of any kind including remediation of any nature.
xi. Work outside of normal working hours.
xii. Supply chain product delivery issues. Lead time 16-20 weeks per manufacturer.

We hope the above is to your acceptance and look forward to the opportunity of working with you on this project. If you have any questions, please feel free to reach out at any time. Thank you for this opportunity.

Sincerely,



Michael Rowan
Celtic Construction Solutions Inc.
CGC 058730 / CCC 1327715

EXHIBIT "A"

CONTACT SHEET

Name: CELTIC CONSTRUCTION SOUTHEAST INC.

Federal Taxpayer ID: 81-3072002

Mailing Address: 3131 ST JOHNS BLUFF DR S.

City, State, & Zip Code: JACKSONVILLE, FL, 32246

Telephone: 904 425 6673 **Fax:** 904 2682902

Email: MROWAN@CHOOSECELTIC.COM

Submitted By: MICHAEL ROWAN

Title: PRESIDENT

Accounting Contact:

Name: REBECCA DiMICHELE **Title:** ACCOUNTING

Email Address: RDIMICHELE@CHOOSECELTIC.COM **Phone:** 904 425 6673

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOW REPLACEMENT

EXHIBIT "A-1"
BID PRICING FORM

DESCRIPTION	**TOTAL**
MOBILIZATION/DEMOBILIZATION	$ 2750
REMOVE & REPLACE WINDOWS (WEST ELEVATION)	$ 35,500
MOBILIZATION/DEMOBILIZATION	$ 2750
REMOVE & REPLACE WINDOWS (NORTH ELEVATION)	$ 35,500

TOTAL PROJECT BID, COMPLETE $ 76,500

seventy six thousand five hundred dollars
(in words)

This Bid is submitted by:
If Bidder is:

An Individual

Name (typed or printed): N/A

By: _____

(Individual's signature)

Doing business as: _____

A Partnership

Partnership Name: N/A

By: _____

(Signature of general partner -- attach evidence of authority to sign)
Name (typed or printed): _____

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "A-1"

BID PRICING FORM (CONTINUED)

A Corporation

Corporation Name: CELTIC CONSTRUCTION SOLUTIONS INC (SEAL)

State of Incorporation: FLORIDA

Type (General Business, Professional, Service, Limited Liability): GB - GENERAL CONTRACTOR/ ROOFER

By: _____

(Signature -- attach evidence of authority to sign)

Name (typed or printed): MICHAEL BOWSAN

Title: PRESIDENT

(CORPORATE SEAL)

Attest Rebecca DiMichele

Date of Qualification to do business in Florida is 06/21/2016

A Joint Venture

Name of Joint Venture: N/A

First Joint Venturer Name: _____ (SEAL)

By: _____

(Signature of first joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): _____
Title: _____

Second Joint Venturer Name: _____
(SEAL)

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "A-1"

BID PRICING FORM (CONTINUED)

By: N/A

(Signature of second joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

(Each joint venture entity must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

Bidder's Business Address 3131 St. Johns Bluff Rd. S.
Jacksonville, FL 32246

Phone No. 904-425-6673 Fax No. 904-268-2902

E-mail info@chooseceltic.com

SUBMITTED on 1/23 2024.

State Contractor License No. CGC 058730

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOW REPLACEMENT

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 WINDOW REPLACEMENT.

2. This sworn statement is submitted by (entity) MICHAEL ROWAN CELTIC CONSTRUCTION INC. whose business address is 3131 St. Johns Bluff Road South and (if applicable) Federal Employer Identification Number (FEIN) is 81-3072002 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

3. My name is MICHAEL ROWAN and my relationship to the entity named above is PRESIDENT.

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 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: 01/22/2024

STATE OF FLORIDA
COUNTY OF Duval

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 22 day of January 2024, and is personally known to me, or has provided _____ as identification.

Notary Public State of Florida
Rebecca DiMichele
My Commission
HH 238934
Exp. 3/22/2024

Rebecca DiMichele
Notary Public
My Commission expires: 3/22/2024

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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: Celtic Construction Solutions INC

CITY: Jacksonville STATE: FL ZIP CODE: 32246

SIGNATURE: _____ PHONE: 904 421 6673

NAME (TYPED OR PRINTED): Michael Rowan TITLE: President

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "D"
E-VERIFY STATEMENT

Bid/Proposal Number: ITB 24-06

Project Description: WINDOW REPLACEMENT TO ATLANTIC RECREATION CENTER

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: CELTIC CONSTRUCTION SOLUTIONS

Authorized Signature: [signature]

Title: PRESIDENT

Date: 01/22/2024

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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: MICHAEL ROSAN Title: PRESIDENT

Signature: [signature] Date: 01/22/2024

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "F"

CONFLICT OF INTEREST STATEMENT

This sworn statement is submitted with Bid, Proposal or Contract for ITB-24-06.

This sworn statement is submitted by (entity) CECIL CONSTRUCTION SOLUTIONS INC whose business address is 3131 ST JOHNS BLUFF RD. SOUTH and (if applicable) Federal Employer Identification Number (FEIN) is 81-3072002 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

My name is MICHAEL Cecil and my relationship to the entity named above is PRESIDENT.

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 not 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.

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOW REPLACEMENT

01/22/2024
Signature Date:

STATE OF FLORIDA
COUNTY OF Duval

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 22 day of January, 2024, and is personally known to me, or has provided _____ as identification.

Rebecca DiMichell My Commission expires: 3/22/2024
Notary Signature

Notary Public State of Florida
Rebecca DiMichele
My Commission
HH 238934
Exp. 3/22/2024

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "G"

NON-COLLUSION AFFIDAVIT

This sworn statement is submitted with Bid, Proposal or Contract for ITB-24-06.
This sworn statement is submitted by (entity) CELTIC CONSTRUCTION SOLUTIONS INC whose business address is 3131 ST JOHNS BLUFF DR. S. JAX FL 32246 and (if applicable) Federal Employer Identification Number (FEIN) is 81-3072002 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

My name is MICHAEL ZAND and my relationship to the entity named above is PRESIDENT.

1. The above named is fully informed respecting the preparation and contents of the attached submittal and of all pertinent circumstances respecting such submittal;
2. Such Submittal is genuine and is not a collusive or sham submittal;
3. Neither the said Submitter 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 Submittal 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 submittal or any other Bidder, or to fix any overhead, profit or cost element of the submittal price or the submittal 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 submittal 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.

_____ 01/22/2024
Signature Date:

STATE OF FLORIDA
COUNTY OF Duval

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 22 day of January, 2024, and is personally known to me, or has provided _____ as identification.

Rebecca DiMichele My Commission expires: 3/22/2024
Notary Signature

Notary Public State of Florida
Rebecca DiMichele
My Commission
HH 238934
Exp. 3/22/2024

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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_X_

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_X_

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_X_

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.

CELTIC CONSTRUCTION SOLUTIONS INC. 01/22/2024
Firm Date

PRESIDENT, MICHAEL RYAN
Authorized Signature Printed or Typed Name and Title

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOW REPLACEMENT

"ATTACHMENT A"
LIST OF SUBCONTRACTORS

I Michael Rowan DO, /DO NOT, propose to subcontract some of the work on this project. I propose to subcontract work to the following contractors/firms:

CONTRACTOR/FIRM NAME:	ADDRESS:	DESCRIPTION OF WORK/SERVICES TO BE PERFORMED:	CONTRACT AMOUNT
Ace Door & window company	2220 corporate Square Blvd, Jax, FL 32216	window manufacturer & installer	$45,000

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
ADDENDUM NO. 1
For ITB 24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOWS REPLACEMENT

City of Fernandina Beach
204 Ash Street
Fernandina Beach, FL 32034

ADDENDUM No. 1

The following changes are applicable to the original documents and specifications of **ITB 24-06**. This Addendum No.1 now becomes part of the original Invitation to Bid and shall be acknowledged by attaching a copy of this Addendum, signed by an authorized representative of the person or firm submitting the bid. Failure to do so may disqualify the bid submittal.

Submitters shall thoroughly familiarize themselves with the contents of this Addendum before submitting the bid.

NAME: MICHAEL ROWLAND **TITLE:** PRESIDENT

ADDRESS: 3131 ST JOHNS BLUFF ROAD S.

CITY: JACKSONVILLE **STATE:** FL.

AUTHORIZED SIGNATURE: _____ **DATE:** 01/22/2024

SAM.GOV

Exclusion Search Results 0 Total Results

Filter by:

Keyword (ALL)	Status
"CELTIC CONSTRUCTION SOLUTIONS INC"	Active

EXHIBIT "A"
CONTACT SHEET

Name: Florida Restoration and Construction, LLC

Federal Taxpayer ID: EIN# 46-1462375

Mailing Address: 5422 First Coast Hwy, Ste 123

City, State, & Zip Code: Amelia Island, FL, 32034

Telephone: 386-586-9199 **Fax:** _____

Email: Jamesboehmer56@yahoo.com

Submitted By: James Boehmer

Title: President

Accounting Contact:

Name: Mary Boehmer **Title:** Administrator

Email Address: mboehmerfrc@aol.com **Phone:** 386-586-9183

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "A-1"
BID PRICING FORM

DESCRIPTION	TOTAL
MOBILIZATION/DEMOBILIZATION	$ 2000
REMOVE & REPLACE WINDOWS (WEST ELEVATION)	$ 34,785
MOBILIZATION/DEMOBILIZATION	$ 1,500.
REMOVE & REPLACE WINDOWS (NORTH ELEVATION)	$ 14,494

TOTAL PROJECT BID, COMPLETE $ 52,779

Fifty-two thousand - seven hundred - seventy-nine dollars
(in words)

This Bid is submitted by:
If Bidder is:

An Individual

Name (typed or printed): _____

By: _____

(Individual's signature)

Doing business as: _____

A Partnership

Partnership Name: _____

By: _____

(Signature of general partner -- attach evidence of authority to sign)
Name (typed or printed): _____

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "A-1"
BID PRICING FORM (CONTINUED)

A Corporation

Corporation Name: Florida Restoration and Construction, LLC (SEAL)

State of Incorporation: Florida

Type (General Business, Professional, Service, Limited Liability): Limited Liab. Ltd

By: James Bach

(Signature -- attach evidence of authority to sign)

Name (typed or printed): James Boehmer

Title: President

(CORPORATE SEAL)

Attest _____

Date of Qualification to do business in Florida is 11/11/2012

A Joint Venture

Name of Joint Venture: _____

First Joint Venturer Name: _____ (SEAL)

By: _____

(Signature of first joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): _____
Title: _____

Second Joint Venturer Name: _____
(SEAL)

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "A-1"
BID PRICING FORM (CONTINUED)

By: _____

(Signature of second joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

(Each joint venture entity must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

Bidder's Business Address 5422 first Coast Hwy Ste 123, Amelia Island, FL 32034

Phone No. 386-586-9199 Fax No. _____

E-mail Jamesboehmer56@yahoo.com

SUBMITTED on Jan 17th 20 24.

State Contractor License No. CGC1530723

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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 City of FB.

2. This sworn statement is submitted by (entity) Florida Restoration and Coast whose business address is 5422 First Coast Hwy, Ste 123, Amelia Island, FL and (if applicable) Federal Employer Identification Number (FEIN) is 46-1462375 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

3. My name is James Bohm and my relationship to the entity named above is President.

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 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)

   X 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.)

James Bell 1-17-2024
Signature Date:

STATE OF FLORIDA
COUNTY OF NASSAU
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 16th day of JANUARY, 2024, and is personally known to me, or has provided _____ as identification.

Sharon L Holloway
Notary Public
My Commission expires: 2/8/2025

Sharon L. Holloway
Notary Public
State of Florida
Comm# HH080720
Expires 2/8/2025

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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: Florida Restoration and Construction, LLC

CITY: Amelia Island STATE: FL ZIP CODE: 32034

SIGNATURE: James Bach PHONE: 386-586-9199

NAME (TYPED OR PRINTED): James Bachner TITLE: President

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "D"
E-VERIFY STATEMENT

Bid/Proposal Number: ITB 24-06

Project Description: Removal of all windows West Side of Auditorium, Removal of North windows Auditorium and Replace with new

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: Florida Restoration and Construction, LLC

Authorized Signature: James B

Title: President

Date: 1-17-2024

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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: James Boehmer Title: President

Signature: James Boehmer Date: 1-17-2024

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "F"

CONFLICT OF INTEREST STATEMENT

This sworn statement is submitted with Bid, Proposal or Contract for City of Fernandina Beach

This sworn statement is submitted by (entity) Florida Restoration and Coast whose business address is 5422 First Coast Hwy Ste 123, Amelia Island, FL 32034, and (if applicable) Federal Employer Identification Number (FEIN) is 46-1462375 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

My name is James Barber and my relationship to the entity named above is President.

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 not 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.

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOW REPLACEMENT

Signature Date: 1-16-2024

STATE OF FLORIDA
COUNTY OF NASSAU

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 16th day of JANUARY, 2024, and is personally known to me, or has provided _____ as identification.

Sharon L Holloway
Notary Signature

My Commission expires: 2/8/2025

Sharon L. Holloway
Notary Public
State of Florida
Comm# HH080720
Expires 2/8/2025

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "G"

NON-COLLUSION AFFIDAVIT

This sworn statement is submitted with Bid, Proposal or Contract for City of FB.

This sworn statement is submitted by (entity) Florida Restoration and Const whose business address is 5422 first Coast Hwy, Ste 123, Amelia Island, FL 32034 and (if applicable) Federal Employer Identification Number (FEIN) is 46-1462375 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

My name is James Bochner and my relationship to the entity named above is President.

1. The above named is fully informed respecting the preparation and contents of the attached submittal and of all pertinent circumstances respecting such submittal;
2. Such Submittal is genuine and is not a collusive or sham submittal;
3. Neither the said Submitter 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 Submittal 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 submittal or any other Bidder, or to fix any overhead, profit or cost element of the submittal price or the submittal 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 submittal 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.

James Bochner 1-16-2024
Signature Date:

STATE OF FLORIDA
COUNTY OF NASSAU

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 16th day of JANUARY, 2024, and is personally known to me, or has provided _____ as identification.

Sharon L Holloway My Commission expires: 2/8/2025
Notary Signature

Sharon L. Holloway
Notary Public
State of Florida
Comm# HH080720
Expires 2/8/2025

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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 X

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 X

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 X

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.

Florida Restoration and Construction — 1-17-2024
Firm — Date

James Boehmer President
Authorized Signature — Printed or Typed Name and Title

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOW REPLACEMENT

"ATTACHMENT A"
LIST OF SUBCONTRACTORS

I _____/DO, X /DO NOT, propose to subcontract some of the work on this project. I propose to subcontract work to the following contractors/firms:

CONTRACTOR/FIRM NAME:	ADDRESS:	DESCRIPTION OF WORK/SERVICES TO BE PERFORMED:	CONTRACT AMOUNT
		N/A	

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

PROJECT QUOTE

Florida Restoration and Construction LLC

5422 First Coast Highway Suite 123
Amelia Island, Florida 32034
EIN# 46-1462375
License # CGC1530723
License # CBC1261812

Office: (904) 432-7616
Cell: (386) 586-9200
Fax: (904) 432-7088

Project Customer
City Of Fernandina Beach
City Hall, 204 Ash Street
Fernandina Beach, FL, 32034

Attn: Jeremiah
RE: Atlantic Rec Center Auditorium
Andersen 100 Series West windows

Project Quote Date 1/16/2024

Project Quote Number 116241

Project Quote Expiration Date 2/16/2024
(Valid for 30 days)

Project Description	Supplies/Labor Estimate	Amount
This project quote is for work to be completed at the City Of FB REC Center, 2500 Atlantic Ave, Fernandina Beach, FL, 32034		
Order 18 Andersen 100 series fixed windows, bronze exterior, bronze interior, non-impact, low-e smart sun. DP 50		$12,985.00
Mobilization and Demobilization		$2,000.00
Removal and disposal of 18 West windows in the auditorium, weather proof the openings with R-guard Fast Flash, seal the exterior and trim and caulk the interior and paint.		$17,100.00
Building permit		$500.00
Rental of a 40 ft man lift		$4,200.00
This price includes all materials and labor		
This price does not include any unforseen discovery		
We require 50% down before ordering materials and the balance upon completion of the project. Lead time is 10 weeks Please Sign here if you accept this quote		
	TOTAL DUE	$36,785.00

Comments / Notes

Thank you for your Interest in Florida Restoration and Construction LLC.

PROJECT QUOTE

Florida Restoration and Construction LLC

5422 First Coast Highway Suite 123
Amelia Island, Florida 32034
EIN# 46-1462375
License # CGC1530723
License # CBC1261812

Office: (904) 432-7616
Cell: (386) 586-9200
Fax: (904) 432-7088

Project Customer
City Of Fernandina Beach
City Hall, 204 Ash Street
Fernandina Beach, FL, 32034

Attn: Jeremiah
RE: Atlantic Rec Center Auditorium
Andersen 100 Series north windows

Project Quote Date 1/16/2024

Project Quote Number 116242

Project Quote Expiration Date 2/16/2024
(Valid for 30 days)

Project Description	Supplies/Labor Estimate	Amount
This project quote is for work to be completed at the City Of FB REC Center, 2500 Atlantic Ave, Fernandina Beach, FL, 32034		
Order 8 Andersen 100 series fixed windows, bronze exterior, bronze interior, non-impact, low-e smart sun. DP 50		$5,994.00
Mobilization and Demobilization		$1,500.00
Removal and disposal of 8 West windows in the auditorium, weather proof the openings with R-guard Fast Flash, seal the exterior and trim and caulk the interior and paint.		$8,500.00
This price includes all materials and labor		
This price does not include any unforseen discovery		
We require 50% down before ordering materials and the balance upon completion of the project.		
Lead time is 10 weeks		
Please Sign here if you accept this quote		
	TOTAL DUE	$15,994.00

Comments / Notes

Thank you for your Interest in Florida Restoration and Construction LLC.

ANDERSEN WINDOWS & DOORS

RPM We Deliver Lumber

SOLD BY:

RPM Lumber
86289 Pages Dairy Road
Yulee, Fl 32097
904-225-5633

SOLD TO:

FLORIDA RESTORATION

CREATED DATE
1/9/2024

LATEST UPDATE
1/9/2024

OWNER
Tom Frederickson

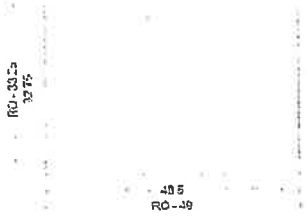
Abbreviated Quote Report - Customer Pricing

QUOTE NAME	PROJECT NAME	QUOTE NUMBER	CUSTOMER PO#	TRADE ID
ATLANTIC REC CENTER	ATLANTIC REC CENTER	5160622		142164

ORDER NOTES: BUDGET FOR 2024

DELIVERY NOTES:

Item	Qty	Operation	Location
100	8	Fixed	None Assigned



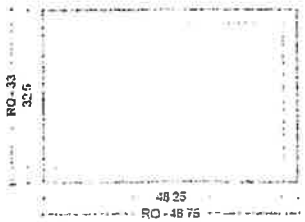
RO Size = 49" x 33 1/4"

Unit Size = 48 1/2" x 32 3/4"

100REC 4' 1/2"X2' 8 3/4", Unit, 100 Series Picture/Transom-PWTR, No Flange, Dark Bronze Exterior Frame, w/Dark Bronze Interior Frame, Fixed, Dual Pane Low-E Sun Standard Argon Fill Stainless Glass / Grille Spacer

Unit #	U-Factor	SHGC	ENERGY STAR
A1	0.28	0.2	NO

FL Product Approval # 15910.2



Item	Qty	Operation	Location
200	18	Fixed	None Assigned

RO Size = 48 3/4" x 33" **Unit Size = 48 1/4" x 32 1/2"**

100REC 4' 1/4"X2' 8 1/2", Unit, 100 Series Picture/Transom-PWTR, No Flange, Dark Bronze Exterior Frame, w/Dark Bronze Interior Frame, Fixed, Dual Pane Low-E Sun Standard Argon Fill Stainless Glass / Grille Spacer

Unit #	U-Factor	SHGC	ENERGY STAR
A1	0.28	0.2	NO

FL product Approval # 15910.2

CITY OF FERNANDINA BEACH, FLORIDA
ADDENDUM NO. 1
For ITB 24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOWS REPLACEMENT

City of Fernandina Beach
204 Ash Street
Fernandina Beach, FL 32034

ADDENDUM No. 1

The following changes are applicable to the original documents and specifications of **ITB 24-06**. This Addendum No.1 now becomes part of the original Invitation to Bid and shall be acknowledged by attaching a copy of this Addendum, signed by an authorized representative of the person or firm submitting the bid. Failure to do so may disqualify the bid submittal.

Submitters shall thoroughly familiarize themselves with the contents of this Addendum before submitting the bid.

NAME: James Boehmer **TITLE:** President

ADDRESS: 5422 First Coast Hwy, Ste 123

CITY: Amelia Island **STATE:** FL 32034

AUTHORIZED SIGNATURE: [signature] **DATE:** 1-24-24

CITY OF FERNANDINA BEACH, FLORIDA
ADDENDUM NO. 1
For ITB 24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOWS REPLACEMENT

1. What is the name of the local Anderson windows distributor that carries the window specs? The local Anderson dealers are RPM Lumber and Home Depot.
2. The specified measurements for the project were not provided in the documents. As specified in the bid scope, the contractor is responsible for all measurements for new windows installation.

EXHIBIT "A"
CONTACT SHEET

Name: Presco South Construction

Federal Taxpayer ID: 261976302

Mailing Address: 13867 NW 19 Ave

City, State, & Zip Code: Miami, Florida 33054

Telephone: 786-425-7737 **Fax:** _____

Email: psc@prescosouth.com

Submitted By: Jorge Diaz

Title: President

Accounting Contact:

Name: JENNETH DONATO **Title:** ACCOUNT MANAGER

Email Address: KHEN LONER@YAHOO.COM **Phone:** 561-542-0502

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "A-1"

BID PRICING FORM

DESCRIPTION	TOTAL
MOBILIZATION/DEMOBILIZATION	$ 1000
REMOVE & REPLACE WINDOWS (WEST ELEVATION)	$ 35,450
MOBILIZATION/DEMOBILIZATION	$ 1000
REMOVE & REPLACE WINDOWS (NORTH ELEVATION)	$ 12,500

TOTAL PROJECT BID, COMPLETE $ 49,950

Forty Nine Thousand Nine Hundred and Fifty 00/100

(in words)

This Bid is submitted by:
If Bidder is:

An Individual

Name (typed or printed): Jorge Diaz

By: _____

(Individual's signature)

Doing business as: Presco South Construction

A Partnership N/A

Partnership Name: _____

By: _____

(Signature of general partner -- attach evidence of authority to sign)
Name (typed or printed): _____

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "A-1"

BID PRICING FORM (CONTINUED)

A Corporation

Corporation Name: Presco South Construction (SEAL)

State of Incorporation: Florida

Type (General Business, Professional, Service, Limited Liability): Corporation

By: _____

(Signature -- attach evidence of authority to sign)

Name (typed or printed): Jorge Diaz

Title: President

(CORPORATE SEAL)

Attest _____

Date of Qualification to do business in Florida is 2 / 12 /2008.

A Joint Venture

Name of Joint Venture: _____

First Joint Venturer Name: _____ (SEAL)

By: _____

(Signature of first joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): _____
Title: _____

Second Joint Venturer Name: _____
(SEAL)

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "A-1"

BID PRICING FORM (CONTINUED)

By: _____

(Signature of second joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

(Each joint venture entity must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

Bidder's Business Address _____
13867 NW 19 ave
Miami, Florida 33054

Phone No. 786-425-7737 Fax No. _____

E-mail psc@prescosouth.com

SUBMITTED on 1/21 20 24.

State Contractor License No. CGC1515514

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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 CITY OF FERNANDINA BEACH,.

2. This sworn statement is submitted by (entity) Presco South Construction whose business address is 13867 NW 19 ave Miami, Fl 33054 and (if applicable) Federal Employer Identification Number (FEIN) is 26-1976302 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

3. My name is Jorge Diaz and my relationship to the entity named above is President.

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 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)

   x 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.)

   x 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.)

1-22-2024
Signature Date:

STATE OF FLORIDA
COUNTY OF Nassau

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 22 day of January, 2024, and is personally known to me, or has provided Florida drivers license as identification.

KERRY LEANNE MAGUIRE
Notary Public - State of Florida
Commission # HH 450309
My Comm. Expires Oct 3, 2027

Kerry Leanne Maguire
Notary Public
My Commission expires: 10/3/27

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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: Presco South Construction

CITY: Miami STATE: FL ZIP CODE: 33054

SIGNATURE: _____ PHONE: 786-425-7737

NAME (TYPED OR PRINTED): Jorge Diaz TITLE: President

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "D"

E-VERIFY STATEMENT

Bid/Proposal Number: ITB 24-06

Project Description: Installation of 26 fixed pane windows

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: Presco South Construction

Authorized Signature: 

Title: President

Date: 1/21/2024

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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: Jorge Diaz Title: President

Signature: _____ Date: 1/21/24

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "F"

CONFLICT OF INTEREST STATEMENT

This sworn statement is submitted with Bid, Proposal or Contract for CITY OF FERNANDINA BEACH.

This sworn statement is submitted by (entity) Presco South Construction whose business address is 13867 NW 19 Ave Miami, FL 33054 and (if applicable) Federal Employer Identification Number (FEIN) is 26-1976302 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)
My name is Jorge Diaz and my relationship to the entity named above is President.

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 not 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.

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOW REPLACEMENT

1/22/2024
Signature Date:

STATE OF FLORIDA
COUNTY OF Nassau

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 22 day of January, 2024, and is personally known to me, or has provided Florida drivers license as identification.

Kerry Leanne Maguire
Notary Signature

My Commission expires: 10/3/27

KERRY LEANNE MAGUIRE
Notary Public - State of Florida
Commission # HH 450309
My Comm. Expires Oct 3, 2027

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "G"

NON-COLLUSION AFFIDAVIT

This sworn statement is submitted with Bid, Proposal or Contract for CITY OF FERANDINA BEACH.
This sworn statement is submitted by (entity) Presco South Construction whose business address is 13867 NW 19 Ave Miami, Fl 33054 and (if applicable) Federal Employer Identification Number (FEIN) is 26-1976302 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

My name is Jorge Diaz and my relationship to the entity named above is President.

1. The above named is fully informed respecting the preparation and contents of the attached submittal and of all pertinent circumstances respecting such submittal;
2. Such Submittal is genuine and is not a collusive or sham submittal;
3. Neither the said Submitter 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 Submittal 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 submittal or any other Bidder, or to fix any overhead, profit or cost element of the submittal price or the submittal 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 submittal 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 1-22-24 Date:

STATE OF FLORIDA
COUNTY OF Nassau

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 22 day of January, 20 24, and is personally known to me, or has provided Florida drivers licens as identification.

Kerry Leanne Maguire My Commission expires: 10/3/27
Notary Signature

KERRY LEANNE MAGUIRE
Notary Public - State of Florida
Commission # HH 450309
My Comm. Expires Oct 3, 2027

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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__X__

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__X___

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__X___

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.

Presco South Construction	1/21/2024
Firm	Date
Authorized Signature	Jorge Diaz President Printed or Typed Name and Title

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
INVITATION TO BID #24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOW REPLACEMENT

"ATTACHMENT A"
LIST OF SUBCONTRACTORS

I _____/DO, ___DO___/DO NOT, propose to subcontract some of the work on this project. I propose to subcontract work to the following contractors/firms:

CONTRACTOR/FIRM NAME:	ADDRESS:	DESCRIPTION OF WORK/SERVICES TO BE PERFORMED:	CONTRACT AMOUNT

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
ADDENDUM NO. 1
For ITB 24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOWS REPLACEMENT

City of Fernandina Beach
204 Ash Street
Fernandina Beach, FL 32034

ADDENDUM No. 1

The following changes are applicable to the original documents and specifications of **ITB 24-06**. This Addendum No.1 now becomes part of the original Invitation to Bid and shall be acknowledged by attaching a copy of this Addendum, signed by an authorized representative of the person or firm submitting the bid. Failure to do so may disqualify the bid submittal.

Submitters shall thoroughly familiarize themselves with the contents of this Addendum before submitting the bid.

NAME: Jorge Diaz **TITLE:** President

ADDRESS: 13867 NW 19 Ave

CITY: Miami **STATE:** FL

AUTHORIZED SIGNATURE:  **DATE:** 1/24/2024

CITY OF FERNANDINA BEACH, FLORIDA
ADDENDUM NO. 1
For ITB 24-06
ATLANTIC RECREATION CENTER AUDITORIUM WINDOWS REPLACEMENT

1. What is the name of the local Anderson windows distributor that carries the window specs? The local Anderson dealers are RPM Lumber and Home Depot.
2. The specified measurements for the project were not provided in the documents. As specified in the bid scope, the contractor is responsible for all measurements for new windows installation.

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach

SUBJECT: Resolution 2024-32
Award of Request for Proposal 24-02 - Historic Downtown Design Guideline Updates and the Amelia River Waterfront CRA Design Guidelines Updates

ITEM TYPE: Resolution (w/ fiscal impact)

REQUESTED ACTION: Consider Resolution 2024-32.

SYNOPSIS: The City of Fernandina Beach solicited bids through Request for Proposal (RFP) 24-02 to complete updates to the Historic Downtown Design Guideline Updates and the Amelia River Waterfront CRA Design Guideline Updates. The City has been awarded a grant of $50,000 from the Florida Department of State, Division of Historic Resources, Small Matching grant to complete the work described in RFP 24-02. The grant does not require that any matching funds be provided by the City.

The City received five bids in response to RFP 24-02. Marquis, Latimer + Halback (ML+H), Inc. provided the responsive bid of $34,916 ith a completion time of less than five months. The four remaining bidders submitted proposals that significantly exceeded Marquis Latimer + Halback, Inc. (ML+H) bid of $34,916. An evaluation committee reviewed the submittals and recommends award of RFP 24-02 to Marquis, Latimer + Halback, Inc. Additionally, at $14,964, Marquis, Latimer + Halback, Inc. provided the lowest bid responsive to the Amelia River Waterfront CRA Design Guidelines Update, a bid significantly lower than the remaining four bidders. City staff will request a grant budget modification from the state seeking approval to have a portion of the Amelia River Waterfront CRA Design Guidelines Updates for properties located in the Historic District funded through the Historic Downtown Design Guideline Update grant. This item is placed on the agenda at the request of Planning and Conservation Deputy Director Kelly Gibson and Grants Administrator Lorelei Jacobs.

FISCAL IMPACT: The Historic Downtown Design Guideline Updates project is fully funded through a Florida Department of State, Division of Historic Resources, Small Matching grant. No matching funds are required. City staff intends to petition the state to allow residual grant funds to be utilized to fund a portion of the Amelia River Waterfront CRA Design Guidelines Update project costs. Funding is available to complete both projects in the Planning and Conservation Professional Services account, 0011500 53100; Project #23062, in FY 2023/2024.

CITY ATTORNEY COMMENTS: No additional comments.

CITY MANAGER RECOMMENDATION(S): I recommend that the City Commission adopt proposed Resolution 2024-32.

Kelly Gibson, Planning Deputy Director	2/12/2024
Katie Newton, Paralegal	2/12/2024
Kim Briley, Deputy City Clerk	2/12/2024
Pauline Testagrose, Comptroller	2/13/2024
Charles George, Interim City Manager	2/13/2024
Tammi E. Bach, City Attorney	2/13/2024

Lorelei Jacobs

Date: February 02, 2024

Submitted By: Lorelei Jacobs, Grants Administrator

COMMISSION ACTION: Adopt

RESOLUTION 2024-32

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, AWARDING REQUEST FOR PROPOSAL (RFP) 24-02 TO MARQUIS LATIMER + HALBACK, INC. (ML+H) FOR THE GRANT-FUNDED HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES AND THE AMELIA RIVER WATERFRONT CRA DESIGN GUIDELINE UPDATES; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Fernandina Beach ("the City") has received a grant for $50,000 from the Florida Department of State, Division of Historic Resources, Small Matching Grant to complete a full update to the City's Historic Downtown Design Guideline Updates; and

WHEREAS, the City solicited bids through RFP 24-02 from Contractors to perform the Historic Downtown Design Guideline Updates; and

WHEREAS, on or before February 9, 2024, at 2:00 PM, the City received five bids for this work. Marquis Latimer + Halback, Inc. (ML+H) provided the low and responsive bid of $34,916.00 with an additional quote to complete the Amelia River Waterfront CRA Design Guideline Updates in an amount of $14,964.00, with a completion time consistent with the Small Matching Grant requirements; and

WHEREAS, an evaluation committee was formed, including City Staff, Main Street Fernandina Beach, and the chair of the Historic District Council to review the submittals. The evaluation committee met on February 12, 2024, and recommend awarding RFP 24-02 to Marquis Latimer + Halback, Inc. (ML+H); and

WHEREAS, funding is available in the Planning and Conservation Professional Services account, 0011500 53100 Project #23062, in FY 2023/2024.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, THAT:

SECTION 1. The City Commission hereby awards RFP 24-02, Fernandina Beach Historic Downtown Design Guideline Updates and the Amelia River Waterfront CRA Design Guideline Updates to Marquis Latimer + Halback, Inc. (ML+H).

SECTION 2. The City Clerk and Interim City Manager are hereby authorized to execute all documentation pertaining to award of RFP 24-02 to Marquis Latimer + Halback, Inc. (ML+H), upon review and approval of the City Attorney.

SECTION 3. This Resolution is effective immediately upon passage.

ADOPTED this 20th day of February, 2024.

CITY OF FERNANDINA BEACH

_____

BRADLEY M. BEAN
Commissioner – Mayor

ATTEST:

_____
CAROLINE BEST
City Clerk

APPROVED AS TO FORM AND LEGALITY:

_____
TAMMI E. BACH
City Attorney

CITY OF FERNANDINA BEACH FLORIDA
REQUEST FOR PROPOSAL – RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

INTRODUCTION

The City of Fernandina Beach, Florida (City) is accepting competitive sealed proposals from qualified and experienced firms to provide professional services related to the update of the **CITY'S HISTORIC DOWNTOWN DISTRICT DESIGN GUIDELINES.** The update of the Fernandina Beach Downtown Historic District Design Guidelines will provide applicants, City staff, and the Fernandina Beach Historic District Council with clear and detailed standards to guide rehabilitation and new construction within the Historic District.

The City will receive sealed proposals at the location stated below not later than **2:00pm, February 09, 2024.**

Any submittal received after the above stated time and date will not be considered. It will be the sole responsibility of the Respondent to have its submittal 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 will be the sole responsibility of the Respondent. Submittals received after the deadline will not be considered. Award of the RFP is subject to authorization and appropriation of funds in the fiscal year budget.

SUBMITTERS ARE REFERRED TO THE ATTACHED GENERAL CONDITIONS FOR OTHER IMPORTANT INFORMATION REGARDING THE REQUEST FOR PROPOSAL PROCESS, REQUIREMENTS AND EXHIBITS.

The original RFP submittal (**1 original, 4 copies and 1 electronic copy, CD, or thumb drive**) must be delivered to City Hall in a sealed package, clearly marked on the outside, **RFP 24-02** and addressed to:

City of Fernandina Beach
Attn: City Clerk's Office – **RFP #24-02**
204 Ash Street
Fernandina Beach, FL 32034

Hand delivered Submittal is to be taken to the Clerk's Office at the above address.

The bid must be submitted on the specified **Contact Sheet**, hereto attached as "**Exhibit A**" and **Price Submittal Form**, hereto attached as "**Exhibit A-1**". The person signing the Response Form must have the authority to bind the proposer to the Submittal. All information on the Price Submittal form must be provided, or the submittal may not be accepted.

The competitive sealed Submittal must be accompanied by a **"Public Entity Crimes",** herein provided as "**Exhibit B**", **"Drug-Free Workplace Certification", herein** provides as **"Exhibit C"**, "**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".**

In accordance with Item 16, General Terms and Conditions, please provide **proof the Contractor/Vendor is not listed in the Excluded Parties List System**, a feral suspension and debarment listing.

GENERAL INFORMATION

The goal of the Fernandina Beach Center Street 3-D Laser Scanning and Historic District Guidelines Update project is to update the City's Historic District Guidelines. Fernandina Beach's Historic District is comprised of 2,470 acres and is home to 444 historic structures. The update of the Fernandina Beach Downtown Historic District Design Guidelines will provide applicants, City staff, and the Fernandina Beach Historic District Council with clear and detailed standards to guide rehabilitation and new construction within the Historic District.

The Fernandina Beach Downtown Historic District Design Guidelines were last updated in 2013. The existing guidelines are available online at www.fbfl.us/historicdistrict. Additionally, an interactive GIS application located at City of Fernandina Beach Historic Sites (nassauflpa.com) allows users to drill down to see the location and data about individual historic properties. A newly developed GIS application located at Historic Sites Fernandina Beach, FL (nassauflpa.com) contains photos of select historic properties and is being populated over time to contain details and stories about each structure.

The City of Fernandina Beach is issuing this proposal request for an update to historic district guidelines. Responding firms and/or organizations should have a strong record in successfully providing technical assistance with historic preservation projects. Respondents should be qualified to provide design guideline services, and should be familiar with contemporary historic preservation principles, writing easy to understand policies, providing graphic design services, and formatting documents for electronic publication.

BACKGROUND INFORMATION

In the ten years since the 2013 Fernandina Beach Historic District Guidelines were last updated, there have been extensive advances in the methods, technologies, and techniques for construction and renovation which are not addressed and which are increasingly desired by Historic District property owners, including modern advances in solar power, mechanical equipment, sign construction, outdoor music standards, lighting and bulb materials, materials fabrication, street facing screen displays (T.V. and others) and generators. The limitations of the Fernandina Beach Downtown Historic District Design Guidelines restrict the City's Planning and Conservation staff from approving construction and renovation requests that seek approval for the above-listed modern techniques, and force property owners to expend additional time and resources pursuing approval for variances from the Historic District Council.

This project will involve an update to both the Downtown Historic District Guidelines. The last update occurred in 2013 and was completed by Thomason and Associates. The goals to be accomplished in the update are:

1. provide a modern refresh with detailed graphics,
2. address resiliency retrofit measures and modern materials,
3. evaluate existing demolition criteria and performance standards,
4. increase details on architectural styles for property owners,
5. incorporate preservation strategies for non-structural features that contribute to the downtown district character, and
6. provide more guidance on incorporating universal design standards in new construction.

The city anticipates the updates to be mostly design-oriented, with the need for some drafting of additional information. Other recommendations for the updates may occur during the update process.

However, the existing guidelines provide a strong basis from which to work, and do not require starting from scratch in terms of substantive drafting of text and guidelines. The product will be electronic documents made available online and by printing in hard copy as needed.

For general information on the City's Historic Districts and to view the existing guidelines, please visit our site at: www.fbfl.us/historicdistrict.

PROJECT SCOPE

The project will involve working primarily with the Planning and Conservation Deputy Director throughout the update process. Because the scope of updates has already largely been defined, there is not anticipated to be a need for public workshops outside those able to be handled by the Preservation Planner and the Historic District Council. The City expects three public meetings for presentation purposes to the Historic District Council and one public meeting at the City Commission.

The project may recommend policy or processes not already discussed above, if determined by the selected Respondent. The final product shall utilize narrative, detailed graphics, photographs, and maps to illustrate guideline policies and areas of application and be provided electronically. Hard copies do not have to be submitted.

The proposed timeline for the research and work to be conducted will be from February 2024 to June 2024. A draft report must be provided to the City and the Florida Division of Historical Resources (DHR) under the obligations associated with the City's grant award to complete the project. Ideally, the final product would be available by the end of May 2024, with updates as needed to finalize for review by DHR.

The city is interested in obtaining a second proposal estimate to complete an update to the City's Design Guidelines for its Amelia River Waterfront Community Redevelopment Area (CRA). This document was completed in 2007 by the University of Florida. Staff and the Board are interested in better articulating how to treat properties that either border or share a boundary with the Downtown Historic District. Ideally, the City would like to complete these guideline updates in either a parallel process or immediately following updates to the Downtown Historic District Guidelines.

EVALUATION PROCESS

All Requests for Proposals (RFP) will be evaluated in terms of project approach, experience, quality of work, fee schedule and capacity to perform. Past performances on local government projects will also be assessed in terms of timeliness, completing work within budget, quality of work and other factors, such as knowledge of community. There is a preference to work with firms with staff offices available within a 200-mile radius to support the need for public hearings with the Historic District Council.

EVALUATION CRITERIA

Evaluation Criteria:

- **Quality and Qualifications of Firm and Experience** 30%
- **Fee Schedule** 30%
- **Project Approach** – demonstrates understanding of project requirements and proposes method to accomplish the work meeting or exceeding criteria listed in the request for proposals. 30%

- **Demonstrated Government Experience** 5%
- **Local Preference (within 200-mile radius)** 5%

SELECTION PROCEDURE

The Submittals received will be evaluated by qualified personnel of the City. The Evaluation Committee shall be responsible for evaluating the qualifications and capabilities of Respondents who have submitted proposals in response to the request for proposals. Committee evaluations shall be conducted in accordance with applicable Florida Public Records Laws, including F.S. 119. Evaluation may include such activity as is deemed appropriate by the Committee to verify the qualifications and capabilities of the Respondents and their ability to furnish the required goods or services.

The Evaluation Committee, at its discretion, will request visual presentation/demonstration from; conduct interviews with; or conduct visits to the office, facilities or projects of the Respondent it selects from among those submitting Proposals.

If the Evaluation Committee decides to entertain presentations or conducts interviews at a subsequent meeting, it shall set the date, place and time for that meeting, then establish the order of presentations of interview before adjourning. The Purchasing Department shall be responsible for notifying all firms of the meeting and order of presentations or interviews. At the conclusion of its evaluation, the Evaluation Committee shall report its recommendations and order of preference (final ranking) to the Board of Commissioners.

If no oral presentations or interviews are requested, the Evaluation Committee selection shall be based on its review and evaluation of qualified companies at its initial Committee meeting.

PROPOSAL EVALUATION

The City of Fernandina Beach shall be the judge of its own best interests, the submittals, and the resulting Contract. An award may be made to the most responsive and responsible Respondent whose submittal is determined to be the most advantageous to the City.

The City will consider as an important factor in the award, in addition to price, a demonstrated history of reliable and dependable service to similar users or demonstration of a long history of reliability and dependability for users with critical municipal needs similar to the governmental entities.

The City reserves the right to consider historic information and fact, whether gained from the Respondent's proposal, question and answer conferences, references, and/or other sources in the evaluation process.

The City reserves the right to conduct investigations as deemed necessary by the City to assist in the evaluation of any submittal and to establish the responsibility, qualifications, and financial ability of Respondents, subcontractors, suppliers and other persons and organizations to perform and furnish the work in accordance with the Proposal documents.

The City reserves the right to modify the scope of services before the contract is awarded.

It is the Respondent's sole responsibility to submit information related to the evaluation categories. The City is under no obligation to solicit such information if the respondent fails to include it within their proposal submittal. Failure to provide requested information may result in the rejection of the submittal,

or a deduction in evaluation points at the sole discretion of the Evaluation Committee.

AWARD

Award recommendation will be awarded to the most responsive and responsible submittal offering the best value. The City reserves the right, based upon its deliberations and in its opinion, to accept or reject any or all proposals. The City also reserves the right to waive minor irregularities or variations to the specifications and in the bidding process.

Successful Respondent is required to have a Business License in the city where their home office is located. If Respondent's business office is located in the City of Fernandina Beach a business tax license is required.

RFP PACKAGE

Request for Proposal Documents and Specifications can be downloaded online at www.fbfl.us/bids. Any questions regarding the RFP package can be directed in writing to Wanda Weaks, Purchasing Agent, at wweaks@fbfl.org.

CONTACT

Specification questions during the submittal period must be submitted in writing to Wanda Weaks, Purchasing Agent, at wweaks@fbfl.org.

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

ADDENDA

A written response to Respondent questions will be issued via Addendum and posted on the City's website at www.fbfl.us/bids and DemandStar at www.demandstar.com. It is the Respondent's responsibility to check the City's website for Addenda prior to submitting their proposal. The deadline for questions is ten days before proposal opening.

If there is an Addendum it becomes part of the original Bid or RFP and must be acknowledged by attaching a copy of the Addendum, signed by an authorized representative of the person or COMPANY submitting the bid or proposal. Failure to do so may disqualify the bid or proposal.

INSURANCE REQUIREMENTS

Insurance requirements are outlined in the General Conditions of this Request for Proposal.

GENERAL CONDITIONS OF REQUEST FOR PROPOSAL

1. **PREPARATION OF PROPOSAL –** REQUEST FOR PROPOSAL will be prepared in accordance with the following:
   a. The enclosed Contact Sheet/Proposal Form, attached hereto as "Exhibit A", must be used when submitting your REQUEST FOR PROPOSAL.
   b. All information required by the Contact Sheet/Proposal Form must be furnished. The Proposer must print or type his/her name and manually sign the Form and any continuation sheet on which an entry is made.
   c. Unit prices must be shown and where there is an error in extension of price, the unit price will 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 must 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 must be valid for a minimum of ninety (90) days, unless otherwise stated on the REQUEST FOR PROPOSAL.

2. **SUBMISSION OF PROPOSAL**
   a. Submittals and changes thereto must be enclosed in sealed envelopes and addressed as instructed. The name and address of the respondent, the date and hour of the Request for Proposal opening and the material or service must 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.

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 will be the sole judge of the submittals. The City's decision will 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 must 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.
c. A written award of acceptance (Purchase Order) mailed or otherwise furnished to the successful Proposer will result in a binding contract without further action by either party.
d. Unless otherwise noted in the specifications, the length of the agreement will be one year, with two 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 will not be responsible for any cost incurred by a prospective Proposer in responding to this REQUEST FOR PROPOSAL.

9. BONDS

- If Proposal is less than $100,000 no Proposal Bond or Payment and Performance Bond required.
- 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.

- If Proposal is $100,000 - $200,000, and is for services, a Proposal Bond is required but no Payment and Performance Bond is required.
- 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 must enclose a Certified Check or Proposal Bond with each Proposal. A Certified Check or Proposal Bond must be for an amount not less than five percent (5%) of the Proposal price and
must 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.

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 must forfeit its proposal security.
Payment and Performance Bond must 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 must 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 must 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 FIRM/LESSOR is an independent Contractor. FIRM/LESSOR 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 FIRM/LESSOR, its officers, employees, agents, and representatives. FIRM/LESSOR's liability hereunder must include all attorney's fees and costs incurred by the CITY in the enforcement of this indemnification provision. This includes claims made by the employees of FIRM/LESSOR against the CITY and FIRM/LESSOR hereby waives its entitlement, if any, to immunity under Section 440.11, Florida Statutes. The obligations contained in this provision will survive termination of this Agreement and will not be limited by the amount of any insurance required to be obtained or maintained under this Agreement. Nothing contained in the foregoing indemnification will 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 FIRM/LESSOR must, 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, will 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.

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) 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 FIRM/LESSOR 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 FIRM/LESSOR. The amount of insurance must not be less than One Million ($1,000,000) Dollars per occurrence and aggregate.

F. Loss Deductible – If the insurance of any FIRM/LESSOR contains deductible(s), penalty(s) or self-insured retention(s), the FIRM/LESSOR Whose insurance contains such provision(s) must 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 must furnish to the Owner and Contractor (your company) Certificates of Insurance and other required documentation evidencing the following coverage which will provide for the interests of [Name of Owner] , [Name of General Contractor] and (your company) to be named as Loss Payees and will 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 must 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 will not be construed to be a limitation of the liability on the part of the Subcontractor or any of its Subcontractors.

J. The Contractor must file certificates of insurance prior to the commencement of work with the Owner and the General Contractor which will 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 must 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 must be required to maintain limits of liability of not less than One Million ($1,000,000) 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 must be made by the City to INDIVIDUAL in accordance with the Florida Prompt Payment Act.

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, INDIVIDUAL may not participate in the proposal if INDIVIDUAL is listed in the Excluded Parties List System (EPLS)

a federal suspension and debarment listing. The Federal Government's Excluded Parties List System (EPL) is located at, including but not limited to, https://www.sam.gov/portal/SAM/. INDIVIDUAL must include copy of results with bid or proposal.

17. LOBBYING

a. 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 must not contact any Commission Member and/or any requesting or evaluating Department/Office personnel during said black-out period. All questions and procedural matters must be directed to the City Manager. The City Commissioners and/or the City Manager may disqualify any solicitation response where any Commissioner, the City Manager, and/or City Personnel have been lobbied in violation of the black-out period.

EXHIBITS

EXHIBIT "A" **Contact Sheet**

EXHIBIT "B" **Public Entity Crimes**

EXHIBIT "C" **Drug-Free Workplace Certification**

EXHIBIT "D" **E-Verify Statement**

EXHIBIT "E" **Proposer Acknowledgements and Agreements**

EXHIBIT "F" **Conflict of Interest**

EXHIBIT "G" **Non-Collusion Affidavit**

EXHIBIT "H" **Disputes Disclosure**

EXHIBIT "A"

CONTACT SHEET

A. **DOWNTOWN DESIGN GUIDELINES UPDATES-**

AS PER SCOPE LUMP SUM AMOUNT $_____

B. **AMELIA RIVER WATERFRONT CRA DESIGN GUIDELINES UPDATE-**

ADD: LUMP SUM AMOUNT $_____

Name: _____

Federal Taxpayer ID: _____

Mailing Address: _____

City, State, & Zip Code: _____

Telephone: _____ **Fax:** _____

Email: _____

Submitted By: _____

Title: _____

Accounting Contact:

Name: _____ **Title:** _____

Email Address: _____ **Phone:** _____

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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 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 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 list. (Please attach a copy of the final order.)

____ The person or affiliate has not been placed on the convicted 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

EXHIBIT "C"

DRUG-FREE WORKPLACE CERTIFICATION

The below-signed INDIVIDUAL 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 individual 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

EXHIBIT "D"

E-VERIFY STATEMENT

Bid/Proposal Number: _____

Project Description: _____

I acknowledges and agrees to the following:

I 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 INDIVIDUAL during the term of the Contract to perform employment duties within Florida; and

2. All persons assigned by the INDIVIDUAL 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

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 individual presenting this submittal, confirms understanding and/or agreement and/or takes exception with any statement in the following sections of this ITB/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

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 not 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.

_____ My Commission expires: _____
Notary Signature

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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.

_____ My Commission expires: _____
Notary Signature

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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

CITY OF FERNANDINA BEACH, FLORIDA
ADDENDUM NO. 1
For RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

City of Fernandina Beach
204 Ash Street
Fernandina Beach, FL 32034

ADDENDUM No. 1

The following changes are applicable to the original documents and specifications of **RFP 24-02**. This Addendum No.1 now becomes part of the original Invitation to Bid and shall be acknowledged by attaching a copy of this Addendum, signed by an authorized representative of the person or firm submitting the bid. Failure to do so may disqualify the bid submittal.

Submitters shall thoroughly familiarize themselves with the contents of this Addendum before submitting the bid.

NAME: _____TITLE: _____

ADDRESS: _____

CITY: _____STATE: _____

AUTHORIZED SIGNATURE: _____DATE: _____

CITY OF FERNANDINA BEACH, FLORIDA
ADDENDUM NO. 1
For RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

1. In the Introduction on page 1 of the RFP, the instructions note that the "Price Submittal Form" (Exhibit A-1) must be used when submitting the bid. I did not see a copy of this exhibit in the RFP. Could you send me a copy of Exhibit A-1? Please ignore the reference to 'Exhibit A-1" Bid Pricing Form. This was an oversight.

2. In Item 16 on page 11 of the RFP, there is a link to obtain the required EPLS results to include in the proposal. When I click on the link, it returns a 404 error. Could you send me an updated link/instructions on how to obtain the required results? www.Sam.gov

3. What is the approved or anticipated budget for this project? $50,000.00

CITY OF FERNANDINA BEACH

REQUEST FOR PROPOSALS

The City of Fernandina Beach will receive sealed competitive responses for requirements for the following until no later than **2:00PM(EST) February 09, 2024.**

RFP 24-02

HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

RFP Documents and Specifications are available to download from the City of Fernandina Beach website, www.fbfl.us/bids and the Demandstar website at www.demandstar.com. Questions regarding the RFP requirements or process can be directed in writing to Wanda Weaks, Purchasing Agent at wweaks@fbfl.org.

CITY OF FERNANDINA BEACH
204 ASH STREET
FERNANDINA BEACH, FL 32034

CITY OF FERNANDINA BEACH ITB OPENING TALLY

RFP 24-02 - February 9, 2024 2:00PM
RFP Name: HISTORIC DOWNTOWN DESIGN GUIDELINES UPDATES
Attended by: **Kelly Gibson, Lisa Finkelstein, and Wanda Weaks**

DATE/TIME REC'D	COMPANY NAME/LOCATION	DOWNTOWN DESIGN GUIDELINES UPDATE - LUMP SUM AMOUNT	AMELIA RIVER WATERFRONT CRA DESIGN GUIDELINES UPDATE - LUMP SUM AMOUNT	TOTAL PROJECT COST	EXHIBITS A-H	ADDENDUM NO 1
02/09/2024 1:38PM	Terracon Consultants, Inc. Jacksonville, FL	$ 50,000.00	$ 35,000.00	$ 85,000.00	√	√
02/09/2024 11:06PM	Designing Local, Columbus, Ohio	$ 50,000.00	$ 20,000.00	$ 70,000.00	√	√
02/07/2024 10:41AM	Johnson, Mirmiran & Thompson, Inc, (JMT) Jacksonville, FL	$ 49,966.48	will discuss once a scope of work is defined further		√	√
02/09/2024 9:28AM	Marquis Latimer & Halback, Inc. St. Augustine, FL	$ 34,916.00	$ 14,964.00	$ 49,880.00	√	√
02/09/2024 11:06AM	PaleoWest, LLC d/b/a Chronicle Heritage, Tallahassee, FL	$ -	$ -	$ 146,737.50	√	√

This is a preliminary summary of the submittals as they were opened and announced at the bid opening. Contractor/Vendor should not assume award until after final/review/recommendation for award

DESIGNING LOCAL

RFP 24-02

FERNANDINA BEACH DOWNTOWN HISTORIC DISTRICT DESIGN GUIDELINES

FEBRUARY 9, 2024



PRIMARY CONTACT

JOSH LAPP, AICP

josh@designinglocal.com | 614.607.1557

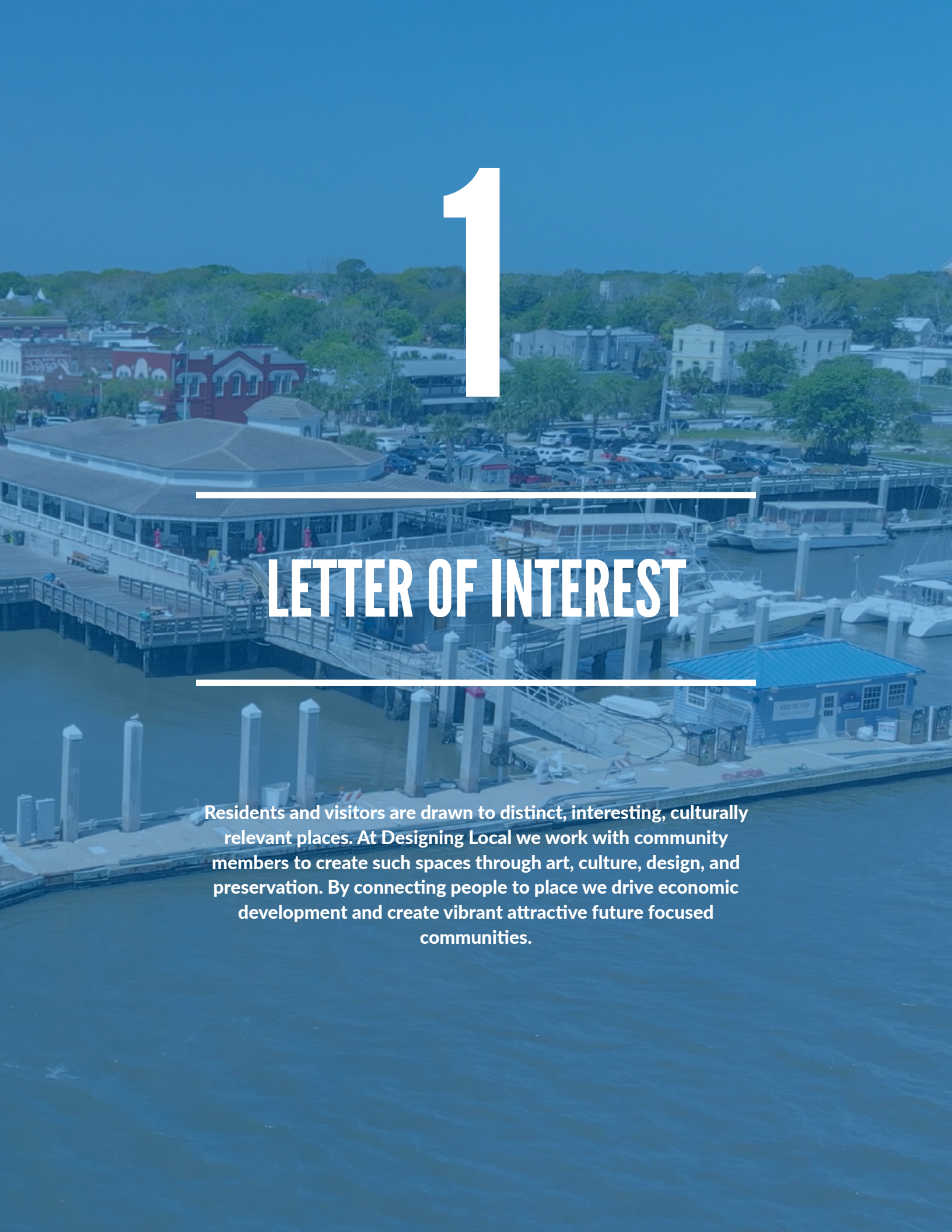
20 East Broad Street, Suite 1010

Columbus, Ohio 43215



YOUR PLACE. REVEALED.

PRESERVE THE PAST AND PLAN THE FUTURE FOR A COMPELLING LOCAL IDENTITY



1

LETTER OF INTEREST

Residents and visitors are drawn to distinct, interesting, culturally relevant places. At Designing Local we work with community members to create such spaces through art, culture, design, and preservation. By connecting people to place we drive economic development and create vibrant attractive future focused communities.

OUR LEGACY IS OUR FUTURE.

We are excited about the opportunity to support the preservation of the Fernandina Beach Historic Downtown District that is home to an impressive 444 historic structures. Updating the existing Historic District Guidelines with visuals and illustrations will better communicate the appropriate treatments that will be critical to maintaining the local heritage and character of Fernandina Beach. Our approach to achieving these goals is to identify and communicate the unique qualities of Fernandina Beach and invest in the enhancement of this identity through the creation of a user-friendly guide that provides clear direction to historic property owners and developers. We look forward to the possibility of working with the City of Fernandina Beach to create an illustrative guide that contains best practices to accomodate new, modern construction and restoration techniques within the Historic District. We also understand there are other adjacent developments to the Historic District, such as the Amelia River Waterfront Community Redevelopment Area (CRA), that would benefit from further articulation in coordination with the update to the Historic Downtown District Guidelines.

OUR MISSION

WE POSITION DESIGN GUIDELINES AS A TOOL FOR GROWTH AND REVITALIZATION.

We view a community's built environment as the primary element which defines the community's identity and formulates the experience of residents and visitors. We will approach the Downtown Historic District Design Guidelines project with a balanced approach that sets a clear path forward for new design while leveraging existing assets to reinforce the sense of place, provide clear and appropriate guidance to historic property owners, and encourage revitalization and preservation in the community.

WE CREATE CLEAR AND USABLE GUIDELINES SUPPORTED BY VISUALIZATION TOOLS.

We believe that a document can only be successful if it is supported by a community engagement-driven approach. We also believe that any project must have an inspiring vision to be successful. This vision must be communicated through strong and compelling tools including clearly defined goals, a concise and easy to understand final document, and vibrant visualizations that are accepted by the community.

WE ARE AN ORGANIZED, EFFICIENT, AND RESPONSIVE CONSULTANT TEAM.

Our team stresses process, communication, and attentiveness. We will provide strong project organization and support to the City of Fernandina Beach staff. We are also flexible and will adapt and modify the process in response to any detours along the way. The proposed team regularly travels to projects in cities, towns, and villages across the country to provide specialized planning expertise, including for multiple communities in Florida. We are actively working with the City of Port St. Lucie, Florida to provide ongoing public art program implementation support.

WE BRING NATIONAL EXPERIENCE WITH HISTORIC PRESERVATION GUIDELINES.

As an Ohio-based planning firm with national reach, our team has over eight years of experience providing historic preservation planning and are qualified under the Federal Historic Preservation Professional requirements as described in the United States Secretary of the Interior's Standards for Archeology and Historic Preservation (48 FR 44716).

Please see the enclosed proposal in support of this project. If selected, we look forward to working with you to adjust the scope and arrive at an acceptable fee. On behalf of our team, we appreciate the opportunity to submit our qualifications to you and your community partners who are committed to the historic preservation of Fernandina Beach.

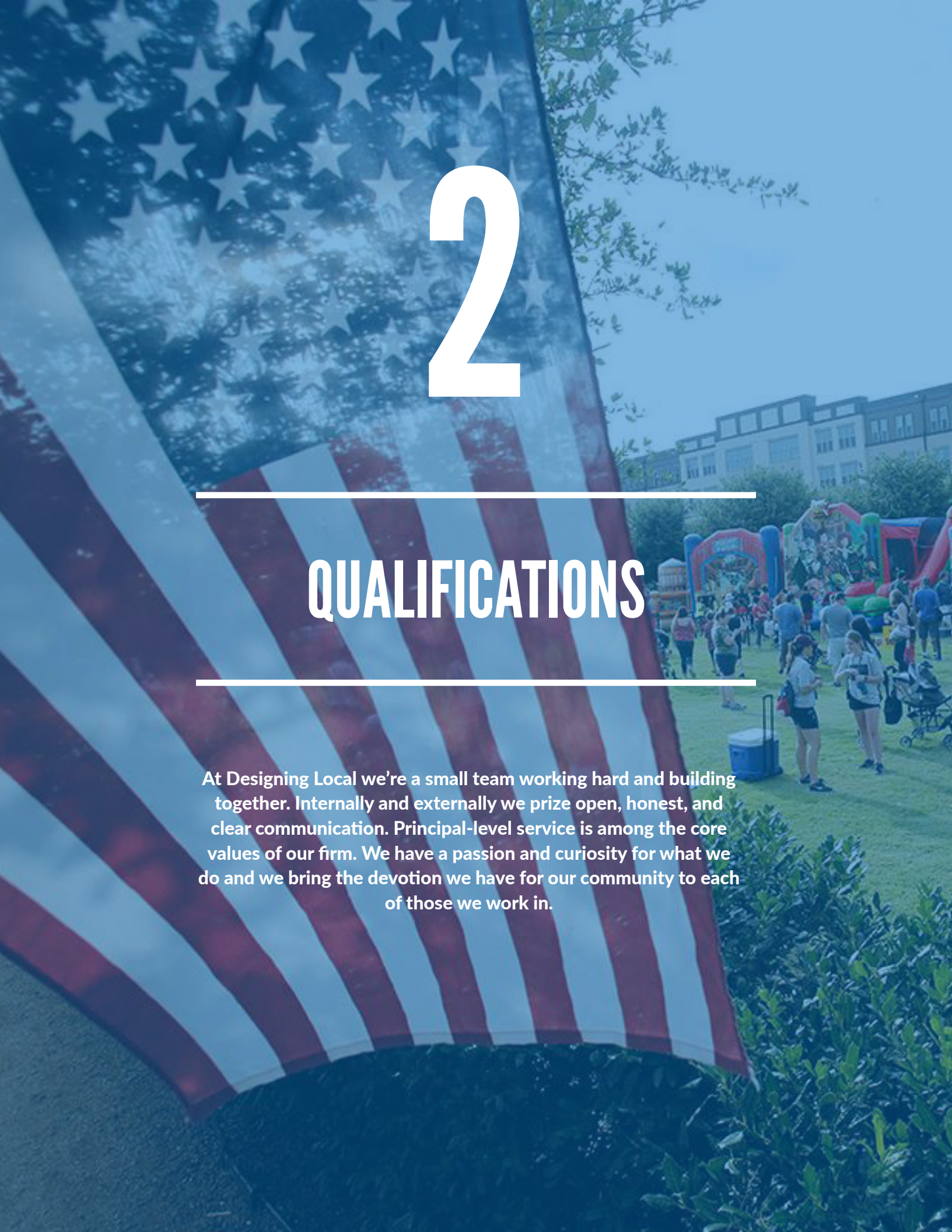
Sincerely,

Josh Lapp, AICP
Principal & Co-Founder
josh@designinglocal.com | 614.607.1557
(Primary Contact)

Amanda Golden
Managing Principal & Co-Founder
amanda@designinglocal.com

Matt Leasure, AICP PLA LEED AP
Principal
matt@designinglocal.com

DESIGNING LOCAL
20 East Broad Street, Suite 1010 | Columbus, OH 43215 | www.designinglocal.com



2

QUALIFICATIONS

At Designing Local we're a small team working hard and building together. Internally and externally we prize open, honest, and clear communication. Principal-level service is among the core values of our firm. We have a passion and curiosity for what we do and we bring the devotion we have for our community to each of those we work in.



BACKGROUND

We've built a practice around our desire to create vibrant, engaging, and authentic places.

Designing Local is a certified woman-owned business dedicated to helping communities connect people to place through culture. Founded in 2014 in Columbus, Ohio, our firm was born from the belief that design, art, culture, historic preservation, and other important unique attributes of communities are often overlooked in the planning process. We bring an authentic curiosity and passion to our work.

We recognize that prosperity and economic development come from strategically planning and investing in our communities culture and unique assets. The result: better community relations, increased pride and ownership by stakeholders, and revered places that people and businesses naturally choose to be a part of. We seek to help communities grow their pride, realize their ability to influence the future, and create a prosperous community for all.

Our process is straightforward and simple. Through robust and creative public engagement we help to extract the story of the place in which we are working. We take that story, as told by the community itself, and help translate that into a unique, interesting, and powerful built environment.

LOCATION

Designing Local, Ltd.
20 East Broad Street, Suite 1010
Columbus, Ohio 43215

BUSINESS REGISTRATIONS

DESIGNING LOCAL

STATE OF OHIO

- Certified Women-Owned Business Enterprise (WBE)

CITY OF COLUMBUS

- Certified Female Business Enterprise (FBE)
- Authorized Services: Urban Planning, Public Art, Public Engagement, Historic Preservation

OHIO DEPARTMENT OF TRANSPORTATION

- Certified Disadvantaged Business Enterprise (DBE)
- Authorized Services: Bicycle Facilities and Enhancement Design, City/Land Use/Town/Urban Planning, Graphic Design Services

DESIGNING LOCAL
LANDSCAPE ARCHITECTURE

OHIO ARCHITECTS BOARD

Local Studio, LLC dba Designing Local Landscape Architecture is an affiliate of Designing Local and is able to provide landscape architectural services in Ohio which require technical design documentation for zoning/ building permitting and construction.

- Business Registration: Architects Board, FIRM.18314025
- Individual Registration: Architects Board, Matthew Leasure, LA.0701159

SERVICES



PUBLIC ART & CULTURAL PLANNING

We work with communities to create policies, implementation plans, and review processes for public art and cultural facilities. We author plans which articulate a community's desire to implement a vision for public art. We also manage the process for procuring art on behalf of our clients including the creation of calls for submissions, facilitation of juried review processes, and management of contracting processes.



HISTORIC PRESERVATION

We prepare applications for federal and local historic tax credits and guide our clients through the process of completing a project in compliance with program regulations. We research historic places and generate the documentation, photography, and mapping required for nominations of sites to the National Register of Historic Places and local registers. We also work with communities to develop appropriate guidelines and policies for preservation of historic resources and to outline appropriate new development in historic districts.



URBAN PLANNING & DESIGN

We collaborate with municipalities and the public to create plans for corridors, districts, parks, and neighborhoods. We also work with property owners and developers to test various approaches to site development and to determine associated yields for use in pro formas and entitlement strategies. Our work is communicated in visually compelling plan documents.



PUBLIC ENGAGEMENT

We develop creative and effective methods for public input through interactive activities and strong communication. We build consensus around a strategic vision through on-site graphic production, group discussions, and iterative feedback. We also facilitate online public engagement through the use of various digital tools and services.



LANDSCAPE ARCHITECTURE

We design public spaces including parks, streets, open spaces, plazas, playgrounds, and gardens. We are able to provide all phases of technical documentation including construction documentation, cost estimating, and construction oversight. We currently have multiple projects in various stages of design and construction.

JOSHUA LAPP, AICP

PRINCIPAL| DESIGNING LOCAL

PROJECT ROLES: PROJECT MANAGER / PRESERVATION PLANNER

Josh is a Principal and Co-Founder of Designing Local. He has twelve years of professional experience in urban planning on a variety of project types. Driven by the desire to create actionable plans with easy wins for clients and the community, Josh's favorite projects are those that have a complex issue at the center. His broad knowledge of planning related issues have provided clients with well-rounded, highly researched recommendations to move cultural initiatives forward. At Designing Local, Josh oversees historic preservation tax credits, national register nominations, and historic preservation plans. He has worked on dozens of arts and culture planning initiatives across the country, developed broad public engagement opportunities for Public Art Master Plans and Cultural Plans, and has managed over 20 state and federal historic tax credits in Ohio amounting to over $50 million in investment in historic buildings in Columbus alone.



RELEVANT EXPERIENCE

- Sandusky Preservation Design Guidelines | Sandusky, Ohio | Project Manager
- Frankfort Special Capital District Design Guidelines | Frankfort, Kentucky | Project Manager
- Downtown Mansfield National Register Nomination | Mansfield, Ohio | Project Manager
- Cape May County Creative Placemaking Plan | Cape May, New Jersey | Project Lead | ASLA Ohio 2019 Merit Award, Communications + Research
- Corning Public Art Plan | Corning, New York | Project Manager
- Brockton Publicly Accessible Public Art Plan | Brockton, Massachusetts | Planner
- Plain City Community Plan | Plain City, Ohio | Project Manager
- Downtown Caldwell Revitalization Plan | Caldwell, Ohio | Placemaking Lead
- Ohio & Erie Canal Southern Descent Heritage Trail Planning | Southern Ohio | Urban Planner
- Ohio and Erie Canal Southern District National Register Nomination | Southern Ohio | Urban Planner | 2019 Public Education and Awareness Award: Ohio History Connection
- New Albany Design Guidelines Technical Training | New Albany, Ohio | Project Manager
- University District Arts and Character Plan | Columbus, Ohio | Project Manager
- The Essence of Athens Plan | Athens, Ohio | Principal, Engagement Strategist
- Downtown Mansfield National Register Nomination | Mansfield, Ohio | Project Manager
- Roscoe Village, Ohio Heritage Tourism Plan, Ohio Humanities Council Grant

EDUCATION

- Bachelor of Science in City & Regional Planning, The Ohio State University

ACCREDITATIONS

- Member, American Institute of Certified Planners

APPOINTMENTS

- Commissioner, Near East Area Commission
- Former Chair of Board, Transit Columbus Multi-Modal Advocacy Group
- Former Commissioner, Create Columbus Commission
- Former Commissioner, Italian Village Historic Review Commission

MATT LEASURE, AICP PLA LEED AP

PRINCIPAL| DESIGNING LOCAL

PROJECT ROLE: URBAN PLANNER & DESIGNER

Building upon his 19 years of professional experience, Matt leads the firm's urban design and landscape architecture projects. His involvement in numerous large scale planning efforts and built projects translate into ambitious and context-driven plans that are grounded in the realities of constructibility, regulatory processes, and cost. He has been a key design team member for award-winning projects across Ohio and the Midwest, including municipal land-use plans, strategic master plans, waterfronts, public spaces, community parks, and private developments. Matt is also a strong proponent of public engagement as a key element of the creative process. He is a past president of Columbus Landmarks, serves on the Columbus Brewery District Commission, and is the instructor for the ULI Hines Student Competition course at the Knowlton School of Architecture.



RELEVANT EXPERIENCE

- Sandusky Preservation Design Guidelines | Sandusky, Ohio | Project Lead, Landscape Architect of Record
- Ohio & Erie Canal Southern Descent Heritage Trail Planning | Southern Ohio | Urban Planner & Designer
- Ohio and Erie Canal Southern District National Register Nomination | Southern Ohio | Urban Planner | 2019 Public Education and Awareness Award: Ohio History Connection
- Cape May County Creative Placemaking Plan | Cape May, New Jersey | Project Lead | ASLA Ohio 2019 Merit Award, Communications + Research
- Downtown Mansfield National Register Nomination | Mansfield, Ohio | Urban Planner
- Dublin Arts Council Grounds Enhancements | Dublin, Ohio | Project Lead
- Columbus Urban Forestry Master Plan | Columbus, Ohio | Engagement Planner
- Marysville Five Points Concept Study | Marysville, Ohio | Project Lead
- Delaware County Courthouse Entry Plaza | Delaware, Ohio | Landscape Architect of Record
- Walnut Creek Entry Signage | Walnut Creek, Ohio | Project Manager
- Sandusky Public Art and Placemaking Plan | Sandusky, Ohio | Urban Designer
- Ohio Wesleyan University Slocum Hall Entry Improvements | Delaware, Ohio | Landscape Architect of Record
- Columbus North International School Site Improvements | Columbus, Ohio | Landscape Architect
- Brookhaven High School Site Improvements | Columbus, Ohio | Landscape Architect

EDUCATION

- Master of City & Regional Planning, The Ohio State University
- Bachelor of Science in Landscape Architecture, The Ohio State University

ACCREDITATIONS

- Professional Landscape Architect, Ohio #0701159; New Jersey #21AS00139500; Indiana #LA22200008; Kentucky #1025
- Member, American Institute of Certified Planners
- LEED Accredited Professional, US Green Building Council

APPOINTMENTS

- Historic Resources Commissioner, City of Columbus
- Columbus Landmarks, Past President & Former Advocacy Committee Chair
- OSU Knowlton School of Architecture, Auxiliary Faculty
- Former Brewery District Commission Vice-Chair, City of Columbus

MEMBERSHIPS

- American Society of Landscape Architects
- American Planning Association

JASMINE METCALF

URBAN PLANNER | DESIGNING LOCAL

PROJECT ROLE: PLANNER & GRAPHIC DESIGNER



Jasmine is an urban planner who has spent time in a variety of niche roles from Aviation Master Planning, to Community Development, and Real Estate & Hospitality Marketing. She has landed at Designing Local bringing skills in creative production, project management, graphic design, creative technologies, community building, and storytelling. She holds a Bachelors of Urban Planning and a Minor in Architectural Studies from the University of Cincinnati's School of Design, Architecture, Art, and Planning.

Jasmine has a strong passion for creative strategic solutions that enhance our environments, particularly urban areas that prioritize the well-being of people while adding value and interest to communities.

RELEVANT EXPERIENCE

- Mooresville Public Art Plan | Mooresville, North Carolina | Planner
- Corning Public Art Plan | Corning, New York | Urban Planner
- Fairfield Town Center Placemaking Plan | Fairfield, Ohio | Project Manager
- Danville Arts Master Plan | Danville, Virginia | Planner
- Woodstock Public Art Plan | Woodstock, Georgia | Planner
- Dr. Martin Luther King Jr. Public Monument | Fort Wayne, Indiana | Planner
- Richmond International Airport Public Art Plan | Richmond, Virginia | Urban Planner
- Canton Public Art Plan | Canton, Georgia | Planner
- Brockton Publicly Accessible Public Art Plan | Brockton, Massachusetts | Planner
- Lawrence Arts in Parks | Lawrence, Kansas | Urban Planner
- Queen Creek Arts & Placemaking Plan | Queen Creek, Arizona | Planner
- Erie Public Art Implementation | Erie, Colorado | Planner
- Erie Public Art and Placemaking Plan | Erie, Colorado | Planner
- Pinellas Park Public Art Master Plan | Pinellas Park, Florida | Planner
- Baltimore Washington Thurgood International Airport Master Plan | Strategic Master Planning Co-op*
- Mexico City Texcoco Airport Master Plan | Strategic Master Planning Co-op*
- Martin State Airport Museum Conceptual Design | Designer*
- Beyond the Curb Urban Living | Marketing Support*
- Historic Revitalization and Redevelopment Support in Kentucky: Bellvue, Covington, Dayton, Ludlow, Newport | Co-op*

**Projects completed with a previous employer*

EDUCATION

- Bachelors of Urban Planning, The University of Cincinnati School of Design, Architecture, Art, and Planning

ALAINA FOSTER

HISTORIC PRESERVATIONIST

PROJECT ROLE: HISTORIC PRESERVATIONIST

Alaina is a historic preservationist with 7 years of experience working in cultural resource management, and public outreach. Alaina fell in love with historic preservation when she saw the connection a community can have with its history while in Charleston, South Carolina. Her professional interests range from applied anthropology, cultural heritage preservation, and helping communities tell inclusive histories. Alaina is currently in her last year of graduate school at Ursuline College where she is pursuing a MA in Historic Preservation. Alaina's preservation experience includes historical research, archaeological field work, historical artifact identification, oral history work, grant writing, and feasibility assessments. Before starting with Designing Local, Alaina worked with a local restoration company fabricating and restoring historic doors and windows.



RECENT RELATED PROJECTS

- Richmond Airport Public Art Plan | Richmond, Virginia | Historic Preservationist
- Brockton Downtown Public Art Plan | Brockton, Massachusetts | Historic Preservationist / Researcher
- Erie Public Art & Placemaking Plan | Erie, Colorado | Historic Preservationist
- Downtown Queen Creek Arts & Placemaking Master Plan | Queen Creek, Arizona | Historic Preservationist
- Lafayette Hotel Revitalization Plan | Marietta, Ohio | Historic Preservationist

HISTORIC TAX CREDIT APPLICATIONS

- 1005 Madison | Covington, KY
- 1017 Madison | Covington, KY
- The Ohio Building | Sidney, OH
- Hotel Covington | Covington, KY
- Parkwood Apartments | Columbus, Ohio
- Mechanics Bank | Mansfield, OH
- Pythian Theater | Columbus, OH
- 777 N 4th Street | Columbus, OH

NATIONAL REGISTER OF HISTORIC PLACES NOMINATIONS

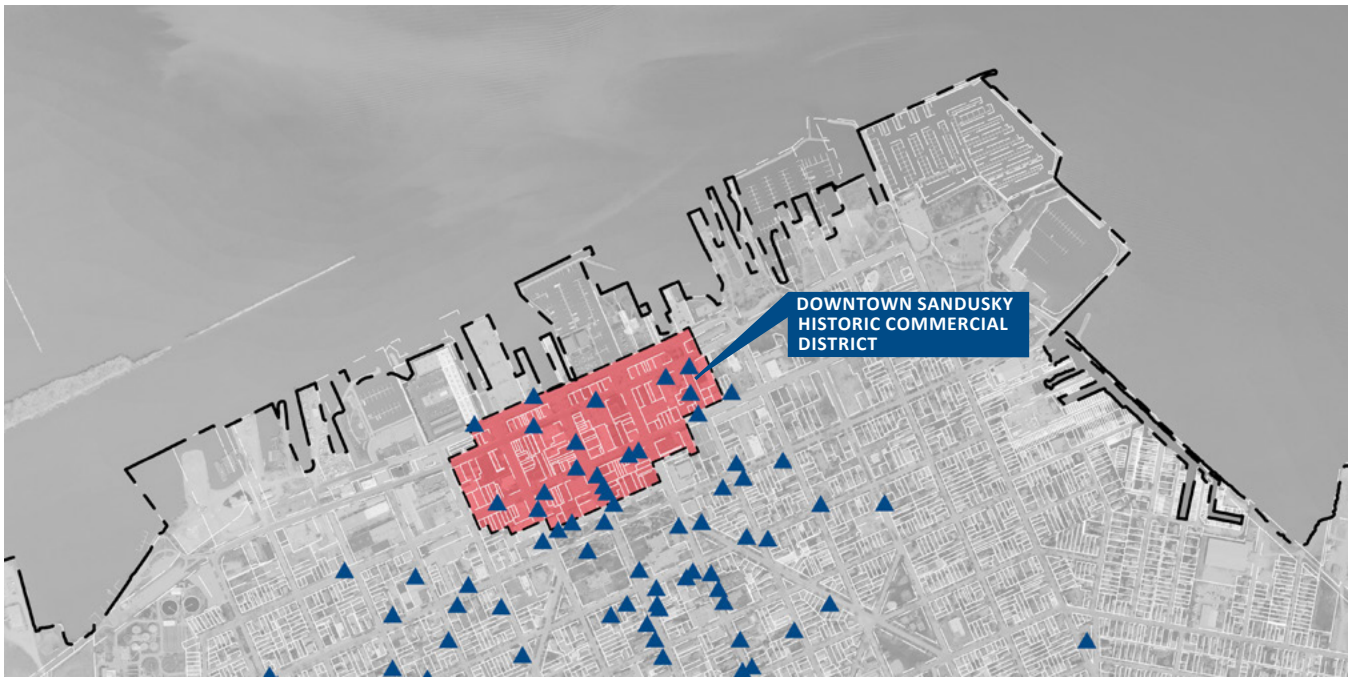
- 1505 E. Main St./McClure Nesbitt Motor Company | Columbus, Ohio

EDUCATION

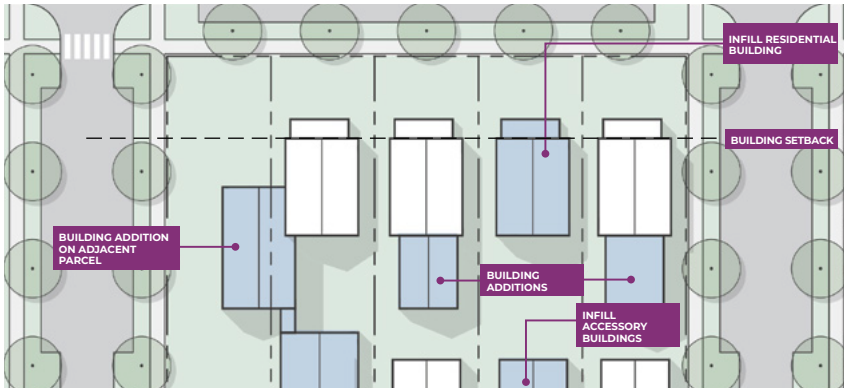
- Master of Arts in Historic Preservation (In Process) Ursuline College
- Bachelors of Science in Anthropology
  College of Charleston
- Bachelor of Arts in Archaeology
  College of Charleston

MEMBERSHIPS

- Lambda Alpha National Anthropology Society







PRESERVATION DESIGN GUIDELINES

SANDUSKY, OHIO

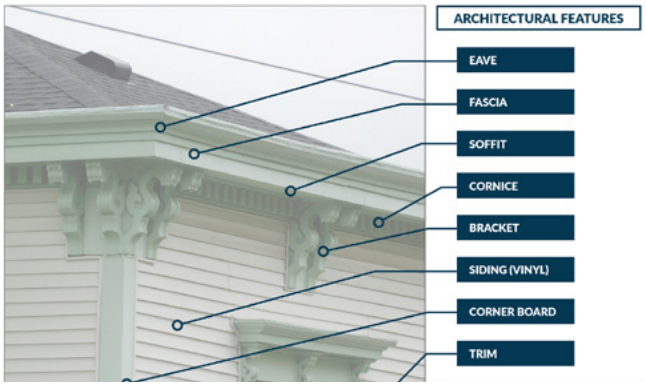
Click Here to See the Final Plan

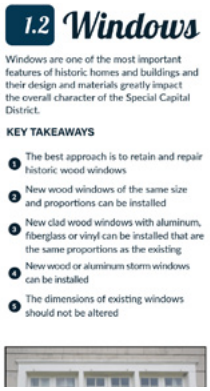
The City of Sandusky is experiencing a boom in downtown redevelopment, especially with updates to historic buildings. Since the existing Design Guidelines were created in 2007 and have received minimal update since their adoption, a comprehensive review was needed to allow enhanced guidance for new developments. Preserving these structures, while allowing them to take on new life, will provide direction for historic preservation in Sandusky which is an economic catalyst for the community and enhances its identity. The project team facilitated one-on-one discussions with various community stakeholders including historic preservation enthusiasts; building owners, architects and residents who had been through the design review process; city staff, members of Landmarks Commission and related commissions, and leadership. These conversations formed the basis of the project team's understanding of the status of the existing guidelines as well as general preservation and development issues throughout Sandusky. The Design Guidelines includes a substantial revision to the format and organization of the 2007 guidelines document. This includes diagrammatic graphics, a visual history of the City, and a reorganization of various items. Through the Secretary of the Interior's Standards and these guidelines, a variety of Sandusky's historic and architectural resources will be protected and enhanced.

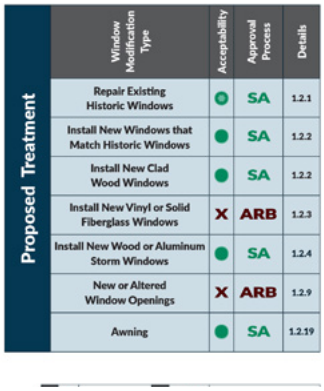
PROJECT INFO

Client: City of Sandusky, Ohio
Role: Prime Consultant
Team: Latus Studio (Subconsultant)
Time: 2023









SPECIAL CAPITAL DISTRICT DESIGN GUIDELINES

FRANKFORT, KENTUCKY

Click Here to See the Final Plan

The Special Capital District is one of the three City of Frankfort historic districts, mostly focused on residential properties. The District exists to help preserve historic buildings in the neighborhood to ensure that the history of Frankfort lives on well into the future. Establishing Downtown Historic District Design Guidelines will encourage the renovation, rehabilitation and preservation of older neighborhoods in Frankfort that have special or unique features or important associations with the City's historical development.

The team evaluated the existing historic buildings in the district and examined the needs and desires of residents and property owners through engagement sessions and public design workshops. Topics addressed included the renovation of historic properties, including construction materials, as well as the design of newly constructed buildings.

The new design guidelines for the Special Capital District create cohesive guidelines with the other two historic districts in Frankfort and solidify continued preservation and investment in the community's historic resources.

PROJECT INFO

Client: City of Frankfort, Kentucky
Role: Prime Consultant
Team: Benjamin D. Rickey & Co. (Subconsultant)
Time: 2022-2023







NEW ALBANY DESIGN GUIDELINES TECHNICAL TRAINING

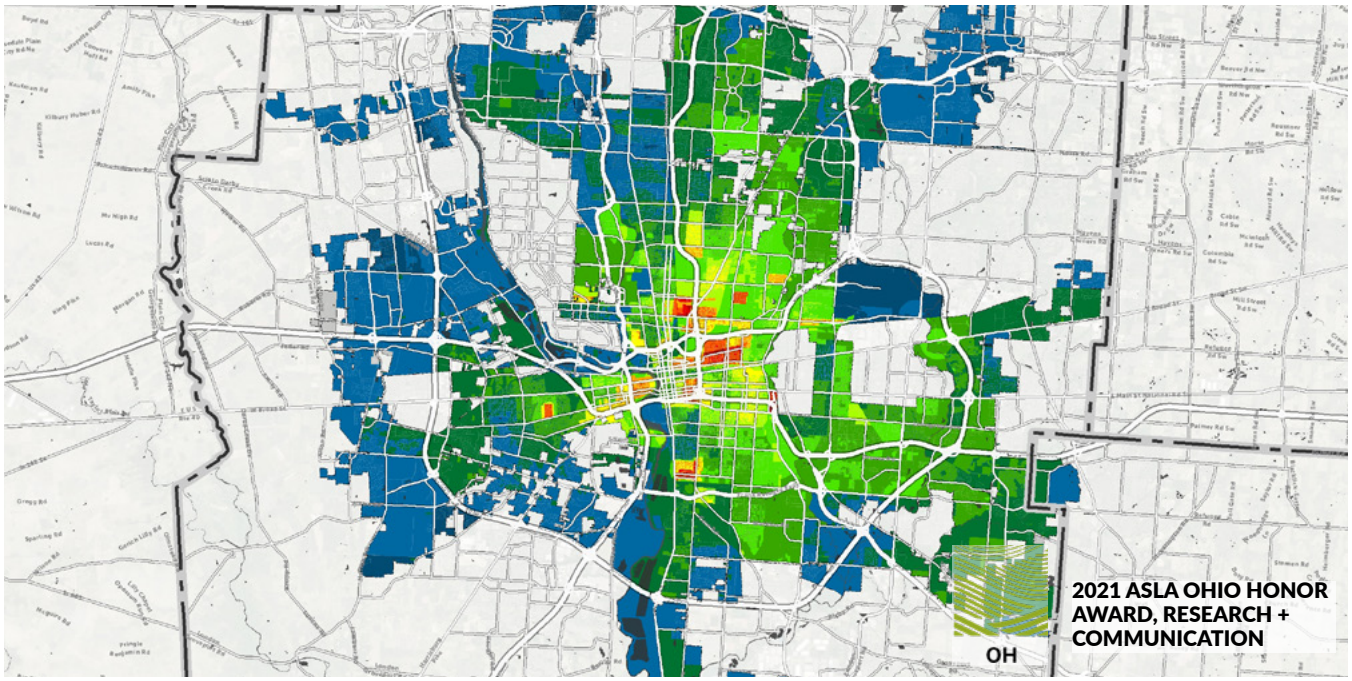
NEW ALBANY, OHIO

The best community design guidelines are often the most accessible and usable. Municipalities work hard to shape their built environments by writing and implementing thoughtful design standards.

Unfortunately, printed guideline documents tend to end up on shelves, collecting dust. The City of New Albany realized this, and invested in video design guideline training to save money on training over time and created more interesting and engaging content. The New Albany Design Guideline videos were carefully curated and edited to assist design professionals, developers, and citizens in understanding the architectural and design requirements of New Albany. The videos are use-on-demand and have lessened reliance on in-person training sessions. Members of architectural review boards and commissions have the ability to train themselves anytime, anywhere with easily sharable lessons. The greater citizenry can also learn about their community's character, special story, and how they can contribute. The Designing Local team delivered the Design Guideline Video Training Series web portal to The City of New Albany, Ohio. New Albany has an instantly recognizable design standard for new construction and high expectations. The portal and training documents can be viewed at http://designguidelines.newalbanyohio.org/.

PROJECT INFO

Client: City of New Albany, Ohio
Role: Prime Consultant
Team: Benjamin D. Rickey (Subconsultant)
Time: 2015







COLUMBUS LANDMARKS ADVOCACY MAPPING

COLUMBUS, OHIO

Click Here to See the Final Plan

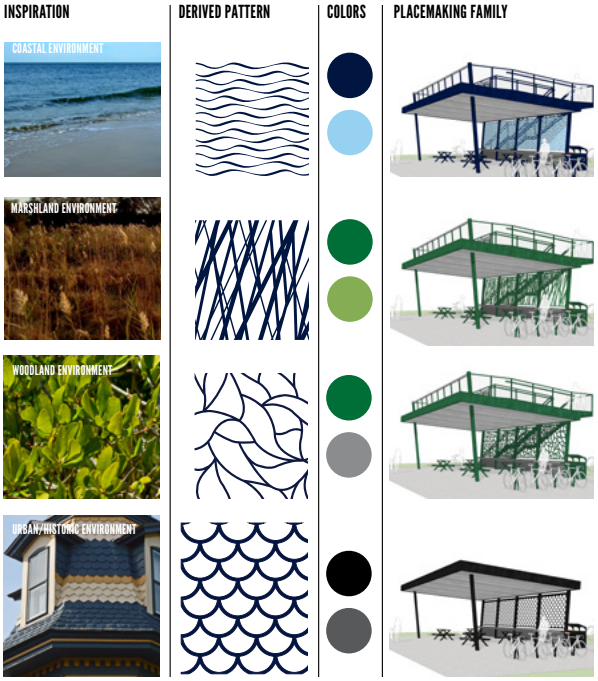
Columbus Landmarks has produced numerous surveys of historic resources throughout Columbus during its 40+ year history. These surveys and reports are still utilized today to inform various advocacy and outreach efforts. However, they are not easily accessible to the Board of Trustees or the public. To better support various education and advocacy efforts, it became clear that compiling these studies and reports into a location-based database was necessary.

Through his Landmarks Board service, Matt Leasure worked with staff and volunteers to develop a GIS-based digital map of various Columbus Landmarks content including most endangered sites, watchlist sites, lost sites, award winners, and other notable projects. Highly visual maps were produced from the database for use in the Columbus Landmarks 2021-2024 Strategic Plan. Additionally, the maps were utilized to communicate the 2021 Most Endangered Sites to the public, and to inform various advocacy, education, and development initiatives.The mapping effort is intended to be a living product which will be constantly updated with new endangered sites, watchlist sites, and demolished sites. The goal is to make Columbus Landmarks' advocacy efforts more accessible and user-friendly for the general public.

PROJECT INFO

Client: Columbus Landmarks
Role: In-kind Consultant as Part of Board Service
Time: 2019-2021

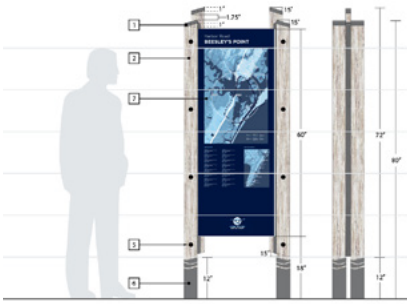




LOGO DESIGN

OPEN SPACES
CAPE MAY COUNTY





CAPE MAY COUNTY CREATIVE PLACEMAKING PLAN

CAPE MAY COUNTY, NEW JERSEY

Click Here to See the Final Plan

In 1989, Cape May County initiated a taxpayer-funded program to purchase or protect open space and farmland throughout the County. The program proved successful and was eventually expanded to include funding of parks, recreational amenities, and historic preservation projects. While the program has been extremely successful in meeting its mission, it has relatively low public recognition.

To build awareness of the program and to increase the quality of funded projects, the County initiated a Creative Placemaking Plan which created a brand identity, standards for park design elements and amenities, and a demonstration site design.

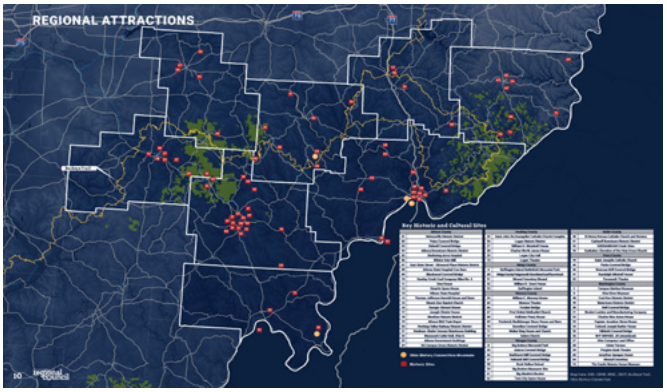
Designing Local was selected through a competitive process to lead the creative placemaking plan. The team facilitated four total workshops to garner input from key stakeholders and to develop and test ideas. A key part of the process was the creation of a community character framework which defines the unique sense of place present in Cape May County. This was utilized to drive the creation of the brand identity guidelines. The community character framework was also utilized in the design of various signage, site amenity, and architectural concepts throughout the County.

PROJECT INFO

Client: Cape May County
Role: Prime Consultant
Time: 2018-2019
Team: MKSK (Subconsultant)







DOWNTOWN REVITALIZATION WORKSHOPS & GUIDEBOOK

SOUTHEAST OHIO

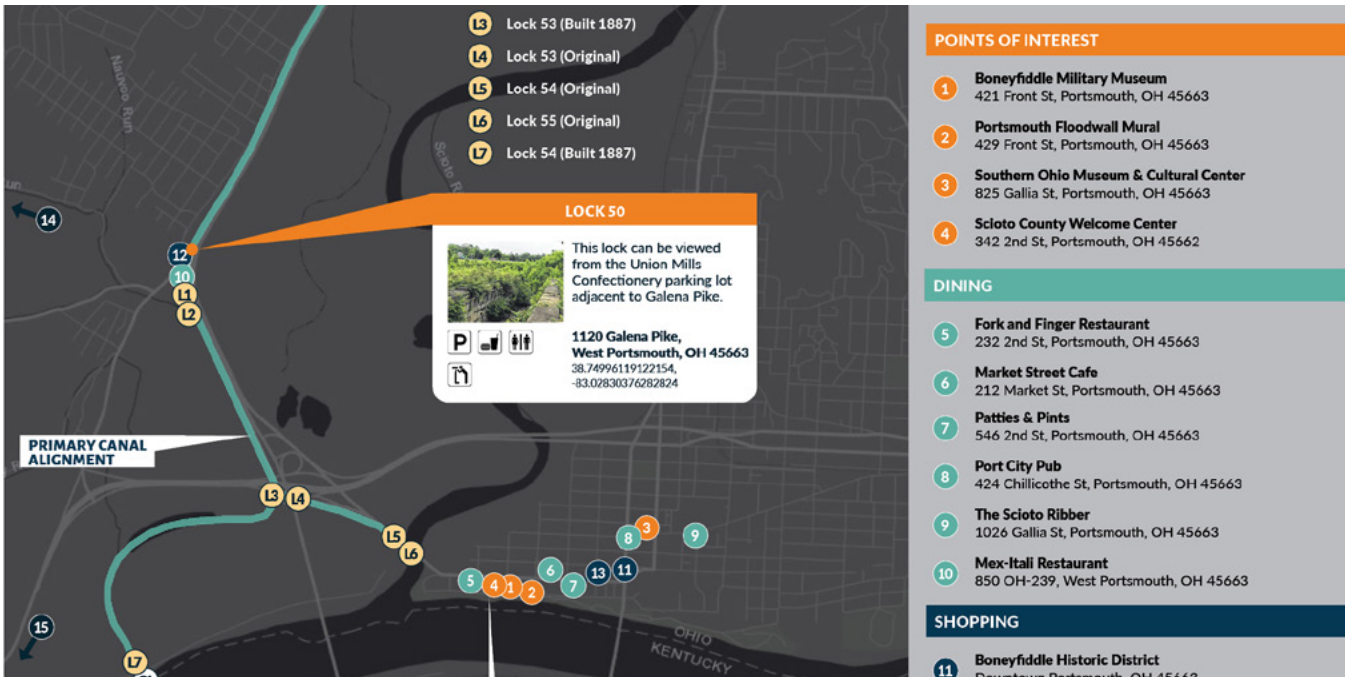
Click Here to See the Final Plan

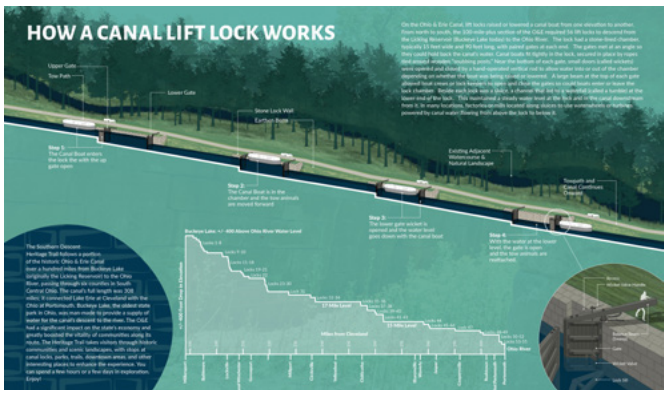
The Buckeye Hills region consists of eight counties in Southeast Ohio, each with a variety of small cities and villages. Some of these communities have strong civic infrastructure with the ability to fund and manage projects, while others have very limited resources. There was a need to provide technical assistance to these communities to promote revitalization while also providing some fresh ideas and energy.

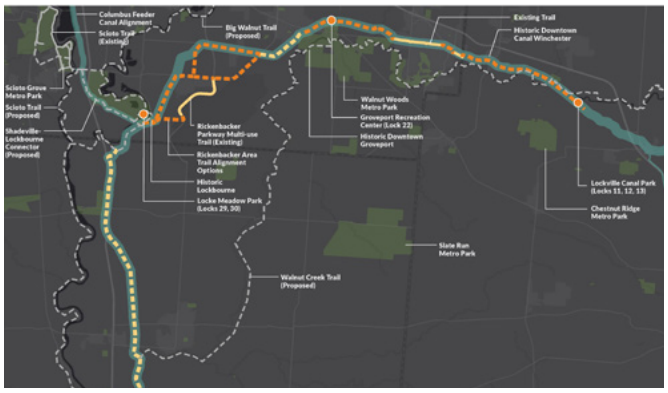
BHRC organized a series of eight in-person workshops, one for each of its member counties. Designing Local presented a robust slideshow and facilitated discussion throughout each of the two-hour sessions. Each session's attendees asked a range of questions based on the key issues they were experiencing. Common themes included a strong sense of community pride, a desire to revitalize and grow, an interest in recreation tourism, the degradation of historic buildings, and the lack of an ability to generate matching funds to apply for various grants and other funding streams. Designing Local worked alongside BHRC to produce a Downtown Revitalization Guidebook. This illustrative document is currently in circulation and will provide communities in the BHRC region with the ideas and tools they need to create strong revitalization strategies.

PROJECT INFO

Client: Buckeye Hills Regional Council
Role: Prime Consultant
Time: 2022







OHIO & ERIE CANAL SOUTHERN DESCENT HERITAGE TRAIL

SOUTHERN OHIO

Click Here to See the Final Plan

The Canal Partners is a coalition of communities in Southern Ohio along the alignment of the Southern Descent of the Ohio & Erie Canal. These communities have existing and lost features of the canal, as well as numerous related historical elements. The goal of the Canal Partners is to create a heritage trail that will attract tourists throughout the corridor and to communicate the history of the canal system to a broad audience.

The grant-funded project includes several team members including the project leaders, a graphic design consultant, the partner communities, and Designing Local. The initial phase included engagement of the Canal Partners through workshops and a survey. This phase also included mapping of the resources and other sites along the trail. Once this was completed, Designing Local created a highly visual map booklet of the sites with descriptions of the various elements as well as a prototype trailhead design. Part of the project studied bike and pedestrian trail connections to the canal alignment. The end product will be used by the partner communities in their planning and capital improvement projects, and the mapping will be used by tourists to experience the canal features. The project was completed in summer 2021.

PROJECT INFO

Client: Canal Partners
Role: Subconsultant
Team: Benjamin D. Rickey (Prime Consultant), Cathy Nelson, ACEnet
Time: 2020-2021



3

PROJECT APPROACH

Designing Local fully understands the scope of the services to be provided and the commitment to perform the services in a timely and cost-effective manner. The following work plan is based on our understanding of the project goals, scope, and outcomes. We look forward to reviewing this scope and refining it to meet your needs.

SCOPE OF SERVICES

The proposed scope for the City of Fernandina Beach Downtown Historic District Design Guidelines is outlined on the following pages. The scope should be refined with input from staff. Please note that references to "Client Group" is the City of Fernandina Beach-designated project manager, members of the Planning and Conservation Deputy Director, Preservation Planner, the Historic District Council, and City staff, and the "Team" is the Designing Local team members.

TASK 1: KICK-OFF MEETING

1.01: Team Meeting. Facilitate a meeting with members of the Client Group to discuss the existing historic design guidelines document, goals and tasks, process, opportunities and constraints, and key stakeholders.

Task 1 Deliverables

- Project workplan and timeline.

TASK 2: BACKGROUND DATA COLLECTION

2.01: Background Research. Review existing documents, including the 2013 Fernandina Beach Historic District Guidelines, various development proposals, City's Planning and Conservation and Historic District Council meeting minutes, or other elements to determine potential issues to address in the guidelines development process. Develop bullet-point summary of various existing elements including current zoning codes and land use maps.

2.02: Site & Community Character Analysis. Review existing approved plans to understand opportunity areas and sites, architectural style, constraints, and other issues. Provide a written assessment of key findings. The Team will also develop a user-based understanding of the City through a detailed analysis of existing aesthetics, unique natural features, historical sites, and other elements. Exhibits will be created from this analysis will be utilized throughout the planning process to support engagement and discussion.

2.03: Guidelines Benchmark Research. Compile benchmark guidelines documents and images which are similar in context and key elements to this project and organize them by type. These will generate ideas and communicate concepts to be tested and refined throughout the process. This will include researching and recommending alternative materials and designs which will assist property owners in making decisions concerning options to be considered or avoided in building restoration.

2.04: Joint Stakeholder Meetings. Facilitate meetings with the Preservation Planner, Historic District Council members, and any other identified community stakeholders. These meetings will be critical to guiding the process toward an effective and productive result.

Task 2 Deliverables

- Background research, including the 2013 Fernandina Beach Historic District Guidelines;
- Base Maps/Site Photos;
- Communication Materials;
- Public meeting presentation to the Historic District Council.

SCOPE OF SERVICES (CONTINUED)

TASK 3: PREPARATION OF DRAFT DOWNTOWN HISTORIC DISTRICT DESIGN GUIDELINES

3.01: Draft Guidelines Document Format. Create a first draft of the guidelines document for review by the Client Group. This will include the text format, page layout, color scheme, table of contents, acknowledgments, etc.

3.02: Draft Guidelines Visual Exhibits. Produce 3-Dimensional diagrams to illustrate various elements included in the guidelines including building height, scale, design character, etc. These exhibits will provide clear expectations for developers who use the guidelines in their design process.

3.03: Draft Guidelines Text Outline (Review #1-60% Draft). Develop an initial draft of the guidelines text for initial review. This will be provided to the Client Group for their comments and will support review by the public.

3.04: Draft Preliminary Guidelines Text (Review #2-95% Draft). Refine the draft guidelines for review by the Client Group and the Florida Division of Historical Resources (DHR).

Task 3 Deliverables

- Draft Downtown Historic District Design Guidelines.
- Public meeting presentation to the Historic District Council.

TASK 4: FINAL DOWNTOWN HISTORIC DISTRICT DESIGN GUIDELINES

4.01: Final Guidelines Document. Produce a final Downtown Historic District Design Guidelines document which will include a summary of the process, benchmark research, the guidelines text, and various supporting exhibits. A draft of this document will be circulated for review by the Client Group and any comments/feedback will be incorporated into the final version.

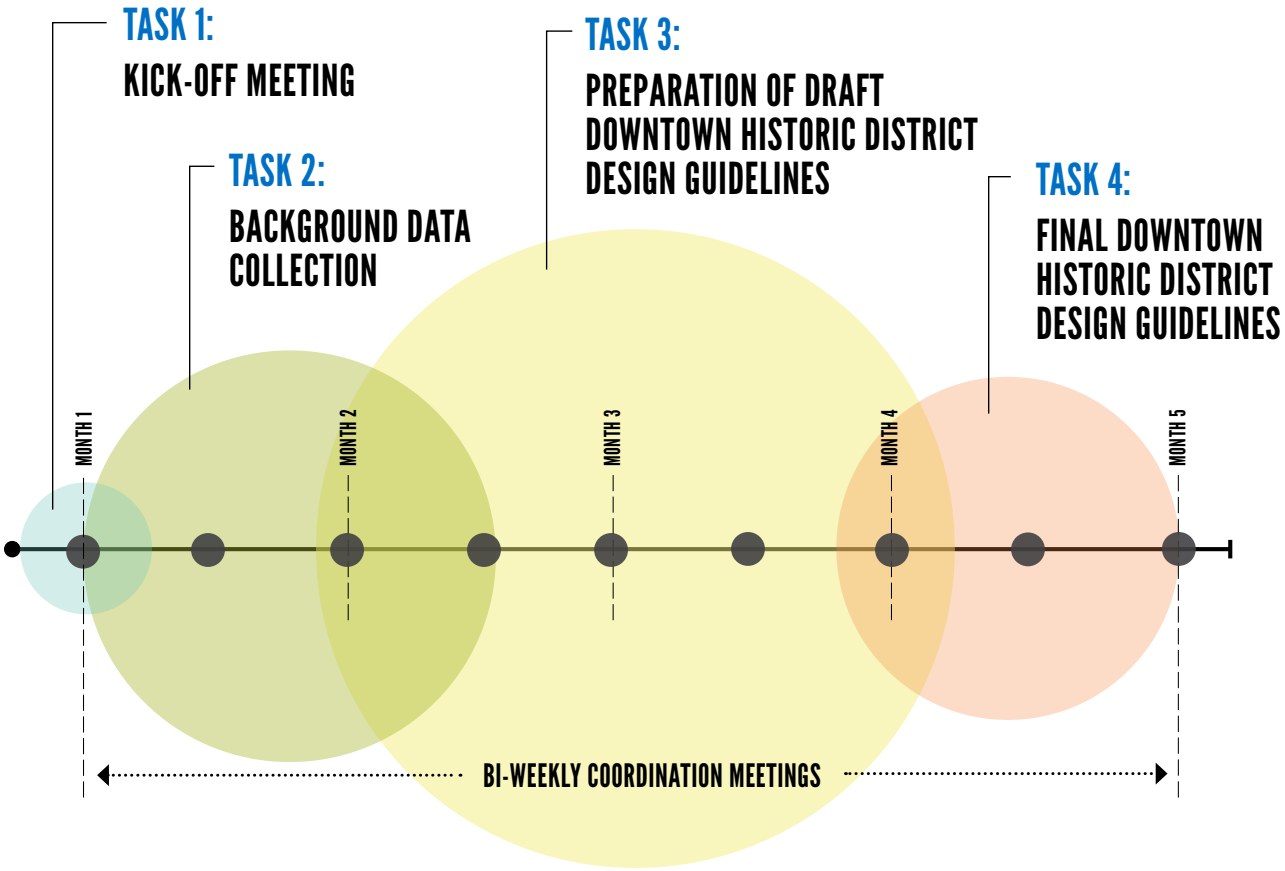
- **City Brand Guidelines & Visual Quality.** Reference any existing branding guides to create consistency and clarity of communication with the public. The Team will strive to create a visually compelling document that will quickly and effectively communicate the intent and outcomes of the guidelines to the public. Diagrams, maps, and renderings will be utilized as prominent elements in the plan.
- **Document Production & Digital File Delivery.** The document will be designed in an 8.5" x 11", double-sided book format and will be produced in Adobe InDesign, similar to the example plans provided in Section 4 of this proposal, and exported to a PDF. The Team will deliver original, editable graphic and text files to the Client Group for future editing and updates.
- **Process Appendix.** The Team will produce a separate appendix of all process oriented materials including meeting minutes, benchmark research, etc.

Task 4 Deliverables

- Final Downtown Historic District Design Guidelines.
- Public meeting presentation to the Historic District Council and City Commission.

PROPOSED SCHEDULE

Designing Local anticipates that the base scope of owrk will require approximately 5 months to complete. The process shown below is preliminary and we anticipate refinement of the schedule with input from the Client Group.



PROPOSED BUDGET

The following task and fee worksheet is based on the preceding project scope of work. The Team anticipates refinement of the scope of work, and subsequently, the task and fee worksheet. Billing will be performed on monthly intervals and will include incurred expenses to that point of the project. Designing Local's hourly rates are approximately $125/hour on average.

ITEM	DESCRIPTION	FEE
BASE SCOPE OF WORK		
TASK 1	KICK-OFF MEETING	$5,000
TASK 2	BACKGROUND DATA COLLECTION	$10,000
TASK 3	PREPARATION OF DRAFT DOWNTOWN HISTORIC DISTRICT DESIGN GUIDELINES	$25,000
TASK 4	FINAL DOWNTOWN HISTORIC DISTRICT DESIGN GUIDELINES	$10,000
	BASE SCOPE OF WORK TOTAL (NOT TO EXCEED)	**$50,000**
OPTIONAL : AMELIA RIVER HISTORIC DESIGN GUIDELINES UPDATES		$20,000
	GRAND TOTAL	**$70,000**



4

REFERENCES

CLIENT REFERENCES

VICKI BIRENBERG
Historic Preservation Officer
City of Frankfort, Kentucky
vbirenberg@frankfort.ky.gov
502.892.8970
Project: Frankfort Special Capital District Design Guidelines

ARIN BLAIR, AICP
Chief Planner
City of Sandusky, Ohio
419.627.5873
Project: Sandusky Design Guidelines

DAN SECKEL
Historic Preservation Commissioner
City of Mansfield, Ohio
419.961.3540
Project: Mansfield Historic Preservation Plan Update

GWYNN STEWART, MS
OSU Extension, Noble County
City of Caldwell, Ohio
740.305.3177
stewart.1818@osu.edu
Project: Downtown Caldwell Revitalization Plan

MATHEW HANSEN
University District Organization
614.294.5113
matt@universitydistrict.org
Project: Art on High Strategic Plan & Implementation

BECKY WEST
614.221.0227
Project: Columbus Landmarks Advocacy Mapping

SAM MILLER
Development Director
Buckeye Hills Regional Council
SMiller@buckeyehills.org
Project: Downtown Revitalization Workshops & Guidebook

NANCY RECCHIE
Benjamin D. Rickey & Co.
nrecchie@gmail.com
614.582.8268
Project: Mulitple Historic Preservation Projects





5

BID FORMS

EXHIBIT "A"

CONTACT SHEET

A. DOWNTOWN DESIGN GUIDELINES UPDATES-

AS PER SCOPE LUMP SUM AMOUNT $50,000

B. AMELIA RIVER WATERFRONT CRA DESIGN GUIDELINES UPDATE-

ADD: LUMP SUM AMOUNT $20,000

Name: Designing Local

Federal Taxpayer ID: 46-5172793

Mailing Address: 20 E. Broad Street, Suite 1010

City, State, & Zip Code: Columbus, Ohio 43215

Telephone: 614.607.1557 **Fax:** N/A

Email: josh@designinglocal.com

Submitted By: Josh Lapp

Title: Principal

Accounting Contact:

Name: Josh Lapp **Title:** Principal

Email Address: josh@designinglocal.com **Phone:** 614.607.1557

CITY OF FERNANDINA BEACH FLORIDA
REQUEST FOR PROPOSAL – RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

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 City of Fernandina Beach Historic Downtown Design Guidelines

2. This sworn statement is submitted by (entity) Designing Local whose business address is 20 E. Broad Street, Suite 1010 and (if applicable) Federal Employer Identification Number (FEIN) is 46-5172793 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

3. My name is Amanda Golden and my relationship to the entity named above is Managing Principal .

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

CITY OF FERNANDINA BEACH FLORIDA
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HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and 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)

__X__ 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 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 list. (Please attach a copy of the final order.)

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

Amanda Holden
Signature

February 8, 2024
Date:

STATE OF ~~FLORIDA~~ Ohio
COUNTY OF Franklin

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 8th day of February, 2024, and is personally known to me, or has provided _____ as identification.

Joshua Lapp
Notary Public

JOSHUA LAPP
Notary Public
State of Ohio
My Comm. Expires
July 15, 2025

My Commission expires: July 15, 2025

CITY OF FERNANDINA BEACH FLORIDA
REQUEST FOR PROPOSAL – RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

EXHIBIT "C"

DRUG-FREE WORKPLACE CERTIFICATION

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

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensi possession, or use of a controlled substance is prohibited in the workplace and specifying the acti 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 maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employ assistance programs, and the penalties that may be imposed upon employees for drug abu violations.

3. Give each employee engaged in providing the commodities or services a copy of the statem specified in paragraph 1.

4. In the statement in paragraph 1., notify the employees that, as a condition of working on t commodities or contractual services that are under proposal, the employee will abide by the terms the statement and will notify the employer of any conviction of, or plea of nolo contendere to, a 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 rehabilitat 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 implementatior this section.

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

COMPANY: Designing Local

CITY: Columbus STATE: Ohio ZIP CODE: 43215

SIGNATURE: _____ PHONE: 614.607.1557

NAME (TYPED OR PRINTED): Josh Lapp TITLE: Principal

CITY OF FERNANDINA BEACH FLORIDA
REQUEST FOR PROPOSAL – RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

EXHIBIT "D"

E-VERIFY STATEMENT

Bid/Proposal Number: RFP 24-02

Project Description: Historic Downtown Design Guidelines

I acknowledges and agrees to the following:

I 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 INDIVIDUAL during the term of the Contract to perform employment duties within Florida; and

2. All persons assigned by the INDIVIDUAL to perform work pursuant to the contract with the Department.

Individual/Company/Firm: Designing Local

Authorized Signature: 

Title: Principal

Date: February 8, 2024

CITY OF FERNANDINA BEACH FLORIDA
REQUEST FOR PROPOSAL – RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

EXHIBIT "E"

PROPOSER ACKNOWLEDGEMENTS AND AGREEMENTS

The undersigned, as an employee or agent of the Proposer, having the authority to sign a bind agreement on behalf of the corporation, company, or individual presenting this submittal, confir understanding and/or agreement and/or takes exception with any statement in the following section this ITB/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: Josh Lapp Title: Principal

Signature: _____ Date: February 8, 2024

CITY OF FERNANDINA BEACH FLORIDA
REQUEST FOR PROPOSAL – RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

EXHIBIT "F"

CONFLICT OF INTEREST STATEMENT

This sworn statement is submitted with Bid, Proposal or Contract for City of Fernandina Beach Historic Downtown Design Guidelines.

This sworn statement is submitted by (entity) Designing Local whose business address is 20 E. Broad Street, Suite 1010 and (if applicable) Federal Employer Identification Number (FEIN) is 46-5172793 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

My name is Amanda Golden and my relationship to the entity named above is Managing Principal.

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 not 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.

Amanda Golden February 8, 2024
Signature Date

STATE OF ~~FLORIDA~~ Ohio
COUNTY OF Franklin

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 8th day of February, 2024, and is personally known to me, or has provided _____ as identification.

Joshua Lapp My Commission expires: July 15, 2025
Notary Signature

JOSHUA LAPP
Notary Public
State of Ohio
My Comm. Expires
July 15, 2025

CITY OF FERNANDINA BEACH FLORIDA
REQUEST FOR PROPOSAL – RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

EXHIBIT "G"

NON-COLLUSION AFFIDAVIT

This sworn statement is submitted with Bid, Proposal or Contract for City of Fernandina Beach Historic Downtown Design Guidelines.

This sworn statement is submitted by (entity) Designing Local whose business address is 20 E. Broad Street, Suite 1010 and (if applicable) Federal Employer Identification Number (FEIN) is 46-5172793 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

My name is Amanda Golden and my relationship to the entity named above is Managing Principal .

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.

Amanda Golden
Signature

February 8, 2024
Date:

STATE OF ~~FLORIDA~~ Ohio
COUNTY OF Franklin

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 8th day of February, 2024, and is personally known to me, or has provided _____ as identification.

Joshua Lapp
Notary Signature

My Commission expires: July 15, 2025



JOSHUA LAPP
Notary Public
State of Ohio
My Comm. Expires
July 15, 2025

CITY OF FERNANDINA BEACH FLORIDA
REQUEST FOR PROPOSAL – RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

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.

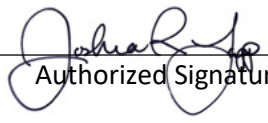
Has your firm or any of its officers, received a reprimand of any nature or been suspended by the Department of Professional Regulations or any other regulatory agency or professional association within the last five (5) years?
YES___ NO_X_____

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_X_____

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_X_____

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.

Designing Local	February 8, 2024
Firm	Date
	Josh Lapp, Principal
Authorized Signature	Printed or Typed Name and Title

CITY OF FERNANDINA BEACH, FLORIDA
ADDENDUM NO. 1
For RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

City of Fernandina Beach
204 Ash Street
Fernandina Beach, FL 32034

ADDENDUM No. 1

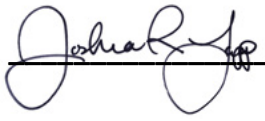
The following changes are applicable to the original documents and specifications of **RFP 24-02**. This Addendum No.1 now becomes part of the original Invitation to Bid and shall be acknowledged by attaching a copy of this Addendum, signed by an authorized representative of the person or firm submitting the bid. Failure to do so may disqualify the bid submittal.

Submitters shall thoroughly familiarize themselves with the contents of this Addendum before submitting the bid.

NAME: Josh Lapp **TITLE:** Principal

ADDRESS: 20 E. Broad Street, Suite 1010

CITY: Columbus **STATE:** Ohio

AUTHORIZED SIGNATURE:  **DATE:** February 8, 2024



City of Fernandina Beach Historic Downtown Design Guideline Updates

RFP: #24-02

Submitted to: City of Fernandina Beach, Florida

Submitted on: February 9, 2024 by 2:00pm

Submitted by: Johnson, Mirmiran & Thompson, Inc.

2008 Riverside Avenue, Suite 200, Jacksonville, FL 32204

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Required Forms

- Exhibit A – Contact Sheet
- Exhibit B – Public Entity Crimes
- Exhibit C – Drug-Free Workplace Certification
- Exhibit D – E-Verify Statement
- Exhibit E – Proposer Acknowledgements and Agreements
- Exhibit F – Conflict of Interest
- Exhibit G – Non-Collusion Affidavit
- Exhibit H – Dispute Disclosure
- Addendum No. 1

February 9, 2024

City of Fernandina Beach
204 Ash Street
Fernandina Beach, FL 32034

RE: Historic Downtown Design Guideline Updates
RFP #24-02
JMT Project 24-00164

Dear City Selection Staff and Evaluation Committee,

Johnson, Mirmiran & Thompson, Inc. (JMT) is pleased to submit our proposal demonstrating our qualifications to assist the City with updates to the Historic Downtown Design Guidelines for the City of Fernandina Beach.

JMT e s s what is required to successfully update the City's Historic Downtown Design Guidelines. Our Cultural Resources Group supports federal, state, and local agencies and organizations as they strive to balance the current built environment and future needs of communities with the obligations and expectations associated with historic preservation.

JMT works nationwide to create and update design guidelines for clients in many states including FL, NC, GA, VA, SC, MD, and MN. We have become intimately familiar with various municipality architecture styles. Our breadth and depth of experience allows us to have the unique opportunity to learn about and understand regional architectural trends, local styles and forms, and character-defining features through both research and fieldwork. Our training and experiences have allowed us to experience and have given us the ability to understand regional development and vernacular architectural trends better.

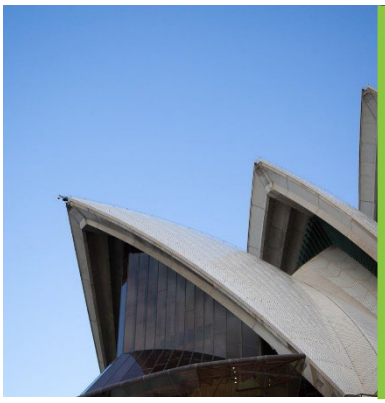
JMT has created a project team with qualified architectural historians who have the experience and availability necessary to meet the needs of this project, its task deadlines, and corresponding deliverables. Our team has recent, relevant experience with public outreach and analyzing local codes and ordinances. We have the tools to draft design guidelines essential to making this a successful venture. JMT's Architectural Historians meet, or exceed, the professional qualifications for Historian and/or Architectural Historian as outlined in the Secretary of the Interior's Standards as outlined in 36 CFR 61.

Sara McLaughlin is our proposed project manager and will be our primary contact. She can be reached at 215-496-4747 or smclaughlin@jmt.com. We look forward to working with the City on this project and thank you for the opportunity.

Very truly yours
JOHNSON, MIRMIRAN, AND THOMPSON, INC.

Sergio Quevedo, PE, PTOE, RSP1
Senior Vice President

Sara McLaughlin
Senior Associate



Qualifications and Experience

Qualifications & Experience

FIRM OVERVIEW & COMPANY INFORMATION

Founded in 1971, JMT is a multi-disciplined consulting firm providing comprehensive cultural resource, planning, environmental, engineering, and construction management services to municipal, county, state, and federal agencies in Florida and throughout the country.

JMT's Cultural Resources staff members are experts in the fields of history, architectural history, and archaeology. We support federal, state, and local agencies and organizations as they strive to balance the current built environment and future needs of communities with the obligations and expectations associated with historic and archaeological preservation.

JMT's Cultural Resources Group consists of trained professionals working in all aspects of cultural resources, including Architectural History, Archaeology, and Historic Architecture.

Our professional staff is supported by archaeological technicians, GIS practitioners, and graphics specialists who are utilized on an as-needed basis. Our key cultural resources staff has experience in all phases of architectural history and innovative design guidelines.

Our experience working in a national setting allows us to bring proven methodologies and solutions to projects no matter where they are located. We have the unique opportunity to learn about and understand regional architectural trends, local styles and forms, and character-defining features through both research and fieldwork. Our training and experience gives us the ability to better understand regional development and vernacular trends.



THE JMT ADVANTAGE

JMT has developed a highly skilled staff of architectural historians, archaeologists, architects, landscape architects, planners, environmental scientists, engineers, surveyors, construction managers, inspectors, CADD technicians, and GIS specialists available to support our key personnel as needed. We have a vast knowledge of applicable local and federal regulations.

- **Similar Experience:** We have experience providing similar design guideline services and have experience in all areas of the scope. You can count on us to provide quality services for any project needs that arise.
- **Experienced PM and Qualified Key Staff:** We will provide a skilled team of professionals who are committed to the project.
- **Nationwide Experience, Personal Service:** We offer the staff capabilities and resources of a "national" firm while maintaining the personal touch and service of a "local" firm.

We are confident that, in bringing together a team of professionals who have successfully performed a wide range of design guideline projects for a variety of clientele, we offer the strongest abilities, at the right price. Our Team's overall project experience demonstrates our capability to provide the skills for this project.

JMT has completed numerous design guidelines for municipalities of varying sizes in varying geographic areas. While there is often some overlap, every project approach is customized to match the clients' needs. Our staff has worked across the country and understands local architectural trends, development, and history each define an area.

Our experience with these contracts has allowed us to develop the best team, with the skills necessary to complete the project.

This is important because the expectation is to deliver multiple projects simultaneously, and we have proven that we can deliver high-quality deliverables while working on multiple projects simultaneously.

JMT's Cultural Resources Group consists of more than 30 trained professionals working in all aspects of cultural resources, including architectural history, archaeology, and historic architecture. **Our team includes historical architects, historians, architectural historians, archaeologists, and conservationists, each qualified for the positions that they hold as outlined in the Secretary of the Interior's Professional Qualifications Standards (36 CFR 61).** Our professional staff is supported by archaeological technicians, GIS practitioners, and graphics specialists who are utilized on an as-needed basis. Our key cultural resources staff has experience in all phases of archaeological and architectural history investigations throughout the United States.

Our cultural resources staff has in-depth knowledge of federal, state, and local regulations and facilitates environmental processes and their compliance with Section 106 of the National Historic Preservation Act (NHPA). Our experience working in a national setting allows us to bring proven methodologies and solutions to projects no matter where they are located. We have the unique opportunity to learn about and understand regional architectural trends, local styles and forms, and character-defining features through both research and fieldwork. Our training and exposure have allowed us to experience – and given us the ability to better understand – regional development and vernacular architectural trends. This skillset provides cost-saving solutions to our clients as well as ensures that the research and evaluation of resources are done using current best practices.

JMT's experience providing design guideline review services is extensive. The included projects demonstrate that we have superior experience with recent projects of similar size, type, and scope.



JMT consistently performs as a reliable and trusted extension of our clients and is ready to assist with this contract.

- Summerville, SC *
- York, SC*
- Oxford, NC
- Pulaski, VA*
- Tarpon Springs, FL
- Titusville, FL*
- Easton, MD
- Cumberland County, MD
- Salisbury, MD*
- Duluth, MN*
- Cedar Rapids, IA*
- Madison, WI

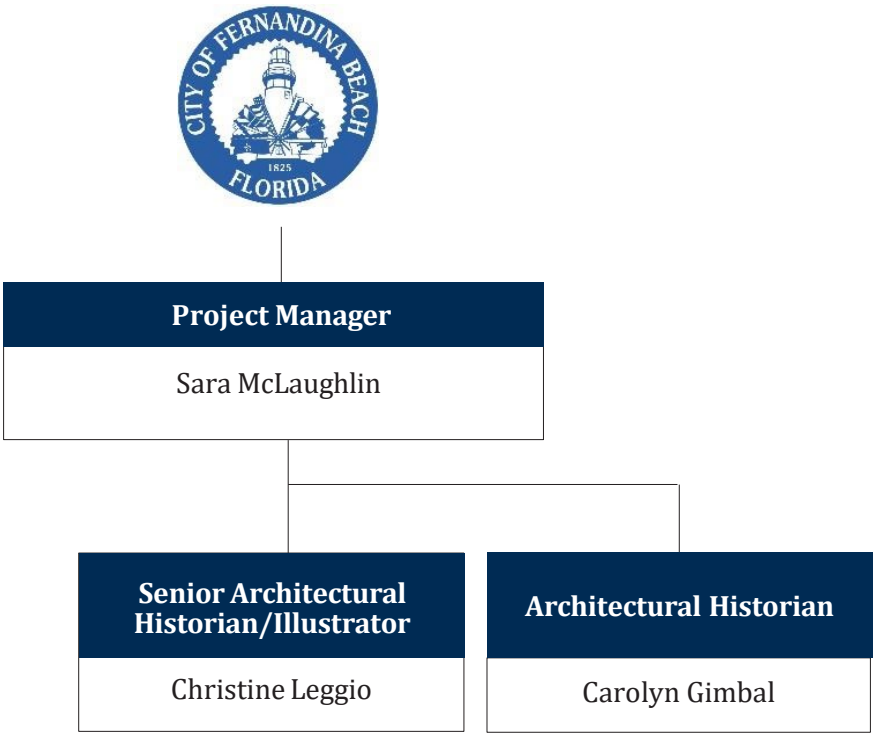
**Design Guidelines funded by a grant*

Key Personnel

The JMT team is well positioned to handle the requirements and commitments associated with this contract; the real value of JMT is in the quality of staff that we employ. Our experienced and qualified staff will provide exceptional service to the City.

We have carefully designated our Project Manager and key staff members who can be dedicated to the City. Our Project Manager, Ms. Sara McLaughlin, holds an MS in Historic Preservation from the University of Pennsylvania and a BA in Mass Communications from State University of New York at Plattsburgh. Ms. McLaughlin has over 15 years of experience working on historic preservation and cultural resources projects for a variety of federal, state, and local clients. Her work focuses on working with local municipalities developing design guidelines and managing and conducting large-scale historic surveys. Ms. McLaughlin has an extensive understanding of Section 106, and state and federal documenting regulations.

The below chart showcases the organization of our staff for this project. Full resumes for our key staff follow this page.



JMT also offers over 30 dedicated cultural resources team members as well as over 2,100 staff of multi-disciplined professionals to provide support as necessary.

Sara McLaughlin
Project Manager



Education

MS | Historic Preservation | University of Pennsylvania | 2008

BA | Mass Communications | SUNY – Plattsburgh | 1995

ASS | Interior Design | Fashion Institute of Technology | 2006

Years of Experience

15

Ms. McLaughlin will serve as Project Manager for this contract and will be the main point of contact for the City. She, along with the rest of the Team, will develop the final guidelines document.

Ms. McLaughlin is a Senior Architectural Historian with experience in cultural resource management and preservation architecture. She exceeds the qualifications for Architectural Historian under the standards set forth by the Secretary of the Interior. Ms. McLaughlin has extensive experience working on historic preservation and cultural resources projects for a variety of federal, state, and local clients. Her work focuses primarily on design guidelines and large-scale survey projects including management, fieldwork, and research. Ms. McLaughlin's architectural experience spans the gamut from conservation to adaptive reuse. She has worked on design guidelines for Cedar Rapids, IA; Tarpon Springs, FL; Easton, MD; Summerville, SC; Pulaski, VA; and Titusville, FL among others.

Tarpon Springs Historic District Guidelines, Tarpon Springs, FL. Project Manager. Ms. McLaughlin managed this project and acted as the main point of contact with the City. JMT was hired to update their design guidelines for the first time in 20 years. This update reflected updates in federal guidelines, Tarpon Springs Land Development Code and SmartCode, the local community and improved the legibility and relevance of the guidelines.

Titusville Design Guidelines, City of Titusville, FL. Project Manager. The City of Titusville hired JMT in 2022 to develop an architectural design guide that addresses representative architectural styles and building types and provides specific guidance on the appropriateness of various alterations and features to historic and potentially historic structures in the City. Prior to the development of these guidelines, by creating a set of guidelines, Titusville was using the Secretary of the Interior's Standards for the Treatment of Historic Properties as its general standard. The new guidelines will provide the city and the Historic Preservation Board (HPB) with a basis for consistent decisions. Ms. McLaughlin served as the Project Manager and Senior Architectural Historian for this contract, managing client relations, budget, staff, schedule, and leading the development of the document.

Summerville Historic District Design Guidelines, Summerville, SC. Project Manager. Ms. McLaughlin managed the guideline development, staffing, project requirements, public meetings, and meetings with staff and BAR members. She oversaw the two public meetings and two meetings with staff and BAR members over the course of the project.

Downtown Façade Design Manual, York, SC. Project Manager. The project included an in-depth review of the existing York Historical District Construction Design Standards, fieldwork in City of York's (City) commercial area, and conversations with City staff and BAR members in order to establish a solid frame of reference and understanding of the current historic preservation needs in the City. JMT was selected to develop a design manual for the repair and rehabilitation of historic commercial building façades in the City's historic district. The manual will be a resource for property owners/ tenants in the district, particularly those who may qualify for financial assistance for appropriate rehabilitation activities.

Christine Leggio
Senior Architectural Historian/Illustrator



Education

MS | Historic Preservation | University of Pennsylvania | 2012
BFA | Painting and Drawing | University of the Arts | 2006

Years of Experience

13

Ms. Leggio will develop any illustrations needed for the document as well as assist in the development of the guidelines.

Ms. Leggio has a wide range of professional and academic experience relating to architectural history, architectural conservation, and documentation of historic structures. She also has experience in completing a variety of Environmental Review documents including Historic Resource Surveys/Determination of Eligibility Reports, Determination of Effect Reports, and National Register Nominations. Ms. Leggio has conducted numerous architectural studies, ranging from Reconnaissance-level surveys through large- scale assessment studies throughout the United States. Ms. Leggio meets the qualifications set forth by the Secretary of the Interior's as an Architectural Historian. Her responsibilities include project management, historical research, analysis, and report writing.

Architectural Style and Design Guidelines, City of Titusville, FL. Architectural Historian. The City of Titusville hired JMT in 2022 to develop an architectural design guide that addresses representative architectural styles and building types and provides specific guidance on the appropriateness of various alterations and features to historic and potentially historic structures in the City. Prior to the development of these guidelines, by creating a set of guidelines, Titusville was using the Secretary of the Interior's Standards for the Treatment of Historic Properties as its general standard. The new guidelines will provide the city and the Historic Preservation Board (HPB) with a basis for consistent decisions. Ms. Leggio served as the Senior Architectural Historian for this contract, assisting in the development of the guidelines, managing junior staff, and developing illustrations.

Tarpon Springs Historic District Guidelines, City of Tarpon Springs, FL. Architectural Historian. Ms. Leggio provided QA/QC services for the final document and produced detailed drawings illustrating historic architectural styles and features for the design guidelines. Ms. Leggio also produced a timeline illustrating important local events and architectural styles in Tarpon Springs. JMT was hired by the City of Tarpon Springs to update their design guidelines for the first time in 20 years. This update will reflect updates in federal guidelines, Tarpon Springs Land Development Code and SmartCode, the local community, and improve the overall legibility and relevance of the guidelines.

Easton Design Guidelines, Easton, MD. Architectural Historian. Ms. Leggio is currently serving as the Architectural Historian for this contract which includes developing the outline and final guidelines document including text and all graphics. Originally looking for a firm to simultaneously update their existing historic district guidelines and create guidelines for development outside of the historic district, JMT felt that the town's desire to have new development reflect the old, called for breaking the project into two phases.

Carolyn J. Gimbal
Architectural Historian



Education

MA | Historic Preservation | Cornell University | 2019

BA | Anthropology | Appalachian State University |2015

Graduate Certificate | GIS for Archaeology | University of Florida |2016

Years of Experience

6

Ms. Gimbal will work in concert with Ms. McLaughlin and Ms. Leggio to develop the final guidelines document.

Ms. Gimbal meets the qualifications for Architectural Historian under the standards set forth by the Secretary of the Interior. She has a wide range of professional experience relating to architectural history, architectural conservation, and documentation of historic structures. Ms. Gimbal has worked in multiple states throughout the country, completing a wide array of historic resource surveys. She has documented resources including African American properties, mid-century residential properties, and historic districts.

Historic Preservation Design Guidelines, Cedar Rapids, IA. Architectural Historian. In 2022, JMT was hired to update both the City's Historic Preservation Ordinance and the City's Historic Preservation Design Guidelines. Funded by a Certified Local Government (CLG) grant, the updates were necessary for the City and Historic Preservation Commission (HPC) to be able to better evaluate Certificates of Appropriateness and provide applicants within historic districts with timely and consistent reviews. Ms. Gimbal was assisted with the development of the final design guidelines including the creation of necessary illustrations.

Historic Resources Survey of Jackson County, FL. *Florida Department of State.* Architectural Historian. Ms. Gimbal is an architectural historian for this project. The Florida Division of Historical Resources contracted JMT to conduct a county-wide historic resource survey in Jackson County. This survey was funded by the National Park Service pursuant to its Hurricanes Florence and Michael and Typhoon Yutu Emergency Supplemental Historic Preservation Fund grant program. The project included the preparation of an in-depth research design and historic context, significant public outreach, and the survey and documentation of approximately 8,000 historic resources. The purpose of this survey was to document all buildings 50 years or older within the boundaries of Jackson County. The survey identified historic resources constructed in and prior to the survey cut-off date of 1971 and make recommendations regarding their historic significance and eligibility for listing in the NRHP.

Three-County Historic Resources Surveys of Aransas, Refugio, and Calhoun Counties, TX. *Texas Historical Commission.* Architectural Historian. Ms. Gimbal assisted with fieldwork for this project. Specific areas of research and interest include architecture, industry, education, maritime history, and post-war development. JMT prepared a tri-county survey of approximately 9,000 historic properties in three counties in southern Texas that were damaged by recent natural disasters (both hurricanes and tornados). The project entailed preparing multiple historic contexts for each county, significant public involvement, and the survey and documentation. JMT worked directly with the Texas Historical Commission (Tx SHPO) on this project.



Architectural Style and Design Guidelines

Titusville, FL

After being awarded a Small Matching grant by the State of Florida, Department of State, Division of Historical Resources, the city of Titusville contracted with JMT to develop an architectural design guide that addressed representative architectural styles and building types and provided specific guidance on the appropriateness of various alterations and features to historic and potentially historic structures in the City. Before completing the guidelines, the City had adopted the Secretary of the Interior's Standards for the Treatment of Historic Properties as its general standard. By developing a new set of guidelines property owners now have a more technical, prescriptive treatment for character-defining features.

Owners and stewards of historic resources both designated and non-designated will be able to consult the guidelines for use in making renovations and or in advance of submitting applications for Certificates of Appropriateness, yielding better-informed applications, and establishing an additional measure of protection for the character and design integrity of historic resources.

Over six months, JMT worked with the city to develop an extensive document that was easily navigable and written with the lay person in mind. Local current and historic photos along with illustrations were used to help communicate ideas, terms, and guidelines. Guidelines throughout were supported by options that are not appropriate, good choices, and best choices to further assist end users. Chapters included: Introduction to Preservation, Historic Preservation in Titusville, Procedures, Design Principles, Architectural Style Guide, and Design Guidelines. Appendices included a Glossary, Information on Substitute Materials, Additional Resources, a Selected Bibliography, and the city's Historic Preservation Code.

You can view our deliverable here:
https://www.titusville.com/DocumentCenter/View/3740/ Titusville-Design-Guidelines--Best-Practices-PDF



REFERENCE
Brad Parrish, AICP
Community Development Director
321-567-3776
Brad.Parrish@titusville.com

City of Titusville
555 South Washington Avenue
City of Titusville, FL 32796
Dates: 11/2022 – 06/2023 Fee:
$39,782



Tarpon Springs Historic District Guidelines

Tarpon Springs, FL

JMT was selected by the City of Tarpon Springs to complete an update to and reformatting of their Design Review Guidelines Manual for residential and commercial buildings. Created in 1999, the guidelines had not been updated since. The new document was created to reflect updates in federal guidelines, updates to the Tarpon Springs Land Development Code and SmartCode, and to better reflect the local community. Owners of historic resources within the local District are required to maintain and update their properties in accordance with the Heritage Preservation section of the Tarpon Springs Land Development Code which refers to the Guidelines Manual as the guiding document.

Our work began with an in-person kick-off meeting and a tour of the City's Historic District. This trip to Tarpon Springs allowed an opportunity for the City and JMT to meet, review the goals and schedule of and methodology for the project ensuring all parties were on the same page from the start of the project. Additionally, time spent with City staff touring the Historic District provided valuable information regarding character-defining architectural and landscape features of the District as well as insight into challenges faced by the Heritage Review Board.

A public meeting was held at the beginning of the project. The purpose of this meeting was two-fold, to introduce the project to the public and to collect public input. Once the meeting was complete and all feedback collected, JMT began to draft the updated Guidelines Manual. Following an agreed upon outline, JMT updated and expanded upon the existing Guidelines which included adding sections on alternative energy and, floodplain adaptations. The Guidelines were supplemented with a vast array of local photos and drawings to support various topics.

To complete the project, JMT attended a final public meeting upon the completion and acceptance of the updated Guidelines.

You can view our deliverable here: https://www.ctsfl. us/wp-content/uploads/2020/08/Final-Design-Review-Guidelines- Manual-for-Board-of-Commissioners.pdf



REFERENCE

Patricia McNeese, AICP Principal Planner
727-938-3711
pmcneese@ctsfl.us

City of Tarpon Springs
324 East Pine Street
Tarpon Springs, FL 34689
Dates: 12/2019 – 02/2021
Fee: $50,540



Summerville Historic District Design Guidelines

Summerville, SC

JMT was contracted by Summerville, South Carolina, to create Design Guidelines for their Historic District, which was established in 1976. The District includes 700 contributing buildings, about 70% of which predate World War I. Prior to the creation of the Design Guidelines, the Town's Board of Architectural Review (BAR) issued Certificates of Appropriateness (COAs) based on the Secretary of Interior's Standards. The new guidelines, which were developed in conjunction with the current BAR and staff members, will assist the BAR and property owners in determining appropriate design for the rehabilitation of existing buildings and appropriate design for new buildings proposed for construction within the historic district. Additionally, the Guidelines will assist and support the Town's existing and projected regulatory plans and ordinances, including the Comprehensive Plan, Vision Plan, Zoning Ordinance and proposed Unified Development Ordinance.

The final document included the following chapters: Introduction to Preservation in Summerville, Procedures, Historic Context, Architectural Types and Styles, Design Guidelines, Glossary, Bibliography, Where to Find Additional Information and the Summerville Historic Preservation Ordinance. A combination of illustrations and photographs specific to Summerville accompany text to illustrate examples of appropriate and inappropriate design choices for the district.

The project included two in-person meetings with staff and BAR members and two public meetings; scheduled at the beginning and end of the project.

You can view our deliverable here:
https://www.summervillesc.gov/DocumentCenter/View/2414 /Historic-District-Design-Guidelines-PDF



REFERENCE

Jessi Shuler
Director of Planning
843-851-4217
jshuler@summervillesc.gov

Town of Summerville
200 South Main Street
Summerville, SC 29483
Dates: 11/2018 – 09/2019
Fee: $26,063



Historic Downtown Facade Design Manual

York, SC

JMT developed a design manual for the repair and rehabilitation of historic commercial building facades in the City of York, South Carolina's historic district.

The document is a resource for City of York staff, Board of Architectural Review (BAR) members, and property owners/tenants in the district, particularly those who may qualify for financial assistance from the City for appropriate rehabilitation activities.

The final document included illustrations, local images, and examples to convey architectural ideas and explain the standards. The final manual was delivered as a hard copy as well as an interactive PDF.

As the consultant, JMT conducted an in-depth review of the existing York Historical District Construction Design Standards, fieldwork in York's commercial area, and conversations with City of York staff and BAR members in order to establish a solid frame of reference and understanding of the current historic preservation needs in the City of York.

JMT was responsible for researching and writing the design manual, conducting fieldwork, coordinating with the client (City of York), and presenting the project and final product to the Board of Architectural Review at two public meetings.

JMT also presented the final project to the York City Council to make them aware of the new resource.

You can view our deliverable here:
https://yorksc.gov/vertical/sites/%7BC22F4068-92BF-4EBB-9000-16643D20C629%7D/uploads/Downtown_Facade_Standards_FINAL.pdf

REFERENCE

C. David Breakfield, Jr., MCP, AICP
Planning Director
dbreakfield@yorksc.gov

City of York
PO Box 500
York, SC 29745
Dates: 2/13/2021
Cost: $19,874



Easton Design Guidelines

Easton, MD

The Town of Easton (the Town) has a long history of valuing the high quality of site and architectural design of its built environment. While differing viewpoints exist on what type of development is most appropriate for the Town, where it should occur, and how quickly the Town should grow, etc., there is universal agreement that whatever new development does occur, it should do so in a manner befitting the proud history of Easton. As such, JMT was hired to complete the first phase of a two-phase project, updating their existing historic district design guidelines for residential and commercial properties. Once the guidelines are finalized and there is a better understanding of what features and styles are prevalent within the Easton Historic District, the second phase will be to create historically sensitive guidelines for development outside of the historic District.

JMT began with an in-person meeting with members of the Town's planning department as well as members of their Historic District Commission (HDC). This meeting gave the client the opportunity to communicate common challenges and issues with the current document. JMT took this information, along with existing zoning ordinances and guidelines, and reviewed and analyzed the information using the findings to create a newly developed outline. Once this outline was approved, a new guideline document was developed that is in full accordance with the appropriate local, state, and federal requirements and regulations. Staff members and members of the HDC were given the opportunity to review the document and provide comments and feedback. JMT is currently preparing the final version of the guidelines for the Town.

You can view our deliverable here: https://eastonmd.gov/DocumentCenter/View/672/The- Easton-Historic-Districts-Design-Guidelines-revised-2022-



REFERENCE
Lynn Thomas, AICP
Town Planner
410-822-2525
lthomas@eastonmd.gov

Town of Easton
14 South Harrison Street
Easton, MD 21061
Dates: 06/2021 – 06/2022
Fee: $40,000



Project Approach

Project Approach

PROJECT UNDERSTANDING

The City of Fernandina Beach is seeking a qualified consultant to update the City's Historic Downtown District Design Guidelines. The purpose of this update is to provide applicants, City staff, and the Fernandina Beach Historic District Council with clear and detailed standards to guide rehabilitation and new construction within the Historic District.

The Fernandina Beach Historic District Guidelines were last updated in 2013. Since then, there have been extensive advances in the methods, technologies, and techniques for construction and renovation which are not addressed and which are increasingly desired by Historic District property owners, including modern advances in solar power, mechanical equipment, sign construction, outdoor music standards, lighting and bulb materials, materials fabrication, street facing screen displays (T.V. and others) and generators.

The goals of this project and the update are:

1. provide a modern refresh with detailed graphics,
2. address resiliency retrofit measures and modern materials,
3. evaluate existing demolition criteria and performance standards,
4. increase details on architectural styles for property owners,
5. incorporate preservation strategies for non-structural features that contribute to the downtown district character, and
6. provide more guidance on incorporating universal design standards in new construction.

JMT understands that this project is planned to be funded, in part, by a Certified Local Government (CLG) grant from the U.S. Department of the Interior, National Park Service, and will be administered by the Florida Department of Historical Resources (DHR). JMT has extensive experience creating design guidelines for municipalities who have been awarded CLG grants and therefore need to abide by grant requirements.

JMT's Cultural Resource group has extensive experience working in Florida for both municipalities as well as DHR. We have completed similar projects for Florida municipalities like Titusville and Tarpon Springs, along with other southeastern municipalities such as Summerville and York, South Carolina.

All work will conform the *Secretary of the Interior's Standards for Archaeology and Historic Preservation,* which include the *Standards for Preservation Planning* and *Standards for the Treatment of Historic Properties.* Our architectural historians compiled for this project all meet the Secretary of the Interior's Professional Qualification Standards.

APPROACH

Kick-Off Meeting

Upon receiving notice to proceed, JMT will schedule a kick-off meeting with appropriate city staff. During the meeting, we will review the goals, design details, format, and project schedule. Additionally, we request that any existing background information that is potentially useful to the project be shared with the project team at this time, including pertinent existing studies, plans, zoning information, histories, photographs, National Register nominations, and maps. In an effort to maximize the project budget and compress the schedule, we will hold this meeting
vi

These preliminary meetings not only establish a foundational relationship between all parties involved with the project but ensure a mutual understanding of the purpose and requirements of the project.



Field View

After the kick-off meeting, we will schedule a trip to Fernandina Beach. During this trip, we will spend time photographing the five districts. This field view will allow JMT to understand the unique qualities of each district including character defining features, styles, scale, and forms. JMT develops every set of design guidelines to include as many local photos and examples as possible. These photos will be used to demonstrate guidelines, architectural ideas, vocabulary, and details.



Draft Outline

Using the existing guidelines as a starting point, JMT will draft an outline detailing the proposed organization for the updated guidelines. This outline will ensure that the document is in alignment with the vision of the city staff as well as guarantee that all desired topics are included prior to full draft, ultimately streamlining the review process.

JMT requests all comments on the outline be collected and collated into one comment/response document for revisions. This document allows both the city and JMT to track comments, as well as what and how each comment has or has not been addressed. One round of revisions is anticipated before the final outline is approved.

Preparation of Draft Design Guidelines

Once the outline has been approved, JMT will begin compiling a draft of the guideline document. Focus will be on compiling the most thorough, effective guidelines which will result in a user-friendly document. We understand that the manual will be used by a wide range of people requiring a simplification of architectural terms, concepts, and ideas. We supplement each document with drawings and photos to aid in the explanation and understanding of topics as well as a glossary populated with words used within the document.

The completed document will be specific to Fernandina Beach, using local photographs and examples as much as possible. Our architectural historians have the skills, experience, and software needed to produce effective graphics, edit photographs, and create any needed maps for the document.

The guidelines will follow the approved outline and will be completed in full accordance with the appropriate local, state, and federal requirements and regulations including those put forth by the Secretary of Interior.

JMT requests the city collect comments from all reviewing parties be collated into one comment/response document for revisions. This document will allow both the city and JMT to track comments, as well as what and how each comment has or has not been addressed.

Two rounds of revisions are anticipated before the final is submitted for approval.

Final Deliverables

Once the final document is complete, JMT will provide the city with all native files used to create the document.

Design Guidelines for Amelia River Waterfront Community Redevelopment Area (CRA)

JMT understands the city is interested in obtaining a second proposal estimate to complete an update to the City's Design Guidelines for its Amelia River Waterfront Community Redevelopment Area (CRA). This document was completed in 2007and city staff, and the Historic District Council are interested in better articulating how to treat properties that either border or share a boundary with the Downtown Historic District.

JMT understands the importance the City places on having a cohesive architectural vision for the CRA. **We have ample capacity to take on both projects and feel that conducting both projects concurrently is the best way to maximize budgets and create cohesion between documents**. The Amelia Reiver Waterfront CRA project is not included in the proposed budget for the Downtown Historic District project, but can be discussed at a later date.



Timeline

Timeline

Below is a proposed timetable for this project. Due dates have been developed based on previous experience allowing adequate time for review.

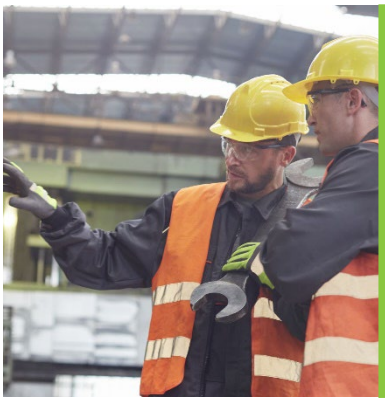
PROPOSED TIMETABLE	
Milestone	**Due Date**
CONTRACT EXECUTION*	February 21, 2024
JMT & City: Kick-off Meeting	Week of March 3, 2024
JMT City: Field View	Week of March 10, 2024
JMT: Submit Draft Outline	March 21, 2024
City: Comments back to JMT on Draft Outline	March 28, 2024
JMT: Submit First Draft of Design Guidelines	April 30, 2024
City: Comments back to JMT on First Draft of Design Guidelines (First Round of Edits)	May 23, 2024
JMT: Submit Second Draft of Design Guidelines	June 6, 2024
City: Comments back to JMT on Second Draft of Design Guidelines (Second Round of Edits)	June 20, 2024
JMT & City: Project Complete	June 30, 2024

*This schedule is based on a February 21, 2024, contract execution date. Should this date be delayed, the subsequent due dates will be adjusted, still meeting the June 30, 2024, deadline. This may also result in shorter review times.



Price

Task 1	PM	AH 1	AH 2	QA/QC	TOTAL
Kick-off Meeting (Virtual)	4	2	2	0	8
Field View	0	32	32	0	64
Draft Outline	2	4	2	1	9
Edits to Outline	2	2	0	2	6
Research	2	32	32	0	66
Draft Guidelines	16	56	56	4	132
First Round of Edits	8	40	40	2	90
Second Round of Edits	8	32	32	1	73
Final Submission	1	4	0	1	6
Project Management	40	0	0	0	40
Subtotal 1	83	204	196	11	494
Task 1	**Hours**			**Hourly Rate**	
Project Manager	83	x		$147.20	$12,217.93
Architectural Historian 1	204	x		$84.60	$17,258.40
Architectural Historian 2	196	x		$84.60	$16,581.60
QA/QC	11	x		$148.05	$1,628.55
Total Direct Labor	494				***$47,686.48***
Per Diem Total					*$280.00*
Airfare					*$1,000.00*
Car					*$200.00*
Hotel					*$800.00*
Total Indirect Cost					***$2,280.00***
				Total Cost	**$49,966.48**



Required Forms

EXHIBIT "A"

CONTACT SHEET

A. DOWNTOWN DESIGN GUIDELINES UPDATES-

AS PER SCOPE LUMP SUM AMOUNT $ 49,966.48

B. AMELIA RIVER WATERFRONT CRA DESIGN GUIDELINES UPDATE-

ADD: LUMP SUM AMOUNT $ *----------

Lump sum price is heavily dependent on many factors within the scope of work developed for each specific area of interest. The JMT team is excited for the possibility to partner further with the City, and look forward to discussing project specifics for the Amelia River Waterfront CRA project once a scope of work is defined further.

Name: Johnson, Mirmiran & Thompson, Inc.

Federal Taxpayer ID: 52-0963531

Mailing Address: 2008 Riverside Avenue, Suite 200

City, State, & Zip Code: Jacksonville, FL 32204

Telephone: (904) 476-9571 **Fax:** N/A

Email: SQuevedo@jmt.com

Submitted By: Sergio Quevedo, PE, PTOE, RSP1

Title: Senior Vice President

Accounting Contact:

Name: Jennifer Fox **Title:** Assoc. Vice President

Email Address: JFox@jmt.com **Phone:** (410) 316-2299

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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 RFP 24-02 Historic Downtown Design Guideline Updates.

2. This sworn statement is submitted by (entity) Johnson, Mimiran & Thompson, Inc. whose business address is 2008 Riverside Ave. Suite 200 Jacksonville, FL 32204 and (if applicable) Federal Employer Identification Number (FEIN) is 52-0963531 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

3. My name is Sergio Quevedo, PE, PTOE, RSP1 and my relationship to the entity named above is Senior Vice President.

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 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)

__X__ 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 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 list. (Please attach a copy of the final order.)

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

_____ 02/09/2024
Signature Date:

STATE OF FLORIDA
COUNTY OF Duval

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 9th day of February, 2024, and is personally known to me or has provided _____ as identification.

_____
Notary Public
My Commission expires: 10/20/2027

IRIS CHEUNG
Notary Public - State of Florida
Commission # HH 447267
My Comm. Expires Oct 20, 2027
Bonded through National Notary Assn.

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "C"

DRUG-FREE WORKPLACE CERTIFICATION

The below-signed INDIVIDUAL 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 individual complies fully with the above drug-free workplace requirements.

COMPANY: Johnson, Mirmiran & Thompson, Inc.

CITY: Jacksonville STATE: FL ZIP CODE: 32204

SIGNATURE: _____ PHONE: (904) 476-9571

NAME (TYPED OR PRINTED): Sergio Quevedo, PE, PTOE, RSP1 TITLE: Senior Vice President

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "D"

E-VERIFY STATEMENT

Bid/Proposal Number: RFP 24-02

Project Description: Historic Downtown Design Guideline Updates

I acknowledges and agrees to the following:

I 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 INDIVIDUAL during the term of the Contract to perform employment duties within Florida; and

2. All persons assigned by the INDIVIDUAL to perform work pursuant to the contract with the Department.

Individual/Company/Firm: Johnson, Mimiran & Thompson, Inc.

Authorized Signature: Sergio Quevedo, PE, PTOE, RSP1, Senior Vice President

Title: Senior Vice President

Date: 02/09/2024

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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 individual presenting this submittal, confirms understanding and/or agreement and/or takes exception with any statement in the following sections of this ITB/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: Sergio Quevedo, PE, PTOE, RSP1 Title: Senior Vice President

Signature: _____ Date: 02/09/2024

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "F"

CONFLICT OF INTEREST STATEMENT

This sworn statement is submitted with Bid, Proposal or Contract for RFP 24-02 Historic Downtown Design Guideline Updates.

This sworn statement is submitted by (entity) Johnson, Mimiran & Thompson, Inc. whose business address is 2008 Riverside Ave. Suite 200 Jacksonville, FL 32204 and (if applicable) Federal Employer Identification Number (FEIN) is 52-0963531 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

My name is Sergio Quevedo, PE, PTOE, RSP1 and my relationship to the entity named above is Senior Vice President.

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 not 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.

_____ 02/09/2024
Signature Date

STATE OF FLORIDA
COUNTY OF Duval

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 9th day of February, 20 24, and is personally known to me, or has provided _____ as identification.

_____ My Commission expires: 10/20/2027
Notary Signature

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

IRIS CHEUNG
Notary Public - State of Florida
Commission # HH 447267
My Comm. Expires Oct 20, 2027
Bonded through National Notary Assn.

EXHIBIT "G"

NON-COLLUSION AFFIDAVIT

This sworn statement is submitted with Bid, Proposal or Contract for RFP 24-02 Historic Downtown Design Guideline Updates.

This sworn statement is submitted by (entity) Johnson, Mimiran & Thompson, Inc. whose business address is 2008 Riverside Ave. Suite 200 Jacksonville, FL 32204 and (if applicable) Federal Employer Identification Number (FEIN) is 52-0963531 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

My name is Sergio Quevedo, PE, PTOE, RSP1 and my relationship to the entity named above is Senior Vice President

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.

_____ 02/09/2024
Signature Date:

STATE OF FLORIDA
COUNTY OF Duval

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 9th day of February, 2024, and is personally known to me or has provided _____ as identification.

_____ My Commission expires: 10/20/2027
Notary Signature

IRIS CHEUNG
Notary Public - State of Florida
Commission # HH 447267
My Comm. Expires Oct 20, 2027
Bonded through National Notary Assn.

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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___X_____

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___X_____

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___X_____

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.

Johnson, Mirmiran & Thompson, Inc.	02/09/2024
Firm	Date
	Sergio Quevedo, PE, PTOE, RSP1, Senior Vice President
Authorized Signature	Printed or Typed Name and Title

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
ADDENDUM NO. 1
For RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

City of Fernandina Beach
204 Ash Street
Fernandina Beach, FL 32034

ADDENDUM No. 1

The following changes are applicable to the original documents and specifications of **RFP 24-02**. This Addendum No.1 now becomes part of the original Invitation to Bid and shall be acknowledged by attaching a copy of this Addendum, signed by an authorized representative of the person or firm submitting the bid. Failure to do so may disqualify the bid submittal.

Submitters shall thoroughly familiarize themselves with the contents of this Addendum before submitting the bid.

NAME: Sergio Quevedo, PE, PTOE, RSP1 **TITLE:** Senior Vice President

ADDRESS: 2008 Riverside Avenue, Suite 200

CITY: Jacksonville **STATE:** Florida

AUTHORIZED SIGNATURE:  **DATE:** February 9, 2024

CITY OF FERNANDINA BEACH, FLORIDA
ADDENDUM NO. 1
For RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

1. In the Introduction on page 1 of the RFP, the instructions note that the "Price Submittal Form" (Exhibit A-1) must be used when submitting the bid. I did not see a copy of this exhibit in the RFP. Could you send me a copy of Exhibit A-1? Please ignore the reference to 'Exhibit A-1" Bid Pricing Form. This was an oversight.

2. In Item 16 on page 11 of the RFP, there is a link to obtain the required EPLS results to include in the proposal. When I click on the link, it returns a 404 error. Could you send me an updated link/instructions on how to obtain the required results? www.Sam.gov

3. What is the approved or anticipated budget for this project? $50,000.00



2008 Riverside Avenue, Suite 200
Jacksonville, FL 32204
P. 904-476-9571
www.jmt.com



RFP 24-02

City of Fernandina Beach, FL

HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

Request for Proposal | February 9, 2024 | The ML+H Team

Marquis Latimer + Halback
LANDSCAPE ARCHITECTURE · PLANNING



Marquis Latimer + Halback
LANDSCAPE ARCHITECTURE · PLANNING

8 February 2024

Ms. Wanda Weaks, Purchasing Agent
City of Fernandina Beach
Attn: City Clerk's Office **RFP #24-02**
204 Ash Street
Fernandina Beach, Florida 32034
DELIVERED VIA HAND DELIVERY

Re: RFP 24-02 Historic Downtown Design Guidelines Update

Dear Ms. Weaks and Selection Committee members:

On behalf of our team members, thank you for the opportunity to submit the qualifications of the Marquis Latimer + Halback, Inc. (ML+H) Team for the **Historic Downtown Design Guidelines Update.** As the "newest" city laid out through the Law of the West Indies, we have always felt an affinity for the City of Fernandina Beach due to our roots in the historic city of St. Augustine. We hope we can help our neighbors and fellow keepers of Florida's rich history.

PROJECT OVERVIEW + UNDERSTANDING

We understand that the City is looking to **update the 10-year old *Downtown Historic District Guidelines*** (2013, Thomason and Associates) to **improve the graphics and to address modern needs and considerations**, ranging from **resiliency to modern materials.** Additionally, we understand that there is a desire to **address properties that either border or share a boundary with the Downtown Historic District in the *Amelia River Waterfront CRA***. We applaud the idea to look at both issues together, as we have dealt with similar factors in the City of St. Augustine.

We have a **focused, 3-step process** that will move the process efficiently and deliberately through the update and can **deliver the project by May / June 2024** if we begin by mid-March.

STEP 1: DESIGN GUIDELINES KICKOFF
- March 2024 (15 days)

STEP 2: DESIGN GUIDELINES DRAFT MANUAL + CRA APPENDIX
- April 2024 (30 days)

STEP 3: DESIGN GUIDELINES PUBLIC REVIEW + FINAL DOCUMENTS
- May - June 2024 (30-45 days)

We also believe we can work within the available budget due to **our knowledge of Fernandina Beach**, the **current document the RFP notes should be used as a basis**, and **virtual meetings** to focus the effort on the graphics and design guidance.

INTRODUCTION TO THE ML+H TEAM

We have been fortunate to **work with the City of Fernandina Beach previously** as a continuing landscape architectural consultant, and we also have experience in the area with both the **Amelia Island Plantation Community Association** and **Baptist Health** projects.

As a brief reintroduction, ML+H is a small, specialized design firm in St. Augustine. We provide a **hands-on, public participation approach** to small- and large-scale multi-disciplinary projects. We offer **landscape architecture, planning, urban design, and program management services**.

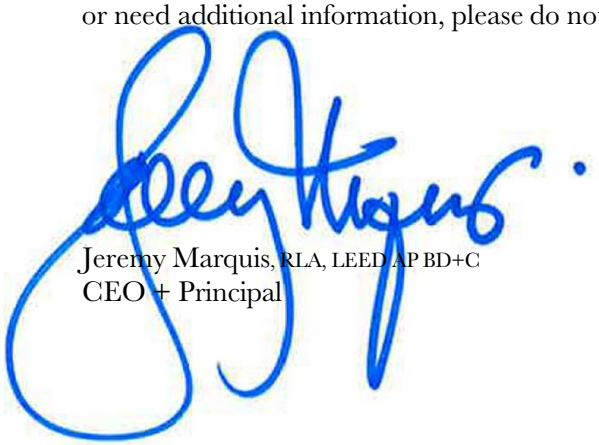
Our team features **three former chairmen of St. Augustine's Historic Architectural Review Board**. Joining Fred Halback and the ML+H bench are his former fellow chairmen including Paul Weaver (Historic Property Associates) and Les Thomas (Les Thomas Architect).

- **Historic Property Associates**, led by Paul Weaver, has been involved in countless National Register nominations and architectural history reports. Paul has worked with ML+H on the award-winning adaptive reuse Cordova Inn (St. Augustine). He is also currently working with Les Thomas on a Yallaha, the oldest extant building outside of St. Augustine's Colonial District. Its coquina base dates from the Second Spanish Period (1784-1821).
- **Les Thomas Architect** is an award-winning architect based in St. Augustine. He has worked on over 20 projects with ML+H for both public and private clients. Over the past decade, he worked with ML+H to update the *Entry Corridor Guidelines* for King Street, San Marco Avenue, and Anastasia Boulevard in the City of St. Augustine. In 2022, Les worked with ML+H to develop the *Lincolnville Architectural Guidelines*, addressing guidance for both new and historic structures in the Lincolnville Historic District, a historically African-American community in St. Augustine.

OUR STRIVE FOR EXCELLENCE

We will work diligently to dovetail with the City staff's efforts to update these Guidelines to continue to preserve and maintain the livability of Fernandina's historic district. In all of our projects, we **strive for excellence**. We have received awards from the *Florida Trust for Historic Preservation*, *Florida Chapter of the American Society of Landscape Architects*, and we have been ranked by the University of Florida Alumni Association on the 2019 Gator 100 (#97), 2020 Gator 100 (#85), 2021 Gator 100 (#71), and the 2022 Gator 100 (#81). We hope our work with Fernandina can add to this tradition of excellence!

I hope you will find this qualification package to be clear, concise, and helpful. If you have any questions or need additional information, please do not hesitate to reach out to me or Fremont.



Jeremy Marquis, RLA, LEED AP BD+C
CEO + Principal



TAB 1 | Quality and Qualifications of Firm and Experience

Spanish Street | Downtown Improvements District | St. Augustine, Florida

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ML+H

WE ARE STORYTELLERS.

Creating compelling environments to live, work, and play.



FIRM INTRODUCTION

Located in the nation's oldest city of St. Augustine, Florida, Marquis Latimer + Halback, Inc. has earned a distinct reputation for creating unique design solutions and compelling images of change.

Offering a wide variety of planning, design and management services, principals Jeremy Marquis, Fremont Latimer, and Fred Halback, along with the entire talented team, assess project conditions and values creating environments that are functional, creative and sustainable.



Services offered by the firm include:

» Landscape Architecture
» Planning
» Urban Design
» Program Management

Areas of expertise include:

» Historic & Cultural Places
» Downtowns & Streetscapes
» Parks & Recreation
» Communities & Custom Residential
» Resorts & Hotels
» Faith-based & Institutional Spaces

COLLABORATIVE DESIGN APPROACH

Marquis Latimer + Halback is a team driven firm. Our associates work collaboratively in our St. Augustine studio, and we look to bring this approach to our work with the City of Fernandina Beach.

ML+H
St. Augustine, Florida
Landscape Architecture Lead

Les Thomas Architect
St. Augustine, Florida
Architecture Lead

Historic Property Associates, Inc.
St. Augustine, FL
Historic Preservation Consulting

City of Fernandina Beach

Kelly Gibson
Planning and Conservation Deputy Director

Sal Cumella
Historic Preservation Planner



Jeremy Marquis, rla, leed ap bd+c
Lead & Principal-in-Charge

LEAD EXPERTS

Les Thomas, ra
Historic Architect



Fred Halback, rla, fasla
Historic Landscape & Site



Paul Weaver
Architectural Historian



GRAPHICS & PRODUCTION

Fremont Latimer, rla, isa
Production Lead

Gavin Cain, rla
Graphics

Carolina Schultz
Graphics

Erika Guenther
Graphics

Marquis Latimer + Halback
LANDSCAPE ARCHITECTURE · PLANNING

JEREMY MARQUIS, RLA, ASLA, LEED AP BD+C
Principal-in-Charge | Lead

34 Cordova Street, Suite A, St. Augustine, Florida 32084 | 904.540.6940 (c) | jeremy@halback.com



As principal-in-charge, Jeremy Marquis has led the firm in the successful design of spaces ranging from private gardens to college campuses. His **attention to detail and innovative solutions** have resulted in award winning projects that have been recognized by the Florida Chapter of the American Society of Landscape Architect, the Florida Trust for Historic Preservation and the University of Florida.

In addition to his design acumen, Jeremy has developed an excellent reputation for leadership and building consensus within the design team as well as with the public. Jeremy is a past member of the St. Augustine Historic Architecture Review Board and a frequent guest juror at the University of Florida.

Professional Registrations

Registered Landscape Architect, State of Florida, License #LA6667110

LEED AP BD+C (Leadership in Energy and Environmental Design) Accredited Professional, Building Design + Construction

Education

Bachelor of Landscape Architecture, University of Florida, *summa cum laude*

Professional Memberships

American Society of Landscape Architects, member

Career History

2014 – Present
CEO + Principal
Marquis Latimer + Halback, Inc.
St. Augustine, Florida

2010 – 2014
Principal + Vice President
Marquis Halback, Inc.
St. Augustine, Florida

2006 – 2010
Associate
Halback Design Group, Inc.
St. Augustine, Florida

Boards and Committees

St. Augustine Historical Society, 2023-2026
Board of Trustees Member (Finance Subcommittee)

Historic Architectural Review Board, City of St. Augustine, member 2014-2016

JAX Chamber Board of Governors, 2012-2016
2012-2014 Downtown Revitalization Subcommittee
2014-2016 Sports and Entertainment Subcommittee

Related Project Experience

Daytona Beach Riverfront Esplanade, Daytona Beach, FL
City of South Daytona Reed Canal Park Master Plan, South Daytona, FL
City of Ormond Beach Cassen Park, Ormond Beach, FL
City of St. Augustine Entry Corridor Standards, St. Augustine, FL
City of St. Augustine Downtown Improvements District Streetscapes, St. Augustine, FL
City of St. Augustine King Street, Cordova Street, and Cathedral Place Complete Street Improvements, St. Augustine, FL
Lightner Museum South Terrace and Community Garden, St. Augustine, FL
Neptune Beach Senior Community Center, Neptune Beach, FL
University of Florida Physics Shared Use Path, Gainesville, FL
University of Florida Whitney Research Village, St. Augustine, FL
University of West Landscape Master Plan, Pensacola, FL
University of West Florida East Entrance Sign, Pensacola, FL

Selected Awards and Honors

University of Florida Gator 100 (2019, 2020, 2021, 2022)
One of the top 100 fastest growing Gator owned businesses

Florida Trust for Historic Preservation Outstanding Achievement – Resilient Preservation (2021)
Resilient Heritage in the Nation's Oldest City, St. Augustine, Florida

Florida Trust for Historic Preservation Significant Achievement – Historic Landscape (2019)
University of West Florida Historic Trust Museum Plaza, Pensacola, Florida

Florida Chapter ASLA Award of Excellence (2016),
St. Augustine Historic Streetscape Rehabilitation

2015 Outstanding Young Alumni, University of Florida College of Design, Construction, and Planning

Florida Chapter ASLA Award of Honor
Colonial Quarter, St. Augustine, Florida

Florida Chapter ASLA Award of Merit (2013)
Transit in Parks: Reconnecting the Castillo and the Bayfront, St. Augustine, Florida

PAUL L. WEAVER III

Architectural Historian | Historic Property Associates, Inc.

5 Milton Street, St. Augustine, FL 32084 | 904.347.6090 (c) | HPA007@aol.com



Paul Weaver has **over 40 years of experience** in historic architectural survey and preservation. With over 120 cities, towns, and counties surveyed, Paul has cultivated a resume that covers architectural survey, planning, recordation techniques, and preservation methods and practices. This knowledge extends greatly into service with **municipal, county, state and federal government** to help direct cultural resource studies and management. His work covers historic preservation from start to finish, preparation of design guidelines, field surveys, and the creation of historic districts. Over the span of his career, Paul has **contributed to the creation of over 70 historic districts**.

Related Project Experience

Florida State Model Guideline, Florida Department of Historic Resources
Historic District Guidelines for Riverside-Avondale and Springfield Historic Districts, Jacksonville, FL
Fernandina Beach Historic Buildings Survey, Fernandina Beach, FL
Fernandina Beach National Register Historic Update, Fernandina Beach, FL
Old Town Fernandina National Register Historic Site, Fernandina Beach, FL
Florida House Federal Tax Credit Project, State of Florida
Nassau County School No. 1, Fernandina Beach, FL
C.H. Huot Building, Jacksonville, FL

Education

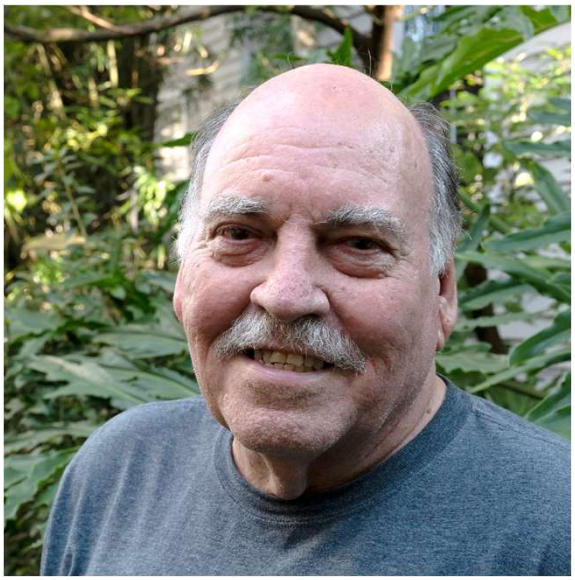
Master of Arts in Latin American History and Historic Preservation, University of Florida
Bachelor of Arts: American History, University of Florida

LES THOMAS ARCHITECT

LES THOMAS, RA

Historic Architect| Les Thomas Architect

32 Cordova Street, St. Augustine, Florida 32084 | 904.824.9508 (c) | lesthomasarchitect@gmail.com



For forty years, Les has contributed numerous projects to historic downtown St. Augustine. His eye for detail and years of experience ensure a structure's beauty and performance. Les's extensive work with the city of St. Augustine has given him **firsthand knowledge into the inner workings of a historic city.** Through his numerous projects within his home city, Les has worked with strict design and zoning ordinances and collaborated with civic review boards and the public to create practical but beautiful pieces that blend into downtown St. Augustine effortlessly.

Related Project Experience

Historic Downtown Parking Garage, St. Augustine, FL
Visitor Information Center, St. Augustine, FL
Lincolnville Architectural Guidelines, St. Augustine, FL
St. Augustine Historic District Guideline Study, Pensacola, FL
University of West Florida Master Plan, Pensacola, FL
St. Augustine Amphitheater, Food Truck Plazas, Offices and Bathroom Additions, St. Augustine, FL
Vilano Beach Main Street Restoration, St. Augustine, FL
Concept Study for Key West Amphitheater, Key West, FL

Education

Bachelor of Architecture, University of Florida

Professional Registrations

Registered Architect, State of Florida, License: #AR0009242

Marquis Latimer + Halback
LANDSCAPE ARCHITECTURE · PLANNING

FRED HALBACK, FASLA, RLA

Senior Principal | Historic Landscape & Site

34 Cordova Street, Suite A, St. Augustine, Florida 32084 | 904.814.7954 (c) | fred@halback.com



For more than forty years, Fred Halback has brought a unique set of talents to the planning, design and management industry. Combining a **master's eye for detail**, as well as an ability to **anticipate and respond to critical client needs**, Fred has created an impressive resume of highly visible, large, complex projects. These projects stand as a testament not only to Fred's creative talents, but also to his ability as a **facilitator, negotiator** and most importantly, as a **communicator**. Projects designed by Fred have **resulted in dozens of state and national awards** including two Environmental Design Awards presented in White House ceremonies by the First Lady.

Related Project Experience

City of St. Augustine Multi-Modal Transportation Facility at the Visitor Information Center (Downtown CRA), St. Augustine FL
Bridge of Lions Rehabilitation, St. Augustine, FL
City of St. Augustine Downtown Improvements District Streetscapes (Phase 1), St. Augustine, FL
UF/Historic St. Augustine Strategic Plan, St. Augustine, FL
Daytona Riverfront Esplanade, Daytona Beach, FL
West Augustine District Park, St. Augustine, FL
St. Augustine Amphitheatre & Arboretum, St. Augustine, FL

Education

Bachelor of Landscape Architecture, University of Florida

Professional Registrations

Landscape Architect, State of Florida, License #519
Landscape Architect Emeritus, State of North Carolina, License #1693

Affiliations

American Society of Landscape Architects, Fellow
International Downtown Association, Member
American Institute of Architects, Affiliate

Marquis Latimer + Halback
LANDSCAPE ARCHITECTURE · PLANNING

FREMONT LATIMER, RLA, ISA

Principal | Production Lead

34 Cordova Street, Suite A, St. Augustine, Florida 32084 | 904.588.5389 (c) | fremont@halback.com



Fremont Latimer has an extensive background working in the green industry. An in-depth knowledge of **arboriculture, horticulture and landscape management** enables Fremont to design landscapes that are as functional as they are beautiful. A love of plants keeps him at the fore-front of planting design, resulting in stunning yet sustainable solutions.

As a student of the classics and history, Fremont brings a **historic sensitivity and context** to every project. Fremont has experience designing for a wide variety of projects; health care, resorts, commercial office parks, CDDs & HOAs, public streetscapes, golf courses, historic cemeteries and residential.

Related Project Experience

City of St. Augustine Downtown Improvements District Streetscapes, St. Augustine, FL
City of St. Augustine/NPS/FTA Reconnecting the Castillo & the Bayfront, St. Augustine, FL
Amelia Riverfront Park Master Plan, Fernandina Beach, FL
University of West Florida Historic Trust Museum Plaza, Pensacola, FL
University of West Florida Master Plan, Pensacola, FL
University of Florida/Historic St. Augustine Government House Landscape, St. Augustine, FL
University of Florida Whitney Research Village, St. Augustine, FL
Baptist Health Downtown Campus Arrival Court, Jacksonville, FL
Baptist Medical South Campus Master Plan, Jacksonville, FL
Baptist Clay Campus Expansion, Fleming Island, FL
St. Johns County Public Works Complex, St. Johns County, FL

Education

Master of Landscape Architecture, University of Florida
Bachelor of Arts: Classical Civilizations, Colby College
Combined Caesarea Expeditions, 2001
Study Abroad, Athens, Greece, 2001

Professional Registrations

Landscape Architect, State of Florida, License #LA6667218
Certified Arborist, International Society of Arboriculture, State of Florida, License #FL5480A
Certified in Green Industry Best Management Practices, University of Florida

Marquis Latimer + Halback
LANDSCAPE ARCHITECTURE · PLANNING

GAVIN CAIN, RLA
Project Manager | Graphics



Gavin Cain is a **native Floridian** that first developed his interest for the profession through playing golf as a youth. Gavin is an **accomplished Landscape Architect** with a broad range of experience within the industry. Gavin has successfully completed projects ranging from urban design/planning efforts focused on economic development, resort and multi-family residential amenity areas, and custom detailed residential gardens.

He is a **thoughtful** designer who is passionate about the **craft and technical implementation** of every project. His greatest joy in the profession lies in working with and helping others.

Related Project Experience

Daytona Beach Riverfront Esplanade, Daytona Beach, FL
City of St. Augustine May Street Intersection, St. Augustine, FL
City of St. Augustine King Street, Cordova Street, and Cathedral Place Complete Street Improvements, St. Augustine, FL
Baptist Medical Center Nassau Maternity Courtyard, Fernandina Beach, FL
High Springs CRA Market Square Master Plan, High Springs, FL
University of West Florida Landscape Master Plan, Pensacola, FL

Education

Bachelor of Landscape Architecture, University of Florida, *summa cum laude*

Professional Registrations

Registered Landscape Architect, State of Florida, License #LA6667142

Marquis Latimer + Halback
LANDSCAPE ARCHITECTURE · PLANNING

CAROLINA SCHULTZ
Associate | Graphics



Carolina is a design graduate from the University of Florida and has her Master of Architecture and her Master of Landscape Architecture from the University of Pennsylvania. She brings a **love for Florida's outdoors** and a **unique eye for the site** as it relates to its structures to our team. Carolina has a wide range of technical skills that help advance our designs as well as a continued interest in a variety of visual media that enhances our graphic skillset.

Carolina seeks to engage and educate the community through her blog documenting her experiences in the design fields. She is **passionate about creating a resource for future designers** to help understand and map out their path to success.

Related Project Experience

City of St. Augustine King Street, Cordova Street, and Cathedral Place Complete Street Improvements, St. Augustine, FL
City of St. Augustine Eddie Vickers and Hayling Park Master Plan, St. Augustine, FL
St. Johns County Shore Drive Waterfront Park, St. Augustine, FL

Education

Master of Landscape Architecture, University of Pennsylvania
Master of Landscape Architecture, University of Pennsylvania
Bachelor of Science in Architecture, University of Florida, *summa cum laude*

Marquis Latimer + Halback
LANDSCAPE ARCHITECTURE · PLANNING

ERIKA GUENTHER
Associate | Graphics



Erika holds a Master's in Landscape Architecture from University of Tennessee and was drawn to the field by her passion for plants. Thanks to her years working as a private residential gardener and a plant consultant for local nurseries she brings a **hands-on knowledge of horticulture** to our team. Combining her love of horticulture and neuroscience degree, she brings a unique set of skills that emphasize the **interaction of people, plant & place.**

Related Project Experience

City of South Daytona Reed Canal Park Master Plan, South Daytona, FL
City of St. Augustine King Street, Cordova Street, and Cathedral Place Complete Street Improvements, St. Augustine, FL
City of Ormond Beach Cassen Park, Ormond Beach, FL

Education

Bachelor of Neuroscience, Eastern Michigan University
Master of Landscape Architecture, University of Tennessee-Knoxville

ML+H

LES THOMAS ARCHITECT

ANASTASIA BOULEVARD, SAN MARCO AVENUE, AND KING STREET ENTRANCE CORRIDOR GUIDELINES

Re-envisioning Entrance Corridors



PROJECT DESCRIPTION & CHALLENGE

To protect the character of the three major entry corridors to the historic downtown, **Marquis Latimer + Halback, Inc.** developed a comprehensive set of parameters to guide owners and businesses as they build, rehabilitate, and repair their properties on the corridors. The goals of the guidelines are to promote the unique characteristics of each overlay district, facilitate the development of vacant land and underutilized properties, and to provide standards and criteria that guide the review and approval by City staff and the Corridor Review Committee.

SOLUTION

The Anastasia Boulevard corridor features many characteristics of mid-century American architecture. San Marco Avenue corridor is a unique, neighborhood shopping, retail and dinning district primarily developed between the 1890's and 1930's. The King Street corridor is distinguished by many traditional commercial buildings in the western section and Flagler Model Land neighborhoods and development in the eastern section.
The guidelines were the result of numerous public meetings and workshops and have resulted in a 'user friendly' guide for substantial redevelopment on each corridor and the establishment of a citizens driven Corridor Review Committee.

LOCATION

St. Augustine, Florida

CLIENT

City of St. Augustine

SCOPE

Project Management
Public Participation
Planning

SIZE

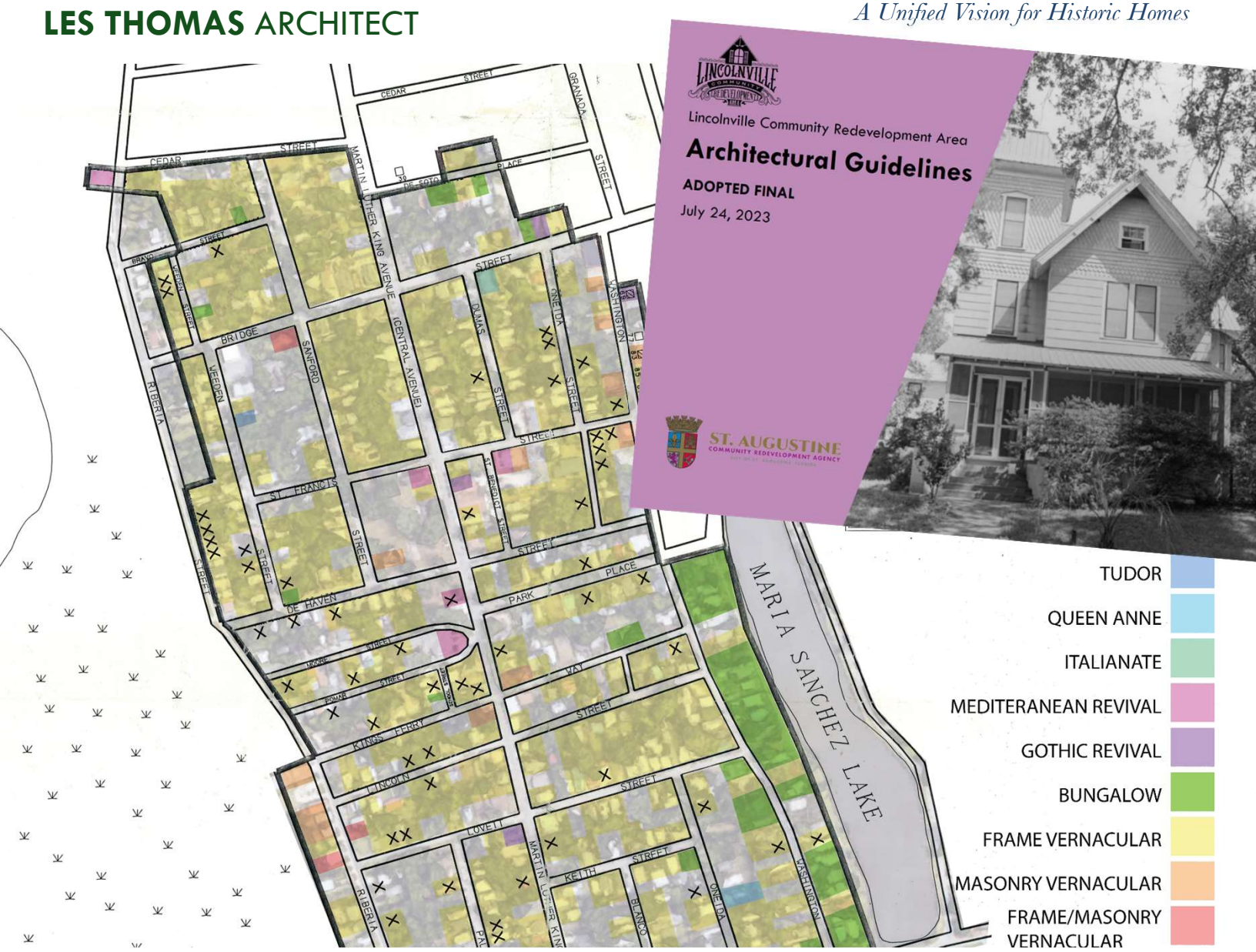
1.9 miles (Anastasia Boulevard)
1.5 miles (San Marco Boulevard)
1.2 miles (King Street)

ML+H

LES THOMAS ARCHITECT

ST. AUGUSTINE LINCOLNVILLE HISTORIC DISTRICT ARCHITECTURAL GUIDELINES

A Unified Vision for Historic Homes



PROJECT DESCRIPTION & CHALLENGE

Lincolnville is a neighborhood within St. Augustine with a rich African American history dating back to the founding of the city in 1565. Its structures are a range of 19th and 20th century homes that are protected by the National Register of Historic Places. The challenge was to create guidelines that capture and preserve the history of the homes that help encourage homeowners to identify, protect, and improve future renovations and building structures within this vibrant residential district.

SOLUTION

The goal is to assist homeowners, builders, and architects to renovate, restore and build in a context-sensitive manner within the unique Lincolnville neighborhood. These guidelines cover city and demolition ordinances as well as codes concerning archaeology, tree removal and zoning. The guidelines help to identify and develop characteristics for all different types of structures.

LOCATION

St. Augustine, Florida

CLIENT

City of St. Augustine

SCOPE

Architectural Guidelines & Design
Landscape Architecture
Public Participation

ARCHITECT

Les Thomas Architect

SIZE

3.75 miles of roadway (Visioning)
1.15 miles of roadway (Guidelines)

ML+H

RESILIENT HERITAGE IN THE NATION'S OLDEST CITY

Preserving the Past & Planning for the Future



PROJECT DESCRIPTION & CHALLENGE

St. Augustine's proximity to meandering waterways and lengthy coastlines lends to its charm. Simultaneously, these features put the city at risk for flooding from tides, storms, and sea level rise. These hazards threaten the historic assets that define St. Augustine. **Marquis Latimer + Halback, Inc.** collaborated with an interdisciplinary engineering, economic, and historic preservation team in developing a series of strategies and adaptation solutions to protect the heart of the 'Nation's Oldest City.'

SOLUTION

Resilient Heritage in the Nation's Oldest City integrates historic preservation considerations into hazard mitigation planning as a necessary strategy for the city's continued resilience. City-wide vulnerability assessments, adaptation strategies, and mitigation planning for flooding and sea level rise, are valuable sources of information for the City's policymakers and the community's property owners. The team developed a document that identifies methods for prioritizing archaeological sites threatened by rising seas, outlines the economic impacts of previous and future flooding events, and recommends potential solutions. All of this was accompanied by a public education online platform.

LOCATION

St. Augustine, Florida

CLIENT

City of St. Augustine
Taylor Engineering

SCOPE

Landscape Architecture
Public Participation

SIZE

Approx. 5,400 acres

ML+H

ST. AUGUSTINE DOWNTOWN STREETSCAPE VISIONING AND GUIDELINES

Creating a New Vision for Historic Streets



PROJECT DESCRIPTION & CHALLENGE

For over a decade, there has been an ongoing effort in the City of St. Augustine to improve the entries and streets in downtown. From orienting the visitor at major intersections, to improving vehicular and pedestrian mobility, the challenge is to develop implementable guidelines for the historic streets and infrastructure. **Marquis Latimer + Halback, Inc.** has developed a series of streetscape "visioning" images and a companion set of guidelines.

SOLUTION

The visioning effort focused on appropriate 'gateways' that signal entry to downtown, efficient traffic movement, on-street parking, designated travel lanes (trams and carriages), improved walkability, and aesthetics. The guidelines utilize 'complete streets' techniques, new brick streets, flush curbs, coquina concrete sidewalks, streetlights, street trees and other historic elements into 'pedestrian friendly' connectors that enhance and organize mobility in the historic downtown core.

LOCATION

St. Augustine, Florida

CLIENT

City of St. Augustine

SCOPE

Streetscape Guidelines & Design
Landscape Architecture
Public Participation

SIZE

3.75 miles of roadway (Visioning)
1.15 miles of roadway (Guidelines)

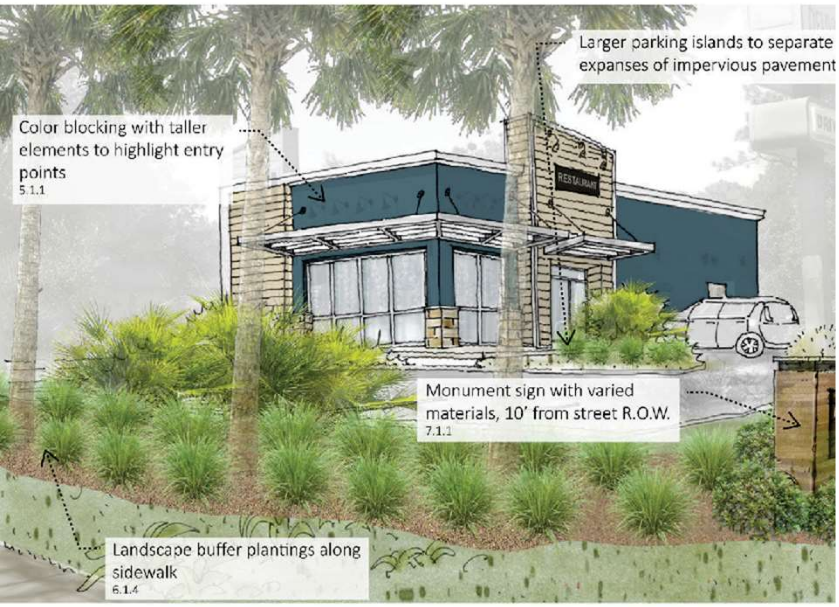
ML+H

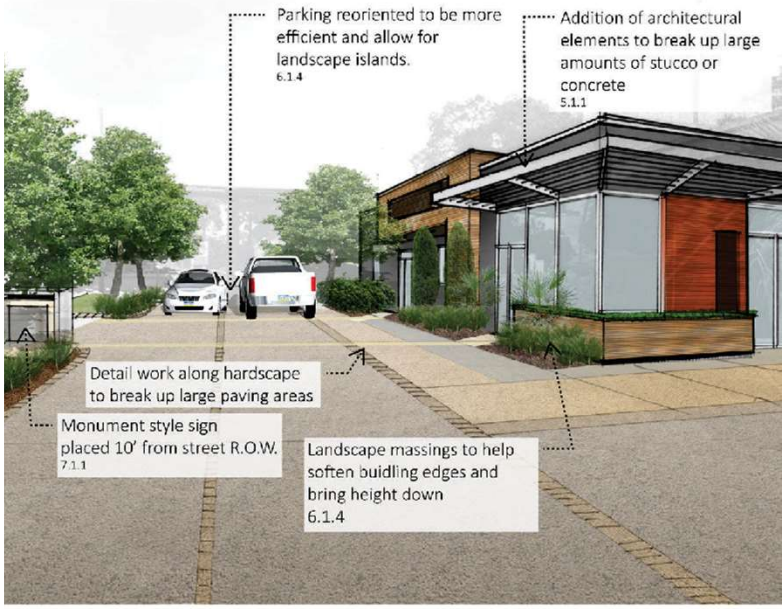
ARLINGTON FACADE GUIDELINES (JACKSONVILLE)

Traditional Values, New Vibe!









Appendix A – Before and After Examples | 34

Appendix A – Before and After Examples | 33

PROJECT DESCRIPTION & CHALLENGE

The Old Arlington neighborhood is a peninsula, along the St. Johns River, uniquely characterized by rolling hills and elevated bluffs. Although it is presently within the city of Jacksonville, historically Arlington was culturally and geographically separated from Jacksonville proper. The predominant mid-century modern style and presence of theuniversity have had a major influence on the neighborhood including the construction of the six-lane University Boulevard in 1961.

SOLUTION

These guidelines provide a series of clear steps for property owners to obtain facade improvement grants from the Renew Arlington CRA, including clear before-and-after images to show the potential of the area.

LOCATION

Jacksonville, Florida

CLIENT

City of Jacksonville

SCOPE

Landscape Architecture

ML+H

UF / HISTORIC ST. AUGUSTINE STRATEGIC PLAN

Living History in the Oldest City



PROJECT DESCRIPTION & CHALLENGE

The University of Florida and a team of planners, architects, engineers, and exhibit specialists developed a plan to guide the management of the State-owned historic properties in downtown St. Augustine. As the responsible steward for the management of the properties, the University required careful research and evaluation of the existing assets as well as a sustainable financial model for operations. **Marquis Latimer + Halback, Inc.** provided local guidance on the landscape architectural and urban design issues.

SOLUTION

One of the central findings of the plan is a joint-use center to orient visitors to the military and civilian aspects of life in Colonial St. Augustine and a re-purposed Colonial Quarter Living Museum. The plan also included standards for appropriate refurbishments and additions to buildings, site elements, and landscape.

LOCATION

St. Augustine, Florida

CLIENT

University of Florida
RS&H, Inc.

SCOPE

Urban Design
Master Planning
Landscape Architectural Guidelines

ARCHITECT

RS&H, Inc.

SIZE

34 buildings/properties

AWARDS

APA Florida Chapter Neighborhood Planning Merit Award

ML+H

RECONNECTING THE CASTILLO & THE BAYFRONT

Improving Visitor Connections



PROJECT DESCRIPTION & CHALLENGE

In preparation for the 450th anniversary of the Nation's Oldest City, and funded by the Paul S. Sarbanes Transit in Parks Grant, **Marquis Latimer + Halback, Inc.** provided planning and design services to improve the visitor connections to the historic Castillo de San Marcos, Downtown, and Bayfront. Leading an unprecedented public participation program, including public meetings, surveys, and a heavily visited project website, a multi-phased implementation strategy was developed and implemented.

SOLUTION

Significant consensus building and coordination with the City, FDOT, FTA, and the National Park Service has resulted in grant support for planning and implementation. Projects resulting from these endeavors include: Waterfront Promenade & SRA1A Transportation Management Plan, Historic Downtown Streetscape Guidelines, Event Transit Plan, Historic Downtown Parking & Circulation Plan, and the Orange Street Streetscape / Cubo Line Extension Improvements.

LOCATION

St. Augustine, Florida

CLIENT

City of St. Augustine
National Park Service
Federal Transit Administration

SCOPE

Project Management
Urban Design
Landscape Architecture

TRANSPORTATION PLANNING

Planning Innovations, Inc. & RS&H, Inc

SIZE

9.5 acres

AWARDS

ASLA, Florida Chapter, Award of Merit: Planning & Analysis

ML+H

HISTORIC DOWNTOWN IMPROVEMENTS DISTRICT STREETSCAPE

Redefining St. Augustine's Historic District



PROJECT DESCRIPTION & CHALLENGE

Marquis Latimer + Halback, Inc. produced the "Historic Downtown Streetscape Guidelines" for the city of St. Augustine. These guidelines were adopted and implemented as part of the Downtown Improvements District; a $2.8 million streetscape project for Spanish Street, Hypolita Street, and Treasury Street. The improvements include full replacement of underground sewer and water lines, new cable and electric conduit, new gas lines, and a new stormwater drainage system seamlessly integrated into the brick streets above.

SOLUTION

Utilizing 'complete streets' techniques, ML+H designed new brick streets, flush curbs, coquina concrete sidewalks, street lights, street trees and other historic elements into 'pedestrian friendly' connectors that has enhanced and organized mobility in the historic downtown core.

LOCATION

St. Augustine, Florida

CLIENT

City of St. Augustine

SCOPE

Streetscape Guidelines & Design
Landscape Architecture
Public Participation

CIVIL ENGINEER

England – Thims & Miller, Inc.

SIZE

0.47 miles of roadway

AWARDS

Florida Trust for Historic Preservation, Outstanding Achievement
ASLA, Florida Chapter Award of Excellence, Preservation and Conservation

ML+H

KING STREET COMPLETE STREETS

Reviving St. Augustine's Entry Corridor



PROJECT DESCRIPTION & CHALLENGE

With the goal to create 'The Best Mile in Florida', Marquis Latimer + Halback, Inc. has produced two new visions for King Street in downtown St. Augustine. King Street serves as one of two entrances into downtown and has concerns with flooding, pedestrian safety, and curb appeal. The intention is to enliven this entry corridor into the Nation's Oldest city by easing traffic, creating safer pedestrian passage, and possibly adding a lane dedicated to transit. King Street's revitalization will be influenced by local residents and the Historic Architectural Review Board.

SOLUTION

Exemplifying the goal of 'complete streets', King Street's vision aims to add beauty and safety to the Oldest City's downtown. The updated streetscape has two primary options: 'A' will include a brick turn lane and 'B' will add in a lane dedicated to transit. Both options will include an improved corridor for pedestrian and vehicular safety, improved traffic conditions around the plaza, and enhanced crosswalks.

LOCATION

St. Augustine, Florida

CLIENT

City of St. Augustine

SCOPE

Streetscape Guidelines & Design
Landscape Architecture
Public Participation

SIZE

1 mile of roadway

ML+H

AVILES STREETSCAPE REHABILITATION

The Oldest Street in America



PROJECT DESCRIPTION & CHALLENGE

The Oldest Street in America, Aviles Street, is part of the original city plan, developed by Spanish Royal decree around 1573. Although the street was rich in history and charm, many tourists (and even local residents) did not know of its history. Compounding the challenge was a limited budget, various user groups, and narrow right-of-ways

SOLUTION

Marquis Latimer + Halback, Inc. led the community in the development and implementation of a comprehensive improvement plan. The improvement plan included public participation, addition of an outdoor dining ordinance and parking revenue plan, and complete streetscape design.

LOCATION

St. Augustine, Florida

CLIENT

City of St. Augustine

SCOPE

Project Management
Urban Planning and Design
Streetscape Design

SIZE

1 block

ML+H

BRIDGE OF LIONS REHABILITATION

Understanding the Past, Planning for the Future



PROJECT DESCRIPTION & CHALLENGE

Built in 1927, this historic bridge has undergone a complete rehabilitation. As a member of the Bridge Design Team and responsible for the Public Participation Program and conceptual design, **Marquis Latimer + Halback, Inc.** provided historic research and analysis, as well as landscape architectural design services for the improvement of the bridge's historic approaches and parks located on the east and west ends.

SOLUTION

The final design focused on solving modern urban challenges, where issues like traffic and pedestrian circulation were addressed within the most appropriate historic context.

LOCATION

St. Augustine, Florida

CLIENT

Florida Department of Transportation
RS&H,Inc.

SCOPE

Public Participation Officer
Urban Design
Landscape Architecture

SIZE

Approaches + Parks: 2.3 acres
Bridge Length: 2,000 feet

ML+H

AMELIA RIVERFRONT PARK MASTER PLAN

Engaging Downtown with the Waterfront



PROJECT DESCRIPTION & CHALLENGE

Marquis Latimer + Halback, Inc. was tasked with developing a master plan for Amelia Riverfront Park. The aim of the master plan was to develop a vision for a waterfront gathering space that extends the downtown character to the Amelia River. In doing so, the authenticity of the community should be reflected in comfortable spaces for families and events, along with rich materials that are iconic and endemic to Fernandina and Amelia Island.

SOLUTION

Amelia Riverfront Park will create an engaging and authentic greenspace to experience the Amelia River while reflecting the unique character of Fernandina Beach. With design that reflects an 'authentic and historic Florida' theme, the master plan creates an appropriate 'reconnection of the waterfront to the historic downtown' including entrance arrival areas, event spaces, walkways, Petanque court and other potential passive recreation, and parking spaces.

LOCATION

Fernandina Beach, Florida

CLIENT

City of Fernandina Beach

SCOPE

Master Planning
Landscape Architecture

SIZE

5.04 acres

ML+H

AMELIA ISLAND PLANTATION MASTER PLAN UPDATE

Celebrating the Past, Embracing the Future!



PROJECT DESCRIPTION & CHALLENGE

Marquis Latimer + Halback, Inc. recently updated the iconic 1970's environmentally-sensitive master plan of Ian McHarg for Amelia Island Plantation. Leading a team of specialty consultants, the community-owned properties were extensively evaluated. Members were provided numerous interactive workshops and preference surveys for the enhancement of improved community gathering spaces, trails, kayak launches and community meeting spaces for a $10 million improvement plan over 10 years.

SOLUTION

These improvements honor the environmental legacy of McHarg while positioning the community for the next generation of enjoyment and interaction with nature. Improvements include expanded trail systems and trailhead, new community park & gathering center, expanded kayak and boating center, revitalized park system, improved beach access parks, and community signage.

LOCATION

Amelia Island, Florida

CLIENT

Amelia Island Plantation Community Association

SCOPE

Project Management
Master Planning
Recreation Planning

SIZE

110 acres

HISTORIC PROPERTY ASSOCIATES, INC.

NASSAU COUNTY SCHOOLHOUSE NO. 1

Restoring Charm to Fernandina's Oldest Schoolhouse



PROJECT DESCRIPTION & CHALLENGE

Located off of A1A in Fernandina Beach is the first schoolhouse on Amelia Island. This Romanesque Revival building was designed by renowned Robert Sands Schuyler and built in 1886 as a 4-room school. Despite a later addition to the building, the school could not keep up with the growing population of the island and altered the building to other uses. Its most recent owner wanted to restore this Fernandina Beach gem as close to its original layout while converting its usage to a hotel.

SOLUTION

With the help of **Historic Property Associates**, this building was properly restored with modern amenities and its original charm. Paul Weaver helped to solidify this property's national historic designation essentially expanding the possible reach of Fernandina Beach's historic district and earning the property owner historic tax credit to do all the renovations in alignment with this historic property's unique character.

LOCATION

Fernandina Beach, Florida

CLIENT

Private Owner

SCOPE

Design Review
Baseline Documentation
Historic Evaluation and Qualification

HISTORIC PROPERTY ASSOCIATES, INC.

FERNANDINA HISTORIC DISTRICT UPDATE

Preserving the Past, Protecting the Future!



PROJECT DESCRIPTION & CHALLENGE

This survey project helped to further establish the Historic District of Fernandina Beach in the 1980s after its original induction into the National Register of Historic Places in 1973. Buildings of significance in this district range were built between 1870 and 1930 and range in use from residential, commercial, school and church. **Historic Property Associates** helped to survey this historic district to reassess and update design guidelines that protect the unique Fernandina Beach architecture and charm.

SOLUTION

The updated survey and guidelines allows Fernandina Beach residents and visitors to enjoy enhanced walkability, ease of travel, and the preservation of its existing structures.

LOCATION

Fernandina Beach, Florida

CLIENT

City of Fernandina Beach

SCOPE

Guideline Updates and Review
Baseline Documentation
Historic Evaluation and Qualification

HISTORIC PROPERTY ASSOCIATES

HISTORIC PROPERTY ASSOCIATES, INC.

FLORIDA HOUSE

Reviving a Piece of Fernandina History



PROJECT DESCRIPTION & CHALLENGE

The Florida House was built in 1859 as a boarding house by David Yulee while attempting to build Florida's first cross-state railroad. It is unique for its wood-frame construction that has persisted for 165 years. Due to its materials, creating code proved more difficult than a masonry frame construction in the area. This historic property is more vulnerable to flood and fire as well as modern-day code restrictions. To maintain this long-time lodge, it was necessary to identify its historical significance to the community.

SOLUTION

Historic Property Associates was able to assess this property for its architectural style, significance, and historic designation which granted the funds for it to be renovated with contemporary use in mind.

LOCATION

Fernandina Beach, FL

CLIENT

Private Owner

SCOPE

Guideline Updates and Review
Baseline Documentation
Historic Evaluation and Qualification

HISTORIC PROPERTY ASSOCIATES, INC.

LES THOMAS ARCHITECT

YALLAHA HOUSE
115 BRIDGE STREET

Modern Living in Old Home Charm



PROJECT DESCRIPTION & CHALLENGE

Yallaha, 115 Bridge Street, is one of the outstanding buildings in the Lincolnville Historic District. It is the oldest extant building outside of St. Augustine's Colonial District. Its coquina base dates from the Second Spanish Period (1784-1821). In 1845 this Territorial Period Plantation House took its current shape. This residence name, Yallaha, is dubbed by the orange tree plantation which originally surrounded it; 'yallaha' meaning 'orange' in the Timucuan language

SOLUTION

Combining modern conveniences while maintaining historic charm is the work of **Les Thomas.** Through renovation, this old house is now a modern livable residence with complete restoration of the original porches, dormers, and coquina chimney on the exterior. On its interior, the existing layout was maintained while expanding the living, dining and garage areas with a new addition. This restoration was also possible with the help of historic tax credits brought in by **Historic Property Associates.**

LOCATION

St. Augustine, Florida

CLIENT

Private Owner

SCOPE

Architecture
Historic Restoration

LES THOMAS ARCHITECT

164 & 166 AVENIDA MENENDEZ STREET

Bringing Resilience to St. Augustine's Historic Homes



PROJECT DESCRIPTION & CHALLENGE

The residences at 164 and 166 Avenida Menendez Street overlook the bayfront in downtown St. Augustine. These historic properties were built in 1916 and are considered vernacular style homes. With damage sustained from both Hurricanes Matthew and Irma, the owners reached out to **Les Thomas** to creatively raise their homes above rising water to prevent further flooding while simultaneously restoring them to their original beauty.

SOLUTION

The solution was to raise the houses on new concrete piers to get them above the rising water with an added benefit in this case to create additional parking in the rear under the structures. **Les Thomas** was able to increase the height of these homes up 9 steps while making extra room with raised porches. While the porches are a new addition to these homes, it allows space for the increased number of stairs and allows these historic structures to be protected against the inevitable flooding in St. Augustine's coastal community.

LOCATION

St. Augustine, Florida

CLIENT

Private Owners

SCOPE

Flood Remediation
Historic Renovation
Architecture



TAB 2 | Fee Schedule

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FEE SCHEDULE OVERVIEW

Per the RFP and Addendum, we understand the City of Fernandina Beach has a budget of $50,000 for the updates of the *Historic Downtown Design Guidelines* and the design guidelines supplement for the *Amelia River Waterfront CRA*.

We believe our team can utilize the best of **our knowledge of Fernandina Beach**, the **current document the RFP notes should be used as a basis**, and **virtual meetings** to focus the effort on the graphics and design guidance.

3.0 SCHEDULE OF FEES, HOURLY RATES, AND REIMBURSABLE EXPENSES

3.1 The Client agrees to pay the Consultant the lump sum fees listed below as compensation for services. The Consultant shall make monthly billings. The fees do not include additional reimbursable expenses. The Consultant shall be paid within fifteen (15) days of receipt of a detailed invoice.

A.	2.1 STEP 1: DESIGN GUIDELINES KICKOFF			$	8,865.00
	ML+H	$	5,565.00		
	Les Thomas Architect	$	2,145.00		
	Historic Property Associates, Inc.	$	1,155.00		
B.	2.2 STEP 2: DESIGN GUIDELINES DRAFT MANUAL + CRA APPENDIX			$	26,460.00
	ML+H	$	17,460.00		
	Les Thomas Architect	$	5,850.00		
	Historic Property Associates, Inc.	$	3,150.00		
C.	2.3 STEP 3: DESIGN GUIDELINES PUBLIC REVIEW + FINAL DOCUMENTS			$	14,055.00
	ML+H	$	8,655.00		
	Les Thomas Architect	$	2,700.00		
	Historic Property Associates, Inc.	$	2,700.00		
D.	Reimbursable Allowance			$	500.00
			LUMP SUM TOTAL	**$**	**49,880.00**

3.2 Fee Split for Two Documents: The intent is to keep both the Historic District Design Guidelines and the CRA appendix moving forward at the same time for efficiency of process and fee. The general allocation for the two are as follows, but this is not intended as separate fees:

A.	*Historic District Design Guidelines* update	$	34,916.00
B.	*Amelia River Waterfront CRA* Design Appendix	$	14,964.00
	LUMP SUM TOTAL	**$**	**49,880.00**

2.0 SCOPE OF WORK - ESTIMATED LEVEL OF EFFORT (HOURS)

NOTE: ACTUAL HOURS MAY VARY. SEE ITEM 3.0 FOR FULL TERMS.

2.1 STEP 1: DESIGN GUIDELINES KICKOFF

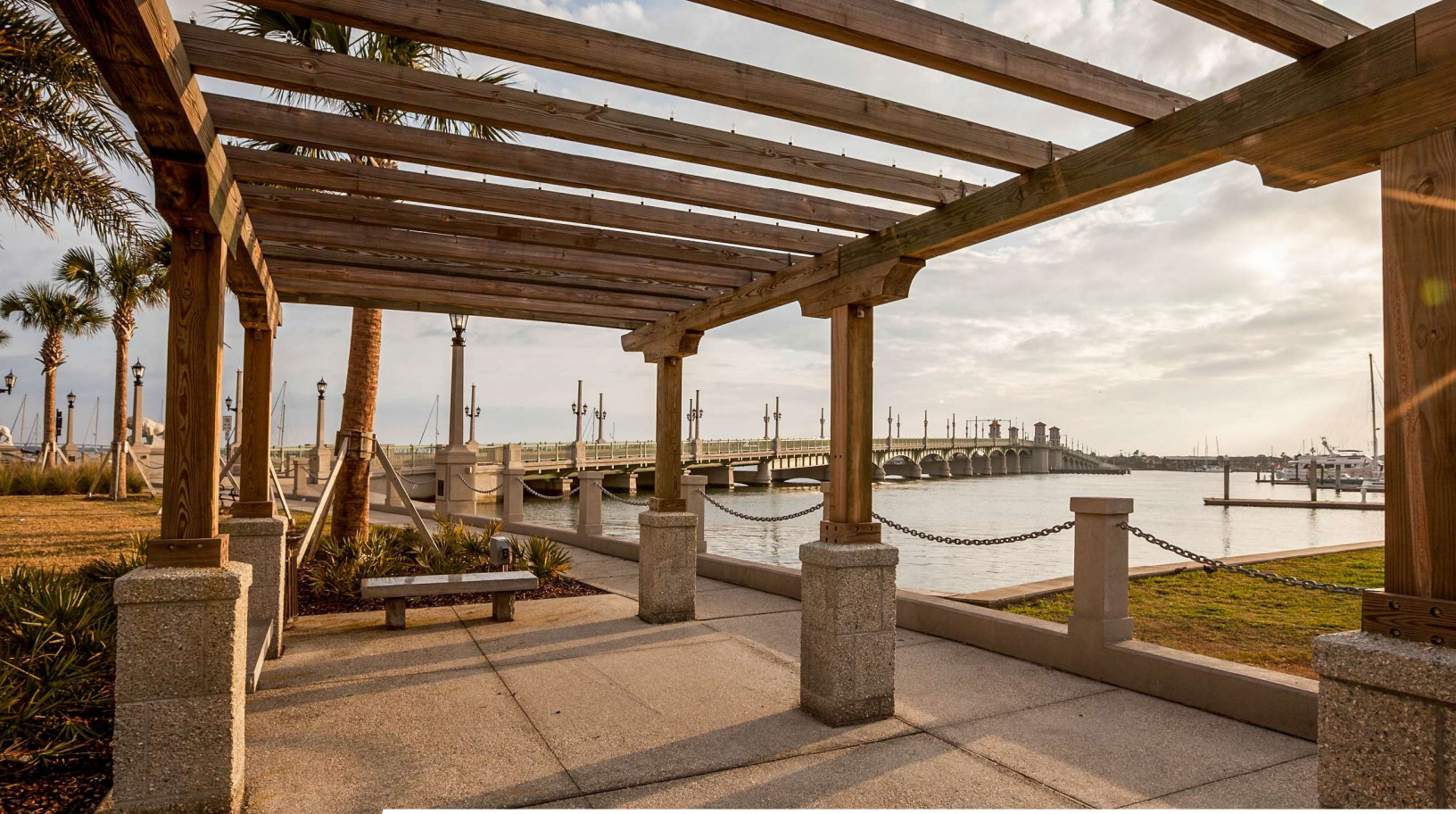
		Sr. Principal	Principal	Proj Mgr	Sr. Associate	Associate	Architects	
2.1. 1	Kickoff	3	3	0	0	8	6	
2.1. 2	Review Current	4	8	0	0	0	16	
		7	11	0	0	8	22	**TASK SUBTOTAL**
		$ 2,065.00	$ 2,420.00	$ -	$ -	$ 1,080.00	$ 3,300.00	**$ 8,865.00**

2.2 STEP 2: DESIGN GUIDELINES DRAFT MANUAL + CRA APPENDIX

		Sr. Principal	Principal	Proj Mgr	Sr. Associate	Associate	Architects	
2.2. 1	Draft Manual	8	16	0	0	40	40	
2.2. 2	CRA Appendix Draft	4	8	0	0	24	20	
		12	24	0	0	64	60	**TASK SUBTOTAL**
		$ 3,540.00	$ 5,280.00	$ -	$ -	$ 8,640.00	$ 9,000.00	**$ 26,460.00**

2.3 STEP 3: DESIGN GUIDELINES PUBLIC REVIEW + FINAL DOCUMENTS

		Sr. Principal	Principal	Proj Mgr	Sr. Associate	Associate	Architects	
2.3. 1	HDC Presentation	0	6	0	0	9	12	
2.3. 2	Manual Edits	0	8	0	0	16	8	
2.3. 3	City Commission Present	0	8	0	0	0	16	
2.3. 4	Files to City	0	2	0	0	0	0	
		0	24	0	0	25	36	**TASK SUBTOTAL**
		$ -	$ 5,280.00	$ -	$ -	$ 3,375.00	$ 5,400.00	**$ 14,055.00**



TAB 3 | Project Approach

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PROJECT APPROACH OVERVIEW

Following the RFP guidance to focus on updating the strong basis of the 2013 current plan, we believe we can **focus our efforts on amending new graphics and modern techniques guidelines**. Our suggestion is to provide an **appendix for the CRA** (developed in parallel) to make this as efficient of a process and fee as possible. We also note the desire to complete this by May / June 2024.

1.1 **PROJECT LOCATION:**

The proposed project is to be located at City Historic District, Fernandina Beach, Florida 32034. The lot is approximately 2470 acres. Plans shall be in compliance with the jurisdiction (City of Fernandina Beach) requirements.

1.2 **PROJECT DESCRIPTION:**

The objective of the assignment is to update the *Downtown Historic District Guidelines* and to provide supplemental information for the *Amelia River Waterfront CRA* related to properties that either border or share a boundary with the Downtown Historic District. Per the RFP, it is understood that the City will (a) work closely with the Consultant and will (b) address any public participation and workshops.

A. STEP 1: DESIGN GUIDELINES KICKOFF
B. STEP 2: DESIGN GUIDELINES DRAFT MANUAL + CRA APPENDIX
C. STEP 3: DESIGN GUIDELINES PUBLIC REVIEW + FINAL DOCUMENTS

The intent is to keep both the Historic District Design Guidelines and the CRA appendix moving forward at the same time for efficiency of process and fee. See breakdown.

1.3 The Consultant shall generally be responsible for all Landscape Architectural services, including the development of the design standards manual. Consultant team shall include an architect.

1.4 The Consultant Team shall include:

A. Marquis Latimer + Halback, Inc. - project management and landscape architecture
B. Les Thomas Architect - historic architect
C. Historic Property Associates, Inc. - historic guidelines consultant / architectural historian

1.5 The proposed improvements will be developed using existing, readily available data, including the current 2013 guidelines (City deemed owner of the language) and other information provided by the Client.

1.6 The Consultant shall provide the Client with digital copies of all submittals. No hard copies are included, per the RFP.

1.7 Services not included and deemed an additional service are: surveying, geotechnical, architecture, engineering (civil, mechanical, electrical, plumbing or structural); meetings above and beyond those listed below; other items if applicable; etc. Note many meetings are listed as virtual for most efficient use of the fee.

1.8 Schedule is suggested as follows and is subject to change. Total time of contract not to exceed 4 months unless mutually approved.

DOCUMENTS PRODUCTION

2.1 STEP 1: DESIGN GUIDELINES KICKOFF
March 2024 (15 days)

2.2 STEP 2: DESIGN GUIDELINES DRAFT MANUAL + CRA APPENDIX
April 2024 (30 days)

2.3 STEP 3: DESIGN GUIDELINES PUBLIC REVIEW + FINAL DOCUMENTS
May - June 2024 (30-45 days)

3 STEPS for May 2024 Delivery

2.0 SCOPE OF WORK

2.1 STEP 1: DESIGN GUIDELINES **KICKOFF**

2.1. 1 Kickoff: The Consultant shall coordinate and conduct one virtual (1) kick-off meeting with the Client and Client's team to assess the existing documents, review available information (including information already provided in the initial consultation), and develop program requirements.

2.1. 2 Review Current Guidelines: Based on the kickoff, the Consultant will perform an analysis and recommendations with a summary memo to include the following elements:

A. Resiliency Retrofit Opportunities including site walls (to prevent storm surge from reaching structures), waterproofing, elevating structures (and appropriate modifications to retain architectural and site character), bioretention and landscape features (to guide floodwaters);

B. Demolition Criteria and Performance Standards with recommendations to guide both partial and complete demolition decisions and ways to protect and preserve both structural and non structural details;

C. Architectural Character including stylistic details, patterns/themes, and building elements (intent is to increase details) in addition to the overall architectural composition of the Historic District / an architectural vision for its future that unifies its historic context with contemporary development patterns (based on the inventory and analysis of existing building architectural typologies provided by City staff);

D. Universal Design Criteria that can be better incorporated, such as ADA wheelchair or lift access, appropriate railings, and proper clearances.

2.2 STEP 2: DESIGN GUIDELINES **DRAFT MANUAL + CRA APPENDIX**

2.2. 1 Downtown Historic District Guidelines - Draft Manual: Based on Consultant team expertise, combined with the comments received from City staff, the Consultant shall reformat the current (2013) *Downtown Historic District Guidelines* to reutilize existing verbiage and format, expand new language for resiliency and modern materials, and provide updated graphics throughout the entire document. This new version will be focused on user-friendly attributes and will have both written and graphic elements. The manual will become a stand-alone document.

2.2. 2 CRA Appendix for Properties Adjacent to Historic District - Draft Manual: Based on Consultant team expertise, combined with the comments received from City staff, the Consultant shall develop an Appendix to the current 2007 plan that reflects guidelines for properties that either border or share a boundary with the Downtown Historic District. This appendix will be focused on user-friendly attributes and will have both written and graphic elements.

2.3 STEP 3: DESIGN GUIDELINES **PUBLIC REVIEW + FINAL DOCUMENTS**

2.3. 1 Historic District Council Presentations (3): The Consultant shall present the proposed Guidelines to Historic District Council (during a normally scheduled meeting; attendance virtual) for architectural focused feedback of the draft. Three (3) virtual meetings are included in the scope.

2.3. 2 Manual Edits: Following feedback from the Historic District Council, appropriate modifications will be made to the Manual.

2.3. 3 City Commission / CRA Board Presentation: Following the Historic District Council, the final document shall be presented to the City Commission. One (1) in-person meeting is included in the scope.

2.3. 4 Files to City: The final product will be submitted to staff in Word and PDF. All graphic files, which may include PowerPoint, Illustrator, Photoshop, AutoCAD, JPGs and similar files, will also be submitted to staff.

BELOW | Example architectural guidelines focused on historic structures and historic districts.



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TAB 4 | Demonstrated Government Experience

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Marquis Latimer + Halback
LANDSCAPE ARCHITECTURE · PLANNING

SELECTED GOVERNMENT EXPERIENCE

City of St. Augustine

- Anastasia Boulevard, San Marco Avenue, and King Street Entry Corridor Guidelines
- Downtown Streetscape Visioning and Guidelines
- Downtown Improvements District Streetscapes
- King Street Complete Streets
- Aviles Streetscape Rehabilitation
- Reconnecting the Castillo and the Bayfront
- Resilient Heritage in the Nation's Oldest City
- Downtown Multi-Modal Transportation Facility
- May Street/San Marco Boulevard Intersection
- Lincolnville Landscape Master Plan
- North City Bike Trail
- Entry Gateway Monuments
- Lincolnville Architectural Guidelines
- Eddie Vickers and Robert B. Hayling Park Master Plan

St. Johns County

- St. Augustine Amphitheatre and Arboretum
- West Augustine District Park
- Shore Drive Waterfront Park

City of Fernandina Beach

- Amelia Riverfront Park Master Plan
- Bosque Bello Cemetery Columbarium

City of Gainesville

- Reserve Park
- Unity Park

City of High Springs

- Market Square Master Plan

City of Neptune Beach

- Senior Activity Center











Marquis Latimer + Halback
LANDSCAPE ARCHITECTURE · PLANNING

SELECTED GOVERNMENT EXPERIENCE

City of South Daytona
- Reed Canal Park Master Plan

City of Ormond Beach
- Cassen Park Re-Design

City of Jacksonville
- Arlington Façade Guidelines

University of Florida
- Whitney Research Village
- UF/Historic St. Augustine Government House Landscape Rehabilitation
- UF/Historic St. Augustine Ribera House Courtyard
- Physics Shared Use Path
- Harn Museum Sculpture Garden
- Harn Museum New Wing
- Wilmot Garden

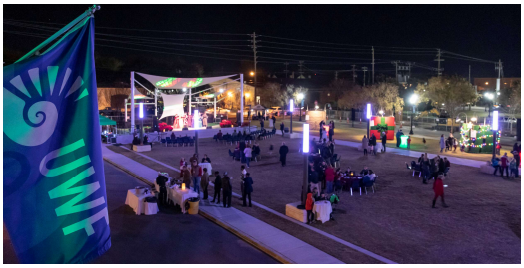
University of West Florida
- Landscape Master Plan
- Community Garden
- Main Entrance Plaza
- Building 22 Outdoor Patio

Florida A&M University
- Martin Luther King Plaza Donor Wall

National Park Service
- Fellers House Dock and Pier
- Elliott Key Harbor and Entrance Route Dredging
- Boca Chita Key Shoreline Reclamation and Stabilization











PAUL WEAVER

SELECTED GOVERNMENT EXPERIENCE

City of Fernandina Beach

- Fernandina Beach Historic Buildings Survey
- Fernandina Beach National Register Historic District Update
- Old Town Fernandina National Register Historic Site

City of Jacksonville

- City of Jacksonville Historic District Guidelines for Riverside-Avondale, Springfield Historic Districts

State of Florida

- Florida State Model Guideline for the Florida Department of Historic Resources
- Florida House Federal Tax Credit Project

LES THOMAS

SELECTED GOVERNMENT EXPERIENCE

City of St. Augustine

- Historic Downtown Parking Garage
- Visitor Information Center
- Lincolnville Architectural Guidelines
- St. Augustine Historic District Guideline Study

St. Johns County

- St. Augustine Amphitheater
  - Food Truck Plazas
  - Office and Bathroom addition
- Vilano Beach Main Street Restoration Project

City of Key West

- Concept Study for Key West Amphitheater



TAB 5 | Local Preference

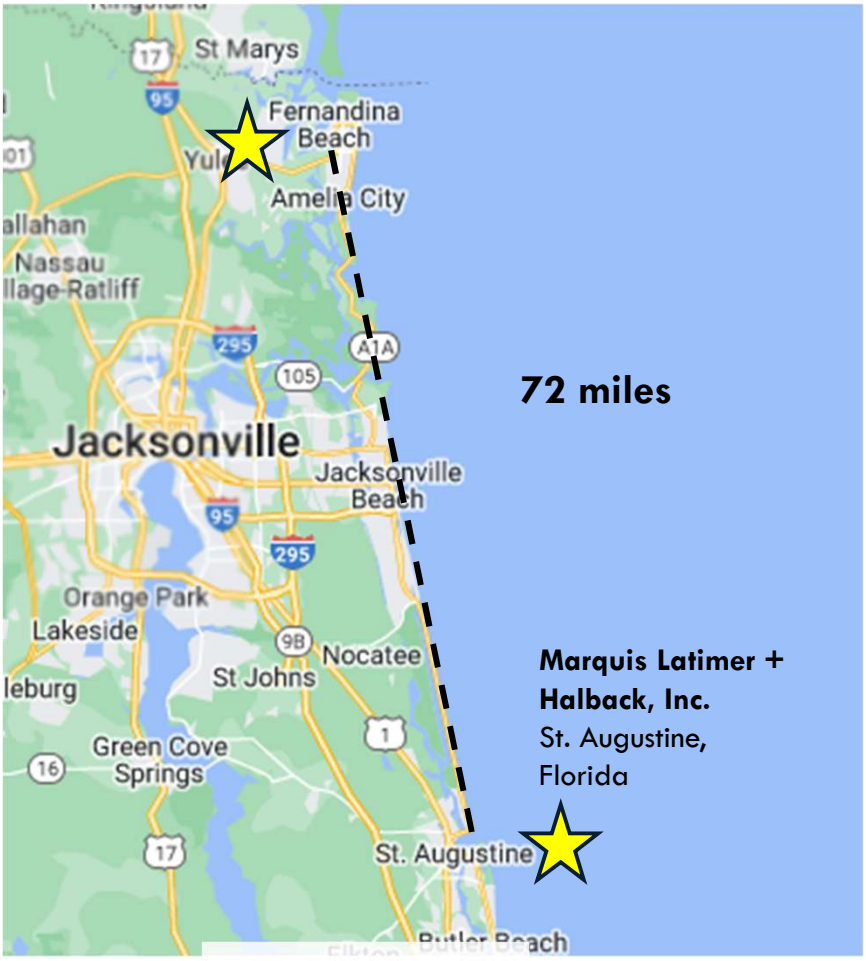
Spanish Street | Downtown Improvements District | St. Augustine, Florida

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LOCATION + PLAN FOR RESPONSIVENESS

Marquis Latimer + Halback, Inc., will strive to function as an **extension of staff**. Only 72 miles from the City offices, the ML+H team will be able to provide **clear, prompt responses** to the City of Fernandina Beach. It is worth noting that ML+H has a continuing contract (landscape architecture) with Baptist Health which results in frequent trips and presence in and around Fernandina Beach

Of course, the first key element is a **primary point of contact**. Jeremy Marquis will function in this role. This method of organization will assure that the design team is clearly accountable to your project management team.





Principal-in-Charge & Project Manager

Jeremy Marquis, RLA, LEED AP BD+C

Project Manager & Principal-in-Charge
Landscape Architect FL #6667110

Jeremy will be the **primary point of contact** to the City of Fernandina Beach as leader of the ML+H team. The City of Fernandina Beach will benefit greatly from Jeremy's previous experience in a similar role with the City of St. Augustine, St. Johns County, the City of South Daytona, the University of Florida, and the University of West Florida.

- ✓ Experience in local government and CRA districts
- ✓ Experience with public parks and recreation and planning and design projects, including award winning streetscape designs
- ✓ Over 17 years experience

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TAB 6 | Exhibits + Licenses

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CITY OF FERNANDINA BEACH FLORIDA
REQUEST FOR PROPOSAL – RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

EXHIBIT "A"

CONTACT SHEET

A. DOWNTOWN DESIGN GUIDELINES UPDATES-

AS PER SCOPE LUMP SUM AMOUNT $ 34,916.00

B. AMELIA RIVER WATERFRONT CRA DESIGN GUIDELINES UPDATE-

ADD: LUMP SUM AMOUNT $ 14,964.00

Name: Marquis Latimer + Halback, Inc.

Federal Taxpayer ID: 59-3705516

Mailing Address: 34 Cordova Street, Suite A

City, State, & Zip Code: St. Augustine, FL 32084

Telephone: 904.825.6747 **Fax:** 904.647.2454

Email: Jeremy@halback.com

Submitted By: Jeremy Marquis

Title: CEO + Principal

Accounting Contact:

Name: Emily Provenza **Title:** Business + Client Experience Coordinator

Email Address: Emily@halback.com **Phone:** 904.825.6747

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH FLORIDA
REQUEST FOR PROPOSAL – RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

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 RFP 24-02 .

2. This sworn statement is submitted by (entity) Marquis Latimer + Halback, Inc. whose business address is 34 Cordova Street, Suite A; St. Augustine, FL 32084 and (if applicable) Federal Employer Identification Number (FEIN) is 59-3705516 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

3. My name is Jeremy Marquis and my relationship to the entity named above is CEO + Principal .

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

CITY OF FERNANDINA BEACH FLORIDA
REQUEST FOR PROPOSAL – RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and 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)

_X_ 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 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 list. (Please attach a copy of the final order.)

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

Signature Date: 2.8.2024

STATE OF FLORIDA
COUNTY OF St. Johns

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 8th day of February, 2024, and is personally known to me, or has provided _____ as identification.

EMILY S. PROVENZA
Notary Public-State of Florida
Commission # HH 147368
My Commission Expires
June 29, 2025

Emily S. Provenza
Notary Public
My Commission expires: 06/29/25

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH FLORIDA
REQUEST FOR PROPOSAL – RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

EXHIBIT "C"

DRUG-FREE WORKPLACE CERTIFICATION

The below-signed INDIVIDUAL 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 individual complies fully with the above drug-free workplace requirements.

COMPANY: Marquis Latimer + Halback, Inc.

CITY: St. Augustine STATE: Florida ZIP CODE: 32084

SIGNATURE: _____ PHONE: 904.824.6747

NAME (TYPED OR PRINTED): Jeremy Marquis TITLE: CEO + Principal

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH FLORIDA
REQUEST FOR PROPOSAL – RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

EXHIBIT "D"

E-VERIFY STATEMENT

Bid/Proposal Number: RFQ 24-02

Project Description: Historic Downtown Design Guideline Updates

I acknowledges and agrees to the following:

I 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 INDIVIDUAL during the term of the Contract to perform employment duties within Florida; and

2. All persons assigned by the INDIVIDUAL to perform work pursuant to the contract with the Department.

Individual/Company/Firm: Marquis Latimer + Halback, Inc.

Authorized Signature:

Title: CEO + Principal

Date: 2.8.2024

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH FLORIDA
REQUEST FOR PROPOSAL – RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

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 individual presenting this submittal, confirms understanding and/or agreement and/or takes exception with any statement in the following sections of this ITB/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: Jeremy Marquis Title: CEO + Principal

Signature: Date: 2.8.2024

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH FLORIDA
REQUEST FOR PROPOSAL – RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

EXHIBIT "F"

CONFLICT OF INTEREST STATEMENT

This sworn statement is submitted with Bid, Proposal or Contract for RFP 24-02

This sworn statement is submitted by (entity) Marquis Latimer + Halback, Inc. whose business address is 34 Cordova Street, Suite A; St. Augustine, FL 32084 and (if applicable) Federal Employer Identification Number (FEIN) is 59-3705516 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

My name is Jeremy Marquis and my relationship to the entity named above is CEO + Principal.

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 not 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 2.8.2024
Date

STATE OF FLORIDA
COUNTY OF St. Johns

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 8th day of February, 2024, and is personally known to me, or has provided _____ as identification.

Emily S. Provenza
Emily S. Provenza My Commission expires: 06/29/25
Notary Signature

EMILY S. PROVENZA
Notary Public-State of Florida
Commission # HH 147368
My Commission Expires
June 29, 2025

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH FLORIDA
REQUEST FOR PROPOSAL – RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

EXHIBIT "G"

NON-COLLUSION AFFIDAVIT

This sworn statement is submitted with Bid, Proposal or Contract for RFP 24-02.

This sworn statement is submitted by (entity) Marquis Latimer + Halback, Inc. whose business address is 34 Cordova Street, Suite A; St. Augustine, FL 32084 and (if applicable) Federal Employer Identification Number (FEIN) is 59-3705516 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

My name is Jeremy Marquis and my relationship to the entity named above is CEO + Principal.

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: 2.8.2024

STATE OF FLORIDA
COUNTY OF St. Johns

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 8th day of February, 2024 and is personally known to me, or has provided _____ as identification.

Emily S. Provenza
Emily S. Provenza My Commission expires: 06/29/25
Notary Signature

EMILY S. PROVENZA
Notary Public-State of Florida
Commission # HH 147368
My Commission Expires
June 29, 2025

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH FLORIDA
REQUEST FOR PROPOSAL – RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

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_X_____

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_X_____

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_X___NO_____ See explanation on the following page.

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.

Marquis Latimer + Halback, Inc. — Firm
2.8.2024 — Date
Authorized Signature
Jeremy Marquis, CEO + Principal — Printed or Typed Name and Title

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

Marquis Latimer + Halback, Inc. is not currently involved in any litigation on any projects at this time.

In 2020, ML+H was named along with the City of St. Augustine as a defendant in a case regarding the contextualization of a Confederate Monument in the area. The case was related to First Amendment rights rather than construction or design, and the suit was dismissed immediately by the Federal District Court. Any further information needed can be provided upon request.

Marquis Latimer + Halback
LANDSCAPE ARCHITECTURE · PLANNING

CITY BUSINESS LICENSE

CITY OF ST. AUGUSTINE

50 BRIDGE ST
ST. AUGUSTINE, FLORIDA 32084-4334

BUSINESS TAX RECEIPT 2023-2024

MARQUIS LATIMER & HALBACK, INC.
34 CORDOVA STREET
SUITE A
SAINT AUGUSTINE, FL 32084

BUSINESS NAME:
MARQUIS LATIMER & HALBACK, INC.

BUSINESS LOCATION:
34 CORDOVA STREET
ST AUGUSTINE, FL 32084

BUSINESS TYPE:
PROFESSION

BUSINESS TAX TYPE:
BUSINESS OFFICE

AMOUNT PAID:
$50.00

THIS BUSINESS TAX RECEIPT MUST BE CONSPICUOUSLY DISPLAYED AT ALL TIMES.
THIS BUSINESS TAX RECEIPT IS FURNISHED IN PURSUANCE OF CITY ORDINANCE CODES. THIS BUSINESS IS HEREBY APPROVED TO ENGAGE IN THE BUSINESS, PROFESSION OR OCCUPATION AS STATED ABOVE FOR THE PERIOD BEGINNING ON OCTOBER 1, THRU SEPTEMBER 30.

Mark E Simpson, CPA

Finance Director

TAX #:2386
ISSUE DATE:

LES THOMAS ARCHITECT

SUBCONSULTANT CITY BUSINESS LICENSES

CITY OF ST. AUGUSTINE

50 BRIDGE ST
ST. AUGUSTINE, FLORIDA 32084-4334

BUSINESS TAX RECEIPT 2023-2024

L THOMAS
32 CORDOVA ST
ST AUGUSTINE, FL 32084-3629

BUSINESS NAME:
LES THOMAS ARCHITECT

BUSINESS LOCATION:
32 CORDOVA ST
ST AUGUSTINE, FL 32084

BUSINESS TYPE:
PROFESSION

BUSINESS TAX TYPE:
ARCHITECT

AMOUNT PAID:
$80.00

THIS BUSINESS TAX RECEIPT MUST BE CONSPICUOUSLY DISPLAYED AT ALL TIMES.
THIS BUSINESS TAX RECEIPT IS FURNISHED IN PURSUANCE OF CITY ORDINANCE CODES. THIS BUSINESS IS HEREBY APPROVED TO ENGAGE IN THE BUSINESS, PROFESSION OR OCCUPATION AS STATED ABOVE FOR THE PERIOD BEGINNING ON OCTOBER 1, THRU SEPTEMBER 30.

Mark E Simpson, CPA
Finance Director

TAX #:2379
ISSUE DATE:

HISTORIC PROPERTY ASSOCIATES, INC.

SUBCONSULTANT CITY BUSINESS LICENSES

CITY OF ST. AUGUSTINE

50 BRIDGE ST
ST. AUGUSTINE, FLORIDA 32084-4334

BUSINESS TAX RECEIPT 2023-2024

PAUL WEAVER
5 MILTON ST
ST AUGUSTINE, FL 32084-2113

BUSINESS NAME:
HISTORIC PROPERTY ASSOCIATES INC

BUSINESS LOCATION:
5 MILTON ST
ST AUGUSTINE, FL 32084

BUSINESS TYPE:
PROFESSION

BUSINESS TAX TYPE:
HOME OFFICE (PRIVATE)

AMOUNT PAID:
$50.00

THIS BUSINESS TAX RECEIPT MUST BE CONSPICUOUSLY DISPLAYED AT ALL TIMES.
THIS BUSINESS TAX RECEIPT IS FURNISHED IN PURSUANCE OF CITY ORDINANCE CODES. THIS BUSINESS IS HEREBY APPROVED TO ENGAGE IN THE BUSINESS, PROFESSION OR OCCUPATION AS STATED ABOVE FOR THE PERIOD BEGINNING ON OCTOBER 1, THRU SEPTEMBER 30.

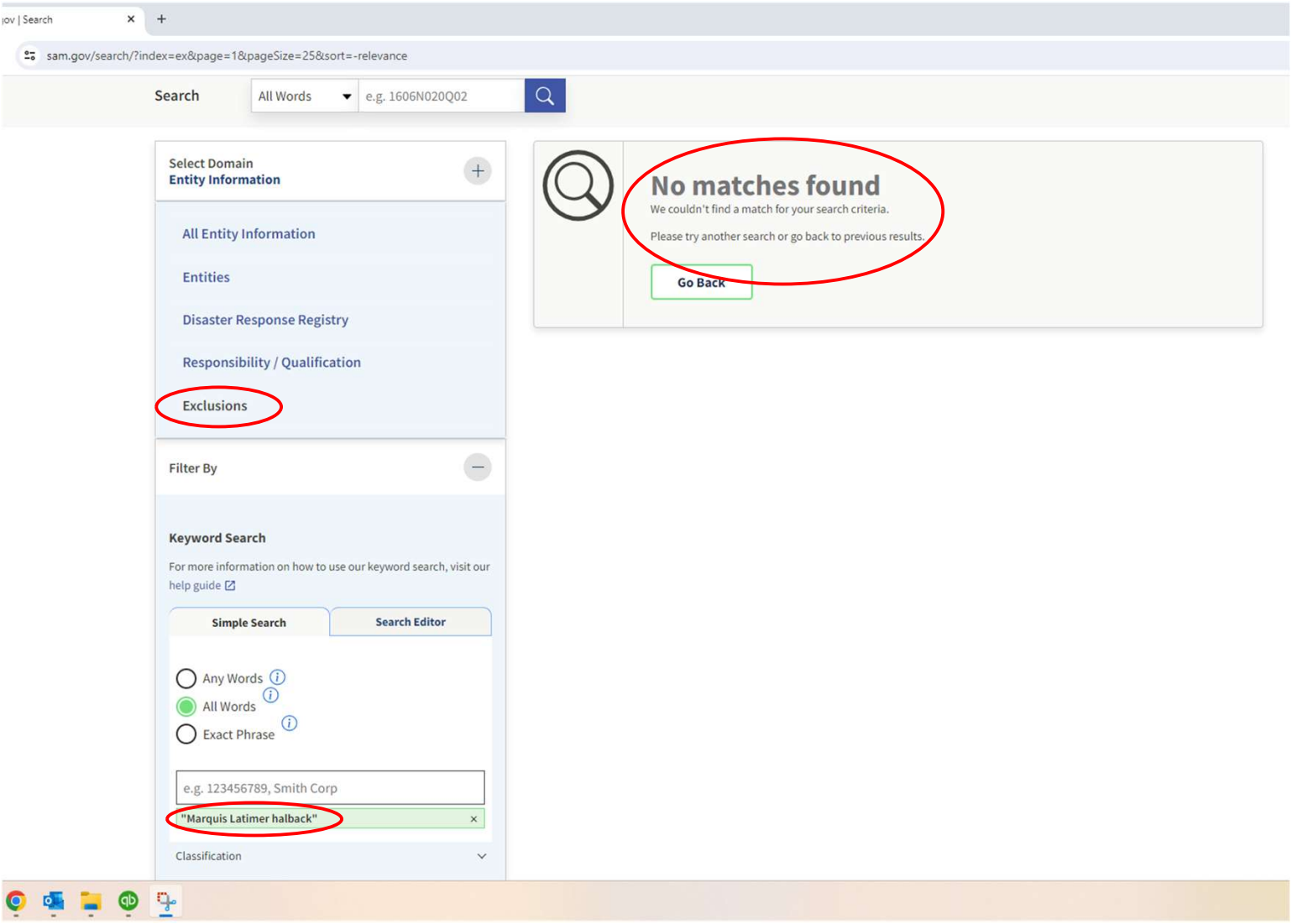
Mark E Simpson, CPA

Finance Director

TAX #:1946
ISSUE DATE: 09/14/2023

EXCLUDED PARTIES LIST SYSTEM RESULTS

Marquis Latimer + Halback is not listed in the Excluded Parties List System (EPLS). Below are the search results from SAM.gov.



CITY OF FERNANDINA BEACH, FLORIDA
ADDENDUM NO. 1
For RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

City of Fernandina Beach
204 Ash Street
Fernandina Beach, FL 32034

ADDENDUM No. 1

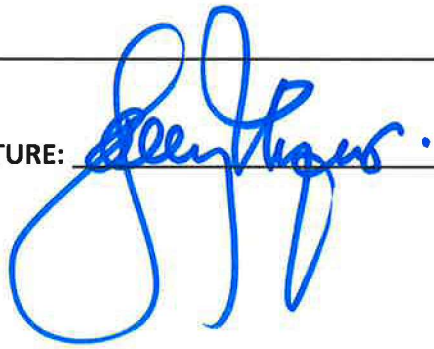
The following changes are applicable to the original documents and specifications of **RFP 24-02**. This Addendum No.1 now becomes part of the original Invitation to Bid and shall be acknowledged by attaching a copy of this Addendum, signed by an authorized representative of the person or firm submitting the bid. Failure to do so may disqualify the bid submittal.

Submitters shall thoroughly familiarize themselves with the contents of this Addendum before submitting the bid.

NAME: Jeremy Marquis **TITLE:** CEO + Principal

ADDRESS: 34 Cordova Street, Suite A

CITY: St. Augustine **STATE:** Florida

AUTHORIZED SIGNATURE:  **DATE:** 2.8.2024

CITY OF FERNANDINA BEACH, FLORIDA
ADDENDUM NO. 1
For RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

1. In the Introduction on page 1 of the RFP, the instructions note that the "Price Submittal Form" (Exhibit A-1) must be used when submitting the bid. I did not see a copy of this exhibit in the RFP. Could you send me a copy of Exhibit A-1? Please ignore the reference to 'Exhibit A-1" Bid Pricing Form. This was an oversight.

2. In Item 16 on page 11 of the RFP, there is a link to obtain the required EPLS results to include in the proposal. When I click on the link, it returns a 404 error. Could you send me an updated link/instructions on how to obtain the required results? www.Sam.gov

3. What is the approved or anticipated budget for this project? $50,000.00

PROPOSAL FOR:

REQUEST FOR PROPOSALS (RFP) 24-02

FERNANDINA BEACH HISTORIC DOWNTONWN DESIGN GUIDELINES UPDATE

FEBRUARY 9, 2024



SUBMITTED TO:

CITY OF FENANDINA BEACH

Chronicle Heritage
Matthew Marino (Office Principal)
916 East Park Avenue
Tallahassee, FL 32301
T: 850.296.3669
E: mmarino@chronicleheritage.com

ChronicleHeritage.com

CHRONICLE™ HERITAGE

T: 850.296.3669
info@ChronicleHeritage.com

916 East Park Avenue
Tallahassee, Florida 32301

February 9, 2024

City of Fernandina Beach
Attn: City Clerk's Office - RFP #24-02
204 Ash Street
Fernandina Beach, Florida 32034

RE: Request for Proposals (RFP) #24-02 City of Fernandina Beach Historic Downtown Design Guideline Updates

Greetings,

Chronicle Heritage is pleased to submit a proposal to provide cultural resource consulting services to assist in updating design guidelines for the City of Fernandina Beach Historic Downtown. We thank the City of Fernandina Beach for the opportunity to respond to this RFP. Chronicle Heritage is a nationwide cultural resource management firm with a Tallahassee office that is supported by our other southeast operations in Tampa Bay, Jacksonville, Pensacola, Gainesville, and Lakeland. We provide expertise in history, historic preservation planning, architectural history, archaeology, and other relevant disciplines such as interpretive planning and design. We are excited to learn that the City of Fernandina Beach is pursuing this important work. We believe Chronicle Heritage is well-suited to assist with this endeavor because of our passionate, knowledgeable, southeast-based team and past project experience collaborating with local governments and communities to consult on historic preservation projects.

For this effort, the Chronicle Heritage team includes historic preservation and cultural resource professionals who meet and exceed the Secretary of Interior's Professional Qualification Standards in History, and have direct experience researching, analyzing, and interpreting southeast-specific histories representing a wide array of cross-cultural perspectives. Key Chronicle Heritage staff include Mr. Michael Foster, who will serve as Contract Manager. Mr. Foster brings experience and knowledge to the project from his background as a cultural resource professional in northeast Florida. Mr. Jason Newton will serve as Project Manager and Lead Architectural Historian. Mr. Newton has completed numerous historic preservation projects and will ensure the project timelines and objectives are met. Chronicle Heritage is teaming with Chen Moore and Associates, Inc. (CMA) to provide outstanding planning and graphic services to reflect the vibrant City of Fenardina Beach. The CMA team of certified AICP planners and proficient urban designers have the credentials to update the Design Guidelines to provide clear and detailed standards to guide rehabilitation and new construction within the Historic Downtown. The CMA team's expertise with graphics, CAD/3D renderings, and GIS will provide a rich illustrative user-friendly document that is easy to navigate by the public.

Anthony Tricarico, Office Principal, is authorized to make representations for Chronicle Heritage. He is located in our Tampa Bay Office at 1942 2nd Ave. S, Suite H, St. Petersburg, FL 33712. The cost and terms outlined in this proposal are valid for up to 60 business days from the receipt of this document.

Sincerely,

Chronicle Heritage

Anthony Tricarico | Office Principal

CHRONICLE™
HERITAGE

CONTRACTOR INFORMATION

Chronicle Heritage
916 East Park Avenue
Tallahassee, Florida 32301
T: 850.296.3669
www.ChronicleHeritage.com

DUNS: 617301374

Unique Entity ID: JHN5GDMWC7B7

CAGE: 4B2K5

Federal Tax ID: 72-1609812

Cover image of downtown Fernandina Beach courtesy of Florida Memory.

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I. PROJECT APPROACH

PROJECT UNDERSTANDING

Chronicle Heritage understands that the City of Fernandina Beach seeks a qualified consultant to update design guidelines for their historic downtown. The work will be performed by professionals qualified in planning and architectural history who exceed the Secretary of the Interiors Professional Qualifications Standards for such work. The contract period is understood to be completed by June 2024.

We understand that the goals of the guideline updates are to provide a modern refresh with detailed graphics, address resiliency retrofit measures and modern materials, evaluate existing demolition criteria and performance standards, increase details on architectural styles for property owners, incorporate preservation strategies for non-structural features that contribute to the downtown district character, and provide more guidance on incorporating universal design standards in new construction.

APPROACH

KICK-OFF MEETING WITH CITY AND PUBLIC MEETINGS

As requested in the RFP, Chronicle Heritage and Chen Moore and Associates, Inc. (CMA) proposes to update design guidelines for the City of Fernandina Beach Historic Downtown. The document will utilize narrative, detailed graphics, photographs, and maps to illustrate guideline policies and areas of application and be provided electronically. During the initial phase of the project, Chronicle Heritage and CMA will schedule a meeting with the Planning and Conservation Deputy Director before work begins to discuss the scope of work, methodology, schedule, and other matters as necessary. Chronicle Heritage Staff will also conduct a literature review of existing regulations and conduct research on the existing conditions within the historic downtown.

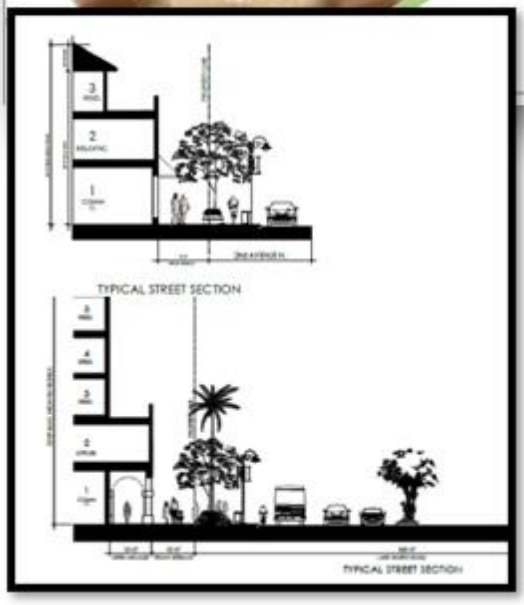
The CMA team is committed to attend three public meetings for presentation purposes to the Historic District Council and one public meeting at the City Commission. Feedback received during presentations will allow the CMA team to best address how potential issues may be resolved and addressed with the updated design guidelines. While our team is in Fernandina Beach, site visits to local historic districts and landmarks can be undertaken and photographed for use in the design guidelines.

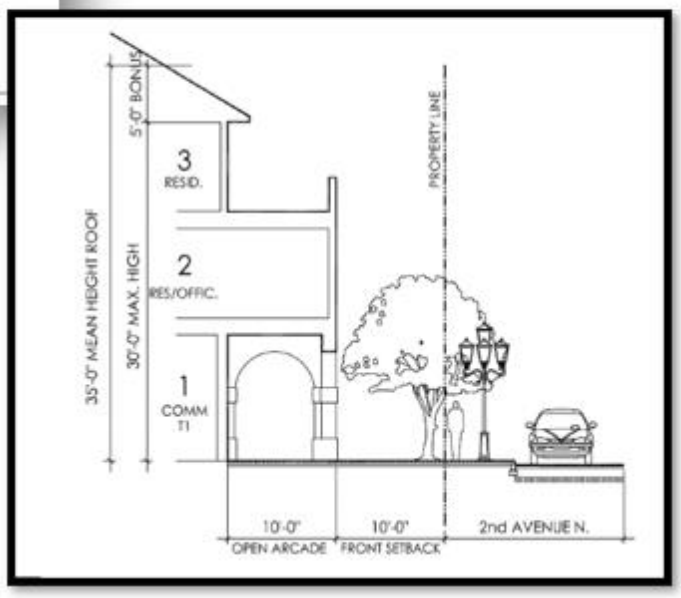
DESIGN GUIDELINES

After the initial kick-off meeting, Chronicle Heritage and CMA will commence the design guideline updates. The CMA team's expertise with graphics, CAD/3D renderings and GIS will provide a rich illustrative user-friendly document easy to navigate by the public. Our team has in depth knowledge of graphic and software programs including Photoshop, In Design, and CAD/ 3D renderings software. The project team will deliver a final product that utilizes narrative, detailed graphics, photographs, and maps to illustrate guideline policies. The lay out of the design guideline will showcase a modern and fresh appeal that will reflect the vibrant character and vision of the historic downtown. Please see below examples that combines graphic design, photos, architectural sections, and 3D renderings.






TYPICAL STREET SECTION
TYPICAL STREET SECTION


35'-0" MEAN HEIGHT ROOF
30'-0" MAX. HIGH
5'-0" BONUS
3
RES'D.
2
RES/OFFIC.
1
COMM
TI
PROPERTY LINE
10'-0"
OPEN ARCADE
10'-0"
FRONT SETBACK
2nd AVENUE N.




ESTABLISHED 2019

II. MANAGEMENT

KEY PERSONNEL ASSIGNMENT

Chronicle Heritage and CMA are well-positioned to complete all tasks associated with the project. We pride ourselves on efficiency and meeting project deadlines on time. Deliverables will conform to requirements as set forth in the RFP Scope of Work and will include all necessary components and graphics to embellish the design documents and accomplish a key goal of making the document forward facing and accessible to the public.

We understand that the project will require a total of three public meetings for presentation purposes to the Historic District Council and one public meeting at the City Commission. For public meetings and any on-site visits our planners will be able to attend in-person. For the proposed initial kick off meeting with City staff, we will assume virtual meetings will occur. Our team will work quickly to read and identify the needs of the city and stakeholders for the design documents and will provide a completed draft within the timeline in the Scope of Work (SOW). We will be able to provide responses to comments and a final draft within the timeline allotted. Our planners and project team will ensure that adequate time is spent on this project to complete all project milestone deliverables on time.

Chronicle Heritage introduces our proposed team for this project. We have assembled this team to work together because of their unique skillsets and previous experience in the southeast that fits the scope of work.

Mr. Michael Foster, our Contract Manager, has overseen numerous grant-funded historic preservation projects and will ensure that work is completed on schedule. Mr. Foster has also led efforts to work with communities on heritage initiatives, assisting groups in historic preservation, neighborhood surveys, and public programming. Our teaming partners on the project, or sub-consultant, CMA, will lead the effort to provide a modern update and provide more guidance on incorporating universal design standards. Together, they will work closely with Senior Architectural Historian and Project Manager, Mr. Jason Newton. Mr. Newton will take lead as our architectural historian and planner to ensure all project activities are carried out in an efficient manner.

Chronicle Heritage and Chen Moore and Associates provided services to other municipalities such as the City of Lake Worth Beach combining the team's in depth knowledge of historic preservation and planning expertise including public presentations.

Founded in 1986, CMA is an awarded multi-disciplinary consulting firm with key services groups including Planning, Civil Engineering (water/sewer, roadway/highway, stormwater, general civil), Electrical Engineering, Landscape Architecture, Environmental, and Construction Administration. CMA's key market groups are as follows: Land Development, Water and Sewer; Transportation; Water Resources; Parks and Recreation; and Energy. The firm has its headquarters in Fort Lauderdale. CMA has regional offices in Miami, West Palm Beach, Orlando (Maitland), and Jacksonville, with additional offices in Jupiter, Port St. Lucie, Sarasota (Nokomis), Gainesville, and Tampa.

PROPOSED SCHEDULE

DELIVERABLE	DATE
Project kick-off meeting virtually with City staff	February 2024
Draft historic design guidelines deliverable	May 31, 2024
Final historic design guidelines deliverable	June 30, 2024

III. QUALIFICATIONS AND EXPERIENCE

QUALIFICATIONS

Chronicle Heritage staffs a cohesive team of historians, architectural historians, and cultural resource professionals who have knowledge and experience in historic preservation planning, interpretive programming, and resource preservation. All possess graduate degrees and requisite experience equivalent to and exceeding professional standards, such as the Secretary of Interior's Qualifications for Standards in Archaeology, History and Architectural History. Beyond these, Chronicle Heritage staff qualifications also include the ability to listen to stakeholders and the capacity to fully integrate their needs into the process to ensure that the project is delivered successfully.

CMA employs 117 full time staff, including 41 registered professional engineers, seven registered landscape architects, three AICP certified planners, two certified arborists, and a certified irrigation designer. With their highly experienced technical design staff, the CMA team has the capabilities to address the smallest to the most challenging tasks required for many types of public, semi-public, and private sector projects. CMA's high caliber team is positioned to provide outstanding planning and graphic services to reflect the vibrant City of Fenardina Beach Historic Downtown. The team of certified AICP planners and proficient urban designers have the credential to update the Design Guidelines to provide clear and detailed standards to guide rehabilitation and new construction within the Historic District. The CMA team expertise with graphics, CAD/3D renderings and GIS will provide a rich illustrative user-friendly document easy to navigate by the public. The CMA team is committed to attend three public meetings for presentation purposes to the Historic District Council and one public meeting at the City Commission.

PAST EXPERIENCE

Chronicle Heritage is a nationwide cultural resource management firm that provides expertise in history, historic preservation planning, architectural history, archaeology, and other relevant disciplines such as interpretive planning and design. CMA is an awarded multi-disciplinary consulting firm that specializes in planning and irrigation, landscape architecture, environmental, civil engineering, water resources, water and sewer, electrical engineering, transportation, and construction engineering services. We believe Chronicle Heritage and CMA are well-suited to assist with this endeavor because of our passionate, knowledgeable, Florida-based team and past project experience collaborating with local governments and communities to consult on historic preservation projects.

RELEVANT CHRONICLE HERITAGE PROJECTS



DANVILLE CITYWIDE PRESERVATION PLAN

Danville, VA

CLIENT
City of Danville

PROJECT DATES
2022-2023

RELEVANCE TO THIS RFP
Municipal Government Client
Develop Preservation Guidelines
Historic Community

In 2022, Chronicle Heritage was selected by the City of Danville, VA to provide a comprehensive citywide preservation plan, the first such plan in Danville. The purpose of the preservation plan was to create a set of goals and strategies for protecting cultural and historic resources within the city, and to provide city officials and local commissioners with a set of strategies for the enhancement of historic preservation in Danville. Specific goals of the project included undoing the legacy of Jim Crow, protecting existing historic resources while identifying new ones, and creating new incentives and policies for preserving the city's historic building stock. Chronicle Heritage staff began the project by working with city officials and members of the steering committee to identify the strengths and weaknesses of existing preservation efforts. A public open house was conducted in early December 2022 to gather feedback from the community.

Staff is currently in the process of creating the first draft of the preservation plan based off feedback from the steering committee, city officials, and members of the public. Chronicle Heritage conducted an online survey in early 2023 to gather additional feedback from the public once the initial goals and policies were revised.



PRATTVILLE HISTORIC DISTRICT GUIDELINES UPDATE

Prattville, AL

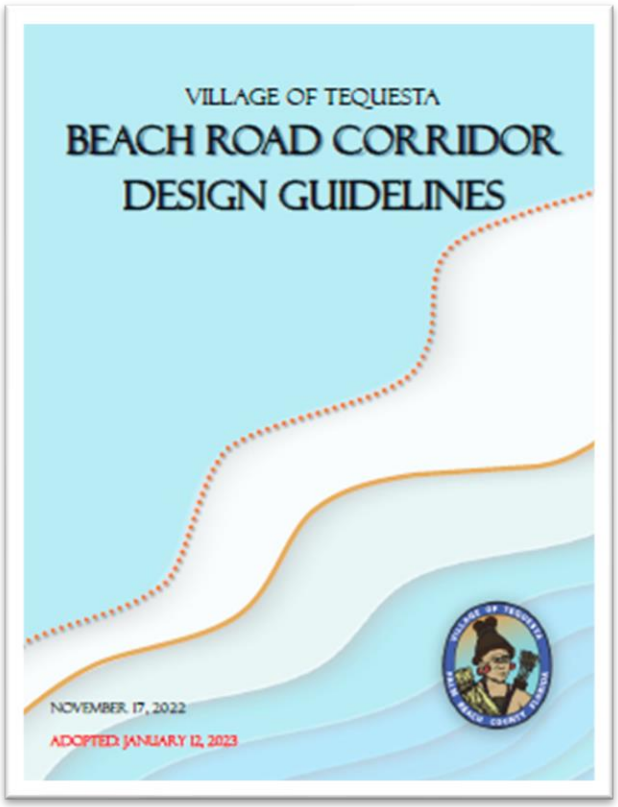
CLIENT
City of Prattville

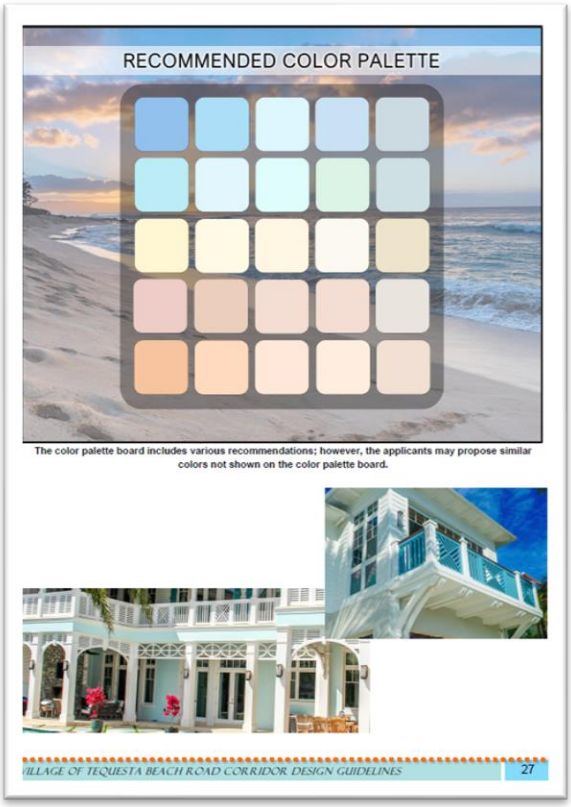
PROJECT DATES
2022

RELEVANCE TO THIS RFP
Municipal Government Client
Community Involvement
Historic Community

In 2022, Chronicle Heritage was selected by the City of Prattville, AL to provide an update to the city's residential and commercial design guidelines for the Prattville Historic District. Chronicle Heritage staff conducted a reconnaissance survey of existing residential and commercial structures within the district with the purpose of evaluating where gaps in the existing guidelines had created undesirable development outcomes. Chronicle Heritage architectural historians and preservation planners then provided a comprehensive update to both residential and commercial guidelines, combining the two documents and created a more user-friendly experience for residents, contractors, and developers. Staff updated the existing guidelines by adding additional content built upon historic preservation best practices and ensured that the new guidelines are in sync with Prattville's 2021 unified development code (UDC). Staff presented to members of the community in July of 2022 with the purpose of gathering feedback of the initial draft of the updated guidelines. Additional feedback was sought from the public through postcards sent out to district residents and business owners. Staff then provided a training to city staff and members of the local Preservation Commission in September 2022 for how the new guidelines are to be used and implemented.

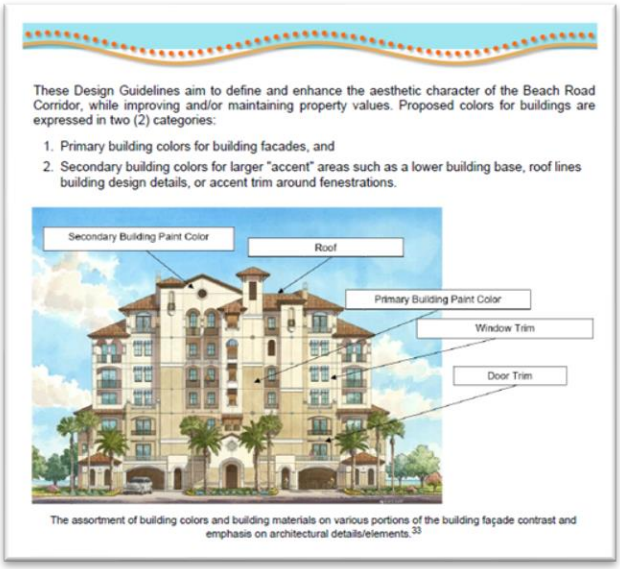
RELEVANT CHEN MOORE AND ASSOCIATES PROJECTS





This project included community outreach, zoning code changes, streetscape design, and detailed guidelines for the Beach Road corridor in the Village of Tequesta. The Beach Road corridor is evolving and has experienced redevelopment in recent years due to the increasing demand in the real estate market, and the age of the existing buildings (most of them were built in the 60s, 70s, and 80s).

This has triggered long term policy planning challenges including zoning regulations, environmental concerns, streetscape, and architectural design. *The vision for the Beach Road corridor district is to maintain and enhance the relationship between the built environment and its natural surroundings.*



The CMA planning team prepared the design guidelines for the Beach Road based on the community and Village's leadership vision, open dialogue with business partners, long term sustainable trends, and design principles. The guidelines include a checklist that will provide developers with criteria, requirements and recommendations including (a) Building Design (b) Site Planning (c) Landscaping (d) Public Streetscape.

IV. COST

COST

TASK	PRICE
Task 1: Project Initiation	
Project Setup and Kick-off Meeting	$1,500
Task 2: Public Meetings	
Public Meetings	$15,000.00
Task 3: Historic Design Guidelines Update	
Deliverable Production	$130,427.5
Project Total	**$146,747.50**

V. ATTACHMENTS



ChronicleHeritage.com

EXHIBITS

EXHIBIT "A" **Contact Sheet**

EXHIBIT "B" **Public Entity Crimes**

EXHIBIT "C" **Drug-Free Workplace Certification**

EXHIBIT "D" **E-Verify Statement**

EXHIBIT "E" **Proposer Acknowledgements and Agreements**

EXHIBIT "F" **Conflict of Interest**

EXHIBIT "G" **Non-Collusion Affidavit**

EXHIBIT "H" **Disputes Disclosure**

EXHIBIT "A"

CONTACT SHEET

A. **DOWNTOWN DESIGN GUIDELINES UPDATES-**

AS PER SCOPE LUMP SUM AMOUNT $_____

B. **AMELIA RIVER WATERFRONT CRA DESIGN GUIDELINES UPDATE-**

ADD: LUMP SUM AMOUNT $_____

Name: PaleoWest. LLC d/b/a Chronicle Heritage

Federal Taxpayer ID: 72-1609812

Mailing Address: 916 East Park Avenue

City, State, & Zip Code: Tallahassee, Florida 32301

Telephone: 850-296-3669

Email: mmarino@chronicleheritage.com

Submitted By: Matt Marino

Title: Office Principal

Accounting Contact:

Name: Valerie Timm _____ **Title:** Accounting Manager___

Email Address: vtimm@chronicleheritage.com_____ **Phone:** 602-261-7253 x7014____

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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 RFP #24-02 .

2. This sworn statement is submitted by (entity) Paleowest, LLC d/b/a Chronicle Heritage whose business address is 916 East Park Avenue, Tallahassee, FL 32301 and (if applicable) Federal Employer Identification Number (FEIN) is 72-1609812 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

3. My name is Matt Marino and my relationship to the entity named above is Office Principal .

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 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 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 list. (Please attach a copy of the final order.)

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

2/6/2024
Signature Date:

STATE OF FLORIDA
COUNTY OF LEON

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 6 day of FEBRUARY, 2024, and is personally known to me, or has provided _____ as identification.

Notary Public
My commission expires: 7/20/2026

Notary Public State of Florida
Patrick Joseph Byrne
My Commission
HH 270059
Exp. 7/20/2026

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "C"

DRUG-FREE WORKPLACE CERTIFICATION

The below-signed INDIVIDUAL 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 individual complies fully with the above drug-free workplace requirements.

COMPANY: PaleoWest LLC, d/b/a Chronicle Heritage

CITY: Tallahassee STATE: Florida ZIP CODE: 32301

SIGNATURE: _____ PHONE: 954-336-3625

NAME (TYPED OR PRINTED): Matt Marino TITLE: Office Principal

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "D"
E-VERIFY STATEMENT

Bid/Proposal Number: RFP24-02

Project Description: City of Fernandina Beach Historic Downtown Design Guidelines Updates

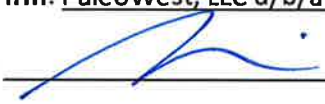
I acknowledges and agrees to the following:

I 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 INDIVIDUAL during the term of the Contract to perform employment duties within Florida; and

2. All persons assigned by the INDIVIDUAL to perform work pursuant to the contract with the Department.

Individual/Company/Firm: PaleoWest, LLC d/b/a Chronicle Heritage

Authorized Signature: 

Title: Office Principal

Date: 2/6/2024

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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 individual presenting this submittal, confirms understanding and/or agreement and/or takes exception with any statement in the following sections of this ITB/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: Matt Marino Title: Office Principal

Signature: _____ Date: 2/6/2024

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH FLORIDA
REQUEST FOR PROPOSAL – RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

EXHIBIT "F"

CONFLICT OF INTEREST STATEMENT

This sworn statement is submitted with Bid, Proposal or Contract for RFP 24-02 _____.

This sworn statement is submitted by (entity) PaleoWest, LLC d/b/a Chronicle Heritage whose business address is 916 East Park Avenue, Tallahassee, FL 32301 and (if applicable) Federal Employer Identification Number (FEIN) is 72-1609812 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

My name is Matt Marino and my relationship to the entity named above is Office Principal.

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 not 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.

_____ 2/6/2024
Signature Date

STATE OF FLORIDA
COUNTY OF LEON

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 6 day of FEBRUARY, 2024, and is personally known to me, or has provided _____ as identification.

_____ My Commission expires: 7/20/2026
Notary Signature

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

Notary Public State of Florida
Patrick Joseph Byrne
My Commission
HH 270059
Exp. 7/20/2026

EXHIBIT "G"

NON-COLLUSION AFFIDAVIT

This sworn statement is submitted with Bid, Proposal or Contract for RFP 24-02 .

This sworn statement is submitted by (entity) PaleoWest, LLC d/b/a Chronicle Heritage whose business address is 916 East Park Avenue, Tallahassee, FL 32301 and (if applicable) Federal Employer Identification Number (FEIN) is 72-1609812 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

My name is Matt Marino and my relationship to the entity named above is Office Principal .

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.

_____ 2/6/2024
Signature Date:

STATE OF FLORIDA
COUNTY OF LEON

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 6 day of FEBRUARY, 2024 and is ~~personally known to me~~ or has provided _____ as identification.

_____ My Commission expires: 7/20/2026
Notary Signature

Notary Public State of Florida
Patrick Joseph Byrne
My Commission
HH 270059
Exp. 7/20/2026

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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 X_____

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 X_____

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 X_____

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.

PaleoWest, LLC d/b/a Chronicle Heritage — 2/6/2024

Firm — Date

Authorized Signature — Matt Marino, MA, RPA, Office Principal

Printed or Typed Name and Title

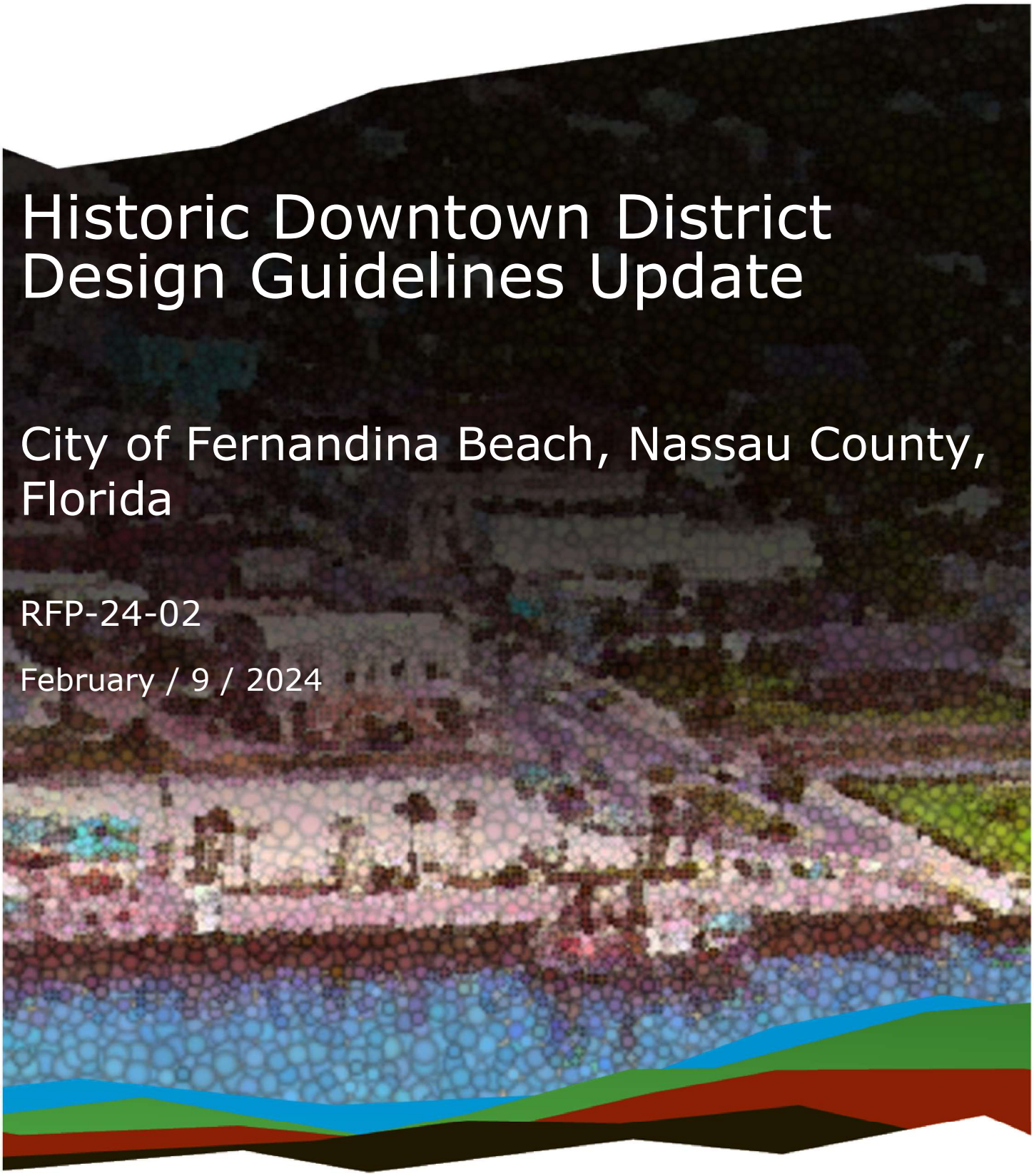
THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

Historic Downtown District Design Guidelines Update

City of Fernandina Beach, Nassau County, Florida

RFP-24-02

February / 9 / 2024



Terracon

Nationwide
Terracon.com

- Facilities
- Environmental
- Geotechnical
- Materials

8001 Baymeadows Way, Suite 1
Jacksonville, FL 32256
P (904) 900-6494
F (904) 268-5255
Terracon.com

February 9, 2024

City of Fernandina
204 Ash Street
Fernandina Beach, Florida 32034

Attn: City Clerk's Office
P 904 310 3115

RE: Proposal for
Update to the City of Fernandina's Historic Downtown District Design Guidelines
Nassau County, Florida
DOS-RFP-24-02

Terracon Proposal No. PEQ247061

Dear City of Fernandina:

Terracon Consultants, Inc. (Terracon) appreciates the opportunity to submit this proposal to the City of Fernandina (client) to provide an update to the City's Historic Downtown District Design Guidelines. We look forward to serving you.

Sincerely,
Terracon

Meghan Browning
Project Manager

for
Patricia Davenport-Jacobs, MFA HP
Authorized Project Reviewer

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Section 1
Exhibit A – H
Forms

EXHIBIT "A"

CONTACT SHEET

A. DOWNTOWN DESIGN GUIDELINES UPDATES-

AS PER SCOPE LUMP SUM AMOUNT $ 50,0000.00

B. AMELIA RIVER WATERFRONT CRA DESIGN GUIDELINES UPDATE-

ADD: LUMP SUM AMOUNT $ 35,000.00

Name: Terracon Consultants, Inc.

Federal Taxpayer ID: 421249917

Mailing Address: 8001 Baymeadows Way, Suite 1

City, State, & Zip Code: Jacksonville, FL 32256

Telephone: 904-900-6494 **Fax:** 904-268-5255

Email: meghan.browning@terracon.com

Submitted By: Meghan Browning

Title: Project Manager

Accounting Contact:

Name: Kerry Olds **Title:** Administrative Manager

Email Address: kerry.olds@terracon.com **Phone:** 904-900-6494

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH, FLORIDA
ADDENDUM NO. 1
For RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

City of Fernandina Beach
204 Ash Street
Fernandina Beach, FL 32034

ADDENDUM No. 1

The following changes are applicable to the original documents and specifications of **RFP 24-02**. This Addendum No.1 now becomes part of the original Invitation to Bid and shall be acknowledged by attaching a copy of this Addendum, signed by an authorized representative of the person or firm submitting the bid. Failure to do so may disqualify the bid submittal.

Submitters shall thoroughly familiarize themselves with the contents of this Addendum before submitting the bid.

NAME: Kyle Hayes **TITLE:** Senior Associate, Office Manager

ADDRESS: 8001 Baymeadows Way, Suite 1

CITY: Jacksonville **STATE:** FL

AUTHORIZED SIGNATURE:  **DATE:** 2/8/24

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 City of Fernandina Beach Florida.

2. This sworn statement is submitted by (entity) Terracon Consultants, Inc whose business address is 8001 Baymeadows Way, Suite 1 and (if applicable) Federal Employer Identification Number (FEIN) is 421249917 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

3. My name is Kyle Hayes and my relationship to the entity named above is employer.

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 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)

X 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 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 list. (Please attach a copy of the final order.)

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

Signature 2/8/24 Date:

STATE OF FLORIDA
COUNTY OF Duval

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 8 day of Feb., 2024, and is personally known to me, or has provided _____ as identification.

EMILY GRACE STUDSTILL
Notary Public-State of Florida
Commission # HH 421338
My Commission Expires
July 13, 2027

Emily Grace Studstill
Notary Public
My Commission expires: July 13, 2027

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "C"

DRUG-FREE WORKPLACE CERTIFICATION

The below-signed INDIVIDUAL 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 individual complies fully with the above drug-free workplace requirements.

COMPANY: Terracon Consultants, Inc. 8001 Baymeadows Way, Suite 1

CITY: Jacksonville STATE: FL ZIP CODE: 32256

SIGNATURE: _____ PHONE: 904-549-7371

NAME (TYPED OR PRINTED): Kyle Hayes TITLE: Senior Associate, Office Manager

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EXHIBIT "D"

E-VERIFY STATEMENT

Bid/Proposal Number: RFP 24-02

Project Description: Historic Downtown Design Guideline Updates

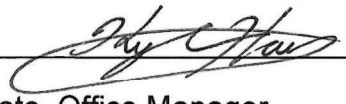
I acknowledges and agrees to the following:

I 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 INDIVIDUAL during the term of the Contract to perform employment duties within Florida; and

2. All persons assigned by the INDIVIDUAL to perform work pursuant to the contract with the Department.

Individual/Company/Firm: Terracon Consultants, Inc.

Authorized Signature: 

Title: Senior Associate, Office Manager

Date: 2/8/24

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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 individual presenting this submittal, confirms understanding and/or agreement and/or takes exception with any statement in the following sections of this ITB/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: Kyle Hayes Title: Senior Associate, Office Manager

Signature:  Date: 2/8/24

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

CITY OF FERNANDINA BEACH FLORIDA
REQUEST FOR PROPOSAL – RFP 24-02
HISTORIC DOWNTOWN DESIGN GUIDELINE UPDATES

EXHIBIT "F"

CONFLICT OF INTEREST STATEMENT

This sworn statement is submitted with Bid, Proposal or Contract for City of Fernandina Beach Florida

This sworn statement is submitted by (entity) Terracon Consultants, Inc. whose business address is 8001 Baymeadows Way, Suite 1 and (if applicable) Federal Employer Identification Number (FEIN) is 421249917 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

My name is Kyle Hayes and my relationship to the entity named above is employer.

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 not 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 2/8/24
Date

STATE OF FLORIDA
COUNTY OF Duval

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 8 day of Feb., 2024 and is personally known to me, or has provided _____ as identification.

Emily Grace Studstill
Notary Signature

My Commission expires: July 13, 2027

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

EMILY GRACE STUDSTILL
Notary Public-State of Florida
Commission # HH 421338
My Commission Expires
July 13, 2027

EXHIBIT "G"

NON-COLLUSION AFFIDAVIT

This sworn statement is submitted with Bid, Proposal or Contract for City of Fernandina Beach Florida

This sworn statement is submitted by (entity) Terracon Consultants, Inc whose business address is 8001 Baymeadows Way, Suite 1 and (if applicable) Federal Employer Identification Number (FEIN) is 421249917 (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

My name is Kyle Hayes and my relationship to the entity named above is employer.

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 2/8/24 Date:

STATE OF FLORIDA
COUNTY OF Duval

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 8 day of Feb., 2024 and is personally known to me, or has provided _____ as identification.

Emily Grace Studstill My Commission expires: July 13, 2027
Notary Signature

EMILY GRACE STUDSTILL
Notary Public-State of Florida
Commission # HH 421338
My Commission Expires
July 13, 2027

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

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_X_____

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_X_____

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_X_____

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.

Terracon Consultants, Inc.	2/8/24
Firm	Date
Authorized Signature	Kyle Hayes Senior Associate, Office Manager
	Printed or Typed Name and Title

THIS FORM MUST BE INCLUDED WITH BID/PROPOSAL

Litigation Statement

Terracon is a large engineering firm specializing primarily in geotechnical, environmental, and construction materials testing, and we perform tens of thousands of projects nationwide. Given the large volume of projects we perform annually, we are subject to periodic claims and litigation. The number of claims received annually is a very small percentage of the overall number of projects performed, well less than 0.5% of the total.

As a large firm performing many projects, on very rare occasions we have terminated services on our projects prior to project completion. These situations usually arise from a failure to pay for those services, or from decisions to reduce our scope of service to the point where we are no longer comfortable, from a professional perspective, with the continuation of our services on a project. Again, we would stress that we perform several thousand projects annually and these situations arise very rarely and only after thorough efforts to reasonably resolve these issues.

Terracon carries a robust program of insurance to protect us and our clients when applicable against claims arising out of our services. The majority of our reported claims are not ultimately pursued against Terracon. In the claims that are pursued, Terracon has been very successful in defending itself against claims and in many of these cases, has been able to be completely vindicated. None of our claims have in the past impacted or are estimated in the future to impact either the financial strength of our company or the ability to provide quality services to our clients.

Due to the confidentiality and sensitivity of claim information, Terracon does not provide specific information on individual claims or litigation. If you have any specific questions or concerns about this disclosure, feel free to contact us to discuss further.

State of Florida
Department of State

I certify from the records of this office that TERRACON CONSULTANTS, INC. is a Delaware corporation authorized to transact business in the State of Florida, qualified on December 31, 2003.

The document number of this corporation is F04000000114.

I further certify that said corporation has paid all fees due this office through December 31, 2024, that its most recent annual report/uniform business report was filed on January 12, 2024, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Twelfth day of January, 2024

Secretary of State

Tracking Number: 3111958173CC

To authenticate this certificate,visit the following site,enter this number, and then follow the instructions displayed.

https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication

2024 FOREIGN PROFIT CORPORATION ANNUAL REPORT

FILED
Jan 12, 2024
Secretary of State
3111958173CC

DOCUMENT# F04000000114

Entity Name: TERRACON CONSULTANTS, INC.

Current Principal Place of Business:

10841 S RIDGEVIEW ROAD
OLATHE, KS 66061

Current Mailing Address:

10841 S RIDGEVIEW ROAD
OLATHE, KS 66061 US

FEI Number: 42-1249917

Certificate of Status Desired: Yes

Name and Address of Current Registered Agent:

CORPORATION SERVICE COMPANY
1201 HAYS STREET
TALLAHASSEE, FL 32301-2525 US

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE:

Electronic Signature of Registered Agent — Date

Officer/Director Detail :

Title	TREASURER, VP
Name	VRANA, DONALD J
Address	10841 S RIDGEVIEW ROAD
City-State-Zip:	OLATHE KS 66061

Title	DIRECTOR
Name	ANDERSON, TIMOTHY W
Address	4685 S. ASH AVE #H4
City-State-Zip:	TEMPE AZ 85282

Title	ASST. TREASURER
Name	PARIS, BRYAN M
Address	10841 S RIDGEVIEW ROAD
City-State-Zip:	OLATHE KS 66061

Title	CHAIRMAN
Name	PACKER, M. GAYLE
Address	10841 S RIDGEVIEW ROAD
City-State-Zip:	OLATHE KS 66061

Title	SECRETARY
Name	YOST, MICHAEL J
Address	10841 S RIDGEVIEW ROAD
City-State-Zip:	OLATHE KS 66061

Title	ASST. SECRETARY
Name	COURTNEY, PATRICK L
Address	10841 S RIDGEVIEW ROAD
City-State-Zip:	OLATHE KS

Title	PRESIDENT/CEO
Name	PACKER, M. GAYLE
Address	10841 S RIDGEVIEW ROAD
City-State-Zip:	OLATHE KS 66061

Title	VP
Name	MINICHIELLO, RICHARD A
Address	5371 NW 33RD AVE STE 201
City-State-Zip:	FORT LAUDERDALE FL 33309

Continues on page 2

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 607, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: MICHAEL J. YOST — MICHAEL J. YOST — 01/12/2024

Electronic Signature of Signing Officer/Director Detail — Date

Officer/Director Detail Continued :

Title	VP
Name	ACREE, RICHARD G
Address	1675 LEE ROAD
City-State-Zip:	WINTER PARK FL 32789

Title	VP
Name	CORDS, ROBERT M
Address	8001 BAYMEADOWS WAY STE 1
City-State-Zip:	JACKSONVILLE FL 32256

Title	DIRECTOR
Name	ZAMBO, VANESSA D
Address	10841 S RIDGEVIEW ROAD
City-State-Zip:	OLATHE KS 66061

Title	DIRECTOR
Name	ROBERTS, JEFFREY C.
Address	11555 CLAY RD. SUITE 100
City-State-Zip:	HOUSTON TX 77043

Title	VP
Name	MCINTYRE, CHRISTOPHER W.
Address	8001 BAYMEADOWS WAY STE 1
City-State-Zip:	JACKSONVILLE FL 32256

Title	VP
Name	RICHARD, BELINDA S
Address	5463 W WATERS AVE STE 830
City-State-Zip:	TAMPA FL 33634

Title	VP
Name	ANSTETT, CRAIG M.
Address	5463 W WATERS AVE. STE 830
City-State-Zip:	TAMPA FL 33634

Title	VP
Name	KIMBERLY , JOHN B IV
Address	3559 TIMBERLANE SCHOOL RD
City-State-Zip:	TALLAHASSEE FL 32312

Title	DIRECTOR
Name	SANDER, JASON A,
Address	611 LUNKEN PARK RD.
City-State-Zip:	CINCINNATI OH 45226

Title	DIRECTOR
Name	ANDERSON, WILLIAM S
Address	2201 ROWLAND AVE
City-State-Zip:	SAVANNAH GA 31404

Title	VP
Name	HAYES, KYLE E
Address	8001 BAYMEADOWS WAY STE 1
City-State-Zip:	JACKSONVILLE FL 32256

SAM.GOV®

TERRACON CONSULTANTS, INC.

Unique Entity ID	CAGE / NCAGE	Purpose of Registration
MG15GZJ9BES5	**1DJP8**	**All Awards**
Registration Status	Expiration Date	
Active Registration	**Oct 22, 2024**	
Physical Address	Mailing Address	
10841 S Ridgeview RD **Olathe, Kansas 66061-6456** **United States**	**10841 S Ridgeview RD** **Olathe, Kansas 66061-6456** **United States**	

Business Information

Doing Business as	Division Name	Division Number
(blank)	**(blank)**	**(blank)**
Congressional District	State / Country of Incorporation	URL
Kansas 03	**Delaware / United States**	**http://www.terracon.com**

Registration Dates

Activation Date	Submission Date	Initial Registration Date
Oct 25, 2023	**Oct 23, 2023**	**Jan 15, 2002**

Entity Dates

Entity Start Date	Fiscal Year End Close Date
Apr 22, 1965	**Dec 31**

Immediate Owner

CAGE	Legal Business Name
7ELA3	**TSVC, INC.**

Highest Level Owner

CAGE	Legal Business Name
7E5X8	**T T COMPANIES, INC.**

Executive Compensation

In your business or organization's preceding completed fiscal year, did your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) receive both of the following: 1. 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements and 2. $25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

No

Does the public have access to information about the compensation of the senior executives in your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?

Not Selected

Proceedings Questions

Is your business or organization, as represented by the Unique Entity ID on this entity registration, responding to a Federal procurement opportunity that contains the provision at FAR 52.209-7, subject to the clause in FAR 52.209-9 in a current Federal contract, or applying for a Federal grant opportunity which contains the award term and condition described in 2 C.F.R. 200 Appendix XII?

No

Does your business or organization, as represented by the Unique Entity ID on this specific SAM record, have current active Federal contracts and/or grants with total value (including any exercised/unexercised options) greater than $10,000,000?

Not Selected

Within the last five years, had the business or organization (represented by the Unique Entity ID on this specific SAM record) and/or any of its principals, in connection with the award to or performance by the business or organization of a Federal contract or grant, been the subject of a Federal or State (1) criminal proceeding resulting in a conviction or other acknowledgment of fault; (2) civil proceeding resulting in a finding of fault with a monetary fine, penalty, reimbursement, restitution, and/or damages greater than $5,000, or other acknowledgment of fault; and/or (3) administrative proceeding resulting in a finding of fault with either a monetary fine or penalty greater than $5,000 or reimbursement, restitution, or damages greater than $100,000, or other acknowledgment of fault?

Not Selected

Exclusion Summary

Active Exclusions Records?

No

SAM Search Authorization

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

Yes

Entity Types

Business Types

Entity Structure
Corporate Entity (Not Tax Exempt)

Entity Type
Business or Organization

Organization Factors
(blank)

Profit Structure
For Profit Organization

Socio-Economic Types

Check the registrant's Reps & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the SBA's Dynamic Small Business Search if the entity completed the SBA supplemental pages during registration.

Financial Information

Accepts Credit Card Payments
Yes

Debt Subject To Offset
No

EFT Indicator
0000

CAGE Code
1DJP8

Electronic Funds Transfer

Account Type
Checking

Routing Number
*********32**

Lock Box Number
(blank)

Financial Institution
BANK OF AMERICA, N.A.

Account Number
*********98**

Automated Clearing House

Phone (U.S.)
8162924257

Email
(blank)

Phone (non-U.S.)
(blank)

Fax
(blank)

Remittance Address

TERRACON CONSULTANTS, INC.
PO Box 959673
St. Louis, Missouri 63195
United States

Taxpayer Information

EIN
*******9917**

Type of Tax
Applicable Federal Tax

Taxpayer Name
TERRACON CONSULTANTS INC

Tax Year (Most Recent Tax Year)
2022

Name/Title of Individual Executing Consent
Director Of Accounting

TIN Consent Date
Oct 23, 2023

Address
10841 S Ridgeview RD
Olathe, Kansas 66061

Signature
Sheryl Wagner

Points of Contact

Accounts Receivable POC

Wayne S Schweizer
Wayne.Schweizer@terracon.com
9135996886

Electronic Business

Monica Curls, Manager of Government Compliance
monica.curls@terracon.com
9132027528

10841 S. Ridgeview Road
Olathe, Kansas 66061
United States

Jeff Davis, National Director of Federal Services
jeff.davis@terracon.com
9492795088

1421 Edinger AVE.
Tustin, California 92780
United States

Government Business

Monica Curls, Manager of Government Compliance
monica.curls@terracon.com
9132027528

10841 S. Ridgeview Road
Olathe, Kansas 66061
United States

Jeri Rease, Senior Corporate Marketing Strategist
jeri.rease@terracon.com
9139092728

10841 S. Ridgeview Road
Olathe, Kansas 66061
United States

Service Classifications

NAICS Codes

Primary	NAICS Codes	NAICS Title
Yes	**541330**	**Engineering Services**
	237110	**Water And Sewer Line And Related Structures Construction**
	541310	**Architectural Services**
	541350	**Building Inspection Services**
	541360	**Geophysical Surveying And Mapping Services**
	541380	**Testing Laboratories And Services**
	541618	**Other Management Consulting Services**
	541620	**Environmental Consulting Services**
	541690	**Other Scientific And Technical Consulting Services**
	561210	**Facilities Support Services**
	561990	**All Other Support Services**
	562910	**Remediation Services**
	611430	**Professional And Management Development Training**
	712120	**Historical Sites**

Size Metrics

IGT Size Metrics

Annual Revenue (from all IGTs)
(blank)

Worldwide

Annual Receipts (in accordance with 13 CFR 121)
$101,331,829.00

Number of Employees (in accordance with 13 CFR 121)
5820

Location

Annual Receipts (in accordance with 13 CFR 121)
(blank)

Number of Employees (in accordance with 13 CFR 121)
(blank)

Industry-Specific

Barrels Capacity
(blank)

Megawatt Hours
(blank)

Total Assets
(blank)

Electronic Data Interchange (EDI) Information

This entity did not enter the EDI information

Disaster Response

Yes, this entity appears in the disaster response registry.

Bonding Levels	Dollars
(blank)	**(blank)**

States	Counties	Metropolitan Statistical Areas
Any	**(blank)**	**(blank)**

Section 2 Technical Response

Executive Summary

Terracon Consultants, Inc.'s (Terracon), Jacksonville office is located at **8001 Baymeadows Way, Suite 1, Jacksonville, Florida 32256**. Terracon is a 100-percent employee-owned consulting firm that provides quality services. Terracon currently has more than 5,000 employees in more than 160 offices located in the 50 states. Since 1965, Terracon has evolved into a successful multi-discipline firm specializing in environmental planning, facilities, geotechnical, and materials testing. Over its history, Terracon has achieved significant expansion through both internal growth and acquisitions. Additionally, we partner with our U.S. clients to serve their international needs**.** Terracon's growth is due to its dedicated employees who are responsive to clients, provide quality services, and take advantage of opportunities in the marketplace.

Members of the historic preservation team meet or exceed the *Secretary of the Interior's Professional Qualifications Standards*. Certifications include basic and advanced Section 106, National Environmental Policy Act (NEPA) compliance, and cemetery resource protection trainings. Memberships include the National and Florida Trusts for Historic Preservation, Society of Architectural Historians, and Association for Preservation Technology International. Terracon is also a member of American Cultural Resources Association.



Terracon has been providing environmental and engineering consulting services throughout the United States for more than 50 years, launching our Natural and Cultural Resources group in 2003. Since then, the group has completed hundreds of historic resources surveys as part of NEPA compliance for telecommunication projects, power generation facilities, the Department of Housing and Urban Development, and many other state and local agencies. We maintain a solid reputation for supporting clients and municipalities in their various cultural resource pursuits. We have the expertise and the network to be an invaluable resource for Department of State, including a thorough understanding of grant-funded survey projects, particularly those related to disaster mitigation. Our national network of archaeologists, historians, and architectural historians apply their skills to a wide range of project settings to conduct cultural resources studies that facilitate environmental planning and compliance with regulations. Our cultural resources services include:

- Historic Resource Surveys
- Historic Structure Assessments
- Section 106 compliance/Section 110 preservation planning
- Documentation (HABS/HAER/HALS Survey)
- NEPA (EIS, EA, CE) Studies and Checklists
- GIS and GPS Mapping Services
- Archaeological Investigations and Monitoring
- National Register of Historic Places Nominations

With specially trained staff in historic preservation, architectural and cultural history, as well as archeology, Terracon's Cultural Resources Department can shepherd clients through the maze of federal and state regulations to achieve an outcome that bridges the preservation requirements of national law, and the business needs of our clients.

Terracon is pleased to provide the City of Fernandina Beach our qualifications to update the City's Historic District Guidelines created in 2013 by Thomason and Associates. We understand that it is the City's primary goal to provide applicants, local staff, and the Fernandina Beach Historic District Council (HDC) with clear and detailed standards to guide rehabilitation and new construction within the Historic District. Preservation guidelines provide local governments and agencies with clear tools and strategies for historic structures. Terracon proposes that the update to the Historic District guidelines will provide staff and the HDC with easy-to-understand policies, especially in the case of pre and post-disaster recommendations. This will also help to better incorporate historic preservation within existing disaster management framework. Our goal is to provide the City of Fernandina with the highest quality, most responsive services in the facets of the project and to perform these services in the most efficient manner possible. The tasks outlined in this RFP are typical of those handled by our Historic Preservation Group.

Safety

Safety is one of Terracon's core values and our commitment to an Incident and Injury-Free™ (IIF™) philosophy is one of the pillars of our culture. Successful execution and delivery includes the need to work safely and keep our employees and the public safe on a daily basis. Terracon is very much a safety-oriented company. We have built health and safety into the many aspects of our business and into the thinking of our employees. The culture is continued further in our everyday work culture, with meetings beginning with an IIF moment and safety discussion.

IIF is our commitment to our people, whom we value for who they are and what they do. Conducting our work safely means conducting our work in the only acceptable way. Incidents, injuries, and accidents will not be viewed as problems to make go away, but as growth opportunities. IIF is about developing a mindset intolerant of any incidents or injuries, no matter how minor or infrequent.

Terracon is aware of the increasing potential of safety hazards that are associated with survey from the right-of-way. These hazards can include wildlife, resident interactions, and vehicular concerns while driving and performing pedestrian survey on highways and other major roadways. Terracon has a robust safety plan that implements a pre-task plan that will help ensure the wellbeing of our employees while performing the job.

Our *Rules to Live By* are the foundation of IIF culture. These rules give employees clear, specific ways to stay safe on the job, covering essential aspects of safety including personal protective equipment (PPE), equipment, and tools, working at heights and depths, motorized vehicle safety, and reporting injuries. We regularly follow and discuss *Our Rules to Live By* in our offices and on job sites to ensure everyone is following these fundamental rules. These rules include pre-task planning for each task every day, as well as employing the safe work practices they have been trained to follow to complete work at a task level.

Project Staff

Terracon works diligently to maintain a high degree of productivity and efficiency. We have the management and technical capability to assume multiple assignments and guarantee the availability of our project manager, Meghan Browning. Our team is organized with a diverse group of preservation professionals, each of whom manage individual tasks for survey projects. The Historic Preservation Group is housed within Terracon's Environmental Planning Department, and we regularly partner with other department teams to provide our clients with sensitive and thoughtful products to meet our client's needs. Project management and reporting will be directed by Meghan Browning; field survey efforts will be carried out by the entire team, led by our experienced architectural historian, Patricia Davenport-Jacobs, MFA HP; Ms. Browning and Ms. Davenport will manage and provide public outreach and community participation. GIS data will be managed by our GIS manager, Greg Scott. Mr. Scott will provide quality assurance and quality control (QA/QC) over spatial data. In addition, Terracon will provide a Subject Matter Expert for assistance and project review through the experience of Beth Valenzuela.

Specifically, for research-related tasks, Terracon has an outstanding record of producing quality work within a specified budget. We serve result-oriented clients, and, therefore, we have developed a sense of urgency for expeditious resolution of issues so that they will not have a negative impact upon the project's subsequent stages of development, regardless of the project type. We have always taken pride in addressing events outside of our control in a thoughtful, responsible manner. Terracon is committed to meeting both time and budget requirements for this project.

In order to achieve the highest level of quality control, Terracon develops a strategy at the beginning of each project. Our internal process begins with the Project Manager assembling a team of technical staff that comprises individuals with expertise in the disciplines needed to best serve the project.

The Project Manager will supervise the project team and answer directly to the client, is responsible for developing the project schedule and budget, and ensures that the corporate quality assurance reviews are followed. The Project Manager will assign tasks to the project team based upon the area of technical expertise required. Communication among the team members is essential for completing this project in the most efficient and accurate manner. Terracon's report review processes help to ensure with efficient and accurate information by implementing a rigorous quality review – both a peer review and dedicated review by a Terracon Authorized Project Reviewer (APR). Terracon's APR acts as a "senior" member of the project team and ensures project quality and delivery. Ms. Davenport-Jacobs will act as APR for this project ensuring a quality product with multiple levels of review and quality assurance goes into the final product. Ms. Valenzuela will assist with subject matter and peer review. This team has worked together on multiple projects, both large and small scale and has developed a resourceful and proficient working relationship within similar project schedule timelines.

Our strategy for prosperous growth ensures that we are a reliable partner to the City of Fernandina. Staff members have available time to complete the project as laid out herein. Our team are in-house, full-time, permanently employed specialists with Terracon. We are committed to maintaining the same team of professionals throughout the project timeline. With virtually no learning curve, the Historic Preservation Team is in place and ready to go. We offer the project management skills, technical expertise, relevant project experience, personnel and equipment resources necessary to provide the

most responsive and highest quality services available. The team proposed for this contract has a lengthy and proven track record for working together throughout the state and locally.

Meghan Powell

Ms. Powell will serve as Project Manager for this project and lead the reporting portion of this project.

Meghan holds a BA in History from Florida State University with an emphasis on social and cultural aspects. Meghan is a Historian for the Historic Preservation Team within the Cultural Resource Department in Jacksonville, Florida and has eleven years of experience. Her duties with Terracon include project management, client care, historical research, field reconnaissance, documenting and evaluating historic resources, developing historical narratives, preparation of NRHP nominations, and local writing historic resource conditions assessments, including compliance-related projects. She has been part of large-scale grant-funded surveys within the state of Florida and in the Southeast for seven years, leading survey work and providing survey reports. Meghan meets the *Secretary of the Interior's Professional Qualification Standards* in History.

Patricia Davenport-Jacobs, MFA HP

Ms. Davenport will serve as the Authorized Project Reviewer for this project

*M*s. Davenport brings more than 20 years of professional experience in the field of preservation and historic architecture. Her background includes local planning activities as a Main Street Director and Preservation Planning Officer instituting successful commercial façade grants, and transportation enhancement-funded streetscape initiatives. She manages compliance and practical preservation projects for Terracon; has supervised and participated in historic resource surveys, building documentation, archival research, and historic context development projects throughout the southeastern United States. She has worked with municipal governments, state, and federal agencies to identify, document, and provide NRHP eligibility assessments for commercial, residential, governmental, industrial, and rural resources. She has consulted with multiple local governments on preservation planning efforts and managed recordation of over 15,000 resources. Ms. Davenport-Jacobs meets the *Secretary of Interior Standards for Professional Qualifications* in Architectural History and History and has completed Section 106 training with the Advisory Council on Historic Preservation (2014 & 2015).

Beth Valenzuela, MA

Ms. Valenzuela will serve as the Subject Matter Expert for this project

Ms. Valenzuela serves as the Environmental Planning Group Manager in Terracon's Austin, Texas office and the lead of Terracon's national historic resources practice resource group. She has 26 years of professional experience in the field of preservation and historic architecture. Ms. Valenzuela earned a Master of Architecture degree from Texas Tech University and during her career has participated in and managed a broad range of cultural resources projects of varied complexity and type throughout the United States. Ms. Valenzuela meets the *Secretary of Interior Standards for Professional Qualifications* in Architecture, Historic Architecture, and Architectural History.

Rae Shropshire

Rae holds a BA in history from Flagler College and a Master of Historic Preservation degree from the University of Florida. Rae is an architectural historian for the Historic Preservation Group, Cultural Resource Department in Jacksonville, Florida. Prior to joining Terracon, Rae interned with the St. Augustine Historical Society in St. Augustine, Florida and the Matheson History Museum Archives in Gainesville, Florida researching and writing about and studying local history. Her duties with Terracon include historical research, field reconnaissance, documenting and evaluating historic resources, developing historical narratives, and assisting with historic resource conditions assessment.

Drew Johnson

Drew holds a BS in Sustainability and the Built Environment and a Master of Historic Preservation from the University of Florida. Drew is a Field Scientist within the Historic Preservation Group, Cultural Resources Department in Jacksonville, Florida. Prior to joining Terracon, Drew gained practical experience through coursework in architectural survey work, historic resource documentation, and the development of historical narratives. His duties with Terracon include field services such as cemetery restoration and survey work for architectural and historic resources. This also includes the documentation, evaluation, and development of historical resources and their narratives.

Greg Scott

Mr. Scott is a GIS Analyst with over 25 years of experience in Terracon Consultants, Inc.'s Jacksonville, FL office. Mr. Scott's public and private sector experience includes direct support of civil engineering, environmental, forestry and facility/land planning companies, as well as extensive work with local government and federal agencies. He specializes in large dataset acquisition/creation/management, cartographic/thematic mapping, environmental/special analysis, asset/facilities management, technical design, client coordination and report writing. His GIS experience also includes areas of commercial/residential/retail development, conservation/urban planning, wetland mitigation, cultural and natural resources, infrastructure planning and design, mining, surveying, land/property assessments, healthcare, recreation, and wind/solar power generation.

Additional Support Staff

Terracon will maintain our Jacksonville, Florida-based Historic Preservation and Cultural Resources staff to manage the field work, outreach efforts, and survey reporting. However, due to the nature of the project, we may utilize additional architectural historians and historic preservation team support staff from other offices within our company to assist with large tasks.

Patricia Davenport-Jacobs

Historic Preservation

PROFESSIONAL EXPERIENCE

Ms. Davenport brings more than 20 years of professional experience in the field of preservation and historic architecture. Her background includes local planning activities as a Main Street Director and Preservation Planning Officer instituting successful commercial façade grant, and transportation enhancement funded streetscape initiatives. She manages compliance and practical preservation projects for Terracon; has supervised and participated in historic resource surveys, building documentation, archival research, and historic context development projects throughout the southeast United States. She has worked with municipal governments, state, and federal agencies to identify, document, and provide NRHP eligibility assessments for commercial, residential, governmental, industrial, and rural resources. She has consulted with multiple local governments on preservation planning efforts and managed recordation of over 15,000 resources. Ms. Davenport-Jacobs meets the *Secretary of Interior Standards for Professional Qualifications* in Architectural History and History and has completed Section 106 training with the Advisory Council on Historic Preservation (2014 & 2015).

PROJECT EXPERIENCE

Town Wide Survey – Town of Palm Beach, FL – 2019 -2020 -- $145,500
Project Management and Client Engagement: In 2019-2020, Terracon surveyed the entirety of the Town of Palm Beach constructed in or prior to 1979. As a result, 2,170 resources were surveyed and 1,707 were documented, recorded, and evaluated for historic significance. The team identified nine areas that appear to meet the criteria for listing as historic districts on the NRHP and provided survey details (maps and data) required for listing and brief histories of each area to provide a framing context from which the Town could move forward with a nomination report. In addition, the team evaluated the Town comprehensively for its potential for an island-wide historic conservation district. Terracon also provided preservation strategies the Town can consider to further preservation in Palm Beach. While there are many grand estates, alterations and additions threaten the historic integrity of these properties. Historically, there have also been a significant number of modest properties which have been steadily demolished since the end of World War II. The Terracon report included a variety of preservation alternatives to help the Town shape new proposed policies moving forward.

Sarasota Historic Preservation Project, City Wide HRS– Sarasota, FL – 2018-2020 -- $198,500
Details:2020 National Award for Best Practices: Identification / Registration from the National Alliance of Preservation Commission

Project Management and Client Engagement: In 2018 – 2019, Terracon undertook a city-wide survey of resources constructed in or before 1970 in Sarasota, Florida. As a result, over 10,600 properties were surveyed and 8,464 were documented, recorded, and evaluated for historic significance.



EDUCATION
Master of Fine Arts, Historic Preservation, Savannah College of Art and Design, 2007
Bachelor of Science, Environmental Design, Auburn University, 1999
*AU Rural Studio - 1998

AFFILIATIONS
National Trust for Historic Preservation
Florida Trust for Historic Preservation
American Institute for Conservation of Historic and Artistic Works – Associate
Association for Preservation Technology and Training
Northeast Florida Urban Land Institute – Center for Leadership

CERTIFICATIONS
Basic and Advanced Training Section 106 – Advisory Council on Historic Preservation

Cemetery Resource Protection Training – Florida Public Archaeology Network

YEARS OF EXPERIENCE
20 Years

YEARS AT FIRM
8 Years

Patricia Davenport-Jacobs (continued)

The team identified seven areas that appeared to meet the criteria for listing as a historic district on the NRHP and provided survey details (maps and data) required for listing and brief histories of each area to provide a framing context from which the city could move forward with a nomination report. In addition, Terracon identified eleven neighborhoods that do not meet the criteria for listing as a district but appear to warrant some level of protection. In conjunction, Terracon provided preservation strategies to help protect these areas and to recognize and honor their history within the city. Terracon also provided a review and data analysis of the city's locally and NRHP-listed historic districts, which included recommendations regarding boundary expansions and expanding periods of significance. The team paid particular attention to those structures constructed in the Sarasota School of Architecture style and provided recommendations specific to these unique resources, including a Multiple Property Listing on the NRHP and local nominations to provide protection. As a result of the survey, in early 2021, Sarasota decided to pursue listing Newtown, the city's historically Black neighborhood, in the NRHP as a historic district.

County Wide Survey of Historic Resources – Nassau Co., FL – 2019-2020 -- $50,000
Details: "Very good survey methodology - can be used for other county-wide surveys. Very good recommendations sections that address actions beyond local or NRHP designation." Florida Dept. of State review Project Management and Client Engagement: Terracon was hired to undertake a survey of the entirety of Nassau County (excluding the incorporated limits of Fernandina Beach), which was funded by a Florida Department of State grant. In coordination with the county, we determined that the scope of work necessitated multiple phases in order to deliver data and findings to the county in a timely manner. The first phase focused on the towns of Callahan, Boulogne, Bryceville, Nassauville, and portions of US-1, US-17, and State Road 200 constructed in or before 1970. As a result, just over 400 resources were documented, recorded, and evaluated for historic significance. As a result, Terracon recommended two potential NRHP-eligible historic districts, as well as a multiple property listing for mid-century motel complexes along the major thoroughfares, and fourteen resources that may be individually eligible for listing on the NRHP. In addition, Terracon also provided alternative preservation strategies the county can consider to further preservation in Nassau. As a relatively rural area that is undergoing rapid development, Terracon was tasked with developing preservation approaches that extend beyond NRHP listing. The survey, analysis, and recommendations also took into consideration properties in flood zones. Review comments from the Florida Department of State included a commendation of the recommendations, and also noted that the survey methodology could be used as a model for other county-wide surveys.

Historic Resources Phase I-IV -- City of Lake Worth Beach, FL – 2017-2020 -- $216,000
Architectural Historian, Project Manager, Client Development: The city of Lake Worth Beach in south Florida has six local and NRHP listed historic districts: College Park, Northeast Lucerne, Old Lucerne, Southeast Lucerne, Old Town, and South Palm Park. In four phases between 2017 – 2020, Terracon re-surveyed all of the districts to help the city meet its requirements as a Certified Local Government (CLG). All of the properties constructed in or before 1970 were documented, recorded, and evaluated for historic significance. Each phase included an accompanying report that provided a review and data analysis of the surveyed areas. As a part of the final phase, Terracon also provided designation reports for each of the districts to assist the city in updating the district nominations to include the structures that have more recently met the 50-year criteria. Approximately 23,000 resources were recorded across the project, half of which were newly recorded. By providing all four phases – each of which were sent out to bid – Terracon was able to provide the city with a comprehensive survey of all of their historic neighborhoods. This allowed us to develop a more thorough understanding of the city, its history, and general expectations regarding the provided data. As a result, later survey phases took less time to both confirm the data before fieldwork and also less time in the field.

Patricia Davenport-Jacobs (continued)

St. Augustine NRHDs Hurricane Irma Mitigation – City of St. Augustine, FL – 2020 - Present -- $300,000

Project Management and Client Engagement: In 2020, Terracon was hired to survey all of the properties located in the Model Land Company, Abbott Tract, and Lincolnville NRHP-listed historic districts. The Model Land Company and Abbott Tract districts were listed in 1983, and Lincolnville in 1991. None of the districts, however, have been re-surveyed since the initial undertaking in 1979-1980. In addition, all three districts suffered damage during Hurricane Irma and experience regular nuisance flooding. Information gathered from the survey documented the impact of the hurricane on the estimated 1,200 historic resources within the districts. It also served as the basis for updates to all three NRHP districts. As a part of the project, the NRHP nominations were updated and FMSF forms provided for all of the structures in the districts fifty years old or more. Nomination updates included recommendations regarding updated periods of significance, district boundaries, integrity, contributing and non-contributing resources, along with data analysis of the resources and additional recommendations about future planning and preservation efforts within each district. A separate portion of the project was undertaken by an architectural firm, which evaluated and categorized specific damage to resources from Hurricane Irma based on the survey. Terracon's team worked with the firm to ensure consistency across all deliverables. Terracon was also tasked with developing a publication and brochure for the community and property owners addressing disaster mitigation for historic properties.

Other Noted Architectural History Projects:

Marathon Key Survey and NRHP -- City of Marathon, FL
St. Augustine Historic Resources Survey Phase IV (West Augustine/Ft. Mose) – City of St. Augustine, FL
West Titusville Survey – City of Titusville, FL
Historic Resources Survey for Fiber Optics, Downtown Albany, GA
Meldrim Assessment – Effingham County, GA
Anastasia Island – City of St. Augustine, FL
Architectural survey of historic structures – City of Jacksonville, FL
NRHP Nomination for Downtown Historic District – City of Jacksonville, FL
Historic Resource Survey Update – Lake County, FL
Historic Resource Survey, Bayview Garden – Pinellas County, FL

Cemetery Delineation, Conditions Assessments, Restorations; Monuments

Pinehurst Conditions Assessment and Restoration – Jacksonville, FL
Memorial, Sunset Memorial, Mt. Olive, Old City and Hillside Cemeteries Comprehensive Conditions Assessment – Jacksonville, FL
Manatee County Burying Grounds Conditions Assessment and
Preservation Plan – Manatee County, FL
New Hope Cemetery Delineation and Restoration – Uniontown, Perry County, AL
Thiele Kaolin Mine: Shelton and Purvis Family Cemeteries Delineation, Warren County, GA
Colonial Park Cemetery and Laurel Grove Cemetery Marker Restoration-- Savannah, GA
St. Peter's Episcopal Church Cemetery, conditions assessment for grounds and monuments – Fernandina Beach, FL
Randolph Cemetery preservation including cleaning and consolidation of headstones and curbing, – Columbia, SC
Prioleau Cemetery preservation including masonry repointing, marker cleaning and vegetation removal,
US Naval Weapons Station, Joint Base – Charleston, SC

Building Assessments/Conservation Treatments/HABS Documentation

Research and Documentation of Historic CCC Structures Cherokee National Forest – US Forest Service
Loran-C Tower Jupiter Inlet, HABS Level III – Palm Beach County, FL
Northrop Grumman Hangars, Archival Documentation -- St. Johns County, FL

Patricia Davenport-Jacobs (continued)

St. Augustine Shipyards, HABS Documentation – St. Johns County, FL
Old Fort Jackson Casemates and Moat Wall, removal of unwanted biological growth – Savannah, GA
Tender Frame Shop rehabilitation and adaptive use; Boiler Room building assessment;
Compressor Room masonry assessment and roofing project Old Central of Georgia Railroad Roundhouse Complex – Savannah, GA
Baron Von Steuben and Marquis de Lafayette Monuments preservation, Lafayette Square -- Washington DC
Universalists Unitarian Church of Savannah paint analysis – Savannah, GA
Asbury United Methodist Church paint analysis – Savannah, GA
Graham Condominium historic research and architectural assessment -- Savannah, GA
Ethel Tison House building assessment -- Savannah, GA

Section 106 Compliance DOT/FCC/USACE
Des Moines Transload Facility – Des Moines, IA
FECR San Sabastian Bridge Replacement – St. Augustine, Florida
Historic Structures Report Stormwater Improvements – City of Altamonte Springs, FL
Colling Road: Historic Bridge Repair/Replacement – DOT, Orange Park FL
Moncrief-Dinsmore Bridge Replacement – DOT, Jacksonville, FL
Archaeological and visual assessment, Peak Mt. – Ashe County, NC
Architectural assessment and disturbance letter, Hamilton Beach – Beaufort County, NC
Disturbance letter, 5GB0366 – Guilford County, NC
Visual assessment and disturbance letter, 478-195 (AT&T) – Pender County, NC
Arch assessment, Bushy Fork – Person County, NC
Arch/visual assessment, Hyco Lake – Person County, NC
Arch/visual assessment, Nixon's Farm – Surry County, NC
Visual assessment, DT Wendell – Wake County, NC
Arch disturbance letter and visual assessment, Raleigh Rooftop Tower – Wake County, NC

Presentations/articles/papers
Water Intrusion and Cleaning Methods for Masonry Buildings -- Florida Association of Museums
Historic Resource Survey in the Digital Age: Data Collection with New Technologies – Florida Trust for Historic Preservation
Guest Lecturer Philosophy and Criticism "Taking What You Learn and Putting it to Use", (SCAD – HP, Prof. Andres Gaviria) – Savannah, GA
Guest Lecturer Conservation Laboratory, Instruction on Vegetation Control Issues for Historic Structures, (SCAD—HP, Prof. B.S. Robinson) – Savannah, GA
Organized/Hosted Historic Preservation Commission Training with the University of Georgia Outreach Program and GA Department of Community Affairs – Fitzgerald, GA
Organized/Hosted Hands-On Training course on design assistance for Main Street Directors with GA Trust Main Street Design Assistance Coordinator – Fitzgerald, GA
Organized/Hosted Preservation Engineering Workshop on Non-Destructive Testing Methods, Association for Preservation Technology International and the National Center for Preservation Technology and Training – Charleston, SC
Contributor to the University of Florida PIN Guest Lecture Series in Nantucket, with Arthur I. "Buddy" Jacobs, Chairman of the Board of Directors for the Preservation Institute of Nantucket (PIN),
Building Assessment II -- Instruction on paint analysis for Asbury United Methodist Church (Prof. Jim Abraham, SCAD)
APT Communique co-Editor
Preservation Treatments for Sod Structures in the Midwest – Virginia Lime Conference and APTi

S. Elizabeth Valenzuela

SENIOR ARCHITECTURAL HISTORIAN



PROFESSIONAL EXPERIENCE

Ms. Valenzuela is an architectural historian in Terracon's Austin, Texas office. She has over 25 years of professional experience in the field of preservation and historic architecture. Ms. Valenzuela earned a Master of Architecture degree from Texas Tech University and during her career has managed a broad range of cultural resource projects. These projects have included the identification and assessment of resources dating mostly from the early nineteenth century to the mid-twentieth century and have encompassed utilitarian structures, rural landscapes, vernacular and high-style residential, commercial, and institutional buildings. Ms. Valenzuela meets the *Secretary of Interior Standards for Professional Qualifications* in Architecture, Historic Architecture, and Architectural History.

SELECTED PROJECT EXPERIENCE

Preservation Plans and Design Guidelines

Preservation Plan Committee, Chair for the City of Austin Historic Landmark Commission, Texas.
Ms. Valenzuela, as a City of Austin Historic Landmark Commissioner, served as chair of the Preservation Plan Committee from 2015–2023. Under her tenure, the committee developed city-wide Historic Design Standards (approved by Austin City Council in 2022) and worked through Phase I of the Equity-Based Preservation Plan (currently in the public comment phase prior to adoption by Austin City Council). Both efforts were driven by working group participation; the working groups were primarily composed of property owners, designers, developers, advocates, and the Historic Landmark Commission.

Preservation Plan and Design Guidelines for the City of McAllen, McAllen, Texas.
As a Senior Preservation Specialist for HHM, Inc., Ms. Valenzuela served as Project Manager for the development of a city-wide Preservation Plan and Design Guidelines for a residential district and a commercial district. She facilitated public meetings, engagement with the McAllen City Council, and together with her team, created a series of documents, using common vocabulary and illustrative graphics to ensure they were easily used by property owners to understand the standards (rules) and guidelines (recommendations) they would be required to meet as property owners in a historic district.

Historic Resources Surveys and Public Outreach

Historic Resources Survey for the City of San Marcos – San Marcos, Texas
As a subcontractor to Hicks & Company, participated in windshield and reconnaissance-level surveys to update three previous historic resources surveys and previously unevaluated commercial districts and residential neighborhoods. The historic resources survey adhered to THC guidelines and was intended to support future planning and development initiatives by the City of San Marcos. Participated in field survey, archival research, and public outreach meetings. Accepted by THC in September 2019.

Historic Resources Survey and Survey Plan for the Gregg County Historical Commission – Gregg County, TX
As a subcontractor to Hicks & Company, participated in windshield and reconnaissance-level surveys as a case study for the Gregg County Survey Plan. The historic resources

EDUCATION

Master of Architecture, Texas Tech University, 1998

CERTIFICATIONS

Section 4(f) Training, National Preservation Institute, 2019

Section 106 Training, National Preservation Institute, 2007

TxDOT Pre-certification, Categories 2.15.1 and 2.15.2, 2004/2019

PROFESSIONAL ACTIVITIES

District 2 Commissioner and Vice Chair, City of Austin Historic Landmark Commission, 2015-2023

WORK HISTORY

Terracon Consultants, Inc., Senior Architectural Historian, 2018-Present

Valenzuela Preservation Studio, LLC
Principal/Preservation Specialist, 2010-2018

Hardy-Heck-Moore, Inc., Preservation Specialist/Project Manager, 2003-2010

Volz & Associates, Inc., Architectural Intern, 2000-2003

Parshall + Associates, Architectural Intern, 1998-2000

PRESENTATIONS/PUBLISHED ARTICLES

"Community Connection with Rural Texas Landscapes: The Evolution of Social Encampments at the Turn-of-the-Nineteenth Century" presented at the *Southeast Chapter of the Society of Architectural Historians*, October 2020.

"Tear Down or Treasure: A Case for Historic Preservation," presented at the Rio Grande Valley American Institute of Architects annual convention, September 2017.

"Architecture of Survival: A Brief History of Building Techniques of the Big Bend Region" presented at the *Southeast Chapter of the Society of Architectural Historians*, November 1998.

S. Elizabeth Valenzuela (continued)

survey adhered to THC guidelines and was intended to support future planning initiatives by the Gregg County Historical Commission. Participated in field survey, archival research, and public outreach meetings. Served as primary author for the Gregg County Historic Resources Survey Plan. Document outlined goals for future survey efforts, defined survey project considerations, prioritized recommended future surveys, and provided recommended sources of funding for future surveys. Accepted by Gregg County Historical Commission in September 2018.

Project Coordination Requests (PCRs) and Historic Resources Surveys for Transportation Projects in the Dallas area, TxDOT

Project manager, architectural historian and report author for the development of PCRs, windshield, reconnaissance, and intensive-level historic resources surveys according to Texas Department of Transportation (TxDOT) *Documentation Standards for Historic Resources Research Design and Survey Report*s. Historic resources survey projects included preparation of a research design and approval by TxDOT prior to initiation of fieldwork. Completed field survey, mapping, digital photography, archival research, NRHP eligibility assessment and potential impacts analysis for each identified historic-age resource. The following list details specific experience in the Dallas-Fort Worth metroplex:

- Reconnaissance- and Intensive-level Historic Resources Survey for FM 6 roadway expansion – *Collin County*
- Project Coordination Request and Reconnaissance-Level Historic Resources Survey for Ross Avenue Improvements – *Dallas*
- Project Coordination Request (peer review) for Elam Road Improvements – *Dallas*
- Project Coordination Request (peer review) for Zaragoza Elementary School Pedestrian Improvements – *Dallas*
- Project Coordination Request for Trinity Strand Trail, Phase 2 (included the area directly adjacent to Parkland Hospital) – *Dallas*
- Project Coordination Request for City of Dallas KCS Quiet Zones – *Dallas*
- Visual Impacts Analysis for NEPA Reevaluation of Butler Place NRHP Historic District – *Ft. Worth**
- Reconnaissance-level Historic Resources Survey, Montfort Drive: From Peterson Lane to Alpha Road – *Dallas County**
- Reconnaissance-level Historic Resources Survey for SH 121/183: IH 820 to SH 161 – *Tarrant County**

Archival Research and Historical Background Studies

Class III Cultural Resources Survey for Non-Potable Reservoir 3 Mains Repair Project, US Air Force Academy – Colorado Springs, El Paso County, CO

Subject matter expert and report contributor for intensive Class III pedestrian survey report. Conducted archival research to prepare land ownership history to support NRHP eligibility recommendations for features documented as part of the 163 acres surveyed at the United States Air Force Academy. *Project completed 2019.*

Architectural History Support of Archeological Cultural Resources Survey Reports

Architectural historian for archival research and historical background development to support final NRHP eligibility evaluation of recorded archeological sites,

- Intensive Archeological Survey of Hopkins Energy Solar – *Dike, Hopkins County, Texas*
- Intensive Archeological Survey of Proposed Pecos Regional Sports Park – *Pecos City, Reeves County, Texas*
- Intensive Archeological Survey of Parmer Ranch Middle School – *Georgetown, Williamson County, Texas*
- Intensive Archeological Survey of Headwaters School Tract – *Dripping Springs, Hays County, Texas*
- Intensve Archeological Survey of the Tomato Substation – *Baird, Callahan County, Texas*

S. Elizabeth Valenzuela (continued)

- Intensive Archeological Survey of Munson Tract Phase I – *Sherman, Grayson County, Texas*
- Cultural Resources Reconnaissance Survey for the Proposed Solar Installation Rayos del Sol – *Harlingen, Cameron County, Texas*
- Intensive Archeological Survey of the Concho County Hospital – *Eden, Concho County, Texas*
- Intensive Archeologcal Survey of Robertson County Jail and Sheriff's Office – *Franklin, Robertson County, Texas*

National Register Nomination of the Togus VA Medical Center and National Cemetery – Togus, Maine*
Senior architectural historian for intensive-level survey of historic-age resources to determine NRHP eligibility and evaluate potential for the designation of an NRHP-listed district. Participated in fieldwork, digital photography, and NRHP evaluations of historic-age resources. Preparation of an NRHP nomination form for the historic district incorporated the results of the intensive-level survey. *Accepted by NPS and listed in the NRHP on August 17, 2012.*

Historic American Building Survey of Buildings 608, 609, and 614, Fitzsimons Campus, VA Center – Aurora, Colorado*
Project manager and principal investigator for an intensive-level survey for three buildings subject to mitigative documentation and SHPO consultation and coordination under *Section 106 of the National Historic Preservation Act of 1966, as amended* (*Section 106*). Project included field survey, mapping, digital and large-format photography, archival research to prepare a HABS Level 2 documentation package (physical description, historic context, photographs, and reproductions of original architectural drawings) for the buildings. *Accepted by SHPO, 2009.*

Architectural Investigations for Building 8, Tomah VA Medical Center – Tomah, Wisconsin*
Senior architectural historian for SHPO and THPO consultation and coordination related to the proposed demolition of residence associated with the Tomah Indian School. Consultation efforts resulted in HABS Level 2 documentation of the building and construction monitoring during demolition.

Historic Preservation and Preservation Planning

HABS Level I Recordation and Trifold Brochure, Bldgs 504, 6966, 6968 – US Air Force Academy, Colorado
Project Manager and architectural historian for the HABS Level I documentation of the Farish Caretakers Cottage (Bldg 504) within the Farish Memorial Recreation Area and the Rose House (Bldg 6966) and associated garage (Bldg 6968) on the USAFA campus. The documentation package for each building will include a historic context, detailed architectural description, measured drawings prepared using data from both LiDAR scans of the interior and exterior and hand measurements, and large-format photography. A trifold brochure detailing the historical significance of the Farish Caretakers Cottage will be prepared as part of the mitigation project. *Project ongoing, expected to conclude January 2024.*

HABS Level I Recordation and Trifold Brochure, Falcon Stadium – US Air Force Academy, Colorado
Project Manager and architectural historian for the HABS Level I documentation of Falcon Stadium. Participated in fieldwork, archival research, and the design of a trifold brochure describing the construction and significance of Falcon Stadium. Final documentation will include the publication-ready trifold brochure, HABS Level I documentation package, large-format photographs (archival quality prints and digital images), and measured drawings prepared with data collected using both LiDAR scans and hand measurements. *Project ongoing, expected to conclude December 2023.*

Antiquities Code of Texas Permit for the Rehabilitation of the NRHP-listed Kyle City Hall – Kyle, TX
Preservation specialist providing construction monitoring for the rehabilitation of the designated historic property, Kyle City Hall. Prepared Antiquities Code of Texas permit application and coordinated project with the Texas Historical Commission for the City of Kyle. *Ongoing project.*

S. Elizabeth Valenzuela (continued)

Unpublished Government Documents

HABS/HALS/HAER DOCUMENTATION

Valenzuela, Sarah E., Nicholas C. Powell, Arianna Urban, 2020. "U.S. Air Force Academy Football Stadium, United States Air Force Academy, Colorado Springs vicinity, El Paso County, Colorado." HALS CO-17-B. HALS Outline Format Documentation. Library of Congress, Prints and Photograph Division, Washington, D.C. Historic American Landscapes Survey – Built in America.

Valenzuela, Sarah E. 2005. "U.S. Naval Air Station, Brig, South Avenue, Pensacola, Escambia County, FL: Building No. 8." HABS No. FL-243 (Addendum). HABS Level II Documentation. Library of Congress, Prints and Photograph Division, Washington, D.C. Historic American Buildings Survey – Built in America.

Valenzuela, Sarah E. 2006. "U.S. Naval Air Station, Marine Barracks, Pensacola, Escambia County, FL: Building No. 18." HABS No. FL-246 (Addendum). HABS Level II Documentation. Library of Congress, Prints and Photograph Division, Washington, D.C. Historic American Buildings Survey – Built in America.

Valenzuela, Sarah E. 2005. "U.S. Naval Air Station, Paint Shop, Pensacola, Escambia County, FL: Building No. 52." HABS No. FL-490. HABS Level II Documentation. Library of Congress, Prints and Photograph Division, Washington, D.C. Historic American Buildings Survey – Built in America.

Valenzuela, Sarah E. 2005. "U.S. Naval Air Station, Public Restroom, Pensacola, Escambia County, FL: Building No. 67." HABS No. FL-491. HABS Level II Documentation. Library of Congress, Prints and Photograph Division, Washington, D.C. Historic American Buildings Survey – Built in America.

Valenzuela, Sarah E. 2005. "U.S. Naval Air Station, Refrigeration Plant, Pensacola, Escambia County, FL: Building No. 107." HABS No. FL-492. HABS Level II Documentation. Library of Congress, Prints and Photograph Division, Washington, D.C. Historic American Buildings Survey – Built in America.

Valenzuela, Sarah E. 2005. "U.S. Naval Air Station, YMCA, Pensacola, Escambia County, FL: Building No. 322." HABS No. FL-493. HABS Level II Documentation. Library of Congress, Prints and Photograph Division, Washington, D.C. Historic American Buildings Survey – Built in America.

Valenzuela, Sarah E. 2005. "U.S. Naval Air Station, Assembly and Repair Shop, Pensacola, Escambia County, FL: Building No. 604." HABS No. FL-494. HABS Level II Documentation. Library of Congress, Prints and Photograph Division, Washington, D.C. Historic American Buildings Survey – Built in America.

Valenzuela, Sarah E. 2005. "U.S. Naval Air Station, Laundry, Pensacola, Escambia County, FL: Building No. 636." HABS No. FL-495. HABS Level II Documentation. Library of Congress, Prints and Photograph Division, Washington, D.C. Historic American Buildings Survey – Built in America.

Valenzuela, Sarah E. 2005. "U.S. Naval Air Station, Telephone Workshop and Storehouse, Pensacola, Escambia County, FL: Building No. 738." HABS No. FL-496. HABS Level II Documentation. Library of Congress, Prints and Photograph Division, Washington, D.C. Historic American Buildings Survey – Built in America.

Keller, S. Elizabeth. 1997. "Barker Lodge, Main House (A) and Garage (B), Panther Junction, Brewster County, TX," HABS No. TX-3490. HABS Level I Documentation. Library of Congress, Prints and Photograph Division, Washington, D.C. Historic American Buildings Survey – Built in America.

Keller, S. Elizabeth. 1996. "K-Bar Ranch, Main House & Garage, Panther Junction, Brewster County, TX," HABS No. TX-3412. HABS Level I Documentation. Library of Congress, Prints and Photograph Division, Washington, D.C. Historic American Buildings Survey – Built in America.

Meghan Browning

Historian Preservation, Project Manager



PROFESSIONAL EXPERIENCE

Meghan holds a BA in History from Florida State University with an emphasis on social and cultural aspects. Meghan is a Historian for the Historic Preservation Group, Cultural Resource Department in Jacksonville, Florida. Prior to joining Terracon, Meghan gained practical experience in archival and museum studies and performed essential background research on historic architecture in Jacksonville while employed with the Jacksonville Historical Society. Her duties with Terracon include historical research, field reconnaissance, documenting and evaluating historic resources, developing historical narratives, and assisting with historic resource conditions assessments**.** Meghan meets the Secretary of the Interior's Professional Qualification Standards in History.

PROJECT EXPERIENCE

Historic Resources Survey – Palm Beach, Florida

The project consisted of a resource survey for the entirety of the Town of Palm Beach constructed in or prior to 1979. As a result, 2,170 resources were surveyed and 1,707 were documented, recorded, and evaluated for historic significance. The team identified nine areas that appear to meet the criteria for listing as historic districts on the NRHP and provided survey details (maps and data) required for listing and brief histories of each area to provide a framing context from which the Town could move forward with a nomination report. In addition, the team evaluated the Town comprehensively for its potential for an island-wide historic conservation district. Terracon also provided preservation strategies the Town can consider to further preservation in Palm Beach. Reporting included a variety of preservation alternatives to help the Town shape new proposed policies moving forward.

City of Quincy Historical Resources Survey – Gadsden County, Florida

Franklin County Countywide Historical Resources Survey – Franklin County, Florida

County-wide Historical Resource Survey – Nassau County, Florida

EDUCATION

Bachelor of Arts, History, Florida State University, Tallahassee, FL

CERTIFICATIONS

Section 106: An Introduction National Preservation Institute
NEPA & 106 Integration & Coordination, Advisory Council on Historic Preservation
BACE: Archival and Museum Studies Certification, AASLH and Council of State Archives
CRPT: Cemetery Resource Protection Training, Florida Public Archaeology Network

AFFILIATIONS

Florida Planning and Zoning Association (FPZA) Board Member
Southeastern Society of Architectural Historians (SESAH)
Society of Architectural Historians (SAH)
National Trust for Historic Preservation
Florida Trust for Historic Preservation
Florida Historical Society
Jacksonville Historical Society
St. Augustine Historical Society
Alabama Historical Association

YEARS OF EXPERIENCE: 11

YEARS AT FIRM: 6

Meghan Browning (continued)

Survey & Nomination of Historic Resources in Alabama

Dauphin Island, Geneva, Henry, and Houston Counties – Historic Resources Survey & NRHP Nominations

Historic Resource Mitigation & NRHP Survey Updates – St. Augustine, Florida

Historic Resources Survey

City of Lake Worth Survey Updates, Ph. I - IV – Lake Worth Beach, Florida

Historic Resources Survey

City of Sarasota Historical Resources Survey – Sarasota, Florida

Historic Resources Survey

City of Marathon Florida Historic Resource Survey and Preservation Plan – Marathon, Monroe County, Florida

Historic Resources Survey

City of Titusville Historical Resource Survey and Preservation Plan – Brevard County, Florida

Historic Resources Survey

Bay Street Historical Resources Survey – Jacksonville, Duval County, Florida

FDOT Cultural Resources Survey

Southtown HUD Development CRAS – Birmingham, Alabama

Cultural Resource Assessment Survey and Mitigation

Village of 5th CRAS – Augusta, Georgia

Cultural resource assessment survey and Section 106

JEA Office Building – Jacksonville, Florida

Cultural resource assessment survey and Section 106

Floribraska Avenue CRAS – Tampa, Florida

Cultural resource assessment survey and Section 106

Transload Facility – Des Moines, Iowa

Cultural resource assessment survey and Section 106

Meghan Browning (continued)

City Albany Cultural Resources Assessment Survey– Dougherty County, Georgia

Cultural resource assessment survey and Section 106

City of Altamonte Springs – Seminole County, Florida

Cultural resource assessment survey and Section 106

Collins Road Bridge Repair – Jacksonville, Florida

Cultural resource assessment survey and Section 106

Meldrim Cultural Resources Assessment – Effingham County, Georgia

Cultural resource assessment survey and Section 106

Verizon Telecommunications Compliance – State of Florida, Georgia, New Jersey, New York, Massachusetts

Historic Building Survey for CCC Recreation Sites – Cherokee National Forest, Tennessee

Historic structure surveys

Historic Resource Mitigation & Survey Update – St. Augustine, Florida

Historic structure surveys

National Register Nomination for Newtown, Sarasota – Sarasota County, Florida

National Register Nomination

National Register Nomination for Vamo Lodge – Sarasota County, Florida

National Register Nominations

Historic Resource Mitigation & NRHP Survey Updates – St. Augustine, Florida

National Register Nominations

Pinehurst Cemetery Conditions Assessment – Jacksonville, Florida

Hillside, Memorial, Mt. Olive, Old City, and Sunset Memorial Cemetery Conditions Assessment – Jacksonville, Florida

Cemetery restoration projects

Drew Johnson

Field Scientist, Architectural Historian

EDUCATION

Bachelor of Science, Sustainability and the Built Environment
Masters of Historic Preservation, University of Florida, Gainesville, FL

YEARS OF EXPERIENCE: <1

YEARS AT FIRM: <1

PRESENTATIONS/ PUBLISHED ARTICLES

"*A Living Definition for Historic Preservation with Resiliency in Mind"* presented at the Association of Collegiate Schools of Planning, November 2022

Toronto – Canada

PROFESSIONAL EXPERIENCE

Drew holds a BS in Sustainability and the Built Environment and a Master of Historic Preservation from the University of Florida. Drew is a Field Scientist within the Historic Preservation Group, Cultural Resource Department in Jacksonville, Florida. Prior to joining Terracon, Drew gained practical experience through coursework in architectural survey work, historic resource documentation, and the development of historical narratives. His duties with Terracon include field services such as cemetery restoration and survey work for architectural and historic resources. This also includes the documentation, evaluation, and development of historical resources and their narratives.

PROJECT EXPERIENCE

Memorial Cemetery Restoration, Duval County, Jacksonville, Florida

Historic cemetery restoration work on markers that have been neglected and disturbed over the course of its lifetime. This has involved reviewing the preliminary surveys and confirming locations of markers throughout the cemetery using Field Maps and updating this information with pictures and cultural information that we find as we uncover, unearth, and put pieces back together that may have been separated or destroyed by natural and outside forces. A work plan for restoration work organized by priority has been developed with over 2600 markers being accounted for to be submitted within the final report. We follow the National Center for Preservation Technology and Training for any techniques and practices regarding restoration work on the markers.

City of Quincy Historic Resource Survey, Gadsden County, Florida

Historic Structures Survey of the historically African American community and potential Historic District located in the City of Quincy, Gadsden County, Florida in July of 2023. The survey consisted of a pedestrian investigation to field verify, record, and evaluate historical resources within the survey area constructed up to 1973. A total number of 432 resources were surveyed during the field investigation. Of the surveyed resources, Terracon recorded 270 resources with the Historical Structures Florida Master Site File (FMSF) form. Of these, 118 had been previously recorded and 152 were newly recorded. In addition, two (GD00679 and GD00680) cemeteries and three (GD00680, GD3450, and GD3451) resource groups were recorded on their respective forms. The remaining balance of resources includes 10 resources that were not recorded due to obstruction or safety concerns, 73 resources that were determined to have been demolished and 74 resources that were not recorded. As a result of this survey, the consultant identified one potentially eligible Historic District. The newly identified Southwest Quincy Historic District consists of 160 contributing resources. In addition, 11 resources are recommended individually eligible for listing in the National Register of Historic Places (NRHP).

NexTower Telecommunication Duval and Polk County, Florida

Visual Effects Reports written for Duval and Polk County. Includes the determination and eligibility for listing on the NRHP of historic resources within the viewshed with the proposed tower height and whether they have adverse effects. The proposed tower site and height of each were determined to not have adverse effects on the historic resources that were found to be within the determined viewshed.

Old City Cemetery Restoration – Duval County, Jacksonville, Florida

Field services on historic African American Cemetery by using the least invasive techniques to restore headstones where possible. Restoration processes include locating, resetting, and cleaning headstones that are intact and found. For the headstones that have been vandalized or damaged, more invasive processes must take place that involve the use of pins and epoxy to bond them back together, cleaning, and finally resetting back into its originally recorded location. A GIS map of the cemetery and its section recorded by the initial survey in 2021 was used to maintain the integrity and accuracy of the locations of these headstones within the cemetery. Pictures are taken before, during, and after work has been done to headstones.

NexTower Telecommunication Compliance – Duval County, Jacksonville, Florida

Review and write up a Visual Effects Report (VER) to determine whether three linear resources (a road, canal, and railroad) that are within the proposed project area and Area of Potential Effects (APE) would be adversely affected by the installation of a 149-foot communications pole. The resources were determined to not be adversely affected due to the high level of vegetation that would obstruct the view from their location to the communication tower that would be within half a mile away.

Hawkinsville, Pulaski County, Georgia

Transferred records of historic resources that were part of a previous historic resources survey into Georgia's Natural, Archaeological, and Historic Resources GIS (GNAHRGIS). Following state guidelines, our team ensured that we were consistent in the naming conventions that are used by the region to accurately input information directly related to the historic resources within the area.

Lillian Rae Shropshire, MHP

Architectural Historian

EDUCATION

Bachelor of Arts, History, Flagler College, St. Augustine, FL

Master of Historic Preservation, University of Florida, Gainesville, FL

YEARS EXPERIENCE: 1

PROFESSIONAL EXPERIENCE

Rae holds a BA in history from Flagler College and a Masters in Historic Preservation from the University of Florida. Rae is an architectural historian for the Historic Preservation Group, Cultural Resource Department in Jacksonville, Florida. Prior to joining Terracon, Rae interned with the St. Augustine Historical Society in St. Augustine, Florida and the Matheson History Museum Archives in Gainesville, Florida researching and writing about and studying local history. Her duties with Terracon include historical research, field reconnaissance, documenting and evaluating historic resources, developing historical narratives, and assisting with historic resource conditions assessment.

PROJECT EXPERIENCE

City of Quincy, Gadsden County, Florida

Historic Structures Survey of the historically African American community and potential Historic District located in the City of Quincy, Gadsden County, Florida in July of 2023. The survey consisted of a pedestrian investigation to field verify, record, and evaluate historical resources within the survey area constructed up to 1973. A total number of 432 resources were surveyed during the field investigation. Of the surveyed resources, Terracon recorded 270 resources with the Historical Structures Florida Master Site File (FMSF) form. Of these, 118 had been previously recorded and 152 were newly recorded. As a result of this survey, the consultant identified one potentially eligible Historic District. The newly identified Southwest Quincy Historic District consists of 160 contributing resources. In addition, 11 resources are recommended individually eligible for listing in the National Register of Historic Places (NRHP).

Survey & Nomination of Historic Resources in Alabama

Dauphin Island, Geneva, Henry, and Houston Counties – Historic Resources Survey & National Register Nominations

National Register Nomination for Newtown, Sarasota – Sarasota County, Florida

National Register Nomination

Cemetery Restoration Projects

Memorial Cemetery Restoration, Jacksonville, FL

Old City Cemetery Restoration, Jacksonville, FL

Greg Scott
Sr. GIS Analyst



PROFESSIONAL EXPERIENCE

Mr. Scott is a GIS Analyst with over 24 years of experience in our Jacksonville, FL office. His private sector experience includes direct support of civil engineering, environmental, forestry and facility/land planning and design companies. Mr. Scott's public sector experience includes extensive work with local, state and federal government agencies. He specializes in large dataset acquisition/creation and management, cartographic/thematic mapping, environmental/ specialized analysis, mobile GPS technologies, technical design, client coordination and report writing. His broad GIS experience includes areas of transportation, commercial/residential/retail development, conservation/urban planning, wetland and wildlife analysis/mitigation, cultural and natural resources, infrastructure planning and design, mining, surveying, land/property/facility assessments, healthcare, recreation, and wind/solar power generation. Mr. Scott has been responsible for GIS program development and management of company geospatial services and staff during the last ten years.

PROJECT EXPERIENCE

I-95 Widening from I-295 to S.R. 202, Duval County, FL
Provided GIS analysis/graphics in support of FDEP State 404 Jurisdiction Permit application. Exhibits provided for this 2-mile stretch of interstate highway covered soils, land use existing site conditions and proposed site conditions showing wetland impacts and areas of road widening.

SJRWMD Black Creek Water Resources, Clay County, FL

Managed GIS wetland impact datasets along an approximately 21-mile section of right-of-way at State Road 21 and State Road 16 in support of permit applications.

State Road 207 Water Main Extension, St. Johns County, FL

Preparation of web maps for wetland delineation field collection work and GIS support for subsequent download of field data and graphic support during production of reports.

COJ Oak Harbor Maintenance Dredge Project – Jacksonville, FL
Produced graphics delineating areas and dredge volumes of different areas along the proposed dredging channel stationing and basin extending from Oak Harbor Boat Ramp to Pablo Creek.
Greg Scott (continued)

Nocatee, Ranch Road Water Main – St. Johns County, FL
Provided CAD and GIS graphics support for permitting of a 3-acre Conservation Easement release and replacement location.

EDUCATION
◦ Masters of GIS (MGIS) Penn State University, 2019
◦ GIS Postbaccalaureate Certificate Penn State University, 2010
◦ Bachelor of Landscape Arch (BLA) Ball State University, 1993

CERTIFICATION
GISP Certification, 2014, No. 83420

AFFILIATIONS
◦ Amer. Society of Photogrammetry and Remote Sensing (ASPRS)

◦ Asso of Amer. Geographers (AAG)

◦ Florida Urban and Regional Info. Systems Association (FLURISA)

FLORIDA WORK HISTORY
◦ Terracon Consultants, Inc., Sr. GIS Analyst, April 2021 - Present
◦ Prosser, Inc., GIS Manager, Jan 2017 – April 2021
◦ R-A-M Professional Group, GIS Specialist, Jan 2013 – Dec 2016
◦ Lan Associates GIS Analyst, April 2011 – Dec 2012
◦ Aerotek, Inc. (Rayonier contractor),

Greg Scott (continued)

Dames Point Intermodal Terminal – Duval County, FL

Preparation of web maps for a tree survey by our certified Arborist and GIS support for subsequent download of field data points and graphic support during production of reports and sending CAD data to project engineer.

RiverTown, Ravines Trail Network and Boardwalk ERP – St. Johns County, FL
Coordination with design engineer to use CAD drawings in preparation of GIS exhibits for permitting trail wetland impacts, preservation and creation areas as well as tracking wetlands to remain and producing an exhibit for an off-site mitigation location.

Nocatee, FOR Greenway Monitoring – Duval/St. Johns County, FL
Producing and managing GIS datasets supporting the ongoing annual field monitoring program of invasive and nuisance vegetation species by Terracon's ecologists. Web mapping and GPS technology is utilized in the production of monitoring transects, vegetation collection points and documented photo locations.

Creek View Trail – Clay County, FL
All GIS support for SJRWMD and USACE environmental resource permitting and mitigation, gopher tortoise surveying for FWC permitting of gopher tortoise removal and relocation to mitigation banks. Support includes management of GPS technology provided to multiple teams tasked with surveying gopher tortoise burrow locations and subsequent removal/relocation per FWC guidelines.

Gopher Tortoise Mitigation Bank – St. Johns County, Clay County and surrounding Northeast Florida counties
Production of spatial pods based on soils analysis and field verification by Terracon Ecologists for purposes of gopher tortoise relocation from other development sites. Several sites including Longleaf, St. Johns and Green Creek Mitigation Banks, as well as five FWC sites has been provided geographical information assistance. Additional GIS suitability analysis on surrounding Northeast county lands meeting ideal gopher tortoise habitat criteria has been performed in an effort to locate future mitigation banks.

Marsh Harbor South, U.S. 1 Stokes Landing Offsite Mitigation – St. Johns County, FL
Provide GIS spatial and tablular data creation for purposes of visualization and tracking of future wetland preservation and other recorded mitigation areas by others..

Ashford Mills (Shearwater) – St. Johns County, FL
Ongoing GIS support and data management of spatial and tabular data for long-running project to obtain USACE and SJRWMD permits for various areas within overall development, including multiple designed phases, the School Road area and the kayak/boardwalk area.

Hildreth Solar Power Plant – Suwannee County, FL
GIS creation and managment of databases to provide storage of feature class datasets, analyses and GPS field collections supporting Terracon's gopher tortoise survey services.

Greg Scott (continued)

Nocatee, Coral Ridge – St. Johns County, FL
GIS support for multiple-phased project providing exhibits showing previously recorded Jurisdictional wetland impacts, potential impacts and mitigation, as well as new wetland impacts to be permitted.

Times Union Assessment Background Study – Jacksonville, FL
Provide web mapping to support GPS field work locating existing/proposed soil borings and monitoring wells and delineation of hydrocarbon plume contamination; use provided AutoCAD drawings to illustrate locations of proposed buildings and rerouting of McCoy's Creek to subdivide parcel.

RiverTown, Parcel 47, St. Johns County, FL

Provide GIS analysis during annual Submerged Aquatic Vegetation (SAV) survey reporting. Use AutoCAD and GIS to produce transect water depth and dock length calculations and exhibits necessary for permitting four docks along parcel's St. Johns River water bank.

FEC San Sebastian River Bridge Replacement - St. Johns County, FL

Provide general GIS graphics and conversions of digital terrain models.

Collins Preserve – Duval County, FL

Preparation of web maps and subsequent downloading of survey points analyzing tree health to create graphic exhibits for reports and to produce CAD drawings for engineering design consultant.

Trail Ridge Landill – Duval County, FL

Use as-built surveys to create GIS wetland creation areas as well as exhibits illustrating timber thinning and clear cutting areas, including corresponding transects being monitored in the field of these areas.

Professional Experience

The Historic Preservation Team has conducted numerous historic resource surveys and projects, many of which have been funded and administered by the State of Florida, Department of State, Division of Historical Resources. The team is currently working on or has recently completed 15 state grant-funded projects in the past five years for the Cities of Jacksonville, Lake Worth (Beach), Marathon, Quincy, St. Augustine, and Titusville; Franklin, Manatee, Nassau, and Santa Rosa Counties; and the State of Alabama and the State of Florida. Florida grant projects require survey and reporting methods to comply with Chapter 1A-46, Florida Administrative Code. We regularly comply with the state and federal guidelines to provide the quality products to our clients.

The surveys have been performed in urban and rural environments throughout Florida and the southeast. We have recorded National Historic Landmarks in the Town of Palm Beach, rural resources in Nassau County, African American cemeteries in Jacksonville, six historic districts in Lake Worth (four phases), and the entirety of the City of Sarasota (which won the 2020 National Award for Best Practices: Identification / Registration from the National Alliance of Preservation Commission). The team has been conducting large-scale historic resource surveys since 2002. The majority of these projects have been in Florida and in the southeast. These projects consist of historic resource surveys, cemetery surveys, and cemetery conditions assessments.

- Large scale surveys: since 2002
- Historic structure surveys in Florida: since 2018
- Experience with countywide surveys in the Southeast: since 2018

Terracon's historic preservation team has conducted multiple projects over the past five years with a strong background providing technical assistance with historic preservation projects. Most of these include a city/county-wide historic surveys within Florida of a variety of resources. These reports culminated with recommendations on local and state levels for guidance on historic preservation techniques and suggested future preservation initiatives.

Professional Qualification Standard

Our knowledge and experienced team of historic preservationists (historians, architectural historians, and certified planners) meet or exceed the *Secretary of the Interior's Professional Qualifications Standards.* Understanding the growing need for local review within the Historic District, Terracon is prepared to work closely with City staff regarding the historic context, common resources, architectural types, and other tangible items that would best provide local preservation initiatives and retain the feeling and association within the Historic District.

St. Augustine National Register Historic District Update

City of St. Augustine, Florida



In 2020, Terracon was hired to survey all of the properties located in the Model Land Company, Abbott Tract, and Lincolnville NRHP-listed historic districts. The Model Land Company and Abbott Tract districts were listed in 1983, and Lincolnville in 1991. None of the districts, however, have been re-surveyed since the initial undertaking in 1979-1980. In addition, all three districts suffered damage during Hurricane Irma and experience regular nuisance flooding.

Information gathered from the survey documented the impact of the hurricane on the estimated 1,200 historic resources within the districts. It also served as the basis for updates to all three NRHP districts. As a part of the project, the NRHP nominations were updated and FMSF forms provided for all of the structures in the districts fifty years old or more. Nomination updates included recommendations regarding updated periods of significance, district boundaries, integrity, contributing and non-contributing resources, along with data analysis of the resources and additional recommendations about future planning and preservation efforts within each district.

A separate portion of the project was undertaken by an architectural firm, which evaluated and categorized specific damage to resources from Hurricane Irma based on the survey. Terracon's team worked with the firm to ensure consistency across all deliverables. Terracon was also tasked with developing a publication and brochure for the community and property owners addressing disaster mitigation for historic properties.

CLIENT

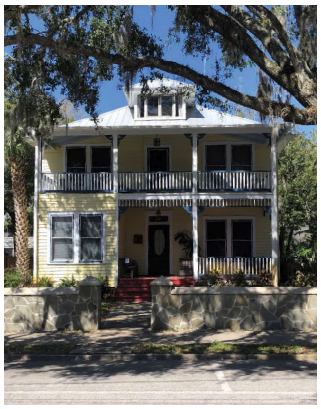
Jenny Wolfe
Historic Preservation Officer
City of St. Augustine
PO Box 210
St. Augustine, FL 32085
(904) 209-4326
jwolfe@citystaug.com

DATE

June 2020 - ongoing

COST

$300,000 (estimated)







Terracon

Nassau Countywide Historic Survey

Nassau County, Florida



Terracon was hired to undertake a survey of the entirety of Nassau County (excluding the incorporated limits of Fernandina Beach), which was funded by a Florida Department of State grant. In coordination with the county, we determined that the scope of work necessitated multiple phases in order to deliver data and findings to the county in a timely manner. The first phase focused on the towns of Callahan, Boulogne, Bryceville, Nassauville, and portions of US-1, US-17, and State Road 200 constructed in or before 1970. As a result, just over 400 resources were documented, recorded, and evaluated for historic significance. As a result, Terracon recommended two potential NRHP-eligible historic districts, as well as a multiple property listing for mid-century motel complexes along the major thoroughfares, and fourteen resources that may be individually eligible for listing on the NRHP.

In addition, Terracon also provided alternative preservation strategies the county can consider to further preservation in Nassau. As a relatively rural area that is undergoing rapid development, Terracon was tasked with developing preservation approaches that extend beyond NRHP listing. The survey, analysis, and recommendations also took into consideration properties in flood zones. Review comments from the Florida Department of State included a commendation of the recommendations, and also noted that the survey methodology could be used as a model for other county-wide surveys.

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Nassau County Board of
County Commissioners
County Manager's Office
Taco Pope, County Manager

96161 Nassau Place
Yulee, FL 32097
(904) 530-6300
tpope@nassaucountyfl.com

DATE

October 2019 - June 2020

COST

$100,000 (two phases)

"Very good survey methodology - can be used for other county-wide surveys. Very good recommendations sections that address actions beyond local or National Register designation."
Florida Dept. of State review







Terracon

Sarasota Historic Preservation Project

City of Sarasota, Florida



In 2018 – 2019, Terracon undertook a city-wide survey of all resources constructed in or before 1970 in Sarasota, Florida. As a result, over 10,600 properties were surveyed and 8,464 were documented, recorded, and evaluated for historic significance. The team identified seven areas that appeared to meet the criteria for listing as a historic district on the National Register of Historic Places and provided survey details (maps and data) required for listing and brief histories of each area to provide a framing context from which the city could move forward with a nomination report. In addition, Terracon identified eleven neighborhoods that do not meet the criteria for listing as a district, but appear to warrant some level of protection. In conjunction, Terracon provided preservation strategies to help protect these areas and to recognize and honor their history within the city.

Terracon also provided a review and data analysis of the city's locally and NRHP-listed historic districts, which included recommendations regarding boundary expansions and expanding periods of significance. The team paid particular attention to those structures constructed in the Sarasota School of Architecture style and provided recommendations specific to these unique resources, including a Multiple Property Listing on the NRHP and local nominations to provide protection. As a result of the survey, in early 2021, Sarasota decided to pursue listing Newtown, the city's historically Black neighborhood, in the NRHP as a historic district.

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City of Sarasota
Dr. Clifford Smith
Planning Department
1565 1st Street, 3rd Floor
Sarasota, FL 34236
(941) 263-6756
clifford.smith@sarasotafl.gov

DATE

September 2018 - February 2020

COST

$198,500

DETAILS

2020 National Award for Best Practices: Identification / Registration from the National Alliance of Preservation Commission







Terracon



Historic Preservation Survey

Town of Palm Beach, Florida

In 2019-2020, Terracon surveyed the entirety of the Town of Palm Beach constructed in or prior to 1979. As a result, 2,170 resources were surveyed and 1,707 were documented, recorded, and evaluated for historic significance. The team identified nine areas that appear to meet the criteria for listing as historic districts on the National Register of Historic places and provided survey details (maps and data) required for listing and brief histories of each area to provide a framing context from which the Town could move forward with a nomination report. In addition, the team evaluated the Town comprehensively for its potential for an island-wide historic conservation district.

Terracon also provided preservation strategies the Town can consider to further preservation in Palm Beach. While there are many grand estates, alterations and additions threaten the historic integrity of these properties. Historically, there have also been a significant number of modest properties which have been steadily demolished since the end of World War II. The Terracon report included a variety of preservation alternatives to help the Town shape new proposed policies moving forward.

CLIENT

Town of Palm Beach
360 S County Road
Palm Beach, FL 33480

DATE

November 2019 - present

COST

$145,500







Terracon

Qualifications

Project Approach and Methodology

It is the Project Team's understanding that the City of Fernandina has requested an update to the Fernandina Historic District Guidelines. The Historic District is comprised of roughly 2,470 acres and includes 444 historic structures. The Guidelines were originally developed in 2013, and are needed to provide clear and detailed standards to guide rehabilitation and new construction within the Downtown Historic District.

The City of Fernandina staff, applicants, and the HDC have a need for an updated document as advances in the methods, technologies, and techniques for construction and renovation are increasingly desired by property owners that own residential or commercial properties within the Historic District. Some of the advances include solar power panels and equipment, mechanical equipment, sign construction, outdoor music standards, lighting and bulb materials, material fabrication, street-facing screen displays, and generators. The limitations provided by the outdated Guidelines document force property owners to expend additional time and resources pursuing variance approvals. In recent years, the State of Florida, and specifically northeast Florida, has been impacted by major natural disasters. The information provided in the updated Guidelines document will provide a clear planning tool for the Historic District, not only in everyday development but also in cases of natural disasters.

Terracon proposes to update the Downtown Historic District Guidelines and provide a modern report with detailed graphics in an easy-to-read format; address resiliency retrofit measures and modern materials as disaster preparedness and climate resiliency are of major concern for historic places; evaluate existing demolition criteria and performance standards; increase details on architectural styles and appropriate replacement materials for property owners; incorporate preservation strategies for non-structural features that contribute to the historic districts character defining features; and provide greater guidance on the incorporation of universal design standards in new construction.

Terracon understands that the existing guidelines provide a strong base from which to work, therefore, the Project Team will utilize updated preservation methods provided for by the Secretary of the Interior's (SOI) Standards for the Treatment of Historic Properties (including the *SOI's Standards for Rehabilitation & Guidelines on Flood Adaptation for Rehabilitating Historic Buildings*), National Park Service Technical Briefs (including the newly updated *Use of Substitute Materials on Historic Building Exteriors*), and approved conservation methods from National Center for Preservation Technology and Training (NCPTT). The Project Team is willing to negotiate specific needs with the City's Planning and Conservation Staff in order to provide the best overall project that meets and exceeds the City's expectations.

A pedestrian assessment will be performed as it is imperative that development patterns and local development plans are studied to identify potential conflicts between modernization and preservation. Through in-person survey, the design guidelines can promote suitable alternatives that will support overall planning objectives. The pedestrian assessment will also give adequate review to acquire updated photographs and identify examples of items that can be addressed in the Guidelines document.

Information collected in the field will also include updated map graphics detailing specific areas where landscaping features, commercial properties, vacant parcels, and infill buildings are located. Providing

a spatial understanding of these resources within the Historic District will provide a visual planning tool that will benefit City staff and the HDC's use of the Guidelines.

City's Design Guidelines for its Amelia River Waterfront Community Redevelopment Area (CRA)

Terracon understands that the City is also looking to complete an update to the CRA Guidelines in tandem or immediately following the updates to the Downtown Historic District Guidelines. At this time, Terracon is willing to propose that the CRA updates will be completed after the updates to the Historic District Guidelines. However, we propose to finish the CRA Updates by August 2024 with a similar scope of work as the Historic District Guidelines update, including a modern refresh and detailed graphics, information addressing resiliency, demolition criteria review, details on architectural information and elements, preservation strategies for non-structural features, and guidance on how to incorporate universal design standards in new construction along the waterfront.

Communication

As part of Terracon's commitment to deliver on-time collaboration and efficient product deliverables between the City and the Terracon Project Team, Terracon staff suggests that project information, including deliverables, schedule, results, and documents be kept updated via the Terracon Client Portal, known as **Compass**, our project collaboration portal.

Terracon Compass allows client interaction for the overall project schedule, to track the progress of deliverables, an interactive map, a listing of project team members, access to project documents as they are uploaded to the site, and an overall collaboration portal. Details and more specifics about Client Portal will be provided during the Kickoff Meeting to discuss key elements and features of Terracon's interactive client portal. This interactive collaboration tool will be utilized to communicate with Florida Division of Historical Resources (DHR) staff in addition to the digital and hardcopy submissions or reports and FMSF documentation.

Compass will also allow project updates to other interested parties, such as local government officials and local historic preservation contacts, throughout the project duration. Compass can be set to distribute "project alert" emails to City project staff throughout the project duration.

In addition to compass, Terracon makes use of **Microsoft Teams** to schedule and conduct meetings, share project collaborative teams and house project documents for more efficient teamwork. The use of Microsoft OneDrive allows seamless and quick access to share large files while in the field or with each other.

Project Plan

Terracon considers the preliminary start date for the proposed project timeline to be March 4, 2024. Terracon will develop a week-by-week timeline that details on-going deliverables and project actions, or tasks, required to complete this project. In addition to the weekly schedule, Terracon also proposes to meet with City project staff on a bi-weekly basis to discuss project status and potential issues or needs throughout. Terracon also proposes to submit an invoice with each deliverable.

While the hard deadline dates are not flexible, including the draft report deadline (May 2024) and project deadline (June 2024) other deliverables the City may need and precise dates can be agreed upon during the Kickoff Meeting with the City and Terracon staff to assure expectation of deliverables.

Milestone	**Timeframe** **(from contract execution)**	**Completion Date**	**Deliverable**
Kickoff Meeting	15 days	3/19/2024 (tentative)	**Deliverable 1:** Meeting Minutes Updated Deliverable Dates
Field Work and Background Research	30 days	4/18/2024 (tentative)	Pedestrian Survey Research and review of preservation materials
Public Meetings	As needed (up to three meetings)	Set per the City schedule	2 meetings for the HDC 1 meeting for City Commission
Draft Survey Report	March – May 30, 2024	5/31/2024	**Deliverable 2:** 1 digital copy of the Draft Guideline Document
DHR Staff/City Staff Review of the Draft Guideline Document	15 days from submittal	6/15/2024	Draft Comments
Final Survey Report	June 15 – June 30, 2024	6/30/2024	**Deliverable 3:** 1 digital copy of the Final Guideline Document

Proposed Approach

It is the Project Team's understanding that the City of Fernandina has requested that an update to their Historic District Design Guidelines to be completed no later than June 30, 2024.

Deliverable Breakdown

The Project Team has evaluated the requirements and provided a breakdown of each deliverable and associated milestone, listed below. Terracon is willing to discuss and negotiate and/or adjust deliverable dates as needed during the Kickoff Meeting.

Deliverable #1: Kickoff Meeting

Upon approval of the submitted proposal, Terracon will schedule a kickoff meeting the City to discuss each parties' responsibilities, the scope of work, methodology, schedule, and accounting/billing protocols. Terracon will maintain open lines of communication with project manager and interested parties for the duration of the project.

Terracon will schedule a kickoff meeting within 15 calendar days of the execution of the contract and will host an in-person or virtual meeting (to be determined) with Project staff and the Client.

Following the Kickoff Meeting, Terracon will hold an internal Kickoff Meeting with lead members of the project team to begin acquiring information and data to facilitate the Field Work and Background Research process. A refined detailed project timeline, providing week by week scheduling of the project will also be refined based on consultation with SHPO during the Kickoff Meeting.

Milestone #2: Field Work and Background Research

Field work will commence within 15 calendar days of the Kickoff meeting. Terracon acknowledges that the Historic District is already a National and Local Register District and has undergone multiple surveys, the most recent in 2018 by Brockington and Associates, Inc.

Field Work for this project will include a pedestrian assessment of the district, identifying key architectural resources and details, including alterations and additions; infill structures; monuments and objects; street scape elements and patterns, and observe modern equipment within the Historic District (such as solar panels, mechanical equipment, etc.). Field survey will be conducted from the public right-of-way, with no trespassing onto private property (unless expressly invited by the property owner).

Terracon will conduct necessary research for development of the updated Guidelines including (but not limited to) historical aerial imagery, Sanborn Fire Insurance maps, NRHP records and other materials on file with the Florida Department of State, Bureau of Historical Preservation, the University of Florida, the Library of Congress, the National Park Service, and more local repositories such as the Amelia Island Museum of History and the City of Fernandina Planning staff.

Background research will include review of the 2013 Historic Guidelines document and review of NPS Preservation and Technical Briefs, specifically those with information regarding treatments of cleaning methods, repair methods, window repair/replacement, additions, substitute materials, and exterior material repair/replacement. Special attention will also be given to information regarding demolition or mothballing of historic properties.

Considering the City of Fernandina's location in relation to the water, particular consideration will be given to resiliency retrofit measures. The recently published (2021) *SOI's Standards for Rehabilitation & Guidelines on Flood Adaptation for Rehabilitating Historic Buildings* will also be utilized to provide easy-to-understand information specific to the historic properties within the Historic District, as most are at risk of flood damage.

Milestone #3: Public Meetings

Terracon will make available staff members from the project team to attend three meetings for presentation purposes to the HDC and one meeting to the City Council. Terracon will provide in-person attendance to at least two meetings of the four meetings.

Deliverable #2: Draft Historic District Guideline Document

A draft–updated Historic District Design Guidelines document will be provided to the City no later than **May 31, 2024**, for review, feedback, and approval. With data from the background research and field work, the Project Team will develop a document that provides a detailed preservation management tool that will aid the HDC in guiding the City of Fernandina is ways that best safeguard the historic properties within the Historic District and requires new construction and modernization respect the districts overall character.

The updated Design Guidelines document will not seek to re-write the original document; however, the look and feel of the document will be refreshed as to provide a modern appearance to the document. The document will include an Introduction, including an explanation of the historic preservation ordinance, an overview of the HDC and its Review Process; a brief history of the City and Historic District; identification of architectural resources and character-defining features of the Historic District (landscapes, streetscapes, building materials); updated photographs, figures and drawings; guidelines for the Treatment of Historic Properties, following recommendations from SOI; guidelines for modern infrastructure and new construction; guidelines and recommendations regarding land and streetscape improvements; and a list of references, including sources, a glossary of terms, guidance documents from the NPS, and other available resources and agencies.

Deliverable #3: Final Historic District Guideline Document

The Project Team will make the necessary edits to the document received from DHR and the City of Fernandina project staff and will submit the Final Historic District Guidelines document to the City. It is understood at this time that only a digital version is required; however, Terracon can provide up to two hardcopies of the document, if requested. The final document will include the information listed above in the Draft Deliverable (#2) and revisions and comments from the Review staff.

The Final Guidelines document will be submitted by the project deadline, June 30, 2024.

The final document will undergo a thorough peer review as well as a review from the Terracon APR prior to submission to the City.

The final report will consistently seek to provide information regarding the following goals:

- provide a modern refresh with detailed graphics,

- address resiliency retrofit measures and modern materials,
- evaluate existing demolition criteria and performance standards,
- increase details on architectural styles for property owners,
- incorporate preservation strategies for non-structural features that contribute to the downtown district character, and
- provide more guidance on incorporating universal design standards in new construction.

Terracon appreciates the opportunity to submit this proposal to the City of Fernandina to provide an. Terracon's understanding of the project, our planned work scope and associated fee associated with the performance of this work.

We appreciate the opportunity to provide this proposal and look forward to working with you on this project.

Sincerely,

Terracon Consultants, Inc.

RFP 24-02 HISTORIC DOWNTOWN DESIGN GUIDELINES UPDATE

Total Combined Evaluations

	Criteria	Weight
1	Quality and Qualifications of Firm and Experience	30
2	Fee Schedule	30
3	Project Approach - demonstrates understanding of project requirements and proposes method to accomplish work meeting or exceeding criteria listed in the RFP.	30
4	Demonstrated Government Experience	5
5	Local Preference (within 200-mile radius)	5
		100

Rating (used to fill in yellow boxes)

0	Did not address
1	Significant deficiencies
2	Some deficiencies
3	Meets requirements/expectation
4	Slightly exceeds expectations
5	Greatly exceeds expectations

		DESIGNING LOCAL		JMT		MARQUIS LATIMER & HALBACK		PALEOWEST, LLC d/b/a CHRONICLE HERITAGE		TERRACON CONSULTANTS	
			Total		Total		Total		Total		Total
1	Quality and Qualifications of Firm and Experience	9	54.00	11.5	69.00	12	72.00	8.5	51.00	9.5	57.00
2	Fee Schedule	8.5	51.00	8	48.00	11	66.00	3	18.00	8	48.00
3	Project Approach - demonstrates understanding of project requirements and proposes method to accomplish work meeting or exceeding criteria listed in the RFP.	11	66.00	12.5	75.00	11.5	69.00	10.5	63.00	10	60.00
4	Demonstrated Government Experience	10.5	10.50	12.5	12.50	12	12.00	10	10.00	10.5	10.50
5	Local Preference (within 200-mile radius)	3	3.00	10	10.00	10	10.00	9	9.00	9	9.00
	Total		184.50		214.50		229.00		151.00		184.50

City of Fernandina Beach
RFP 24-02 Evaluation Committee Meeting
HISTORIC DOWNTOWN DISTRICT DESIGN GUIDELINES
February 12, 2024 – 2:00PM

Committee members present: Planning & Conservation Director Kelly Gibson, Main Street Director Lisa Finkelstein, Historic District Council Chair Michael Spino.

Others present: Interim City Manager Charles George, Paralegal Katie Newton (recording secretary), Commissioner Chip Ross

The meeting was called to order at 2:01 PM by Planning Director Kelly Gibson.

Five submittals were received for this Request for Proposal: Designing Local of Columbus, Ohio; Johnson, Miramiran & Thompson, Inc. (JMT), of Jacksonville, Florida; Marquis Latimer & Halback, Inc., of At. Augustine, Florida; PaleoWest, LLC d/b/a Chronicle Heritage, of Tallahassee, FL; and Terracon Consultants, Inc., of Jacksonville, Florida.

Ms. Gibson began the discussion by stating that at the outset, the proposal received from Chronicle Heritage was the outlier in price, and that Terracon Consultants did not have the breadth of experience of the other firms. She stated that the remaining three firms were very capable of doing the work. In her rankings, JMT came out slightly lower due to the costs being less defined. She liked the proposal from Designing Local best, however, they are the furthest away with limited Florida experience. Marquis Latimer & Halback has worked with the City before on several occasions and has local knowledge. In the overall scoring, Marquis Latimer & Halback came out on top.

Mr. Spino used the firms' references to look up the webpages of other municipalities' guidelines as samples of their work. He found the work of JMT to be text-heavy, and liked Marquis Latimer & Halback's work in St. Augustine, which was graphics-driven and brief.

Ms. Finkelstein agreed with the others that Chronicle Heritage was too expensive, and that Terracon's expertise is in geotechnical surveying, which came through with their proposal. Marquis Latimer & Halback has a good price point and local knowledge.

Commissioner Ross asked if Marquis Latimer & Halback, Inc was the same firm as the one who had done a waterfront plan. Mr. George stated that it was, and this project was much more clearly defined than the waterfront one.

Ms. Gibson thought Designing Local had the best project approach, and Ms. Finkelstein wanted to include in the initial meeting with the awarded firm that they should interview those who would be using the guidelines in the development process. The biggest downside to Designing Local is their location in Ohio.

Mr. Spino made a motion to award RFP 24-02 to Marquis Latimer & Halback, Inc., seconded by Ms. Finkelstein. The motion carried, all being in favor. A Resolution for City Commission approval will be prepared for the second meeting in February 2024.

There being no further business for the committee, the meeting was adjourned at 2:16PM.

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach

SUBJECT: Resolution 2024-33
Grant Application - U.S. Department of Homeland Security Staffing for Adequate Fire and Emergency Response

ITEM TYPE: Resolution (w/ fiscal impact)

REQUESTED ACTION: Consider Resolution 2024-33.

SYNOPSIS: Approves the submittal of one Department of Homeland Security (DHS) Staffing for Adequate Fire and Emergency Response (SAFER) grant application for the purpose of funding 100% of three new Firefighter/EMT/Paramedic positions' salaries and benefits during their first three years of employment. Equipment and vehicles are not provided through the SAFER grant.

FISCAL IMPACT: This grant application fully funds the salaries and benefits for the first three years of 3 new Firefighter/EMT/Paramedic positions. It will be the City's goal to employ 3 fully-trained Firefighter/Paramedic personnel. Equipment is not provided through the grant and would therefore be funded through the City budget. This grant is sought to increase the firefighter staffing levels to more closely approach national fire response recommended staffing levels. As demonstrated in the Table below, the SAFER Grant would reimburse the City for all Salary and Benefits Costs for the 3 Firefighter/EMT/Paramedics over 3 years which will be approximately: $303,331 in Year 1; $318,095 in Year 2; and $333,623 in Year 3. The City's obligation would be the 3 Firefighter/EMT/Paramedics equipment costs which will be approximately: $17,115 in equipment costs in Year 1; $5,586 in Year 2; and $5,866 in Year 3. After Year 3, all costs would be assumed by the City.

Fire Grant

	Year 1	Year 2	Year 3	Total
One New Firefighter				
Base (FF/Paramedic)	$52,653.53	$55,286.21	$58,050.52	$165,990.25
FICA	4,028.00	4,229.39	4,440.86	12,698.25
Health Insurance	20,777.00	21,815.85	22,906.64	65,499.49
Life	325.00	341.25	358.31	1,024.56
Retirement	16,517.41	17,343.28	18,210.45	52,071.14
Workers Comp	2,000.00	2,000.00	2,000.00	6,000.00
Team Stipend	600.00	600.00	600.00	1,800.00
Overtime	4,209.39	4,414.86	4,640.85	13,265.10
Total Personnel Costs	101,110.33	106,030.84	111,207.63	318,348.81
Equipment costs	4,742.00	851.00	893.00	6,486.00
Other costs	963.00	1,011.00	1,062.00	3,036.00
Total per Firefighter	$106,815.33	$107,892.84	$113,162.63	$327,870.81
Total for Three Firefighters	**$320,445.98**	**$323,678.53**	**$339,487.90**	**$983,612.42**
Grant Award (Personnel Costs)	**$303,330.98**	**$318,092.53**	**$333,622.90**	**$955,046.42**

City Expense (Equipment Costs)	**$17,115.00**	**$5,586.00**	**$5,865.00**	**$28,566.00**

CITY ATTORNEY COMMENTS: No additional comments.

CITY MANAGER RECOMMENDATION(S): I recommend that the City Commission adopt proposed Resolution 2024-33.

Ty Silcox, Fire Chief	2/8/2024
Kim Briley, Deputy City Clerk	2/12/2024
Pauline Testagrose, Comptroller	2/13/2024
Charles George, Interim City Manager	2/13/2024
Tammi E. Bach, City Attorney	2/13/2024

Lorelei Jacobs

Date: February 01, 2024

Submitted By: Lorelei Jacobs, Grants Administrator

COMMISSION ACTION: Adopt

RESOLUTION 2024-33

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, APPROVING GRANT APPLICATION SUBMISSION TO THE U.S. DEPARTMENT OF HOMELAND SECURITY STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE (DHS SAFER) PROGRAM; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, an objective of the U.S. Department of Homeland Security Staffing for Adequate Fire and Emergency Response (DHS SAFER) program is to increase local fire department first responder staffing to improve response to emergencies and protection from fire and fire-related hazards; and

WHEREAS, in the eight years from 2014-2022, the Fernandina Beach Fire Department has responded to a 64% increase in demands for service with no increase in first responder positions; and

WHEREAS, although servicing a small tourist town with a resident population of 13,199, the Fernandina Beach Fire Department is an All Hazards Fire Department, providing Fire/Rescue protection to a municipal Airport, two growing paper and wood processing Mills, a Port with a growing transport of combustible material, a Marina, and Beach Rescue operations; and

WHEREAS, due to increasing fire and medical calls for service and other responsibilities, the City Fire Department is requesting three additional Firefighter/EMT/Paramedic positions; and

WHEREAS, if awarded, the DHS SAFER grant would fund 100% of the salary and benefits for the three new Firefighter/EMT/Paramedic positions for three years which will total approximately $955,046; and

WHEREAS, training and equipment expenses of approximately $28,465 for the new positions are not provided through the SAFER grant, and would remain the responsibility of the City; and

WHEREAS, the SAFER grant application period typically opens in mid-February and closes in mid-March; and

WHEREAS, the City Commission wishes to authorize the City Grants Administrator to submit a FY 2023 DHS SAFER Grant Program application.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, THAT:

SECTION 1. The City Commission hereby authorizes the submission of a FY 2023 DHS SAFER grant application which will, if funded, provide reimbursement of three years' salaries and benefits for three new Firefighter/EMT/Paramedic positions.

SECTION 2. The City Commission hereby approves increasing the Fire Department budget to allow for the employment and equipping of the three new Firefighter/EMT/Paramedic positions.

SECTION 3. The City Clerk and Interim City Manager are hereby authorized to execute documents relating to the DHS SAFER grant application, upon review and approval of the City Attorney.

SECTION 4. This Resolution shall become effective immediately upon adoption.

ADOPTED this 20th day of February, 2024.

CITY OF FERNANDINA BEACH

_____
BRADLEY M. BEAN
Mayor – Commissioner

ATTEST:

_____
CAROLINE BEST
City Clerk

APPROVED AS TO FORM & LEGALITY:



_____
TAMMI E. BACH
City Attorney

The Department of Homeland Security (DHS)
Notice of Funding Opportunity (NOFO)
Fiscal Year 2022 Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program

Effective April 4, 2022, the Federal Government transitioned from using the Data Universal Numbering System or DUNS number, to a new, non-proprietary identifier known as a Unique Entity Identifier or UEI. For entities that have an active registration in the System for Award Management (SAM) prior to this date, the UEI has automatically been assigned and no action is necessary. For all entities filing a new registration in SAM.gov after April 4, 2022, the UEI will be assigned to that entity as part of the SAM.gov registration process.

UEI registration information is available on GSA.gov at: Unique Entity Identifier Update | GSA.

Grants.gov registration information can be found at: https://www.grants.gov/web/grants/register.html. Detailed information regarding UEI and SAM is also provided in Section D of this NOFO.

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A. Program Description

1. Issued By
U.S. Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA)/Grant Programs Directorate (GPD)

2. Assistance Listings Number
97.083

3. Assistance Listings Title
Staffing for Adequate Fire and Emergency Response (SAFER) Grant

4. Funding Opportunity Title
Fiscal Year 2022 Staffing for Adequate Fire and Emergency Response (SAFER) Grant

5. Funding Opportunity Number
DHS-22-GPD-083-00-99

6. Authorizing Authority for Program
Section 34 of the *Federal Fire Prevention and Control Act of 1974*, Pub. L. No. 93-498, as amended (15 U.S.C § 2229a)

7. Appropriation Authority for Program
Department of Homeland Security Appropriations Act, 2022 (Pub. L. No. 117-103)

8. Announcement Type
Initial

9. Program Category
Preparedness: Fire and Life Safety

10. Program Overview, Objectives, and Priorities

a. *Overview*
The Fiscal Year (FY) 2022 Staffing for Fire and Emergency Response (SAFER) Grant Program (hereafter referred to as the SAFER Program) is one of three grant programs that constitute the Department of Homeland Security (DHS), Federal Emergency Management Agency's (FEMA) focus on enhancing the safety of the public and firefighters with respect to fire and fire-related hazards. The SAFER Program provides funding directly to fire departments and volunteer firefighter interest organizations to assist in increasing the number of firefighters to help communities meet industry minimum standards and attain 24-hour staffing to provide adequate fire protection from fire and fire-related hazards, and to fulfill traditional missions of fire departments. Since 2005, the SAFER Program has awarded approximately $5.2 billion in grant funding to provide critically needed resources to hire new, additional firefighters (or to change the status of part-time or paid-on-call firefighters to full-time firefighters), to rehire laid off firefighters, or to retain firefighters facing layoff, as

well as recruitment and retention of volunteer firefighters. Information about success stories for this program can be found at Assistance to Firefighters Grants Program | FEMA.gov.

The SAFER Program is part of a comprehensive set of measures authorized by Congress and implemented by DHS. Among the five basic homeland security missions noted in the DHS Strategic Plan for Fiscal Years 2020-2024, the SAFER Program supports the goal to Strengthen National Preparedness and Resilience. In awarding grants, the FEMA Administrator is required to consider:

- The findings and recommendations of the Technical Evaluation Panel;
- The degree to which an award will reduce deaths, injuries, and property damage by reducing the risks associated with fire-related and other hazards;
- The extent of an applicant's need for a SAFER Program grant and the need to protect the United States as a whole; and,
- The number of calls requesting or requiring a firefighting or emergency medical response received by an applicant.

The 2022–2026 FEMA Strategic Plan creates a shared vision for the field of emergency management and sets an ambitious, yet achievable, path forward to unify and further professionalize emergency management across the country. The SAFER Program directly supports Goal 3 to Promote and Sustain a Ready FEMA and Prepared Nation. We invite all our stakeholders and partners to join us in building a more prepared and resilient nation.

b. ***Objectives***

The objectives of the SAFER Program are to assist local fire departments with staffing and deployment capabilities to respond to emergencies and ensure that communities have adequate protection from fire and fire-related hazards. Local fire departments accomplish this by improving staffing and deployment capabilities, so they may more effectively and safely respond to emergencies. With enhanced staffing levels, recipients should experience a reduction in response times and an increase in the number of trained personnel assembled at the incident scene.

c. ***Priorities***

Information on program priorities and objectives for the FY 2022 SAFER Program can be found in Appendix B – Programmatic Information and Priorities of this NOFO.

11. Performance Measures

The grant recipient is required to collect data to allow FEMA to measure performance of the awarded grant in support of the SAFER Program metrics, which are tied to the programmatic objectives and priorities. To measure performance, FEMA may request information throughout the period of performance. In its final performance report submitted at closeout, the recipient must submit sufficient information to demonstrate it has met the performance goal as stated in its award. FEMA will measure the recipient's performance of the grant by comparing the number of items, supplies, projects, and activities needed and requested in its application with the number of items, supplies, projects, and activities acquired and delivered

by the end of the period of performance using the following programmatic metrics:

- Percent of "majority career" SAFER Program recipients' structural fire responses that complied with National Fire Protection Association (NFPA) 1710 structural response standards
- Percent of "majority volunteer" SAFER Program recipients' structural fire responses that complied with NFPA 1720 structural response standards
- Percent of SAFER Program recipients who reported and provided evidence that the grant funding increased compliance with NFPA 1710 or 1720 assembly and deployment standards.

B. Federal Award Information

1. Available Funding for the NOFO: **$360,000,000**

2. Projected Number of Awards: **300**

3. Period of Performance: **12–48 months**

- **Hiring of Firefighters (Hiring) Activity**: The period of performance for applications funded under the Hiring Activity will be 36 months.
- **Recruitment and Retention (R&R) Activity**: The period of performance for applications funded under the R&R Activity will be 12, 24, 36, or 48 months.

Extensions to the period of performance are allowed. For additional information on period of performance extensions, please refer to Section H of this NOFO.

FEMA awards under most programs, including this program, only include one budget period, so it will be same as the period of performance. *See* 2 C.F.R. § 200.1 for definitions of "budget period" and "period of performance."

4. Projected Period of Performance Start Date(s): **06/02/2023 (will vary based on award date and activity type)**

5. Projected Period of Performance End Date(s): **05/31/2024, 05/31/2025, 05/31/2026 or 05/31/2027 (will vary based on award date and activity type)**

6. Funding Instrument Type: **Grant**

C. Eligibility Information

1. Eligible Applicants

a. ***Hiring Activity***

Fire departments operating in any of the 50 states, as well as fire departments in the District of Columbia, the Commonwealth of the Northern Mariana Islands, the U.S. Virgin Islands,

Guam, American Samoa, the Commonwealth of Puerto Rico,[1] or any federally recognized Indian tribe or tribal organization. A fire department is an agency or organization having a formally recognized arrangement with a state, local, tribal, or territorial authority (city, county, parish, fire district, township, town, or other governing body) to provide fire suppression to a population within a geographically fixed primary first due response area.

b. ***R&R Activity***
Volunteer and combination fire departments operating in any of the 50 states, as well as fire departments in the District of Columbia, the Commonwealth of the Northern Mariana Islands, the U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of Puerto Rico, or any federally recognized Indian tribe or tribal organization. A fire department is an agency or organization having a formally recognized arrangement with a state, local, tribal, or territorial authority (city, county, parish, fire district, township, town, or other governing body) to provide fire suppression to a population within a geographically fixed primary first due response area. National, regional, state, local, tribal and nonprofit interest organizations representing the interests of volunteer firefighters are eligible to receive a SAFER Program award under the R&R Activity.

Information on ineligible applications and/or organizations is in Appendix B – Programmatic Information and Priorities of this NOFO.

2. Applicant Eligibility Criteria

a. Hiring Activity: The Hiring Activity offers grants to support applications to hire new, additional firefighters (or to change the status of part-time or paid-on-call firefighters to full-time firefighters), rehire laid off firefighters, or to retain firefighters facing layoff. National, regional, state, local, tribal, and nonprofit interest organizations representing the interests of volunteer firefighters are not eligible to receive a SAFER Program award under the Hiring Activity.

b. R&R Activity: The R&R Activity offers grants to support applications to assist fire departments with the recruitment and retention of volunteer firefighters who are involved with or trained in the operations of firefighting and emergency response. Career fire departments are not eligible to apply for funding under the R&R Activity.

Each activity has its own application and eligibility requirements, as further outlined in Appendix B – Programmatic Information and Priorities of this NOFO.

An application submitted by an otherwise eligible non-federal entity (i.e., the applicant) may be deemed ineligible when the person that submitted the application is not: ***1) a current***

[1] The District of Columbia, the Commonwealth of the Northern Mariana Islands, the U.S. Virgin Islands, Guam, American Samoa, and the Commonwealth of Puerto Rico are all defined as "States" in the Federal Fire Prevention and Control Act of 1974. See 15 U.S.C. § 2203(10).

employee, personnel, official, staff, or leadership of the non-federal entity; and 2) duly authorized to apply for an award on behalf of the non-federal entity at the time of application.

Further, the Authorized Organization Representative (AOR) must be a duly authorized current employee, personnel, official, staff, or leadership of the recipient and ***provide an email address unique to the recipient at the time of application and upon any change in assignment during the period of performance. Consultants or contractors of the recipient are not permitted to be the AOR of the recipient.***

3. **Other Eligibility Criteria**
   National Incident Management System (NIMS) Implementation
   SAFER Program applicants are not required to comply with NIMS to apply for SAFER Program funding or to receive a SAFER Program award. Any applicant who receives an FY 2022 SAFER Program award must achieve the level of NIMS compliance required by the Authority Having Jurisdiction (AHJ) over the applicant's emergency service operations (e.g., a local government), prior to the end of the grant's period of performance.

4. **Maintenance of Effort (MOE)**
   There is no MOE or minimum budget requirement for the FY 2022 SAFER Program.

5. **Cost Share or Match**
   There is no cost share or match or position cost limit for the FY 2022 SAFER Program. The award budget will not account for any voluntary committed cost sharing or overmatch. The use of an overmatch is not given additional consideration when scoring applicants.

6. **Economic Hardship Waivers**
   Because there is no minimum budget requirement, cost share requirement, or position cost limit, an economic hardship waiver process is not necessary for the FY 2022 SAFER Program.

D. Application and Submission Information

1. Key Dates and Times

a. ***Application Start Date:*** **February 13, 2023 at 8 a.m. ET**

b. ***Application Submission Deadline:*** **March 17, 2023 at 5 p.m. ET**

All applications **must** be received by the established deadline.

FEMA's Grants Outcomes (FEMA GO) system automatically records proof of timely submission, and the system generates an electronic date/time stamp when FEMA GO successfully receives the application. The individual with the Authorized Organization Representative role that submitted the application will also receive the official date/time stamp and a FEMA GO tracking number in an email serving as proof of their timely

submission. For additional information on how an applicant will be notified of application receipt, see the subsection titled "Timely Receipt Requirements and Proof of Timely Submission" in Section D of this NOFO.

FEMA will not review applications that are received after the deadline or consider these late applications for funding. FEMA may, however, extend the application deadline on request for any applicant who can demonstrate that good cause exists to justify extending the deadline. Good cause for an extension may include technical problems outside of the applicant's control that prevent submission of the application by the deadline, other exigent or emergency circumstances, or statutory requirements for FEMA to make an award.

Applicants experiencing technical problems outside of their control must notify FEMA as soon as possible and before the application deadline. Failure to timely notify FEMA of the issue that prevented the timely filing of the application may preclude consideration of the award. "Timely notification" of FEMA means the following: prior to the application deadline and within 48 hours after the applicant became aware of the issue.

A list of FEMA contacts can be found in Section G of this NOFO, "DHS Awarding Agency Contact Information." For technical assistance with the FEMA GO system, please contact the FEMA GO Help Desk at FEMAGO@fema.dhs.gov or (877) 611-4700, Monday through Friday, 8 a.m. – 6 p.m. ET.

For programmatic or grants management questions, please contact your Preparedness Officer or Grants Management Specialist. If applicants do not know who to contact or if there are programmatic questions or concerns, please contact the SAFER Program Help Desk by phone at (866) 274-0960 or by email at FireGrants@fema.dhs.gov, Monday through Friday, 8 a.m. – 4:30 p.m. ET.

c. ***Anticipated Funding Selection Date:*** **No later than 9/30/2023**

d. ***Anticipated Award Date:*** Beginning on approximately 06/02/2023 and continuing thereafter until all FY 2022 SAFER Program grant awards are issued (but no later than 09/30/2023).

e. ***Other Key Dates***

Event	Suggested Deadline for Completion
Obtaining Unique Entity Identifier (UEI) number	Four weeks before actual submission deadline
Obtaining a valid Employer Identification Number (EIN)	Four weeks before actual submission deadline
Creating an account with login.gov	Four weeks before actual submission deadline
Registering in SAM or updating SAM registration	Four weeks before actual submission deadline

Registering Organization in FEMA GO	Four weeks prior to beginning application
Submitting complete application in FEMA GO	One week before actual submission deadline

2. **Agreeing to Terms and Conditions of the Award**
   By submitting an application, applicants agree to comply with the requirements of this NOFO and the terms and conditions of the award, should they receive an award.

3. **Address to Request Application Package**
   Applications are processed through the FEMA GO system. To access the system, go to https://go.fema.gov/.

   Note: Hard copies of the application are not available. However, the Telephone Device for the Deaf (TDD) and/or Federal Information Relay Service (FIRS) number available for this notice is (800) 462-7585.

4. **Steps Required to Obtain a Unique Entity Identifier, Register in the System for Award Management (SAM), and Submit an Application**
   Applying for an award under this program is a multi-step process and requires time to complete. Applicants are encouraged to register early as the registration process can take four weeks or more to complete. Therefore, registration should be done in sufficient time to ensure it does not impact your ability to meet required submission deadlines.

   Please review the table above for estimated deadlines to complete each of the steps listed. Failure of an applicant to comply with any of the required steps before the deadline for submitting an application may disqualify that application from funding.

   To apply for an award under this program, all applicants must:
   a. Apply for, update, or verify their Unique Entity Identifier (UEI) number and Employer Identification Number (EIN) from the Internal Revenue Service;
   b. In the application, provide a UEI number;
   c. Have an account with login.gov;
   d. Register for, update, or verify their SAM account and ensure the account is active before submitting the application;
   e. Register in FEMA GO, add the organization to the system, and establish the Authorized Organizational Representative (AOR). The organization's electronic business point of contact (eBiz POC) from the SAM registration may need to be involved in this step. See the FEMA GO Startup Guide for step-by-step instructions.
   f. Submit the complete application in FEMA GO; and
   g. Continue to maintain an active SAM registration with current information at all times during which it has an active federal award or an application or plan under consideration by a federal awarding agency. As part of this, applicants must also provide information on an applicant's immediate and highest-level owner and subsidiaries, as well as on all

predecessors that have been awarded federal contracts or federal financial assistance within the last three years, if applicable.

Applicants are advised that FEMA may not make a federal award until the applicant has complied with all applicable SAM requirements. Therefore, an applicant's SAM registration must be active not only at the time of application, but also during the application review period and when FEMA is ready to make a federal award. Further, as noted above, an applicant's or recipient's SAM registration must remain active for the duration of an active federal award. If an applicant's SAM registration is expired at the time of application, expires during application review, or expires any other time before award, FEMA may determine that the applicant is not qualified to receive a federal award and use that determination as a basis for making a federal award to another applicant.

Per 2 C.F.R. § 25.110(c)(2)(iii), if an applicant is experiencing exigent circumstances that prevents it from obtaining an UEI number and completing SAM registration prior to receiving a federal award, the applicant must notify FEMA as soon as possible by contacting FireGrants@fema.dhs.gov and providing the details of the circumstances that prevent completion of these requirements. If FEMA determines that there are exigent circumstances and FEMA has decided to make an award, the applicant will be required to obtain an UEI number, if applicable, and complete SAM registration within 30 days of the federal award date.

5. Electronic Delivery

DHS is participating in the Grants.gov initiative to provide the grant community with a single site to find and apply for grant funding opportunities. DHS encourages or requires applicants to submit their applications online through Grants.gov, depending on the funding opportunity.

For this funding opportunity, FEMA requires applicants to submit applications through FEMA GO.

6. How to Register to Apply

a. ***General Instructions:***

Registering and applying for an award under this program is a multi-step process and requires time to complete. Read the instructions below about registering to apply for FEMA funds. Applicants should read the registration instructions carefully and prepare the information requested before beginning the registration process. Reviewing and assembling the required information before beginning the registration process will alleviate last-minute searches for required information.

The registration process can take up to four weeks to complete. To ensure an application meets the deadline, applicants are advised to start the required steps well in advance of their submission.

Organizations must have an UEI number, an EIN, an active System for Award Management (SAM) registration, and Grants.gov account to apply for grants.

b. ***Obtain an UEI Number:***
All entities applying for funding, including renewal funding must have a UEI number. Applicants must enter the UEI number in the applicable data entry field on the SF-424 form.

For more detailed instructions for obtaining a UEI number, refer to: SAM.gov.

c. ***Obtain Employer Identification Number***
All entities applying for funding must provide an Employer Identification Number (EIN). The EIN can be obtained from the IRS by visiting: https://www.irs.gov/businesses/small-businesses-self-employed/apply-for-an-employer-identification-number-ein-online.

d. ***Create a login.gov account:***
Applicants must have a login.gov account to register with SAM or update their SAM registration. Applicants can create a login.gov account here: https://secure.login.gov/sign_up/enter_email?request_id=34f19fa8-14a2-438c-8323-a62b99571fd3.

Applicants only have to create a login.gov account once. For applicants that are existing SAM users, use the same email address for the login.gov account as with SAM.gov so that the two accounts can be linked.

For more information on the login.gov requirements for SAM registration, refer to: https://www.sam.gov/SAM/pages/public/loginFAQ.jsf.

e. ***Register with SAM:***
All organizations applying online through Grants.gov must register with SAM. Failure to register with SAM will prevent your organization from applying through Grants.gov. SAM registration must be renewed annually and must remain active throughout the entire grant life cycle.

For more detailed instructions for registering with SAM, refer to: https://www.grants.gov/web/grants/applicants/organization-registration/step-2-register-with-sam.html.

Note: As a new requirement per 2 C.F.R. § 25.200, applicants must also provide the applicant's immediate and highest-level owner, subsidiaries, and predecessors that have been awarded federal contracts or federal financial assistance within the last three years, if applicable.

I. ADDITIONAL SAM REMINDERS

Existing SAM.gov account holders should check their account to make sure it is "ACTIVE." SAM registration should be completed at the very beginning of the application period and should be renewed annually to avoid being "INACTIVE." **Please allow plenty of time before the grant application submission deadline to obtain an UEI number and then to register in SAM. It may be four weeks or more after an applicant submits the SAM registration before the registration is active in SAM, and then it may be an additional 24 hours before FEMA's system recognizes the information.**

It is imperative that the information applicants provide is correct and current. Please ensure that your organization's name, address, and EIN are up to date in SAM and that the UEI number used in SAM is the same one used to apply for all other FEMA awards. Payment under any FEMA award is contingent on the recipient's having a current SAM registration.

II. HELP WITH SAM

The SAM quick start guide for new recipient registration and SAM video tutorial for new applicants are tools created by the General Services Administration (GSA) to assist those registering with SAM. If applicants have questions or concerns about a SAM registration, please contact the Federal Support Desk at https://www.fsd.gov/fsd-gov/home.do or call toll free (866) 606-8220.

f. ***Register in FEMA GO, Add the Organization to the System, and Establish the AOR:***

Applicants must register in FEMA GO and add their organization to the system. The organization's electronic business point of contact (eBiz POC) from the SAM registration may need to be involved in this step. For step-by-step instructions, see https://www.fema.gov/media-library/assets/documents/181607.

Note: FEMA GO will support only the most recent major release of the following browsers:

- Google Chrome
- Internet Explorer
- Mozilla Firefox
- Apple Safari
- Microsoft Edge

Users who attempt to use tablet type devices or other browsers may encounter issues with using FEMA GO.

7. Submitting the Final Application

Applicants will be prompted to submit the standard application information and any program-specific information required as described in Section D of this NOFO, "Content and Form of Application Submission." The Standard Forms (SF) may be accessed in the Forms tab under the SF-424 family on Grants.gov. Applicants should review these forms before applying to ensure they have all the information required.

After submitting the final application, FEMA GO will provide either an error message or a successfully received transmission in the form of an email sent to the AOR that submitted the application. Applicants using slow internet connections, such as dial-up connections, should be aware that transmission can take some time before FEMA GO receives your application.

For additional application submission requirements, including program-specific requirements, please refer to the subsection titled "Content and Form of Application Submission" under Section D of this NOFO.

8. Timely Receipt Requirements and Proof of Timely Submission

All applications must be completed in FEMA GO by the application deadline. FEMA GO automatically records proof of timely submission, and the system generates an electronic date/time stamp when FEMA GO successfully receives the application. The individual with the Authorized Organization Representative (AOR) role that submitted the application will also receive the official date/time stamp and a FEMA GO tracking number in an email serving as proof of their timely submission on the date and time that FEMA GO received the application.

Applicants who experience system-related issues will be addressed until 3:00 p.m. ET on the date applications are due. No new system-related issues will be addressed after this deadline. Applications not received by the application submission deadline will not be accepted.

9. Content and Form of Application Submission

a. ***Standard Required Application Forms and Information***

The following forms or information are required to be submitted via FEMA GO. The Standard Forms (SF) are also available at https://www.grants.gov/web/grants/forms/sf-424-family.html.

- **SF-424, Application for Federal Assistance**
- **Grants.gov Lobbying Form, Certification Regarding Lobbying**
- **SF-424A, Budget Information (Non-Construction)**
  -
- **SF-424B, Standard Assurances (Non-Construction)**
  -
- **SF-LLL, Disclosure of Lobbying Activities**
- **Indirect Cost Agreement or Proposal** if the budget includes indirect costs and the applicant is required to have an indirect cost rate agreement or proposal. If the applicant does not have or is not required to have an indirect cost rate agreement or proposal, please see Section D of this NOFO, "Funding Restrictions and Allowable Costs," for further information regarding allowability of indirect costs and whether alternatives to an indirect cost rate agreement or proposal might be available, or contact the relevant FEMA staff identified in Section G of this NOFO, "DHS Awarding Agency Contact Information" for further instructions.

b. ***Program-Specific Required Forms and Information***
For program-specific required and optional forms and information, please see the Appendices to this NOFO.

10. Funding Restrictions and Allowable Costs
All costs charged to awards covered by this NOFO must comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements at 2 C.F.R. Part 200, unless otherwise indicated in the NOFO or the terms and conditions of the award. This includes, among other requirements, that costs must be incurred, and products and services must be delivered, within the period of performance of the award. *See* 2 C.F.R. § 200.403(h) (referring to budget periods, which for FEMA awards under this program is the same as the period of performance).

In general, the Cost Principles establish standards for the allowability of costs, provide detailed guidance on the cost accounting treatment of costs as direct or administrative costs, and set forth allowability principles for selected items of cost. More specifically, except as otherwise stated in this NOFO, the terms and condition of an award, or other program materials, costs charged to awards covered by this NOFO must be consistent with the Cost Principles for Federal Awards located at 2 C.F.R. Part 200, Subpart E. In order to be allowable, all costs charged to a FEMA award or applied to the cost share must be reasonable in nature and amount and allocable to the particular FEMA award.

Additionally, all costs charged to awards must comply with the grant program's applicable statutes, policies, requirements in this NOFO as well as with the terms and conditions of the award. If FEMA staff identify costs that are inconsistent with any of these requirements, these costs may be disallowed, and FEMA may recover funds as appropriate, consistent with applicable laws, regulations, and policies.

As part of those requirements, grant recipients and subrecipients may only use federal funds or funds applied to a cost share for the purposes set forth in this NOFO and the terms and conditions of the award, and those costs must be consistent with the statutory authority for the award.

Grant funds may not be used for matching funds for other federal grants/cooperative agreements, lobbying, or intervention in federal regulatory or adjudicatory proceedings. In addition, federal funds may not be used to sue the federal government or any other government entity.

Additionally, federal employees are prohibited from working in any capacity (paid or unpaid) on the development of any proposal submitted under this program.

In addition to the subsections below, please see Appendix B – Programmatic Information and Priorities, Section d. Restrictions on Uses of Award Funds for additional information on funding restrictions and allowable costs.

a. ***Prohibitions on Expending FEMA Award Funds for Covered Telecommunications Equipment or Services***

Recipients and subrecipients of FEMA federal financial assistance are subject to the prohibitions described in section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (FY 2019 NDAA), Pub. L. No. 115-232 (2018) and 2 C.F.R. §§ 200.216, 200.327, 200.471, and Appendix II to 2 C.F.R. Part 200. Beginning August 13, 2020, the statute – as it applies to FEMA recipients, subrecipients, and their contractors and subcontractors – prohibits obligating or expending federal award funds on certain telecommunications and video surveillance products and contracting with certain entities for national security reasons.

Guidance is available at Prohibitions on Expending FEMA Award Funds for Covered Telecommunications Equipment or Services, FEMA Policy #405-143-1, or superseding document.

Additional guidance is available at Contract Provisions Guide: Navigating Appendix II to Part 200 - Contract Provisions for Non-Federal Entity Contracts Under Federal Awards (fema.gov).

Effective August 13, 2020, FEMA recipients and subrecipients **may not** use any FEMA funds under open or new awards to:

(1) Procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system;

(2) Enter into, extend, or renew a contract to procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system; or

(3) Enter into, extend, or renew contracts with entities that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system.

I. REPLACEMENT EQUIPMENT AND SERVICES

FEMA grant funding may be permitted to procure replacement equipment and services impacted by this prohibition, provided the costs are otherwise consistent with the requirements of the NOFO.

II. DEFINITIONS

Per section 889(f)(2)-(3) of the FY 2019 NDAA and 2 C.F.R. § 200.216, covered telecommunications equipment or services means:

i. Telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation, (or any subsidiary or affiliate of such entities);

ii. For the purpose of public safety, security of Government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities);
iii. Telecommunications or video surveillance services provided by such entities or using such equipment; or
iv. Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the People's Republic of China.

Examples of the types of products covered by this prohibition include phones, internet, video surveillance, and cloud servers when produced, provided, or used by the entities listed in the definition of "covered telecommunications equipment or services." *See* 2 C.F.R. § 200.471.

b. ***Pre-Award Costs***

Generally, grant funds cannot be used to pay for products and services contracted for or obligated prior to the effective date of the award. Fees for grant writers are considered an exception and may be included as a pre-award expenditure, see Appendix C for details. Further, other costs incurred after the application deadline, but prior to an offer of award, may be eligible for reimbursement only if the following conditions are met:

- The recipient must request approval from FEMA to incur such pre-award costs. Requests must be sent via email to FireGrants@fema.dhs.govand include the application number and justification narrative. Please note, the recipient must seek approval at the time of acquisition and before the award is announced.
- The recipient must receive written confirmation from FEMA that the expenses have been reviewed and that FEMA has determined the costs to be justified, unavoidable, and consistent with the grant's scope of work.
- The pre-award cost must meet the requirements of 2 C.F.R. § 200.458, which provides that the costs must be necessary for efficient and timely performance of the grant's scope of work.

Note: FEMA reserves the right to re-evaluate and disallow pre-award costs at time of award monitoring if it is later determined that the services were not properly procured or do not satisfy the requirements of 2 C.F.R. § 200.458.

See Appendix C – Award Administration Information for further information regarding grant writer fees and the "Additional Information" section of this NOFO for general procurement under grants requirements.

c. ***Management and Administration (M&A) Costs***

M&A activities are those directly related to the management and administration of the SAFER award funds, such as financial management and monitoring. M&A expenses should be based only on actual expenses or known contractual costs; requests that are simple percentages of the award or estimates, without supporting justification or adequate documentation will not be allowed or considered for reimbursement. Salaries and fringe benefits for personnel directly supporting the grant are not required to be included in the M&A budget line item. No more than 3% of the federal share of SAFER Program funds awarded may be expended by the recipient for M&A for purposes associated with the SAFER Program award. M&A costs are not eligible under the Hiring Activity.

d. ***Indirect Facilities & Administrative (F&A) Costs***

Indirect costs are allowable only under R&R Activity for this program as described in 2 C.F.R. Part 200, including 2 C.F.R. § 200.414. Applicants with a current negotiated indirect cost rate agreement that desire to charge indirect costs to an award must provide a copy of their negotiated indirect cost rate agreement at the time of application. Not all applicants are required to have a current negotiated indirect cost rate agreement. Applicants that are not required by 2 C.F.R. Part 200 to have a negotiated indirect cost rate agreement but are required by 2 C.F.R. Part 200 to develop an indirect cost rate proposal must provide a copy of their proposal at the time of application. Applicants who do not have a current negotiated indirect cost rate agreement (including a provisional rate) and wish to charge the de minimis rate must reach out to the FEMA Preparedness Officer for further instructions. Applicants who wish to use a cost allocation plan in lieu of an indirect cost rate must also reach out to FEMA Preparedness Officer for further instructions. Post-award requests to charge indirect costs will be considered on a case-by-case basis and based upon the submission of an agreement or proposal as discussed above or based upon on the de minimis rate or cost allocation plan, as applicable. Indirect costs are not allowable under the Hiring Activity.

e. ***Other Direct Costs***

- ***Construction***

  Construction costs are not eligible under the SAFER Program. Construction includes major alterations to a building that changes the profile or footprint of the structure.

  Modifications to facilities activities described in Appendix B – Programmatic Information and Priorities, Section f. Funding Priorities are not considered construction costs for purposes of general award cost categorization and may be eligible. However, modifications to facilities activities might be considered "construction" for purposes of applicable procurement under grants requirements or environmental protection and historic preservation purposes.

E. Application Review Information

1. Application Evaluation Criteria

a. ***Programmatic Criteria***

Funding priorities and programmatic criteria for evaluating SAFER Program applications are established by FEMA based on the recommendations from the Criteria Development Panel (CDP). Each year, FEMA convenes a panel of fire service professionals to develop funding priorities for the SAFER Program. The panel makes recommendations about funding priorities as well as developing criteria for awarding grants.

The **nine major fire service organizations** represented on the panel are:

- International Association of Fire Chiefs
- International Association of Fire Fighters
- National Volunteer Fire Council
- National Fire Protection Association
- National Association of State Fire Marshals
- International Association of Arson Investigators
- International Society of Fire Service Instructors
- North American Fire Training Directors
- Congressional Fire Service Institute

The CDP is charged with making recommendations to FEMA regarding the creation or modification of previously established funding priorities as well as developing criteria for awarding grants. The content of this NOFO reflects implementation of the CDP's recommendations with respect to the priorities, direction, and criteria for awards.

FEMA will rank all complete and submitted applications based on how well they align with the program priorities for the activity. Answers to the application's activity specific questions provide information used to determine each application's ranking relative to the stated program priorities

b. ***Financial Integrity Criteria***

Prior to making a federal award, FEMA is required by 31 U.S.C. § 3354, as enacted by the Payment Integrity Information Act of 2019, Pub. L. No. 116-117 (2020); 41 U.S.C. § 2313; and 2 C.F.R. § 200.206 to review information available through any Office of Management and Budget (OMB)-designated repositories of governmentwide eligibility qualification or financial integrity information, including whether the applicant is suspended or debarred. FEMA may also pose additional questions to the applicant to aid in conducting the pre-award risk review. Therefore, application evaluation criteria may include the following risk-based considerations of the applicant:

i. Financial stability;
ii. Quality of management systems and ability to meet management standards;
iii. History of performance in managing federal award;
iv. Reports and findings from audits; and,
v. Ability to effectively implement statutory, regulatory, or other requirements.

c. ***Supplemental Financial Integrity Criteria and Review***
Prior to making a federal award where the anticipated total federal share will be greater than the simplified acquisition threshold, currently $250,000:

i. FEMA is required to review and consider any information about the applicant, including information on the applicant's immediate and highest-level owner, subsidiaries, and predecessors, if applicable, that is in the designated integrity and performance system accessible through the System for Award Management (SAM), which is currently the Federal Awardee Performance and Integrity Information System (FAPIIS).

ii. An applicant, at its option, may review information in FAPIIS and comment on any information about itself that a federal awarding agency previously entered.

iii. FEMA will consider any comments by the applicant, in addition to the other information in FAPIIS, in making a judgment about the applicant's integrity, business ethics, and record of performance under federal awards when completing the review of risk posed by applicants as described in 2 C.F.R. § 200.206.

2. Review and Selection Process
SAFER Program applications are reviewed through a multi-phase process. All applications are electronically pre-scored and ranked based on how well they align with the funding priorities outlined in this NOFO.

Applications with the highest pre-score rankings per activity are then scored competitively by no less than three members of a Peer Review Panel. Applications will also be evaluated through a series of internal FEMA review processes for completeness, adherence to programmatic guidelines, technical feasibility, costs/quantities, and anticipated effectiveness of the proposed project(s). Below is the process by which applications will be reviewed:

i. Pre-scoring Process
The application undergoes an electronic pre-scoring process based on established program priorities listed in Appendix B – Programmatic Information and Priorities and answers to activity-specific questions within the online application. Application Narratives are not reviewed during the pre-score process. "Request Details" and "Budget" information should comply with program guidance and statutory funding limitations. The pre-score is 50% of the total application score under the Hiring Activity, and 30% of the total application score under the R&R Activity.

ii. Peer Review Panel Process
Applications with the highest rankings from the pre-scoring process will undergo a Peer Review Panel process. A panel of peer reviewers is comprised of fire service

representatives recommended by the CDP. Peer reviewers will assess the merits of each application based on the narrative statement on the requested activity. The evaluation elements listed in the "Narrative Evaluation Criteria" below will be used to calculate the narrative's score for each activity requested. Panelists will independently score each requested activity within the application, discuss the merits and/or shortcomings of the application with their peers, and document the findings. A consensus is not required. The panel score is 50% of the total application score under the Hiring Activity, and 70% of the total application score under the R&R Activity.

iii. Technical Evaluation Process (TEP)

The highest scoring applications from both activities will be considered within the fundable range. Applications that are in the fundable range will undergo a Technical Review by the FEMA Program Office prior to being recommended for award. The FEMA Program Office will assess the request with respect to costs, quantities, feasibility, eligibility, and recipient responsibility prior to recommending any application for award. Once the TEP is complete, each application's cumulative score will be determined, and a final ranking of applications will be created. FEMA will award grants based on this final ranking and the ability to meet statutorily required funding limitations outlined in Appendix B - Programmatic Information and Priorities of this NOFO.

3. Narrative Evaluation Criteria

The Narrative Statements of the application must provide specific details about the activity for which applicants seek funding, including budget details. The weighted evaluation criteria used by the peer reviewers in the determination of the grant award, as described below, make up the elements of the narrative statement score. **FEMA conducts reviews of a random sampling of applications to compare them for duplication including the narrative statements and statistical data. Therefore, all elements of the narrative statements must be specific and unique to the applying entity, and all statistical data must be accurate.** Applications with narrative statements that have substantial duplication of statements, sentences, or paragraphs to other submitted applications, and/or inaccurate data that may mislead reviewers may be disqualified. Discovery of falsification, fabrication, or plagiarism of other grant proposals will disqualify the application(s).

Note: FEMA evaluates each application on its merit, veracity, and accuracy to ascertain how the narrative statement(s) outlined within the application depicts the applicant's and their community's uniqueness, their particular risks, and how selecting them over a similarly situated applicant advances the objectives of the SAFER program to assist local fire departments with staffing and deployment capabilities to respond to emergencies and assure that communities have adequate protection from fire and fire-related hazards. At any time during application review process, including the technical review stage, FEMA may request additional documentation from applicants, including but not limited to:

a) Copies of official or certified documents demonstrating the claimed financial need;

b) Copies of the applicant's needs assessment report, survey, or any documented other efforts undertaken to identify the applicant's unique project objectives;
c) Copies of the risk analysis conducted to ascertain how said project will address the applicant's unique needs in alignment with their mission and SAFER Program grant purpose;
d) Additional information or evidence detailing the applicant's particular risks; and
e) Any other information deemed necessary to adequately weigh the applicant's assistance request for funding under this discretionary-competitive grant program. No applicant is guaranteed funding.

The Narrative Statement blocks do not allow for formatting. Do not type the Narrative Statements using only capital letters. Additionally, do not include tables, special characters or fonts (e.g., quotation marks, bullets), or graphs. Space for the Narrative Statement is limited. While each element must have a minimum of 200 characters, the maximum number of characters varies based on the questions being asked.

Peer Review Panelists will evaluate and score each activity based on the following narrative elements within each activity.

a. Hiring Activity **-** the panel score is 50% of the total application score.

i. **Project Description (30%):**
- Why does the department need the positions requested in this application?
- How will the positions requested in this application be used within the department (e.g., fourth firefighter on engine, open a new station, eliminate browned out stations, reduce overtime)?
- What unique and specific services will the requested positions provide to the fire department and community?
- How will funds awarded through this grant enhance the department's ability to protect critical infrastructure within the primary response area?

ii. **Impact on Daily Operations (30%):**
- How are the community and the current firefighters employed by the department at risk without the positions requested in this application?
- How will that risk be unequivocally reduced if awarded?

iii. **Financial Need (30%):**
- Provide an income versus expenses breakdown of the department's current annual budget.
- Describe the department's precise budget shortfalls and inability to address financial needs without federal assistance.
- Describe what other actions the department has taken to obtain funding elsewhere (e.g., state assistance programs, other grant programs).
- Discuss how the critical functions of the department are uniquely affected without this funding.

iv. **Cost Benefit (10%):**

- Describe the unique and specific benefits (e.g., quantifying the anticipated savings and/or efficiencies) the department and community will realize if awarded the positions requested in this application.

b. ***R&R Activity (Fire Departments)*** **-** the panel score is 70% of the total application score.

i. **Project Description (30%):**

- Describe the unique problems and issues the department is experiencing in recruiting new volunteer firefighters.
- Describe the particular problems and issues the department is experiencing in retaining current members.
- Describe the precise implementation plan, including the goals, objectives, methods, specific steps, and timelines to directly address the identified problems or issues.
- Describe the current marketing plan already in place, or the marketing program to be put in place with or without grant funds.
- Describe how the program will be uniquely evaluated for its impact on identified recruitment and retention problems and issues. Describe how the overall effectiveness of the grant will be measured.
- Describe the unique and specific services the new volunteer firefighters and/or retention of current volunteer firefighters will provide for the fire department(s) and community.
- If the grant request will have a regional impact, discuss how the regional partners will benefit and which activities they will benefit from.

ii. Impact on Daily Operations (30%):

- Describe with particularity and discreteness how the community and current volunteer firefighters in the department are at risk without the items or activities requested in this application.
- Describe how that risk will be unequivocally reduced if awarded funding.
- Explain the definitive impact the recruitment of new volunteer firefighters and/or the retention of current volunteer firefighters will have on the department's NFPA compliance.

iii. Financial Need (30%):

- Provide an income versus expenses breakdown of the department's current annual budget.
- Describe the department's precise budget shortfalls and its inability to address financial needs without federal assistance.
- Describe what other actions the department has taken to obtain funding elsewhere (e.g., state assistance programs, other grant programs), and how similar projects have been funded in the past.
- Discuss how the critical functions of the department are uniquely affected without this funding.

iv. Cost Benefit (10%):

- Describe the unique and specific benefits (e.g., quantifying the anticipated savings and/or efficiencies) the department and community will realize if awarded the items or activities requested in this application.

c. ***R&R Activity (National, state, local, or federally recognized tribal volunteer firefighters interest organizations)*** **-** the panel score is 70% of the total application score.

i. **Project Description (30%):**

- Describe the problems and issues the fire departments that the organization will be reaching with this grant are experiencing in recruiting new volunteer firefighters.
- Describe the problems and issues the same departments are experiencing in retaining current members.
- Describe the organization's implementation plan, including the goals, objectives, methods, specific steps, and timelines to directly address the problems or issues identified.
- Describe the current marketing plan already in place, or the marketing program to be put in place with or without grant funds.
- Describe how the program will be evaluated for its impact on the identified recruitment and retention problems and issues of the fire departments participating in this grant. Describe how the overall effectiveness of the grant will be measured.
- Describe the specific services the new volunteer firefighters and/or retention of current volunteer firefighters will provide for the fire departments participating in this application and their respective communities.
- Describe the organization's procurement practices and the timelines outlining the chronological steps to complete the activities requested.

ii. **Impact on Daily Operations (30%):**

- Describe how the fire departments participating in this application and their current volunteer firefighters and communities are at risk without the items or activities requested in this application.
- Explain how that risk will be reduced if awarded funding.
- Describe the impact that the recruitment of new volunteer firefighters and/or the retention of current volunteer firefighters will have on the NFPA compliance of the fire departments participating in this application.

iii. **Financial Need (30%):**

- Provide an income versus expenses breakdown of the organization's current annual budget.
- Describe the organization's particular budget shortfalls and the inability to address the financial needs without federal assistance.

- Describe the other actions the organization has taken to obtain funding elsewhere (e.g., state assistance programs, other grant programs), and how similar projects have been funded in the past.
- Discuss how the critical functions of the organization are affected without this funding.

iv. **Cost Benefit (10%):**

- Describe the specific benefits (e.g., quantifying the anticipated savings and/or efficiencies) the fire departments participating in this application and their communities will realize if awarded the items or activities requested in this application.

F. Federal Award Administration Information

In addition to the language here, please see Appendix C - Award Administration Information in this NOFO for additional award administration information.

1. Notice of Award

Before accepting the award, the AOR and recipient should carefully read the award package. The award package includes instructions on administering the grant award and the terms and conditions associated with responsibilities under federal awards. **Recipients must accept all conditions in this NOFO as well as any specific terms and conditions in the Notice of Award to receive an award under this program.**

FEMA will provide the federal award package to the applicant electronically via FEMA GO. Award packages include an Award Letter, Summary Award Memo, Agreement Articles, and Obligating Document. An email notification of the award package will be sent through FEMA's grant application system to the AOR that submitted the application.

Recipients must accept their awards no later than 30 calendar days from the award date. The recipient shall notify FEMA of its intent to accept and proceed with work under the award through the FEMA GO system.

Funds will remain on hold until the recipient accepts the award through the FEMA GO system and all other conditions of the award have been satisfied or until the award is otherwise rescinded. Failure to accept a grant award within the specified timeframe may result in a loss of funds. Recipients may request additional time to accept the award if needed.

2. Administrative and National Policy Requirements

In addition to the requirements of this section and in this NOFO, FEMA may place specific terms and conditions on individual awards in accordance with 2 C.F.R. Part 200.

a. ***DHS Standard Terms and Conditions***

All successful applicants for DHS grant and cooperative agreements are required to comply with DHS Standard Terms and Conditions, which are available online at DHS Standard Terms and Conditions.

The applicable DHS Standard Terms and Conditions will be those in effect at the time the award was made. The terms and conditions that apply for the award will be clearly stated in the award package at the time of award.

b. ***Ensuring the Protection of Civil Rights***

As the Nation works towards achieving the National Preparedness Goal, it is important to continue to protect the civil rights of individuals. Recipients and subrecipients must carry out their programs and activities, including those related to the building, sustainment, and delivery of core capabilities, in a manner that respects and ensures the protection of civil rights for protected populations.

Federal civil rights statutes, such as Section 504 of the Rehabilitation Act of 1973 and Title VI of the Civil Rights Act of 1964, along with FEMA regulations, prohibit discrimination on the basis of race, color, national origin, sex, religion, age, disability, limited English proficiency, or economic status in connection with programs and activities receiving federal financial assistance from FEMA.

The DHS Standard Terms and Conditions include a fuller list of the civil rights provisions that apply to recipients. These terms and conditions can be found in the DHS Standard Terms and Conditions. Additional information on civil rights provisions is available at https://www.fema.gov/about/offices/equal-rights/civil-rights.

Monitoring and oversight requirements in connection with recipient compliance with federal civil rights laws are also authorized pursuant to 44 C.F.R. Part 7.

In accordance with civil rights laws and regulations, recipients and subrecipients must ensure the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment.

c. ***Environmental Planning and Historic Preservation (EHP) Compliance***

As a federal agency, FEMA is required to consider the effects of its actions on the environment and historic properties to ensure that all activities and programs funded by FEMA, including grant-funded projects, comply with federal EHP laws, Executive Orders, regulations, and policies, as applicable.

All non-critical new construction or substantial improvement of structures in a Special Flood Hazard Area must, at a minimum, apply the flood elevations of the Federal Flood Risk Management Standard's Freeboard Value Approach unless doing so would cause the project to be unable to meet applicable program cost-effectiveness requirements. All other types of

projects may choose to apply the flood elevations of the Federal Flood Risk Management Standard's Freeboard Value Approach. See Executive Order (EO) 14030, Climate-Related Financial Risk and FEMA Policy #-206-21-0003, Partial Implementation of the Federal Flood Risk Management Standard for Hazard Mitigation Assistance Programs (Interim) (fema.gov).

Recipients and subrecipients proposing projects that have the potential to impact the environment, including, but not limited to, the construction of communication towers, modification or renovation of existing buildings, structures, and facilities, or new construction including replacement of facilities, must participate in the FEMA EHP review process. The EHP review process involves the submission of a detailed project description along with any supporting documentation requested by FEMA to determine whether the proposed project has the potential to impact environmental resources or historic properties.

In some cases, FEMA is also required to consult with other regulatory agencies and the public to complete the review process. Federal law requires EHP review to be completed before federal funds are released to carry out proposed projects. FEMA may not be able to fund projects that are not incompliance with applicable EHP laws, Executive Orders, regulations, and policies.

DHS and FEMA EHP policy is found in directives and instructions available on the FEMA.gov EHP page, the FEMA website page that includes documents regarding EHP responsibilities and program requirements, including implementation of the National Environmental Policy Act and other EHP regulations and Executive Orders.

The GPD EHP screening form is located at FEMA Form. Additionally, all recipients under this funding opportunity are required to comply with the FEMA GPD EHP Policy Guidance, FEMA Policy #108-023-1, available at Environmental & Historic Preservation Guidance for FEMA Grant Applications | FEMA.gov.

Applicants may attach the EHP forms during the application period for the project(s) they wish to pursue; however, it does not guarantee award. Once the awards are announced, it is the responsibility of the grant recipients to supply the required EHP form at that time to DHS/FEMA, if they have not submitted already during the application period. Applicants can only proceed with their project(s) once the EHP review is completed and approved. DHS/FEMA may notify grant recipients via email if EHP review is required and will provide instructions on how to comply.

SAFER Program applications that involve the installation of supplies/equipment not specifically excluded from a FEMA EHP Review, per the GPD Programmatic Environmental Assessment, such as ground-disturbing activities, or modification/renovation of existing buildings or structures, will require an EHP review. Some equipment will require an EHP

review as well. Such activities include, but are not limited to:

- Building renovations such as removal of wall or installation of electrical or waterlines;
- Training/exercises in natural settings such as rope or swift water;
- Installing LED signs; and,
- Any scope of work that involves ground disturbances.

The following activities would not require the submission of the FEMA EHP Screening Form:

- Planning and development of policies or processes;
- Management, administrative, or personnel actions;
- Classroom-based training;
- Acquisition of mobile and portable equipment (not involving installation) on or in a building and does not require a storage area to be constructed; and,
- Purchase of Personal Protective Equipment (PPE).

d. ***National Incident Management System (NIMS) Implementation***

SAFER Program applicants are not required to comply with NIMS to apply for SAFER Program funding or to receive a SAFER Program award. However, any applicant who receives an FY 2022 SAFER Program award must achieve the level of NIMS compliance required by the Authority Having Jurisdiction (AHJ) over the applicant's emergency service operations (e.g., a local government) prior to the end of the grant's period of performance.

e. ***Federal Flood Risk Management Standard***

All non-critical new construction or substantial improvement of structures in a Special Flood Hazard Area must, at a minimum, apply the flood elevations of the Federal Flood Risk Management Standard's Freeboard Value Approach unless doing so would cause the project to be unable to meet applicable program cost-effectiveness requirements. All other types of projects may choose to apply the flood elevations of the Federal Flood Risk Management Standard's Freeboard Value Approach.

f. Period of Performance Guidance

i. Hiring Activity

- The period of performance is 36 months for all grants awarded under this activity.
- A default 180-day recruitment period begins when FEMA approves an application for an award under this activity.
- The 36-month period of performance automatically starts after the 180-day recruitment period, regardless of whether the recipient has successfully hired the requested firefighters. The period of performance cannot start later than 180 days after the award date.
- If a recipient is able to hire all SAFER Program-funded firefighters during the 180-day recruitment period, the period of performance may begin at that time. In

these instances, recipients must submit an amendment requesting that the period of performance start before the end of the 180-day recruitment period if they wish to begin the period early.

ii. R&R Activity

- The period of performance is 12, 24, 36, or 48 months for all grants awarded under this activity.
- A default 90-day recruitment period begins when FEMA approves the application for award. This period allows each recipient time to gather resources, initiate processes, and finalize contracts needed to implement SAFER Program activities before the start of the period of performance to maximize the funding's availability. However, the recipient can only expend funds within the period of performance.
- The period of performance automatically starts after the 90-day recruitment period ends, regardless of whether the recipient has begun implementing its grant award. The period of performance cannot start later than 90 days after the award date.
- If a recipient is able to begin its recruitment or retention activities during the 90-dayrecruitment period, the period of performance may begin at that time. In these instances, recipients must submit an amendment requesting that the period of performance start before the end of the 90-day recruitment period if they wish to begin the period early.

g. Difference between Application Request and Award

During the review process for a SAFER Program award, FEMA may have modified the application request(s). These modifications will be identified in the award package provided upon the offer of an award. If the awarded activities, scope of work, or requested dollar amount(s) do not match the application as submitted, the recipient shall only be responsible for completing the activities actually funded by FEMA. The recipient is under no obligation to start, modify, or complete any activities requested but not funded by the award. The award package will identify any differences under the approved scope of work section.

h. Turndown Notifications

FEMA GO will provide all applicants who do not receive an FY 2022 SAFER Program award with a turndown notification.

3. Reporting

Recipients are required to submit various financial and programmatic reports as a condition of award acceptance. Future awards and funds drawdown may be withheld if these reports are delinquent. Recipients should keep detailed records of all transactions involving the grant. FEMA may at any time request copies of purchasing documentation along with copies of cancelled checks or other proof of payment documentation for verification.

a. ***Financial Reporting Requirements***

I. FEDERAL FINANCIAL REPORT (FFR)

Recipients must report obligations and expenditures through the FFR form (SF-425) to FEMA. Recipients may review the Federal Financial Reporting Form (FFR) (SF-425) at https://www.grants.gov/web/grants/forms/post-award-reporting-forms.html#sortby=1.

Recipients must file the FFR electronically using FEMA GO.

II. FFR REPORTING PERIODS AND DUE DATES

Recipients are required to submit a Federal Financial Report (FFR or SF-425) on a semi-annual basis. The FFR must be submitted through FEMA GO based on the calendar year beginning with the period after the award is made. Grant recipients are required to submit an FFR throughout the entire period of performance of the grant and for closeout. Reports are due:

- **No later than July 30** (for the period January 1–June 30)
- **No later than January 30** (for the period July 1–December 31)
- Within 120 days after the end of the Period of Performance

Future awards and fund drawdowns may be withheld if these reports are delinquent, demonstrate lack of progress, or are insufficient in detail.

b. ***Programmatic Performance Reporting Requirements***

I. PROGRAMMATIC PERFORMANCE REPORT (PPR)

The recipient is responsible for completing and submitting a Programmatic Performance Report (PPR) using FEMA GO.

The PPR should include:

- A brief narrative of overall project(s) status;
- A summary of project expenditures; and,
- A description of any potential issues that may affect project completion

II. PPR PERIODS AND DUE DATES

The following reporting periods and due dates apply for the PPR:

- No later than July 30 (for the period January 1–June 30)
- No later than January 30 (for the period July 1–December 31)

c. ***Closeout Reporting Requirements***

I. CLOSEOUT REPORTING

Within 120 days after the end of the period of performance for the prime award or after an amendment has been issued to close out an award before the original period of performance ends, recipients must liquidate all financial obligations and must submit the following:

i. The final request for payment, if applicable.
ii. The final FFR (SF-425).

iii. The final progress report detailing all accomplishments, including a narrative summary of the impact of those accomplishments throughout the period of performance.
iv. Other documents required by this NOFO, terms and conditions of the award, or other FEMA guidance.

In addition, pass-through entities are responsible for closing out their subawards as described in 2 C.F.R. § 200.344; subrecipients are still required to submit closeout materials within 90 days of the period of performance end date. When a subrecipient completes all closeout requirements, pass-through entities must promptly complete all closeout actions for subawards in time for the recipient to submit all necessary documentation and information to FEMA during the closeout of the prime award.

After the prime award closeout reports have been reviewed and approved by FEMA, a closeout notice will be completed to close out the grant. The notice will indicate the period of performance as closed, list any remaining funds that will be deobligated, and address the requirement of maintaining the grant records for at least three years from the date of the final FFR. The record retention period may be longer, such as due to an audit or litigation, for equipment or real property used beyond the period of performance, or due to other circumstances outlined in 2 C.F.R. § 200.334.

The recipient is responsible for refunding to FEMA any balances of unobligated cash that FEMA paid that are not authorized to be retained per 2 C.F.R. § 200.344(d).

II. ADMINISTRATIVE CLOSEOUT

Administrative closeout is a mechanism for FEMA to unilaterally move forward with closeout of an award using available award information in lieu of final reports from the recipient per 2 C.F.R. § 200.344(h)-(i). It is a last resort available to FEMA, and if FEMA needs to administratively close an award, this may negatively impact a recipient's ability to obtain future funding. This mechanism can also require FEMA to make cash or cost adjustments and ineligible cost determinations based on the information it has, which may result in identifying a debt owed to FEMA by the recipient.

When a recipient is not responsive to FEMA's reasonable efforts to collect required reports needed to complete the standard closeout process, FEMA is required under 2 C.F.R. § 200.344(h) to start the administrative closeout process within the regulatory timeframe. FEMA will make at least three written attempts to collect required reports before initiating administrative closeout. If the recipient does not submit all required reports in accordance with 2 C.F.R. § 200.344, this NOFO, and the terms and conditions of the award, FEMA must proceed to administratively close the award with the information available within one year of the period of performance end date. Additionally, if the recipient does not submit all required reports within one year of the period of performance end date, per 2 C.F.R. § 200.344(i), FEMA must report in FAPIIS the recipient's material failure to comply with the terms and conditions of the award.

If FEMA administratively closes an award where no final FFR has been submitted, FEMA uses that administrative closeout date in lieu of the final FFR submission date as the start of the record retention period under 2 C.F.R. § 200.334.

In addition, if an award is administratively closed, FEMA may decide to impose remedies for noncompliance per 2 C.F.R. § 200.339, consider this information in reviewing future award applications, or apply special conditions to existing or future awards.

d. ***Additional Reporting Requirements***

i. Disclosing Information per 2 C.F.R. § 180.335

This reporting requirement pertains to disclosing information related to government-wide suspension and debarment requirements. Before a recipient enters into a grant award with FEMA, the recipient must notify FEMA if it knows if it or any of the recipient's principals under the award fall under one or more of the four criteria listed at 2 C.F.R. § 180.335:

i. Are presently excluded or disqualified;
ii. Have been convicted within the preceding three years of any of the offenses listed in 2 C.F.R. § 180.800(a) or had a civil judgment rendered against it or any of the recipient's principals for one of those offenses within that time period;
iii. Are presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses listed in 2 C.F.R. § 180.800(a); or
iv. Have had one or more public transactions (federal, state, or local) terminated within the preceding three years for cause or default.

At any time after accepting the award, if the recipient learns that it or any of its principals falls under one or more of the criteria listed at 2 C.F.R. § 180.335, the recipient must provide immediate written notice to FEMA in accordance with 2 C.F.R. § 180.350.

ii. Reporting of Matters Related to Recipient Integrity and Performance

Per 2 C.F.R. Part 200, Appendix I § F.3, the additional post-award reporting requirements in 2 C.F.R. Part 200, Appendix XII may apply to applicants who, if upon becoming recipients, have a total value of currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies that exceeds $10,000,000 for any period of time during the period of performance of an award under this funding opportunity.

Recipients that meet these criteria must maintain current information reported in FAPIIS about civil, criminal, or administrative proceedings described in paragraph 2 of Appendix XII at the reporting frequency described in paragraph 4 of Appendix XII.

iii. Single Audit Report

For audits of fiscal years beginning on or after December 26, 2014, recipients that expend $750,000 or more from all federal funding sources during their fiscal year are required to submit an organization-wide financial and compliance audit report, also known as the single audit report.

The audit must be performed in accordance with the requirements of U.S. Government Accountability Office's (GAO) Government Auditing Standards, located at https://www.gao.gov/yellowbook/overview, and the requirements of Subpart F of 2 C.F.R. Part 200, located at http://www.ecfr.gov/cgi-bin/text-idx?node=sp2.1.200.f.

4. Monitoring and Oversight

Per 2 C.F.R. § 200.337, FEMA, through its authorized representatives, has the right, at all reasonable times, to make site visits or conduct desk reviews to review project accomplishments and management control systems to review award progress and to provide any required technical assistance. During site visits or desk reviews, FEMA will review recipients' files related to the award. As part of any monitoring and program evaluation activities, recipients must permit FEMA, upon reasonable notice, to review grant-related records and to interview the organization's staff and contractors regarding the program. Recipients must respond in a timely and accurate manner to FEMA requests for information relating to the award.

Effective monitoring and oversight help FEMA ensure that recipients use grant funds for their intended purpose(s); verify that projects undertaken are consistent with approved plans; and ensure that recipients make adequate progress toward stated goals and objectives. Additionally, monitoring serves as the primary mechanism to ensure that recipients comply with applicable laws, rules, regulations, program guidance, and requirements. FEMA regularly monitors all grant programs both financially and programmatically in accordance with federal laws, regulations (including 2 C.F.R. Part 200), program guidance, and the terms and conditions of the award. All monitoring efforts ultimately serve to evaluate progress towards grant goals and proactively target and address issues that may threaten grant success during the period of performance.

FEMA staff will periodically monitor recipients to ensure that administrative processes, policies and procedures, budgets, and other related award criteria are meeting Federal Government-wide and FEMA regulations. Aside from reviewing quarterly financial and programmatic reports, FEMA may also conduct enhanced monitoring through either desk-based reviews, onsite monitoring visits, or both. Enhanced monitoring will involve the review and analysis of the financial compliance and administrative processes, policies, activities, and other attributes of each federal assistance award, and it will identify areas where the recipient may need technical assistance, corrective actions, or other support.

Financial and programmatic monitoring are complementary processes within FEMA's overarching monitoring strategy that function together to ensure effective grants management, accountability, and transparency; validate progress against grant and program goals; and safeguard federal funds against fraud, waste, and abuse. Financial monitoring primarily focuses on statutory and regulatory compliance with administrative grant requirements, while programmatic monitoring seeks to validate and assist in grant progress, targeting issues that may be hindering achievement of project goals and ensuring compliance with the purpose of the grant and grant program. Both monitoring processes are similar in

that they feature initial reviews of all open awards, and additional, in-depth monitoring of grants requiring additional attention.

Recipients and subrecipients who are pass-through entities are responsible for monitoring their subrecipients in a manner consistent with the terms of the federal award at 2 C.F.R. Part 200, including 2 C.F.R. § 200.332. This includes the pass-through entity's responsibility to monitor the activities of the subrecipient as necessary to ensure that the subaward is used for authorized purposes, in compliance with federal statutes, regulations, and the terms and conditions of the subaward; and that subaward performance goals are achieved.

In terms of overall award management, recipient and subrecipient responsibilities include, but are not limited to: accounting of receipts and expenditures, cash management, maintaining adequate financial records, reporting and refunding expenditures disallowed by audits, monitoring if acting as a pass-through entity, or other assessments and reviews, and ensuring overall compliance with the terms and conditions of the award or subaward, as applicable, including the terms of 2 C.F.R. Part 200.

G. DHS Awarding Agency Contact Information

1. Contact and Resource Information

a. ***Program Office Contact***

The SAFER Program Help Desk provides technical assistance to applicants for the online completion and submission of applications into FEMA GO, answers questions concerning applicant eligibility, recipient responsibilities, and helps in the programmatic administration of awards. The SAFER Program Help Desk can be contacted at (866) 274-0960 or by email at FireGrants@fema.dhs.gov. Normal hours of operation are Monday through Friday, 8 a.m.–4:30 p.m. ET.

b. SAFER Program Application Guidance Documents

Guidance documents such as application tutorials, Self-Evaluation Guides, and Frequently Asked Questions (FAQs) are provided to further explain the current SAFER Program, assist with the online grant application, and highlight lessons learned and changes for FY 2022. For more details, please visit the SAFER Program website at https://www.fema.gov/grants/preparedness/firefighters/safer.

c. ***Centralized Scheduling and Information Desk (CSID)***

CSID is a non-emergency comprehensive management and information resource developed by FEMA for grants stakeholders. CSID provides general information on all FEMA grant programs and maintains a comprehensive database containing key personnel contact information at the federal, state, and local levels. When necessary, recipients will be directed to a federal point of contact who can answer specific programmatic questions or concerns. CSID can be reached by phone at (800) 368-6498 or by e-mail at askcsid@fema.dhs.gov, Monday through Friday, 9:00 a.m. – 5:00 p.m. ET.

d. ***Grant Programs Directorate (GPD) Award Administration Division***
GPD's Award Administration Division (AAD) provides support regarding financial matters and budgetary technical assistance. Additional guidance and information can be obtained by contacting the AAD's Help Desk via e-mail at ASK-GMD@fema.dhs.gov.

e. ***Equal Rights***
The FEMA Office of Equal Rights (OER) is responsible for compliance with and enforcement of federal civil rights obligations in connection with programs and services conducted by FEMA and recipients of FEMA financial assistance. All inquiries and communications about federal civil rights compliance for FEMA grants under this NOFO should be sent to FEMA-CivilRightsOffice@fema.dhs.gov.

f. ***Environmental Planning and Historic Preservation***
GPD's EHP Team provides guidance and information about the EHP review process to recipients and subrecipients. All inquiries and communications about GPD projects under this NOFO or the EHP review process, including the submittal of EHP review materials, should be sent to gpdehpinfo@fema.dhs.gov.

2. Systems Information
For technical assistance with the FEMA GO system, please contact the FEMA GO Helpdesk at **FEMAGO@fema.dhs.gov** or (877) 585-3242, Monday through Friday, 8 a.m. – 6 p.m. ET.

H. Additional Information

1. FEMA Financial Assistance Programs for Infrastructure

a. ***Build America, Buy America Act***
Recipients and subrecipients must comply with the Build America, Buy America Act (BABAA), which was enacted as part of the Infrastructure Investment and Jobs Act, also known as the Bipartisan Infrastructure Law, §§ 70901-70927, Pub. L. No. 117-58 (2021); and Executive Order 14005, Ensuring the Future is Made in All of America by All of America's Workers. See also Office of Management and Budget (OMB), Memorandum M-22-11, Initial Implementation Guidance on Application of Buy America Preference in Federal Financial Assistance Programs for Infrastructure.

After FEMA's General Applicability Public Interest waiver expires on January 1, 2023 (or is otherwise extended), none of the funds provided under this program may be used for a project for infrastructure unless the iron and steel, manufactured products, and construction materials used in that infrastructure are produced in the United States.

The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs,

desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

To see whether a particular FEMA federal financial assistance program is considered an infrastructure program and thus required to include a Buy America preference, please see Programs and Definitions: Build America, Buy America Act | FEMA.gov. Additional information is found in Buy America Preference in FEMA Financial Assistance Programs for Infrastructure, FEMA Interim Policy #207-22-0001.

Waivers
When necessary, recipients (and subrecipients through their pass-through entity) may apply for, and FEMA may grant, a waiver from these requirements.

A waiver of the domestic content procurement preference may be granted by the agency awarding official if FEMA determines that:

1) Applying the domestic content procurement preference would be inconsistent with the public interest;
2) The types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality; or
3) The inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25%.

For FEMA awards, the process for requesting a waiver from the Buy America preference requirements can be found on FEMA's website at: "Buy America" Preference in FEMA Financial Assistance Programs for Infrastructure | FEMA.gov.

Definitions
Construction materials: an article, material, or supply—other than an item primarily of iron or steel; a manufactured product; cement and cementitious materials; aggregates such as stone, sand, or gravel; or aggregate binding agents or additives—that is or consists primarily of non-ferrous metals, plastic and polymer-based products (including polyvinylchloride, composite building materials, and polymers used in fiber optic cables), glass (including optic glass), lumber, paint, and drywall.

Domestic content procurement preference: Means all iron and steel used in the project are produced in the United States; the manufactured products used in the project are produced in the United States; or the construction materials used in the project are produced in the United States.

Federal financial assistance: Generally defined in 2 C.F.R. § 200.1 and includes all expenditures by a federal agency to a non-federal entity for an infrastructure project, except

that it does not include expenditures for assistance authorities relating to major disasters or emergencies under sections 402, 403, 404, 406, 408, or 502 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act relating to a major disaster or emergency declared under section 401 or 501, respectively, or pre and post disaster or emergency response expenditures.

Infrastructure: infrastructure projects which serve a public function, including at a minimum, the structures, facilities, and equipment for, in the United States, roads, highways, and bridges; public transportation; dams, ports, harbors, and other maritime facilities; intercity passenger and freight railroads; freight and intermodal facilities; airports; water systems, including drinking water and wastewater systems; electrical transmission facilities and systems; utilities; broadband infrastructure; and buildings and real property; and structures, facilities, and equipment that generate, transport, and distribute energy.

Produced in the United States: means the following for:

1) **Iron and steel:** All manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
2) **Manufactured products:** The product was manufactured in the United States, and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation.
3) **Construction Materials:** All manufacturing processes for the construction material occurred in the United States.

Project: is any activity related to the construction, alteration, maintenance, or repair of infrastructure in the United States.

2. Termination Provisions

FEMA may terminate a federal award in whole or in part for one of the following reasons. FEMA and the recipient must still comply with closeout requirements at 2 C.F.R. §§ 200.344-200.345 even if an award is terminated in whole or in part. To the extent that subawards are permitted under this NOFO, pass-through entities should refer to 2 C.F.R. § 200.340 for additional information on termination regarding subawards.

a. *Noncompliance*

If a recipient fails to comply with the terms and conditions of a federal award, FEMA may terminate the award in whole or in part. If the noncompliance can be corrected, FEMA may first attempt to direct the recipient to correct the noncompliance. This may take the form of a Compliance Notification. If the noncompliance cannot be corrected or the recipient is non-responsive, FEMA may proceed with a Remedy Notification, which could impose a remedy for noncompliance per 2 C.F.R. § 200.339, including termination. Any action to terminate based on noncompliance will follow the requirements of 2 C.F.R. §§ 200.341-200.342 as

well as the requirement of 2 C.F.R. § 200.340(c) to report in FAPIIS the recipient's material failure to comply with the award terms and conditions. See also the section on Actions to Address Noncompliance.

b. ***With the Consent of the Recipient***
FEMA may also terminate an award in whole or in part with the consent of the recipient, in which case the parties must agree upon the termination conditions, including the effective date, and in the case of partial termination, the portion to be terminated.

c. ***Notification by the Recipient***
The recipient may terminate the award, in whole or in part, by sending written notification to FEMA setting forth the reasons for such termination, the effective date, and in the case of partial termination, the portion to be terminated. In the case of partial termination, FEMA may determine that a partially terminated award will not accomplish the purpose of the federal award, so FEMA may terminate the award in its entirety. If that occurs, FEMA will follow the requirements of 2 C.F.R. §§ 200.341-200.342 in deciding to fully terminate the award.

3. Program Evaluation
Recipients and subrecipients are encouraged to incorporate program evaluation activities from the outset of their program design and implementation to meaningfully document and measure their progress towards meeting an agency priority goal(s). Title I of the Foundations for Evidence-Based Policymaking Act of 2018 (Evidence Act), Pub. L. No. 115-435 (2019) urges federal awarding agencies and federal assistance recipients and subrecipients to use program evaluation as a critical tool to learn, to improve equitable delivery, and to elevate program service and delivery across the program lifecycle. Evaluation means "an assessment using systematic data collection and analysis of one or more programs, policies, and organizations intended to assess their effectiveness and efficiency." Evidence Act § 101 (codified at 5 U.S.C. § 311). Evaluation costs are allowable costs (either as direct or indirect), unless prohibited by statute or regulation.

4. Period of Performance Extensions
Extensions to the period of performance (POP) for this program are allowed. Extensions to the POP identified in the award will only be considered through formal, written requests to FEMA GO and must contain specific and compelling justifications as to why an extension is required. Recipients are advised to coordinate with the FEMA Preparedness Officer as needed when preparing an extension request. Recipients should request extensions sparingly and only under exceptional circumstances. Approval is not guaranteed.

All extension requests must address the following:

a. The grant program, fiscal year, and award number;
b. Reason for the delay –including details of the legal, policy, or operational challenges that prevent the final outlay of awarded funds by the deadline;
c. Current status of the activity(ies);

d. Approved POP termination date and new project completion date;
e. Amount of funds drawn down to date;
f. Remaining available funds, both federal and, if applicable, non-federal;
g. Budget outlining how remaining federal and, if applicable, non-federal funds will be expended;
h. Plan for completion, including milestones and timeframes for achieving each milestone and the position or person responsible for implementing the plan for completion; and,
i. Certification that the activity(ies) will be completed within the extended POP without any modification to the original statement of work, as approved by FEMA.

Extension requests will be granted only due to compelling legal, policy, or operational challenges. Extension requests will only be considered for the following reasons:

- Contractual commitments by the recipient or subrecipient with vendors prevent completion of the project, including delivery of equipment or services, within the existing POP;
- The project must undergo a complex environmental review that cannot be completed within the existing POP;
- Projects are long-term by design, and therefore acceleration would compromise core programmatic goals; or,
- Where other special or extenuating circumstances exist.

Recipients should submit all proposed extension requests to FEMA for review and approval at least 60 days prior to the end of the POP to allow sufficient processing time. The review process can take up to 30 calendar days or longer. Recipients should factor this review period into the timing of when to submit a request for an extension. In accordance with FEMA policy, FEMA reviews extensions on a case-by-case basis and are typically granted for no more than six-month period.

Prior to submitting the extension request, recipients should be current on payment requests and required reporting discussed in this NOFO.

5. Disability Integration

Pursuant to Section 504 of the Rehabilitation Act of 1973, recipients of FEMA financial assistance must ensure that their programs and activities do not discriminate against other qualified individuals with disabilities.

Grant recipients should engage with the whole community to advance individual and community preparedness and to work as a nation to build and sustain resilience. In doing so, recipients are encouraged to consider the needs of individuals with disabilities into the activities and projects funded by the grant.

FEMA expects that the integration of the needs of people with disabilities will occur at all levels, including planning; alerting, notification, and public outreach; training; purchasing of equipment and supplies; protective action implementation; and exercises/drills.

The following are examples that demonstrate the integration of the needs of people with disabilities in carrying out FEMA awards:

- Include representatives of organizations that work with/for people with disabilities on planning committees, work groups, and other bodies engaged in development and implementation of the grant programs and activities.
- Hold all activities related to the grant in locations that are accessible to persons with physical disabilities to the extent practicable.
- Acquire language translation services, including American Sign Language, that provide public information across the community and in shelters.
- Ensure shelter-specific grant funds are in alignment with FEMA's Guidance on Planning for Integration of Functional Needs Support Services in General Population Shelters.
- If making alterations to an existing building to a primary function area utilizing federal funds, complying with the most recent codes and standards and making path of travel to the primary function area accessible to the greatest extent possible.
- Implement specific procedures used by public transportation agencies that include evacuation and passenger communication plans and measures for individuals with disabilities.
- Identify, create, and deliver training to address any training gaps specifically aimed toward whole-community preparedness. Include and interact with individuals with disabilities, aligning with the designated program capability.
- Establish best practices in inclusive planning and preparedness that consider physical access, language access, and information access. Examples of effective communication access include providing auxiliary aids and services such as sign language interpreters, Computer Aided Real-time Translation (CART), and materials in Braille or alternate formats.

FEMA grant recipients can fund projects towards the resiliency of the whole community, including people with disabilities, such as training, outreach, and safety campaigns, provided that the project aligns with this NOFO and the terms and conditions of the award.

6. Conflicts of Interest in the Administration of Federal Awards or Subawards

For conflicts of interest under grant-funded procurements and contracts, refer to the section on Procurement Integrity in this NOFO and 2 C.F.R. §§ 200.317 – 200.327.

To eliminate and reduce the impact of conflicts of interest in the subaward process, recipients and pass-through entities must follow their own policies and procedures regarding the elimination or reduction of conflicts of interest when making subawards. Recipients and pass-through entities are also required to follow any applicable federal and state, local, tribal,

or territorial (SLTT) statutes or regulations governing conflicts of interest in the making of subawards.

The recipient or pass-through entity must disclose to the respective Program Analyst or Program Manager, in writing, any real or potential conflict of interest that may arise during the administration of the federal award, as defined by the federal or SLTT statutes or regulations or their own existing policies, within five days of learning of the conflict of interest. Similarly, subrecipients, whether acting as subrecipients or as pass-through entities, must disclose any real or potential conflict of interest to the recipient or next-level pass-through entity as required by the recipient or pass-through entity's conflict of interest policies, or any applicable federal or SLTT statutes or regulations.

Conflicts of interest may arise during the process of FEMA making a federal award in situations where an employee, officer, or agent, any members of his or her immediate family, his or her partner has a close personal relationship, a business relationship, or a professional relationship, with an applicant, subapplicant, recipient, subrecipient, or FEMA employees.

7. **Procurement Integrity**

Through audits conducted by the DHS Office of Inspector General (OIG) and FEMA grant monitoring, findings have shown that some FEMA recipients have not fully adhered to the proper procurement requirements at 2 C.F.R. §§ 200.317 – 200.327 when spending grant funds. Anything less than full compliance with federal procurement requirements jeopardizes the integrity of the grant as well as the grant program. To assist with determining whether an action is a procurement or instead a subaward, please consult 2 C.F.R. § 200.331. For detailed guidance on the federal procurement standards, recipients and subrecipients should refer to various materials issued by FEMA's Procurement Disaster Assistance Team (PDAT), such as the PDAT Field Manual and Contract Provisions Guide. Additional resources, including an upcoming trainings schedule can be found on the PDAT Website: https://www.fema.gov/grants/procurement.

The below highlights the federal procurement requirements for FEMA recipients when procuring goods and services with federal grant funds. FEMA will include a review of recipients' procurement practices as part of the normal monitoring activities. **All procurement activity must be conducted in accordance with federal procurement standards at 2 C.F.R. §§ 200.317 – 200.327.** Select requirements under these standards are listed below. The recipient and any of its subrecipients must comply with all requirements, even if they are not listed below.

Under 2 C.F.R. § 200.317, when procuring property and services under a federal award, states (including territories) must follow the same policies and procedures they use for procurements from their non-federal funds; additionally, states must now follow 2 C.F.R. § 200.321 regarding socioeconomic steps, 200.322 regarding domestic preferences for procurements, 200.323 regarding procurement of recovered materials, and 2 C.F.R. § 200.327 regarding required contract provisions.

All other non-federal entities, such as tribes (collectively, non-state entities), must have and use their own documented procurement procedures that reflect applicable SLTT laws and regulations, provided that the procurements conform to applicable federal law and the standards identified in 2 C.F.R. Part 200. These standards include, but are not limited to, providing for full and open competition consistent with the standards of 2 C.F.R. § 200.319 and the required procurement methods at § 200.320.

a. ***Important Changes to Procurement Standards in 2 C.F.R. Part 200***

OMB recently updated various parts of Title 2 of the Code of Federal Regulations, among them, the procurement standards. States are now required to follow the socioeconomic steps in soliciting small and minority businesses, women's business enterprises, and labor surplus area firms per 2 C.F.R. § 200.321. All non-federal entities should also, to the greatest extent practicable under a federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States per 2 C.F.R. § 200.322. More information on OMB's revisions to the federal procurement standards can be found in Purchasing Under a FEMA Award: OMB Revisions Fact Sheet.

The recognized procurement methods in 2 C.F.R. § 200.320 have been reorganized into informal procurement methods, which include micro-purchases and small purchases; formal procurement methods, which include sealed bidding and competitive proposals; and noncompetitive procurements. The federal micro-purchase threshold is currently $10,000, and non-state entities may use a lower threshold when using micro-purchase procedures under a FEMA award. If a non-state entity wants to use a micro-purchase threshold higher than the federal threshold, it must follow the requirements of 2 C.F.R. § 200.320(a)(1)(iii)-(v). The federal simplified acquisition threshold is currently $250,000, and a non-state entity may use a lower threshold but may not exceed the federal threshold when using small purchase procedures under a FEMA award. *See* 2 C.F.R. § 200.1 (citing the definition of simplified acquisition threshold from 48 C.F.R. Part 2, Subpart 2.1).

See 2 C.F.R. §§ 200.216, 200.471, and Appendix II as well as section D.13.a of the NOFO regarding prohibitions on covered telecommunications equipment or services.

b. ***Competition and Conflicts of Interest***

Among the requirements of 2 C.F.R. § 200.319(b) applicable to all non-federal entities other than states, to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements. FEMA considers these actions to be an organizational conflict of interest and interprets this restriction as applying to contractors that help a non-federal entity develop its grant application, project plans, or project budget. This prohibition also applies to the use of former employees to manage the grant or carry out a contract when those former employees worked on such activities while they were employees of the non-federal entity.

Under this prohibition, unless the non-federal entity solicits for and awards a contract covering both development and execution of specifications (or similar elements as described above), and this contract was procured in compliance with 2 C.F.R. §§ 200.317 – 200.327, federal funds cannot be used to pay a contractor to carry out the work if that contractor also worked on the development of those specifications. This rule applies to all contracts funded with federal grant funds, including pre-award costs, such as grant writer fees, as well as post-award costs, such as grant management fees.

Additionally, some of the situations considered to be restrictive of competition include, but are not limited to:

- Placing unreasonable requirements on firms for them to qualify to do business;
- Requiring unnecessary experience and excessive bonding;
- Noncompetitive pricing practices between firms or between affiliated companies;
- Noncompetitive contracts to consultants that are on retainer contracts;
- Organizational conflicts of interest;
- Specifying only a "brand name" product instead of allowing "an equal" product to be offered and describing the performance or other relevant requirements of the procurement; and,
- Any arbitrary action in the procurement process.

Per 2 C.F.R. § 200.319(c), non-federal entities other than states must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed SLTT geographical preferences in the evaluation of bids or proposals, except in those cases where applicable federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

Under 2 C.F.R. § 200.318(c)(1), non-federal entities other than states are required to maintain written standards of conduct covering conflicts of interest and governing the actions of their employees engaged in the selection, award, and administration of contracts. **No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a federal award if they have a real or apparent conflict of interest.** Such conflicts of interest would arise when the employee, officer or agent, any member of their immediate family, their partner, or an organization that employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-federal entities may set standards for situations in which the financial interest is not substantial, or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-federal entity.

Under 2 C.F.R. 200.318(c)(2), if the recipient or subrecipient (other than states) has a parent, affiliate, or subsidiary organization that is not a state, local, tribal, or territorial government, the non-federal entity must also maintain written standards of conduct covering organizational conflicts of interest. In this context, organizational conflict of interest means that because of a relationship with a parent company, affiliate, or subsidiary organization, the non-federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization. The non-federal entity must disclose in writing any potential conflicts of interest to FEMA or the pass-through entity in accordance with applicable FEMA policy.

c. ***Supply Schedules and Purchasing Programs***

Generally, a non-federal entity may seek to procure goods or services from a federal supply schedule, state supply schedule, or group purchasing agreement.

I. GENERAL SERVICES ADMINISTRATION SCHEDULES

States, tribes, and local governments, and any instrumentality thereof (such as local education agencies or institutions of higher education) may procure goods and services from a General Services Administration (GSA) schedule. GSA offers multiple efficient and effective procurement programs for state, tribal, and local governments, and instrumentalities thereof, to purchase products and services directly from pre-vetted contractors. The GSA Schedules (also referred to as the Multiple Award Schedules and the Federal Supply Schedules) are long-term government-wide contracts with commercial firms that provide access to millions of commercial products and services at volume discount pricing.

Information about GSA programs for states, tribes, and local governments, and instrumentalities thereof, can be found at https://www.gsa.gov/resources-for/programs-for-State-and-local-governments and https://www.gsa.gov/buying-selling/purchasing-programs/gsa-schedules/schedule-buyers/state-and-local-governments.

For tribes, local governments, and their instrumentalities that purchase off of a GSA schedule, this will satisfy the federal requirements for full and open competition provided that the recipient follows the GSA ordering procedures; however, tribes, local governments, and their instrumentalities will still need to follow the other rules under 2 C.F.R. §§ 200.317 – 200.327, such as solicitation of minority businesses, women's business enterprises, small businesses, or labor surplus area firms (§ 200.321), domestic preferences (§ 200.322), contract cost and price (§ 200.324), and required contract provisions (§ 200.327 and Appendix II).

II. OTHER SUPPLY SCHEDULES AND PROGRAMS

For non-federal entities other than states, such as tribes, local governments, and nonprofits, that want to procure goods or services from a state supply schedule, cooperative purchasing program, or other similar program, for such procurements to be permissible under federal requirements, the following must be true:

- The procurement of the original contract or purchasing schedule and its use by the non-federal entity complies with state and local law, regulations, and written procurement procedures;
- The state or other entity that originally procured the original contract or purchasing schedule entered into the contract or schedule with the express purpose of making it available to the non-federal entity and other similar types of entities;
- The contract or purchasing schedule specifically allows for such use, and the work to be performed for the non-federal entity falls within the scope of work under the contract as to type, amount, and geography;
- The procurement of the original contract or purchasing schedule complied with all the procurement standards applicable to a non-federal entity other than states under at 2 C.F.R. §§ 200.317 – 200.327; and,
- With respect to the use of a purchasing schedule, the non-federal entity must follow ordering procedures that adhere to applicable state, tribal, and local laws and regulations and the minimum requirements of full and open competition under 2 C.F.R. Part 200.

If a non-federal entity other than a state seeks to use a state supply schedule, cooperative purchasing program, or other similar type of arrangement, FEMA recommends the recipient discuss the procurement plans with its FEMA Preparedness Officer.

d. ***Procurement Documentation***

Per 2 C.F.R. § 200.318(i), non-federal entities other than states and territories are required to maintain and retain records sufficient to detail the history of procurement covering at least the rationale for the procurement method, selection of contract type, contractor selection or rejection, and the basis for the contract price. States and territories are encouraged to maintain and retain this information as well and are reminded that for any cost to be allowable, it must be adequately documented per 2 C.F.R. § 200.403(g).

Examples of the types of documents that would cover this information include but are not limited to:

- Solicitation documentation, such as requests for quotes, invitations for bids, or requests for proposals;
- Responses to solicitations, such as quotes, bids, or proposals;
- Pre-solicitation independent cost estimates and post-solicitation cost/price analyses on file for review by federal personnel, if applicable;
- Contract documents and amendments, including required contract provisions; and,
- Other documents required by federal regulations applicable at the time a grant is awarded to a recipient.
- Additional information on required procurement records can be found on pages 24-26 of the PDAT Field Manual.

8. Record Retention

a. ***Record Retention Period***

Financial records, supporting documents, statistical records, and all other non-federal entity records pertinent to a federal award generally must be maintained for at least three years from the date the final FFR is submitted. *See* 2 C.F.R. § 200.334. Further, if the recipient does not submit a final FFR and the award is administratively closed, FEMA uses the date of administrative closeout as the start of the general record retention period.

The record retention period **may be longer than three years or have a different start date** in certain cases. These include:

- Records for real property and equipment acquired with federal funds must be retained for **three years after final disposition of the property**. *See* 2 C.F.R. § 200.334(c).
- If any litigation, claim, or audit is started before the expiration of the three-year period, the records **must be retained until** all litigation, claims, or audit findings involving the records **have been resolved and final action taken**. *See* 2 C.F.R. § 200.334(a).
- The **record retention period will be extended if the non-federal entity is notified in writing** of the extension by FEMA, the cognizant or oversight agency for audit, or the cognizant agency for indirect costs, or pass-through entity. *See* 2 C.F.R. § 200.334(b).
- Where FEMA requires recipients to report program income after the period of performance ends, the **program income record retention period begins at the end of the recipient's fiscal year in which program income is earned**. *See* 2 C.F.R. § 200.334(e).
- For indirect cost rate computations and proposals, cost allocation plans, or any similar accounting computations of the rate at which a particular group of costs is chargeable (such as computer usage chargeback rates or composite fringe benefit rates), the start of the record retention period depends on whether the indirect cost rate documents were submitted for negotiation. If the **indirect cost rate documents were submitted for negotiation, the record retention period begins from the date those documents were submitted** for negotiation. If indirect cost rate documents were **not submitted for negotiation, the record retention period begins at the end of the recipient's fiscal year or other accounting period covered by that indirect cost rate**. *See* 2 C.F.R. § 200.334(f).

b. ***Types of Records to Retain***

FEMA requires that non-federal entities maintain the following documentation for federally funded purchases:

- Specifications
- Solicitations
- Competitive quotes or proposals
- Basis for selection decisions
- Purchase orders
- Contracts
- Invoices

- Cancelled checks

Non-federal entities should keep detailed records of all transactions involving the grant. FEMA may at any time request copies of any relevant documentation and records, including purchasing documentation along with copies of cancelled checks for verification. *See, e.g.*, 2 C.F.R. §§ 200.318(i), 200.334, 200.337.

For any cost to be allowable, it must be adequately documented per 2 C.F.R. § 200.403(g). Non-federal entities who fail to fully document all purchases may find their expenditures questioned and subsequently disallowed.

9. Actions to Address Noncompliance

Non-federal entities receiving financial assistance funding from FEMA are required to comply with requirements in the terms and conditions of their awards or subawards, including the terms set forth in applicable federal statutes, regulations, NOFOs, and policies. Throughout the award lifecycle or even after an award has been closed, FEMA or the pass-through entity may discover potential or actual noncompliance on the part of a recipient or subrecipient. This potential or actual noncompliance may be discovered through routine monitoring, audits, closeout, or reporting from various sources.

In the case of any potential or actual noncompliance, FEMA may place special conditions on an award per 2 C.F.R. §§ 200.208 and 200.339, FEMA may place a hold on funds until the matter is corrected, or additional information is provided per 2 C.F.R. § 200.339, or it may do both. Similar remedies for noncompliance with certain federal civil rights laws are authorized pursuant to 44 C.F.R. Parts 7 and 19.

In the event the noncompliance is not able to be corrected by imposing additional conditions or the recipient or subrecipient refuses to correct the matter, FEMA might take other remedies allowed under 2 C.F.R. § 200.339. These remedies include actions to disallow costs, recover funds, wholly or partly suspend or terminate the award, initiate suspension and debarment proceedings, withhold further federal awards, or take other remedies that may be legally available. For further information on termination due to noncompliance, see the section on Termination Provisions in the NOFO.

FEMA may discover and take action on noncompliance even after an award has been closed. The closeout of an award does not affect FEMA's right to disallow costs and recover funds as long the action to disallow costs takes place during the record retention period. *See* 2 C.F.R. §§ 200.334, 200.345(a). Closeout also does not affect the obligation of the non-federal entity to return any funds due as a result of later refunds, corrections, or other transactions. 2 C.F.R. § 200.345(a)(2).

The types of funds FEMA might attempt to recover include, but are not limited to, improper payments, cost share reimbursements, program income, interest earned on advance payments, or equipment disposition amounts.

FEMA may seek to recover disallowed costs through a Notice of Potential Debt Letter, a Remedy Notification, or other letter. The document will describe the potential amount owed, the reason why FEMA is recovering the funds, the recipient's appeal rights, how the amount can be paid, and the consequences for not appealing or paying the amount by the deadline.

If the recipient neither appeals nor pays the amount by the deadline, the amount owed will become final. Potential consequences if the debt is not paid in full or otherwise resolved by the deadline include the assessment of interest, administrative fees, and penalty charges; administratively offsetting the debt against other payable federal funds; and transferring the debt to the U.S. Department of the Treasury for collection.
FEMA notes the following common areas of noncompliance for FEMA's grant programs:

- Insufficient documentation and lack of record retention;
- Failure to follow the procurement under grants requirements;
- Failure to submit closeout documents in a timely manner;
- Failure to follow EHP requirements; and,
- Failure to comply with the POP deadline.

10. Audits

FEMA grant recipients are subject to audit oversight from multiple entities including the DHS OIG, the GAO, the pass-through entity, or independent auditing firms for single audits, and may cover activities and costs incurred under the award. Auditing agencies such as the DHS OIG, the GAO, and the pass-through entity (if applicable), and FEMA in its oversight capacity, must have access to records pertaining to the FEMA award. Recipients and subrecipients must retain award documents for at least three years from the date the final FFR is submitted, and even longer in many cases subject to the requirements of 2 C.F.R. § 200.334. In the case of administrative closeout, documents must be retained for at least three years from the date of closeout, or longer subject to the requirements of 2 C.F.R. § 200.334. If documents are retained longer than the required retention period, the DHS OIG, the GAO, and the pass-through entity, as well as FEMA in its oversight capacity, have the right to access these records as well. *See* 2 C.F.R. §§ 200.334, 200.337.

Additionally, non-federal entities must comply with the single audit requirements at 2 C.F.R. Part 200, Subpart F. Specifically, non-federal entities, other than for-profit subrecipients, that expend $750,000 or more in federal awards during their fiscal year must have a single or program-specific audit conducted for that year in accordance with Subpart F. 2 C.F.R. § 200.501. A single audit covers all federal funds expended during a fiscal year, not just FEMA funds. The cost of audit services may be allowable per 2 C.F.R. § 200.425, but non-federal entities must select auditors in accordance with 2 C.F.R. § 200.509, including following the proper procurement procedures. For additional information on single audit reporting requirements, see section III of this NOFO under the header "Single Audit Report" within the subsection "Additional Reporting Requirements".

The objectives of single audits are to:

- Determine if financial statements conform to generally accepted accounting principles (GAAP);
- Determine whether the schedule of expenditures of federal awards is presented fairly;
- Understand, assess, and test the adequacy of internal controls for compliance with major programs; and,
- Determine if the entity complied with applicable laws, regulations, and contracts or grants.

For single audits, the auditee is required to prepare financial statements reflecting its financial position, a schedule of federal award expenditures, and a summary of the status of prior audit findings and questioned costs. The auditee also is required to follow up and take appropriate corrective actions on new and previously issued but not yet addressed audit findings. The auditee must prepare a corrective action plan to address the new audit findings. 2 C.F.R. §§ 200.508, 200.510, 200.511.

Non-federal entities must have an audit conducted, either single or program-specific, of their financial statements and federal expenditures annually or biennially pursuant to 2 C.F.R. § 200.504. Non-federal entities must also follow the information submission requirements of 2 C.F.R. § 200.512, including submitting the audit information to the Federal Audit Clearinghouse within the earlier of 30 calendar days after receipt of the auditor's report(s) or nine months after the end of the audit period. The audit information to be submitted include the data collection form described at 2 C.F.R. § 200.512(c) and Appendix X to 2 C.F.R. Part 200 as well as the reporting package described at 2 C.F.R. § 200.512(b).

The non-federal entity must retain one copy of the data collection form and one copy of the reporting package for three years from the date of submission to the Federal Audit Clearinghouse. 2 C.F.R. § 200.512; *see also* 2 C.F.R. § 200.517 (setting requirements for retention of documents by the auditor and access to audit records in the auditor's possession).

FEMA, the DHS OIG, the GAO, and the pass-through entity (if applicable), as part of monitoring or as part of an audit, may review a non-federal entity's compliance with the single audit requirements. In cases of continued inability or unwillingness to have an audit conducted in compliance with 2 C.F.R. Part 200, Subpart F, FEMA and the pass-through entity, if applicable, are required to take appropriate remedial action under 2 C.F.R. § 200.339 for noncompliance, pursuant to 2 C.F.R. § 200.505.

11. Payment Information

FEMA uses the Direct Deposit/Electronic Funds Transfer (DD/EFT) method of payment to recipients. Payment requests are submitted through FEMA GO.

12. Whole Community Preparedness

Preparedness is a shared responsibility that calls for the involvement of everyone—not just the government—in preparedness efforts. By working together, everyone can help keep the

nation safe from harm and help keep it resilient when struck by hazards, such as natural disasters, acts of terrorism, and pandemics.

Whole Community includes:

- Individuals and families, including those with access and functional needs
- Businesses
- Faith-based and community organizations
- Nonprofit groups
- Schools and academia
- Media outlets
- All levels of government, including state, local, tribal, territorial, and federal partners

The phrase "Whole Community" often appears in preparedness materials, as it is one of the guiding principles. It means two things:

1. Involving people in the development of national preparedness documents; and,
2. Ensuring their roles and responsibilities are reflected in the content of the materials.

13. Appendix A – FY 2022 SAFER Program Updates

Appendix A contains a brief list of changes between FY 2021 and FY 2022 to the SAFER Program. The FY 2022 SAFER Program funding notice contains some changes to definitions, descriptions, and priority categories. Changes include:

- Under Application Review Information
  - FEMA will only review SAFER applications that fall within the competitive range instead of reviewing every application.

- Under Additions to the Application:
  - The NFPA 1710 and 1720 standards concerning personnel deployment and response times to fires and medical emergencies were updated in the application tables to reflect NFPA 1710/1720 standards.

- Under R&R Activity – Eligible Costs:
  - Length of Service Award Program was moved to high priority.

14. Appendix B – Programmatic Information and Priorities

Appendix B contains details on SAFER Program information and priorities. Reviewing this information may help applicants make their application(s) more competitive.

a. Ineligible Applications and/or Organizations

Volunteer and combination fire departments may apply for funding under both the Hiring Activity and the R&R Activity; however, departments must complete separate applications for each activity. Applicants are limited to one application per activity, per application period. If an applicant submits two applications for the same activity during a single application period, FEMA will disqualify both applications.

If two or more of the following entities have different funding streams, personnel rosters, and EINs but share the same facilities, FEMA considers them as being separate organizations for the purposes of FY 2022 SAFER Program eligibility:

- Fire departments
- National, state, local, federally recognized tribal, and non-profit interest organizations

However, if two or more organizations share facilities and each submits an application in the same activity (e.g., Hiring of Firefighters), FEMA reserves the right to review and compare all of those program area applications to determine eligibility and review for potential overlap to avoid duplication of benefits.

Examples of ineligible applications and/or organizations include:

- For-profit organizations, federal agencies, and individuals;
- Fire departments that are a Federal Government entity, or contracted by the Federal Government, and are solely responsible under a formally recognized agreement for suppression of fires on federal installations or land;
- Fire departments that are not independent entities but are part of, controlled by, or under the day-to-day operational command and control of a larger department, agency or AHJ;
    - However, if a fire department is considered to be the same legal entity as a municipality or other governmental organization, and otherwise meets the eligibility criteria, that municipality or other governmental organization may apply on behalf of that fire department as long as the application clearly states that the fire department is considered part of the same legal entity.
- State or local agencies, or subsets of any governmental entities, or any authorities that do not meet the requirements as defined by 15 U.S.C. § 2229a(a)(1)(A) and (a)(2);
- Ambulance services, emergency medical service organizations, rescue squads, auxiliaries, dive teams, and urban search and rescue teams; and,
- Non-federal airport or port authority fire departments whose sole responsibility is the suppression of fires on the airport grounds or port facilities, unless the airport/port fire department has a formally recognized arrangement with the local jurisdiction to provide fire suppression on a first-due basis outside the confines of the airport or port facilities.

- Eligible applicants may submit only one application for each eligible activity (Hiring Activity and R&R Activity); all submissions of duplicate applications may be disqualified.
- If an applicant submits two or more applications for the same activity, both applications may be disqualified.
    - This is different from when where an entity is applying on behalf of other organizations that are agencies or instrumentalities of the applicant (e.g., multiple fire departments under the same county, city, borough, parish, or other municipality). In that situation, the applicant may request similar or the same costs as long as the application clearly states which costs (including quantities) are for which agency/instrumentality. This is permissible even if that entity submits multiple applications across regional versus direct applications.

b. ***Supporting Definitions for this NOFO***

Attrition is a gradual reduction in work force without laying off personnel, e.g., when workers resign or retire and are not replaced.

Authority Having Jurisdiction (AHJ) is that person or office charged with enforcing the NFPA codes (Per NFPA101-2015 Edition: Life Safety Code).

Automatic Aid is a plan developed between two or more fire departments for immediate joint response on first alarms (Per NFPA 1710 – 2020 edition and NFPA 1720 – 2020).

Benefits, as defined in 2 C.F.R. § 200.431, means the regular compensation paid to employees during periods of authorized absences from the job, e.g., vacation leave, sick leave, military leave. Benefits may include employer contributions or expenses for social security, employee insurance, workmen's compensation, and pension plan costs, and the like, whether treated as indirect costs or as direct costs, and are also eligible and shall be distributed to particular awards and other activities in a manner consistent with the pattern of benefits accruing to the individuals or group of employees whose salaries and wages are chargeable.

Career Fire Department, as defined in 15 U.S.C. § 2229, means a fire department that has an all-paid force of firefighting personnel other than paid-on-call firefighters.

Combination Fire Department, as defined in 15 U.S.C. § 2229, means a fire department that has paid firefighting personnel and volunteer firefighting personnel. FEMA considers a fire department with firefighting personnel paid a stipend, on a per event basis, or paid on-call, to be a combination fire department.

Emergency Medical Services Organization is a public or private organization that provides direct emergency medical services, including medical transport.

Fire Department is an agency or organization that has a formally recognized arrangement with a state, territory, local government, or tribal authority (city, county, parish, fire district, township, town, village, or other governing body) to provide fire suppression on a first-due basis to a fixed geographical area. Fire departments may be comprised of members who are volunteer, career, or a combination of volunteer and career.

Firefighter is an individual having the legal authority and responsibility to engage in fire suppression; employed by a fire department of a municipality, county, fire district, or state, engaged in the prevention, control, and extinguishing of fires; and/or responding to emergency situations in which life, property, or the environment is at risk. This individual must be trained in fire suppression, but may also be trained in emergency medical care, hazardous materials awareness, rescue techniques, and any other related duties provided by the fire department.

Formal Layoff Notice is official notice of a layoff. Any layoff notice should align with the local rules and regulations that govern civil service employment in the jurisdiction. In order to be reasonable to employees, and to provide employees facing layoff actions a clear understanding of the impending action, any notice of layoff should be in writing and delivered to a specific employee affected by the action. The notice should identify a specific date employment will cease or specific event that would trigger the termination of employment. The notice should be delivered or otherwise presented directly to the affected employee in advance of the layoff action in accordance with the civil service provisions or union agreement in force in the jurisdiction taking action (e.g., 60 days prior to the effective date of the layoff action). The notice should specify whether the action is permanent or temporary, as well as provide the anticipated schedule of layoffs.

Initial Full Alarm Assignment is the personnel, equipment, and resources ordinarily dispatched upon notification of a structural fire.

Majority Career departments are considered majority career if more than 50% of the active firefighting membership is salaried staff.

Majority Volunteer departments are considered majority volunteer if more than 50% of the active firefighting membership is NOT compensated for service other than a nominal stipend and/or insurance.

Mutual Aid is a written intergovernmental agreement between agencies and/or jurisdictions stating that they will assist one another on request by furnishing personnel, equipment, and/or expertise in a specified manner (NFPA 1710 Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments, 2020 edition; and NFPA 1720 Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Volunteer Fire Departments, 2020 Edition).

National, State, Local, or Federally Recognized Tribal Organizations that Represent the Interests of Volunteer Firefighters are organizations that support or represent the interests of firefighters in front of legislative bodies at the local, state, tribal, and/or federal level. Such organizations include, but are not limited to, state or local firefighter and/or fire chiefs' associations; and volunteer firefighter relief organizations and associations. FEMA shall make the final determination as to whether an applicant is an appropriate volunteer firefighter interest group.

New Recruit is a volunteer that joins the department with the intent to serve as a firefighter, after the recipient is notified of the grant award (the date of the award notification email in the FEMA GO mail center).

Nominal Stipend is a stipend that does not exceed 20% of what the fire department would otherwise pay to hire a full-time firefighter to perform the services for which the stipend is provided. Whether a stipend falls above or below the 20% threshold may be determined in one of two ways. Departments that maintain paid full-time firefighters on their payrolls may compare the stipend to the salary they pay a full-time firefighter who performs similar services to determine whether the stipend is more or less than 20% of that salary.

Departments that do not maintain full time firefighters on their payrolls may make the determination based on a comparison to the salary paid to a full-time firefighter in a neighboring jurisdiction, elsewhere in the state or ultimately the nation, and may also utilize data from the U.S. Department of Labor's Bureau of Labor Statistics. A nominal stipend may also include reimbursements to volunteer firefighters for approximate out-of- pocket expenses they incur.

If a stipend paid exceeds 20% of the prevailing wage calculated as described above, then the firefighter receiving compensation would not qualify as a volunteer and is considered an employee who may be covered by the Fair Labor Standards Act (FLSA) minimum wage and overtime provisions.

Operational Budget is the funding supporting fire-related programs and/or emergency response activities (e.g., salaries, maintenance, equipment, apparatus).

Operational Position is a position with a primary assignment (more than 50% of time) on a fire suppression vehicle, regardless of collateral duties, in support of the department's NFPA 1710 or NFPA 1720 compliance.

Paid-on-Call is defined as firefighters who are paid a stipend for each event to which they respond. Paid-on-call firefighters may be considered paid firefighters or volunteer firefighters, depending on whether the stipend they receive is a nominal stipend. For the purposes of this SAFER Program, a department whose membership is comprised of all volunteer firefighters, including any paid-on-call firefighters who receive only a nominal stipend, will be considered a volunteer fire department. Also, for the purposes of this

SAFER Program, a department whose membership is composed of any paid-on-call firefighters who receive more than a nominal stipend will be considered a combination fire department. Also refer to the definition of a nominal stipend.

Part-Time Firefighter is a firefighter who works less than 40 hours per week. When more than one part-time firefighter shares a position that results in work in excess of 40 hours per week, FEMA considers that shared assignment to be a Full-Time Equivalent position that must be accounted for in the staffing information provided in the application.

Primary First Due is a geographic area surrounding a fire station in which a company from that station is projected to be first to arrive on the scene of an incident.

Salary is a fixed payment made by an employer to an employee to compensate for a regular work schedule. Typically, the payment is made on a monthly, biweekly, or weekly basis but often expressed as an annual sum. The salary structure should be documented in writing by the employer. Note: Only costs for overtime that an employer routinely pays as a part of a firefighter's regularly scheduled and contracted shift hours to comply with FLSA are eligible salary costs under the Hiring Activity.

State is defined as any of the 50 states, the District of Columbia, Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands.

Staffing and Deployment is the minimum staffing requirements to ensure a sufficient number of members are available to operate safely and effectively as defined in NFPA 1710 and 1720.

Supplanting is to replace or take place of funds that would otherwise be available from state or local sources, or the Bureau of Indian Affairs.

Volunteer Fire Department, as defined in 15 U.S.C. § 2229, means a fire department that has an all-volunteer force of firefighting personnel.

c. ***Application Tips***

The following information may be useful when preparing a competitive application:

i. NFPA – "FREE ACCESS": as part of its commitment to enhancing public safety and supporting the emergency responder, the NFPA makes its codes and standards available online for free. Please visit http://www.nfpa.org/freeaccess.
ii. For the most competitive applications, select those local need(s) that most closely align with one or more SAFER Program funding priorities.
iii. Applications differ based on the applicant type. For example, the Hiring Activity application will be different from the fire department application for the R&R Activity; the R&R application will be different for a fire department than an interest organization. Be sure to select the appropriate applicant type when applying.

iv. When filling out the online application, applicants are required to provide basic demographic information regarding their organization and the community served, and must provide detailed information regarding the items or activities for which they are seeking funding.
v. If awarded, the application request(s) may be modified during the award review process; if the awarded activities, Scope of Work, or amount(s) do not match the application as submitted, the grant recipient shall only be responsible for completing the activities actually funded. The grant recipient is under no obligation to start, modify, or complete any activities requested, but not funded by this award. Please review the Award Package.

d. ***Funding Limitations***

Specific funding parameters are either required by law or are the outcome of recommendations from the CDP. Each requirement is identified below, followed by the source of the requirement noted in parentheses:

- A total of 10% of the funding appropriated for FY 2022 SAFER Program awards is set aside for the recruitment and retention of volunteer firefighters (15 U.S.C. § 2229a(a)(2)).
    - No more than 33% of the total amount allocated for the recruitment and retention of volunteers can be awarded to national, state, local, territorial, or federally recognized tribal organizations that represent the interests of volunteer firefighters (CDP).
- A total of 10% of funding appropriated for FY 2022 SAFER Program awards is set aside for grants awarded to all volunteer or majority volunteer departments for hiring of firefighters (15 U.S.C. § 2229a(a)(1)(H)).
    - A majority volunteer fire department is one that more than half its personnel do not receive financial compensation for their services, other than life, health, and worker's compensation insurance, or a nominal stipend payment, including certain paid-on-call personnel. Although applications are normally awarded based on total score (high to low), in order to meet this 10% statutory set aside the SAFER Program Office may be required to fund an application that meets the criteria for the set aside instead of a higher-scoring application that does not meet the set aside criteria (15 U.S.C. § 2229a(a)(1)(H)).
    - If FEMA awards less than 10% of the funds available for the hiring of firefighters to volunteer and majority volunteer fire departments, it must transfer the remaining funds to provide grants for the recruitment and retention of volunteer firefighters (15 U.S.C. § 2229a(a)(1)(H)).

e. ***Restrictions on Uses of Award Funds***

- Under the R&R Activity, applications that request a Staffing Needs Assessment and/or Risk Assessment project are precluded from applying for additional R&R-related activities.

- Applicants may not use award funds for matching funds for any other federal grants/cooperative agreements, lobbying, or intervention in federal regulatory or adjudicatory proceedings.
- Applicants may not use federal funds to sue the Federal Government or any other government entity.

f. ***Funding Priorities***

Meeting the National Standards

FEMA prioritizes bringing non-compliant (NFPA 1710 or 1720) departments into compliance in the most cost-effective manner.

FEMA will ask applicants general questions about the NFPA standard they are attempting to meet as well as their current ability to meet that standard (without the use of overtime). FEMA will also ask applicants to indicate what their ability will be to meet that same standard if awarded grant funds.

Having additional firefighters on staff should improve a local fire department's ability to comply with the staffing, response, and operational standards that enhance community and firefighter safety.

Applications resulting in the largest percentage increases in compliance with the relevant section of NFPA 1710 (for career departments) or 1720 (for volunteer departments) receive higher pre-scores than applications resulting in smaller percentage increases in compliance.

Note: SAFER Program grants focus only on the Deployment, or Staffing and Deployment sections of these two standards, respectively.

- NFPA 1710 Assembly Requirements – Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Department (Section 5.2.4.1 – Single-Family Dwelling Initial Full Alarm Assignment Capability). This standard applies primarily to career fire departments and combination departments if the combination department chooses it.
- NFPA 1720 Assembly Requirements – Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Volunteer Fire Departments (Section 4.3 – Staffing and Deployment). This standard applies primarily to all-volunteer fire departments, but it may also apply to combination departments if the combination department does not choose to comply with the NFPA 1710 standard.

g. ***Hiring Activity Overview***

Grants awarded under the Hiring Activity enable volunteer, combination, and career fire departments to improve or restore staffing levels to attain a more effective level of response and a safer incident scene. FEMA awards Hiring Activity grants directly to volunteer,

combination, and career fire departments to help fire departments increase their cadre of frontline firefighters by providing financial assistance in three categories:

i. Rehire: Rehiring firefighters who were laid off within the two years prior to the start of the application period;
ii. Retention: Retaining firefighters facing imminent layoff (within 120 days of the close of the application period); or,
iii. New Hire: Hire new, additional firefighters.

All of the following are considerations in pre-scoring and peer review determinations: High (H), Medium (M), Low (L)

1. **Compliance with NFPA Standards**
   The tables below identify the priority levels for current and new compliance with the NFPA 1710/1720 standards discussed in subsection f. Funding Priorities - Meeting the National Standards of this NOFO.

Current (Pre-Award) 1710/1720 Compliance Priorities	
H Never or 0%	M Half of the time or 40-59%
H Rarely or 1-19%	L Very often or 60-79%
M Sometimes or 20-39%	L Most of the time or 80-100%

New (Post-Award) 1710/1720 Compliance Priorities	
H Always or 91-100%	M Half of the time or 40-59%
H Most of the time or 80-90%	L Sometimes or 20-39%
M Very often or 60-79%	L Rarely or 0-19%

2. **Call Volume and Population Served**
   Department call volume and population served are both factors in the initial application evaluation. Departments responding to a higher number of incidents and departments that protect a larger jurisdiction will receive higher consideration than those departments responding to fewer incidents and protecting smaller jurisdictions.

3. **Firefighter Health Measures**
   The health and well-being of firefighters is of paramount importance. Therefore, applicants who indicate newly hired firefighters will undergo an entry-level physical and receive immunizations and who indicate they will provide annual medical exams receive higher consideration than applicants who do not specify that these benefits will be provided. To qualify for this higher consideration, the physicals must be consistent with those required under NFPA 1582 Chapter 6, Medical Evaluations of Candidates 6.1, and Chapter 9, Essential Job Tasks – Specific Evaluation of Medical Conditions in Members.

   Applicants should note that FEMA is working with the NFPA Technical Committee on Fire Service Occupational Safety and Health to evaluate whether the NFPA 1582

standard complies with applicable federal civil rights laws. No decisions have been made and FEMA will issue additional guidance if and when more information becomes available.

Entry-Level Medical Exams	
H NFPA 1582-compliant physicals	M Non-NFPA 1582-compliant physicals

Annual Medical Exams	
H NFPA 1582-compliant physicals	M Non-NFPA 1582-compliant physicals

4. Training Requirements
Applicants will receive higher pre-scores if the personnel funded under the grant will meet the minimum EMS training and certification requirements prescribed by the AHJ.

h. R&R Activity – Fire Departments Overview
Grants awarded under the R&R Activity - Fire Departments assist fire departments with the recruitment and retention of volunteer firefighters who are involved with or trained in the operations of firefighting and emergency response. The grants are intended to create a net increase in the number of trained, certified, and competent firefighters capable of safely responding to emergencies within the recipient's response area.

All of the following are considerations in pre-scoring and peer review determinations. Program priorities are listed as: High (H), Medium (M), or Low (L).

1. Compliance with NFPA Standards
The highest priority is to assist departments experiencing a high rate of turnover and that have staffing levels significantly below the ideal staffing level required to comply with NFPA standard 1710 or 1720 as discussed in subsection f. Funding Priorities - Meeting the National Standards of this NOFO.

2. Volunteer Membership
Departments or organizations with the highest percentage of volunteers should benefit the most from the recruitment and retention of volunteer firefighters. Therefore, applicants whose membership is comprised of mostly volunteer members, or have a significant number of volunteer firefighters, receive higher consideration.

Percentage of Volunteer Firefighters	
H 91-100%	M 41-50%
H 81-91%	M 31-40%
H 71-80%	L 21-30%
H 61-70%	L 11-20%
M 51-60%	L 1-10%

3. Call Volume
Department call volume is a factor in the initial evaluation. Departments responding to a

higher number of incidents receive higher consideration.

4. **Firefighter Health Measures**

Applicants who indicate the newly recruited firefighters will undergo an entry-level physical and receive immunizations, and who indicate they will provide annual medical exams receive higher consideration. To qualify for this higher consideration, the physicals must be consistent with those required under NFPA 1582 Chapter 6, Medical Evaluations of Candidates, and Chapter 9, Essential Job Tasks – Specific Evaluation of Medical Conditions in Members. Applicants who provide worker's compensation/ Accidental Death & Dismemberment (AD&D) benefits to their members receive higher consideration than applicants who do not specify these benefits will be provided.

Applicants should note that FEMA is working with the NFPA Technical Committee on Fire Service Occupational Safety and Health to evaluate whether the NFPA 1582 standard complies with applicable federal civil rights laws. No decisions have been made and FEMA will issue additional guidance if and when more information becomes available.

Entry-Level Medical Exams	
H NFPA 1582-compliant physicals	M Non-NFPA 1582-compliant physicals

Annual Medical Exams	
H NFPA 1582-compliant physicals	M Non-NFPA 1582-compliant physicals

5. **Firefighter Training and Certification Requirements**

Firefighter	
H Both Firefighter (FF) II/Emergency Medical Technician (EMT)	M FF I
H FF II	L First Responder
M Both FF I/EMT	

6. **R&R Coordinator/Program Manager/Grant Administrator**

R&R Coordinator
H Applicants who currently have a coordinator, program manager, or grant administrator in place
M Applicants who request grant funding for a coordinator, program manager, or grant administrator's position
L Applicants who do not have, or are not requesting, a coordinator, program manager, or grant administrator

7. Regional Requests

Applications that will have a direct regional or local benefit beyond the immediate boundaries of the applicant's first-due area will receive higher consideration.

A regional request is an opportunity for an eligible R&R Activity organization to act as a host and apply for funding on behalf of itself and any number of other participating R&R Activity eligible organizations. Regional activities should achieve cost effectiveness, support regional efficiency and resilience, and have a direct regional or local benefit to more than one local jurisdiction (county, parish, town, township, city, or village). Direct regional or local benefit means that other eligible organizations will receive a portion of the grant-awarded funds, will receive items purchased with the grant funds, or share an item purchased with grant funds.

The community identification characteristic, the organizational status of the applicant, and the permanent resident population should be entered for the host entity, regardless of the composition of the participating partners.

Regional populations served are the aggregate of the geographically fixed areas of the host and participating partner organizations.

Neither the regional host nor any participating partner is prevented from also applying on behalf of their own organization for any SAFER Program Activity. However, it cannot be for the same item.

In completing the application, the host applicant must include a list of all participating organizations, including a point of contact and phone number for each organization that will directly benefit from the regional project if they receive the grant. The organizations that will benefit from the R&R Activity may also apply for funding under the SAFER Program as long as the organizations do not apply for a project or activity that could conflict with or duplicate the host applicant's project. Applicants must also certify that they will ensure the organizations participating in this application have not received grants for similar items/activities.

To apply for a regional project, the host organization must agree, if awarded, to be responsible for all aspects of the grant. This includes, but is not limited to, cost share, accountability for the assets, and all reporting requirements in the regional application.

All participants of a regional application must be compliant with SAFER Program requirements, including being current with past grants, closeouts, and other reporting requirements. Upon notification by the SAFER Program Office, the host agency shall not distribute grant-funded assets or provide grant-funded contractual services to non-compliant partner organizations. The host and the delinquent partners will be notified by the SAFER Program Office of their specific deficiency.

Regional host applicants and participating partner agencies must execute a Memorandum of Understanding (MOU) or equivalent document signed by the host and all participating organizations participating in the award. The MOU must specify the individual and mutual responsibilities of the host and participating partners, the host's and participants' level of involvement in the project(s), the participating partners' EINs, and the proposed distribution of all grant-funded assets or contracted services. Any entity named in the application as benefiting from the award must be an eligible SAFER Program organization and must be a party to the MOU or equivalent document. **Copies of the MOU or equivalent document should be submitted as an attachment in the application**.

i. **R&R Activity – National, State, Local, Territorial, or Federally Recognized Tribal Volunteer Firefighter Interest Organizations (Interest Organizations) Overview** Grants awarded under the R&R Activity – Interest Organizations allows applicants who identify as an Interest Organization to apply for R&R Activity funding. The grants are intended to create an aggregate increase in the number of trained, certified, and competent firefighters capable of safely responding to emergencies on behalf of the fire departments being represented. For this reason, projects that are comprehensive in nature and based on a clear needs assessment, implementation plan, evaluation plan, and have, or will establish, fire service partnerships will receive higher consideration.

In completing the application, the applicant must include data that approximates the characteristics of the entire region and/or all fire departments affected by the grant. If awarded, recipients may be required to provide documentation of each fire department's consent to participate in the application. Applicants must also certify that they will ensure the fire departments participating in this application have not received grants for similar items/activities. The following identifies the elements that the applications will be evaluated on during the pre-scoring process. Automated (pre-score) evaluation scores represent 30% of the total application score.

All of the following are considerations in pre-scoring and peer review determinations. Program priorities are listed as: High (H), Medium (M), or Low (L).

1. **Compliance with NFPA Standards**
   The highest priority is to assist departments experiencing a high rate of turnover that have staffing levels significantly below the ideal staffing level required to comply with NFPA standards 1710 or 1720 as discussed in subsection f. Funding Priorities - Meeting the National Standards of this NOFO. Interest Organizations that currently have the lowest recruitment and retention rates among the entire region and/or all fire departments benefitting from the grant funds receive higher consideration for funding.

2. **R&R Coordinator/Program Manager/Grant Administrator**

R&R Coordinator
H Applicants who currently have a coordinator, program manager, or grant administrator in place
M Applicants who request grant funding for a coordinator, program manager, or grant administrator's position
L Applicants who do not have, nor are not requesting, a coordinator, program manager, or grant administrator

3. **Needs Assessment**

Needs Assessment	
H Applicants with projects based on a needs assessment	L Applicants with projects that are not based on a needs assessment

4. **Fire Service Partnerships**

Fire Service Partnerships	
H Applicants who have, or will establish, fire service partnerships as part of this project	L Applicants who will not have, nor establish, fire service partnerships as part of this project

*j. **Eligible and Ineligible Costs and Requirements***

Regardless of the eligibility of any costs requested or the results of the review of the application conducted in accordance with Section E – Application Review Information of this NOFO, FEMA reserves the right to approve the activities requested in an application in whole or in part.

Hiring Activity – Eligible Costs and Requirements
Eligible Costs: • Salary and associated benefits (actual payroll expenses) for the positions funded under the SAFER Program grant are eligible. Costs are reimbursable if they are included as part of the standard package, available to all operational firefighter positions, contractually obligated, and reimbursed via payroll. Refer also to the definitions in Appendix B – Programmatic Information and Priorities, subsection b. Supporting Definitions for this NOFO. • Compensation for a firefighter's normal, contracted work schedule is reimbursable, but overtime costs are not eligible for reimbursement by the SAFER Program grant award (including overtime for holdovers, extra shifts, to attend training, etc.). Only costs for overtime that the fire department routinely pays as a part of the base salary or a firefighter's regularly scheduled and contracted shift hours, in order to comply with

FLSA, are eligible. For more information on FLSA, please visit the U.S. Department of Labor.
- Salaries and benefits of firefighters hired with SAFER Program funding while they are engaged in initial recruit training are eligible.

Eligibility Requirements:
- Only firefighters hired (**New Hire category**) or rehired (**Rehire category)** after the SAFER Program grant offer of award (except if awarded under the Retention category) are eligible for grant funding.
- Only full-time positions are eligible for funding in all three categories. A full-time position is one position that is funded for at least 2,080 hours per year, e.g., 40 hours per week, 52 weeks per year.
- SAFER Program grant funds will only pay for operational positions, in all three categories, whose primary assignment (more than half the time) is on a fire suppression vehicle, regardless of collateral duties.
- Volunteer and mostly volunteer fire departments may also hire individuals to fill officer-level positions (e.g., chief, fire inspector, training officer, safety officer) in addition to their primary operational assignment.
- Eligible positions for funding under the **Rehire category** must have been laid off in the two years prior to the start of the application period on ***February 13, 2023.** Copies of the official, signed, and issued layoff notices will be required at the time of application.
- Firefighters who have been issued a formal layoff notice, which includes a specific date for the layoff action, prior to the start of the application period, and those who face imminent layoff – within 120 days of the close of the application period – are eligible for SAFER Program funding under the **Retention category**. As the application period closes on ***March 17, 2023**, the layoffs must become effective on or before ***July 15, 2023**. Copies of the official, signed, and issued layoff notices will be required at the time of application.
- Eligible positions under the **Retention category** must be employees of the department at the time the application is submitted. **Note:** if a retention position becomes vacant after the application is submitted, departments must fill the vacancy with a new hire in order to maintain the operational staffing level.
- A layoff notice that is not executed within the specified terms will be considered void (unless an additional notice is provided within 14 days of the original action date) and will not qualify for funding in the Rehire or Retention categories. Applicants who do not meet these parameters must apply under the **New Hire category**.
- Any layoff action not executed in accordance with the terms of the official layoff notice, or which does not meet the above requirements will not qualify for funding in the Rehire or Retention categories. Applicants who do not meet these parameters must apply under the **New Hire category**.

Hiring Activity - Ineligible Costs

- The salaries and benefits of full-time firefighters who are employees at the time of grant award (except under the Retention category) are ineligible to be funded under this grant.
- Job-sharing positions (e.g., utilizing more than one person to fill a full-time SAFER Program-funded position) are ineligible.
- The SAFER Program may not be used to fund promotions (e.g., to pay a current member a higher salary by placing him/her in a new SAFER Program-funded position).
- Pre-application costs, such as grant writer fees, administrative costs (e.g., physicals/ medical exams, background checks), and indirect costs associated with hiring firefighters are ineligible.
- Costs to train and equip firefighters (e.g., PPE/Turnout Gear) are ineligible (this does not include the salaries and benefits of firefighters hired under the SAFER Program while they are engaged in training).
- Costs for additional benefits such as uniform allowances, education stipends, meal allowance, etc., that are not contractually obligated, included as part of the standard benefits package for all employees, and reimbursed via payroll are ineligible.
- Costs of annual physicals/medical exams are ineligible.
- Overtime costs (including overtime for holdovers, extra shifts, to attend training, etc.) are ineligible (except as noted in "eligible costs" above).
- M&A costs.
- Indirect costs.

R&R Activity – Eligibility Requirements

- Applicants must correlate the activities for which funding is requested and the identified recruitment or retention problems or issues to be addressed. FEMA will not fund a budget line item if an applicant does not provide sufficient information detailing how it will enhance recruitment and retention. Allowable costs may be limited to reasonable amounts, as determined by FEMA.
- Applicants who propose to focus on retention of volunteers will receive equal consideration as applicants focusing on recruitment of volunteers. A focus on retention may include providing incentives for volunteer firefighter members to continue service in a fire department.
- SAFER Program grant funds may only be used for volunteer firefighters who are involved with, or trained in, the operations of firefighting and emergency response.
- FEMA recommends that departments consult their AHJ or the department's legal counsel to understand the full legal and financial implications involved with implementing or sustaining programs that offer benefits or financial awards to firefighters (e.g., stipends, Length of Service Award Program [LOSAP]/Retirement Program).
- All grant-related purchases and activities must be incurred, received, and completed within the period of performance. The period of coverage and/or service delivery on all contracts and agreements may not begin prior to or extend beyond the period of

R&R Activity – Eligibility Requirements
performance of the grant. FEMA may permit prorated costs to be charged to the grant for training courses that begin during the period of performance but end after the period of performance ends. • All funded activities under the R&R Activity must be governed by formally adopted Standard Operating Procedures (SOPs). Minimally, these SOPs should specify who qualifies for each of the incentives, specific requirements for earning the incentives, and the disposition of the awarded incentives if an individual fails to fulfill the stipulations. FEMA may ask for copies of SOPs prior to, or after being awarded.

R&R Activity – Eligible Costs: High Priority

• Costs to support a staffing needs assessment identifying the operational staff and support that are required to carry out fire department responsibilities safely and effectively (e.g., supplies for data collection, contractors or personnel to collect and analyze data, software programs, etc.).
  ○ **Note**: If a staffing needs assessment is requested and the application is selected for funding, the staffing needs assessment will be the only activity that will be funded.
• Costs to support a R&R Coordinator, a Program Manager, and/or a Grant Administrator (including reasonable salary, fringe benefits, contract support, supplies, travel, etc.). **Note**: computers for these positions are low priority items.
• Marketing Program to recruit new volunteer firefighters, such as:
  ○ Media advertising (e.g., television, radio, social media);
  ○ Print advertising (e.g., newspapers, billboards, signs, banners, brochures, flyers); and,
  ○ LED/electronic sign. **Note:** this is a high priority item only when included as part of a comprehensive marketing program. Only one LED/electronic sign is allowed per applicant and 75% of usage must be dedicated to R&R activities – additional restrictions apply (for details see Section F - Environmental Planning and Historic Preservation (EHP) Compliance of this NOFO).
  ○ **Note**: If requesting funds to recruit new members, a marketing plan must be in place or the application must show a marketing plan will be implemented either with grant funds (requested as a line item) or that the applicant will implement a marketing plan using existing department resources.
• New Member Costs. Only one entry-level physical per new recruit. Physicals for existing members are not eligible. All grant-funded physicals (except those for explorers/cadets) must meet NFPA 1582 standards (Chapter 6, Medical Evaluations of Candidates 6.1, and Chapter 9, Essential Job Tasks – Specific Evaluation of Medical Conditions in Members). The cost of physicals should be based on local physician or health center prices. Detailed information on implementing NFPA 1582 physicals can be found at Roadmap | FSTAR (fstaresearch.org).
  ○ **Note**: annual physicals are only eligible if the applicant is also requesting grant funds to provide NFPA 1582 entry-level physicals for new recruits; annual

R&R Activity – Eligible Costs: High Priority
physicals are only eligible for the same new recruits. Physicals or annual exams for any other members are not eligible. o Only actual costs for physicals are allowed and will be paid on a reimbursable basis. To receive reimbursement, recipients must provide invoices/proof of payment (e.g., canceled checks, bank statements, electronic funds transfers) to support the cost for physicals. • New recruit basic training that is not covered under a department's normal operating budget, and as required by the AHJ to meet minimum firefighter certification (e.g., cardiopulmonary resuscitation [CPR], First Responder, EMT, FF1, FF2). o Reimbursement to members for lost wages, mileage/transportation, lodging, and/or per diem while attending required basic training is also eligible. o **Note:** costs for mileage/transportation, lodging, and per diem must comply with the department's written travel policies and procedures. If policies are not established, costs will only be reimbursed at the federal government rate. • Leadership/career development training when used as a retention incentive that is not covered under a department's normal operating budget. o Reimbursement to members for lost wages, mileage/transportation, lodging and/or meals while attending leadership/career development training or conferences are also eligible. o **Note:** costs for mileage/transportation, lodging and meals must comply with the department's written travel policies and procedures. If policies are not established, costs will only be reimbursed at the federal government rate. o Courses must provide Continuing Education Units (CEU) or certificates of completion to be eligible. To receive reimbursement, recipients must provide documentation of the CEUs or the certificates of completion. • Instructor/train-the-trainer training that is not covered under a department's normal operating budget. o Reimbursement to members for lost wages, mileage/transportation, lodging, and/or per diem while attending instructor/train-the-trainer training are also eligible. o **Note**: costs for mileage/transportation, lodging, and per diem must comply with the department's written travel policies and procedures. If policies are not established, costs will only be reimbursed at the federal government rate. • Tuition assistance for higher education (including books, lab fees and student fees). o Coursework or certifications in this category should be more advanced than what departments typically fund for required minimum-staffing requirements. o Courses are not limited to firefighter training or education. o Only tuition payments for classes offered and taken during the period of performance are allowable. o Computers for individual students are not eligible for funding. o Payments for student loans are not eligible for funding. o Allowable costs may be limited to reasonable amounts, as determined by FEMA.

R&R Activity – Eligible Costs: High Priority

- Actual costs will be paid on a reimbursable basis. To receive reimbursement, students must successfully complete all classes.

- PPE/Turnout Gear.
  - PPE may only be funded for new firefighters that join the department after the date of grant award, that successfully pass an NFPA 1582-compliant physical, and that are certified as "fit for duty." PPE purchased with SAFER Program funding must be utilized by adequately trained staff.
  - Funds are available to acquire Occupational Safety and Health Administration-required and NFPA-compliant PPE for firefighting personnel. In addition, PPE must meet any national or state standards and increase firefighter safety. Failure to meet these requirements may result in ineligibility for PPE funding. Copies of NFPA standards may be reviewed at http://www.nfpa.org/freeaccess.
  - Only actual costs for PPE are allowed and will be paid on a reimbursable basis.
  - Allowable costs may be limited to reasonable amounts, as determined by FEMA.
  - To receive reimbursement, recipients must provide the following documentation to support the purchase of PPE:
    - Invoices/proof of payment (e.g., canceled checks, bank statements, electronic funds transfers) for PPE.
    - Proof that the firefighter(s) have passed an NFPA 1582-compliant physical and are certified as "fit for duty."
  - Eligible PPE Expenditures:
    - Only one set of PPE for structural or wildland firefighting per each new recruit.
    - The SAFER Program considers a complete set of structural PPE to be comprised of one self-contained breathing apparatus (SCBA) mask/face piece, one pair of pants, one coat, one helmet, two hoods, one pair of boots, two pairs of gloves, one pair of suspenders, and one pair of goggles. In those jurisdictions where additional PPE, like Personal Safety/Rescue Bailout Systems are statutorily required, the SAFER Program will consider all statutorily required items to be part of a complete PPE set.
    - The SAFER Program considers a complete set of wildland PPE to be comprised of one pair of pants, one coat, one jumpsuit, one helmet, one pair of boots, one pair of gloves, one pair of suspenders, one pair of goggles, one fire shelter, one web gear, one backpack, and one canteen/hydration system.
    - American National Standards Institute-approved retro-reflective highway apparel.
    - PPE gear bags .

- LOSAP or Retirement Program:
  - New LOSAP or Retirement Programs (meaning the department has never had a LOSAP or Retirement Program).

R&R Activity – Eligible Costs: High Priority
○ Increasing existing LOSAP or Retirement Program coverage to include newly recruited members (FEMA will only fund the increase portion of the program). **Note**: FEMA will not fund LOSAP or Retirement Programs that were previously funded by a SAFER Program grant.

R&R Activity – Eligible Costs: Medium Priority
• Nominal stipends, as defined under Appendix B – Programmatic Information and Priorities, subsection b. Supporting Definitions for this NOFO, for volunteer firefighters who are involved with, or trained in, the operations of firefighting and emergency response (e.g., Pay-per-Call, Points Based System, etc.). Stipends may only be provided for participation in operational (firefighting) activities, such as duty shifts, operational training, and/or responding to incidents. ○ Food vouchers may be used for nominal stipends if the Narrative supports their use as an effective recruitment and retention tool for the department. However, food vouchers must be issued through formally adopted SOPs. ○ Award recipients must maintain records of all food vouchers including firefighter name, amount, date received, and signature of the receiving firefighter. ○ Gift cards may not be used for nominal stipends. For information on gift cards, see Low Priority – Awards/Incentives below. ○ Only actual costs for stipends are allowed and will be paid on a reimbursable basis. ○ Allowable costs may be limited to reasonable amounts as determined by FEMA. ○ To receive reimbursement, recipients must provide the following documentation to support the stipends: ▪ Documentation to show what the department would pay to hire a full-time firefighter to perform the services for which the stipend is provided (e.g., current salary/benefit package from human resources department, data from the U.S. Department of Labor's Bureau of Labor Statistics). ▪ Copies of run reports, staffing reports, etc. • Costs to support explorer/cadet, and mentoring programs, such as: ○ Only one set of station duty uniforms (the SAFER Program considers one set of station duty uniform as one pair of pants, one shirt, one hat, and one pair of boots) for each newly recruited cadet/explorer per the department's documented uniform policy. ○ Training (Non-Immediate Danger to Life and Health [IDLH]). ○ One set of structural or wildland PPE as defined above for each new cadet/explorer that joins the department after the date of grant award, with the following two exceptions: 1) SCBA mask/face pieces are not eligible because PPE for explorers/cadets may not be used in an IDLH atmosphere, and 2) physicals for explorers/cadets are not required to meet NFPA 1582.

R&R Activity – Eligible Costs: Medium Priority

- One introductory physical exam per each newly recruited explorer/cadet.
- Insurance packages (e.g., AD&D, workers compensation, disability, health, dental, life).
- Exercise equipment and gym memberships are limited to no more than $10,000 total per grant award.

R&R Activity – Eligible Costs: Low Priority

- New Member Costs. Only one set of station duty uniforms (the SAFER Program considers one set of station duty uniforms as one pair of pants, one shirt, one hat, and one pair of boots) for new firefighters that join the department after the date of grant award, per the department's documented uniform policy.
  - **Note**: Class A or B uniforms (e.g., Dress Uniforms) and badges are not allowable costs under the SAFER Program.
- Costs for advanced training not currently covered under the department's operating budget (e.g., extrication training, specialized equipment training, swift water rescue, etc.). Advanced training requests are only eligible for members who have already met the minimum firefighter certifications required by the AHJ and must closely correlate to the applicant's recruitment and/or retention goals.
  - Reimbursement to members for lost wages, mileage/transportation, lodging, and/or per diem while attending advanced training are also eligible.
  - **Note**: costs for mileage/transportation, lodging, and per diem must comply with the department's written travel policies and procedures. If policies are not established, costs will only be reimbursed at the federal government rate.
- Single computer (including monitor, keyboard, mouse) and printer for grant-appointed R&R Coordinator, Program Manager, and/or Grant Administrator.
- Awards/Incentive program for participation in operational (firefighting) activities, such as operational training and/or responding to incidents (e.g., length of service plaques, gift cards for top responders, non-uniform clothing).
  - Non-uniform clothing (limited to a shirt, a jacket, or a pullover) as part of an award program only.
    - **Note**: Class A or B uniforms (e.g., Dress Uniforms) and badges are not allowable costs under the SAFER Program.
  - Gift Cards: a logbook for the purchase and issuance of gift cards is required. The logbook should include name of recipient, date, amount of card, reason for issuance, and signature of recipient. Gift cards should be issued to operational firefighters who have completed the minimum firefighter training required by the AHJ.
- LED/electronic sign when it is not included as part of a comprehensive marketing program.
- Fire service association membership fees.
- Projector and/or screen to support classroom training.
- Payments for housing or rent for volunteers at or near the fire station.
- Other costs associated with new recruits (background checks, aptitude tests, etc.).

R&R Activity – Eligible Costs: Low Priority

- Station modifications/remodeling/renovation of existing facilities.
  - Remodeling/renovations to an existing facility are allowable (e.g., converting space into bunkroom) and must correlate to the identified recruitment or retention problems or issues being addressed with the grant. The renovations must be minor interior alterations not to exceed $10,000 total per grant award.
  - Remodeling/renovations may not change the footprint or profile of the building.
  - Any request for modifications to facilities may require EHP review (for details see Environmental Planning and Historic Preservation (EHP) Compliance section of this NOFO). Recipients are encouraged to have completed as many steps as possible for a successful EHP Review in support of their proposal for funding, including coordination with their State Historic Preservation Office to identify potential historic preservation issues and to discuss the potential for project effects, and compliance with all state and EHP laws and requirements.
  - Written approval must be provided by FEMA prior to the use of any SAFER Program funds for remodeling or renovation. If awarded funds for remodeling or renovation, recipients may be required to submit evidence of approved zoning ordinances, architectural plans, any other locally required planning permits, and a notice of interest.

R&R Activity – Eligible Costs: Non-Prioritized Costs

- M&A costs up to three percent of the total awarded amount in accordance with 2 C.F.R. Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. M&A costs must be identifiable and directly related to the implementation and management of the SAFER Program grant. Salaries and fringe benefits for personnel directly supporting the grant are not required to be included in the M&A budget line item.
- Indirect costs for national, state, local, or federally recognized tribal volunteer firefighter interest organizations that are expended pursuant to Section D: Application and Submission Information.
- Up to $1,500 in grant writer fees for application preparation, but not grant administration. The fee must have been paid between 90 days prior to the publication date of this NOFO and up to 30 days of the end of the application period and prior to any contact with SAFER Program Office staff or an Offer of Award. For details see Appendix C – Award Administration Information, subsection b. Grant Writer/Preparation Fee.
- Audit costs proportional to the total SAFER Program award. Recipients of multiple federal funding sources can only charge a pro rata share of the audit cost(s) to the SAFER Program award, and they must be incurred during the period of performance.

R&R Activity – Ineligible Costs
This list is not exhaustive: • Salary and benefits for firefighters. • Retroactive payments or recognition for operational services rendered prior to the grant award. • Costs incurred (including the delivery of goods or services) outside of the period of performance except for grant writer fees; see Appendix C – Award Administration Information, subsection b. Grant Writer/Preparation Fees. • Fire suppression equipment. • Vehicles. • Fire simulators, fire evolution, or fire training props (e.g., burn trailers, forcible entry, rescue/smoke maze, flashover simulators). • Supplies, expendables, or "onetime" use items such as foam, fuel/propane, breaching materials (e.g., wood, sheetrock). • Sirens, warning lights for fire department or private vehicles, or other outdoor warning devices. • Communication equipment including cell phones, pagers, portable radios or Computer-Aided Dispatch systems. • Video cameras/recording equipment. • Photographs/photographer unless part of a marketing contract for recruitment of new members. • Intruder alerting systems and deployment notification systems. • Retroactive payments or recognition for non-operational activities (including payments, gift cards, recruitment bonuses, or stipends for recruiting firefighters). • Payments for travel to or participation in leisure or social activities such as theater tickets, entertainment tickets, and trips (e.g., professional sporting events). • Costs associated with award banquets, such as food, photographers, refreshments, entertainment, or rental facilities. Reimbursement for actual awards (e.g., plaques, trophies) is eligible. • Costs for food or refreshments that are not part of a conference or training hosted by the grant recipient (food vouchers can be requested as a nominal stipend but must be provided only under formally adopted SOPs). • Costs for training currently covered under the department's operating budget (e.g., tuition or instructor fees for department-mandated, basic-level training). • Services at a member's personal residence (e.g., internet access, plowing of driveways). • Furniture (except for newly converted bunkrooms), televisions, fixtures, appliances (e.g., refrigerators), and entertainment equipment. • "Giveaways" for recruitment events, such as pencils, pens, t-shirts, cups, mugs or balloons. • Fees for courses and training that are available free of charge on the internet or at state/local training facilities (e.g., NIMS 100, 700, 800). • Costs for fuel. Costs for travel to training or other eligible activities are reimbursed through mileage rates.

R&R Activity – Ineligible Costs

• Medical exams for existing members, R&R Coordinator, Program Manager, and/or Grant Administrator.
• Payments for student loans.
• Mileage reimbursement for responding to incidents or periodic operational training at the fire house (mileage reimbursement is allowed for other types of training as explained under eligible costs).
• Station internet access/user fees and equipment to install internet (such as routers).
• Continued funding of an existing (or previously funded through the SAFER Program) LOSAP or Retirement Program.
• Computers in common areas or individual computers for training/education.
• Copiers/printers.
• Incentives for career firefighters within the recipient's fire department.
• Ineligible explorer/cadet/mentoring program expenditures:
  ○ SCBAs, including masks/face pieces.
  ○ Anything involving the IDLH atmosphere.
  ○ Any activities precluded by the AHJ.
• Ineligible PPE expenditures:
  ○ Three-quarter length rubber boots.
  ○ SCBAs (not including SCBA masks/face pieces).
  ○ PASS Devices.
  ○ Spare cylinders.
  ○ Bomb disposal suits.
  ○ PPE for hazardous materials and other specialized incidents.
  ○ More than one set of PPE per newly recruited member (within the period of performance).
• PPE for existing members, R&R Coordinator, Program Manager, and/or Grant Administrator.

15. Appendix C – Award Administration Information

Appendix C contains detailed information on SAFER Program Award Administration. Reviewing this information may help recipients in the programmatic and financial administration of their award(s)

a. Help FEMA Prevent Fraud, Waste, and Abuse

If applicants or recipients have information about instances of fraud, waste, abuse, or mismanagement involving FEMA programs or operations, they should contact the DHS Office of Inspector General (OIG) Hotline at (800) 323-8603, by fax at (202) 254-4297, or email HOTLINE@oig.dhs.gov.

b. Grant Writer/Preparation Fees

Fees for grant writers may be included as a pre-award expenditure. For grant writer fees to be eligible as a pre-award expenditure, the services must be competitively sourced, specifically identified, and listed within the "Grant Request Details" section of the application and must satisfy the requirements under 2 C.F.R. § 200.458. FEMA will only consider reimbursements for application preparation, not administration, up to $1,500 per annum. The allowability of grant writer fees as a pre-award expenditure must be paid between the 90 days prior to the publication date of this NOFO and up to 30 calendar days after the application period closes. In order for Grant writer fees held either on retainer or subscription basis to be an eligible pre-award cost, the claimed retainer or subscription must have been competitively secured, and the costs are limited to the start of the appropriation period for the underlying award and meet the requirements under 2 C.F.R. § 200.458. Fees payable on a contingency basis are not an eligible expense.

Pursuant to 2 C.F.R. Part 180, recipients may not use federal grant funds to reimburse any entity, including a grant writer or preparer, if that entity is presently suspended or debarred by the Federal Government from receiving funding under federally-funded grants or contracts. Recipients must verify that the contractor is not suspended or debarred from participating in specified federal procurement or non-procurement transactions pursuant to 2 C.F.R. § 180.300.

Prior to submission of the application, please review all work produced by grant writers or other third parties for accuracy. By submitting the application, applicants are certifying all of the information contained therein is true and an accurate reflection of the organization, and that regardless of the applicant's intent, the submission of information that is false or misleading may result in actions by FEMA. These actions include but are not limited to the submitted application not being considered for award, temporary withholding of funding under the existing award pending investigation, or referral to the DHS OIG.

The following documentation shall be provided to FEMA upon request:

i. A copy of the grant writer's contract for services;
ii. A copy of the invoice or purchase order;
iii. A copy of the canceled check (front and back); and

iv. Evidence that the services were competitively procured.

Failure to provide the requested documentation may result in the grant writer fee being deemed ineligible and the grant reduced accordingly.

Note: FEMA requires that all applicants identify the following as "Application Participants" in the "Contact Information" section of the application:
Any individual or organization that assisted with the development, preparation, or review of the application to include drafting or writing the narrative and budget; whether that person, entity, or agent is compensated or not; and whether the assistance took place prior to submitting the application.

c. Maintenance and Sustainment

The use of FEMA preparedness grant funds for the costs of repairs or replacement, as well as maintenance contracts, warranties, and user fees may be allowable.

The intent of eligible Maintenance and Sustainment activities is to provide direct support to the critical capabilities developed using FEMA and other DHS grants and support activities. Routine upkeep and the supplies, expendables, or one-time use items that support routine upkeep (e.g., gasoline, tire replacement, routine oil changes, monthly inspections or grounds and facility maintenance) are the responsibility of the recipient and may not be funded with SAFER Program funding.

Generally, when purchasing a maintenance agreement, service contract, or extended warranty for systems or equipment, the period of coverage provided under such a plan may not extend beyond the period of performance of the grant with which the agreement, warranty or contract is purchased.

The duration of an extended warranty purchased incidental to the original purchase of the equipment may exceed the period of performance as long as the coverage purchased is consistent with that which is typically provided for, or available through, these types of agreements, warranties, or contracts. When purchasing a stand-alone warranty or extending an existing maintenance contract on an already-owned piece of equipment or system, coverage purchased may not exceed the period of performance of the award used to purchase the maintenance agreement or warranty. As with warranties and maintenance agreements, this policy extends to licenses and user fees as well.

Even if purchased incidental to the original purchase of the equipment, the duration of an extended maintenance agreement or warranty must also be reasonable for the type of equipment or system being purchased. For example, if a vendor offers a 10-year extended warranty incidental to the purchase of a piece of equipment, but the useful life of that equipment being purchased is five years, the purchase of a 10-year extended warranty would not be a reasonable cost and may not be charged to the grant.

d. Taxes, Fees, Levies, and Assessments

Taxes, fees, levies, or assessments that the recipient is legally required to pay and are directly related to any eligible SAFER Program acquisition activity may be charged to a SAFER Program award pursuant to 2 C.F.R. § 200.470. These charges shall be identified and enumerated in the SAFER Program application narrative, as well as the "Grant Request Details" section of the acquisition activity.

Any avoidable and unreasonable costs that result from the action or inaction of a recipient (or recipient's agent) or that prevent that recipient from enjoying any lawful exemption, waiver, or reduction of any tax, fee, levy, or assessment directly related to any eligible SAFER Program acquisition activity are not chargeable to any SAFER Program award.

Example: Governmental entities and Public Safety Agencies are exempt from some Federal Communications Commission (FCC) fees*, but only if the eligible organization submits an exemption or waiver request to the FCC.

**Government entities are not required to pay FCC regulatory fees. Nonprofit entities (exempt under Section 501 of the Internal Revenue Code) may also be exempt. The FCC requires that any entity claiming exempt status submit, or have on file with the FCC, a valid Internal Revenue Service Determination Letter documenting its nonprofit status, or certification from a governmental authority attesting to its exempt status. For more information, please visit http://www.fcc.gov.*

e. Excess Funds

After completing the initial project(s) proposed in the recipient's application, some recipients may have unexpended funds remaining in their budget. These excess funds may result from any combination of under-budget acquisition activities or competitive procurement processes.

These excess funds may be utilized to address an organization's local needs or to mitigate identified capability gaps. FEMA expects excess funds to be obligated concurrent with an award's period of performance to address a known or critical need. An amendment request must be submitted to document the expenditure of excess funds. As a reminder, all costs must be incurred, and all goods and services must be delivered or completed within the period of performance in order to be allowable.

f. Payments and Amendments

FEMA uses the Direct Deposit/Electronic Funds Transfer method of payment to recipients.

SAFER Program payment/drawdown requests are generated using FEMA GO. SAFER Program payment/drawdown requests from state or local government entities will be governed by applicable federal regulations in effect at the time a grant is awarded to the recipient and may be either advances or reimbursements. Recipients should not expend funds until all special conditions listed on the grant award document have been met,

including completion of EHP review, and the request for payment in FEMA GO has been approved. Recipients should draw down funds based upon immediate disbursement requirements; however, FEMA strongly encourages recipients to draw down funds as close to disbursement or expenditure as possible to avoid accruing interest.

Non-federal entities should keep detailed records of all transactions involving the grant. FEMA may at any time request copies of any relevant documentation and records, including purchasing documentation along with copies of cancelled checks for verification. See, e.g., 2 C.F.R. §§ 200.318(i), 200.334, 200.337.

Advances
Recipients shall be paid in advance, provided they maintain or demonstrate the willingness and ability to maintain procedures to minimize the time elapsing between the transfer of funds and disbursement by the recipient (not to exceed 30 days), and the financial management systems that meet the standards for fund control and accountability as established in 2 C.F.R. Part 200. The recipient shall include all applicable source documentation such as invoice(s), purchase orders, contracts, etc., to support the costs associated with the advance SAFER Program payment/drawdown requests. EHP review requirements must be met prior to advanced payments.

Although advance drawdown requests are permissible, recipients remain subject to applicable federal laws in effect at the time a grant is awarded to the recipient.

Governing interest requirements include the Uniform Administrative Requirements Cost Principles, and Audit Requirements for Federal Awards at 2 C.F.R. Part 200 and the Cash Management Improvement Act (CMIA) and its implementing regulations at 31 C.F.R. Part 205. Interest under CMIA will accrue from the time federal funds are credited to a recipient's account until the time the recipient pays out the funds for program purposes. For the rate to use in calculating interest, please visit Treasury Current Value rate at https://www.fiscal.treasury.gov/fsreports/rpt/cvfr/cvfr_home.htm.

Reimbursement
Payment by reimbursement is the preferred method when the requirements to be paid in advance, pursuant to 2 C.F.R. § 200.305, cannot be met. In accordance with U.S. Department of Treasury regulations at 31 C.F.R. Part 205, if applicable, the recipient shall maintain procedures to minimize the time elapsing between the transfer of funds and the disbursement of said funds. As a prerequisite of SAFER Program approval for reimbursement requests, recipients shall submit all applicable source documentation, such as payroll records, timecards, contracts, invoices, purchase orders, proof of payment (e.g., cancelled checks, bank statements, electronic funds transfers) to support the costs associated with each payment/drawdown request.

Rebates
Recipients shall disburse program income, rebates, refunds, contract settlements, audit recoveries, and interest earned on such funds before requesting additional cash payments, in accordance with 2 C.F.R. § 200.305. The reduction of federal financial participation via rebates/refunds may generate excess funds for the recipient if the recipient previously obligated their Cost Share match based upon the original award figures. If the recipient previously obligated their original Cost Share prior to the rebate, then the recipient may have minimum excess funds equal to the difference between the original Cost Share less the rebate-adjusted Cost Share.

Payment Requests During Closeout
A recipient may only submit reimbursement payment requests up to 120 calendar days after the expiration of the period of performance, during an award's closeout reconciliation per 2 C.F.R. § 200.344. Reimbursement payments are the only eligible type of requests to be submitted after a grant's period of performance has expired. The expenditure must have been obligated and received during the period of performance of the award. The recipient's request should contain clear and specific information certifying that the liquidation of federal funds is reimbursement for an obligation properly incurred during the active period of performance. FEMA may request documentation supporting the reimbursement for review at any time.

Amendments
FEMA may approve SAFER Program award amendments on a case-by-case basis for the following reasons:

- Extension of the period of performance in order to complete the scope of work;
- Changes to the activity, mission, retroactive approval (pre-award), closeout issues, and some excess funds requests; and,
- Budget changes (adding funds to award/non-closeout deobligation of funds).

FEMA will only consider amendments submitted via FEMA GO. These requests must contain specific and compelling justifications for the requested change. Amendments or changes to the scope of work may require additional EHP review. FEMA strongly encourages recipients to expend grant funds in a timely manner to be consistent with SAFER Program goals and objectives.

Note: a recipient may deobligate (e.g., return) unused funds (e.g., those remaining funds previously drawn down via payment request and/or remaining award funding that was never requested) to DHS/FEMA prior to the end of an award's period of performance. To exercise this option, a recipient must submit an amendment via FEMA GO and state in the amendment that the unliquidated funds (e.g., the funds to be returned) are not necessary for the fulfillment or success of the grant's obligations or mission. The recipient must also indicate in the amendment that it understands that the returned funds will be deobligated and unavailable for any future award expenses. Deobligation of funds will decrease the federal portion of the grant and the amount of the recipient's cost share

obligation. FEMA will confirm deobligation amendments with all points of contact; after confirmation of the recipient's intent to deobligate, FEMA will hold the approved deobligation request for 14 calendar days as a period for recipient reconsideration before FEMA processes the deobligation request.

g. Disposition of Grant Funded Equipment

A recipient must use, manage, and dispose of SAFER Program-funded equipment in accordance with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 C.F.R. § 200.313. With the exception of state governments, when original or replacement equipment acquired under a SAFER Program award is no longer needed for the original project, program, or other activities currently or previously supported by a federal awarding agency, the recipient must request disposition instructions from FEMA. FEMA strongly recommends contacting the SAFER Help Desk prior to the disposition of SAFER Program-funded equipment.

h. Post-Award Recipient Responsibilities

Once awarded, recipients under the Hiring Activity must submit a pre-SAFER Program roster listing paid operational/firefighting personnel, in support of NFPA 1710 or NFPA 1720, who are employees at time of award. FEMA compares the pre-SAFER Program roster to names submitted for SAFER Program-funded positions to ensure that the SAFER Program-funded firefighters are new employees (except under the retention category).

The SAFER Program Office will work with recipients to establish the correct staffing maintenance numbers, which combine the number of pre-SAFER Program and SAFER Program-funded operational positions. Once this is established, recipients must agree to maintain this number throughout the period of performance by taking active and timely steps to fill any vacancies.

Recipients under the Hiring Activity who lay off any operational personnel during the period of performance will be considered in default of their grant and the award will be terminated. In those situations, recipients may be required to return the federal funds disbursed under the grant award.

Recipients who are unable, due to documentable economic hardship, to backfill non-SAFER Program operational positions vacated through attrition (e.g., resignation, retirement) after receiving an award may petition FEMA to waive the staffing maintenance requirements. Approved waivers allow recipients to decrease and reestablish the staffing maintenance numbers agreed to at the time of award by the number of positions that recipients are unable to fill. To qualify for this waiver, the economic hardship must affect the entire public safety sector in a recipient's jurisdiction, not just the fire department. FEMA will not grant waivers for SAFER Program-funded positions. Recipients who fail to maintain the required level of staffing risk losing federal funds awarded under this grant.

Recipients must agree that, notwithstanding any provision of other laws, firefighters hired under these grants will not be discriminated against or be prohibited from engaging in volunteer firefighting activities in another jurisdiction during off-duty hours.

FEMA strongly encourages applicants, to the extent practicable, to seek, recruit and hire military veterans to increase their ranks within their departments.

Fire Grant

	Year 1	Year 2	Year 3	Total
One New Firefighter				
Base (FF/Paramedic)	$ 52,653.53	$ 55,286.21	$ 58,050.52	$ 165,990.25
FICA	4,028.00	4,229.39	4,440.86	12,698.25
Health Insurance	20,777.00	21,815.85	22,906.64	65,499.49
Life	325.00	341.25	358.31	1,024.56
Retirement	16,517.41	17,343.28	18,210.45	52,071.14
Workers Comp	2,000.00	2,000.00	2,000.00	6,000.00
Team Stipend	600.00	600.00	600.00	1,800.00
Overtime	4,209.39	4,414.86	4,640.85	13,265.10
Total Personnel Costs	101,110.33	106,030.84	111,207.63	318,348.81
Equipment costs	4,742.00	851.00	893.00	6,486.00
Other costs	963.00	1,011.00	1,062.00	3,036.00
Total for One Firefighter	$ 106,815.33	$ 107,892.84	$ 113,162.63	$ 327,870.81
Total for Three Firefighters	**$ 320,445.98**	**$ 323,678.53**	**$ 339,487.90**	**$ 983,612.42**
Grant Award (Personnel Costs)	**$ 303,330.98**	**$ 318,092.53**	**$ 333,622.90**	**$ 955,046.42**
City Expense (Equipment Costs)	**$ 17,115.00**	**$ 5,586.00**	**$ 5,865.00**	**$ 28,566.00**

Base calculated as: in 2023/2024, Paramedics start at $17.2216 per hour, or $17.2216 X 2912 (base hours worked) = $50,149. Chief Silcox said for 2024/2025 start pay at $52,653.53 and increase by 5% each year and add $18000 (they get $600 stipend per each of the 3 teams. Then add in budgeted OT hours of 155.2.

Firefighters have a 28 day work cycle

FY 2021 Staffing for Adequate Fire and Emergency Response Program Frequently Asked Questions

This document addresses Frequently Asked Questions related to the Fiscal Year (FY) 2021 Staffing for Adequate Fire and Emergency Response (SAFER) Program. Applicants should refer to the FY 2021 SAFER Program Notice of Funding Opportunity (NOFO) for full details and application requirements.

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What is the purpose of the SAFER Program?

The purpose of the SAFER Program is to provide funding directly to fire departments and volunteer firefighter interest organizations to assist with increasing the number of firefighters to help communities meet industry minimum standards, to attain 24-hour staffing to provide adequate protection from fire and fire-related hazards, and to fulfill traditional missions of fire departments. The SAFER Program is separated into two activities: Hiring of Firefighters (Hiring) Activity and Recruitment and Retention (R&R) Activity. Using a competitive process that is informed by fire service subject-matter experts, grants in both activities are awarded to applicants whose requests best address the priorities of the FY 2021 SAFER Program.

What changes were made to the SAFER Program since last year?

The FY 2021 SAFER Program NOFO contains changes to definitions, descriptions, and priority categories, including:

- Under Applicant Eligibility Criteria (page 6)
  - Added information on application submittal and Authorized Organization Representatives
- Under Narrative Evaluation Criteria (page 20)
  - Added information on the Federal Emergency Management Agency's (FEMA's) review of Narrative Statements
- Under Programmatic Performance Reporting Requirements (page 28)
  - Changed the reporting frequency of Performance Progress Report from every three months to every six months
- Under Grant Writer/Preparation Fees (page 68)
  - Added information on allowability of grant writer fees

What are some important reminders for FY 2021?

The online FY 2021 SAFER Program application is only available in the FEMA GO (FEMA Grants Outcomes) application portal at https://go.fema.gov.

Applicants must complete the following to start, complete, and submit a SAFER Program application:

- The applicant organization must be currently registered and active in the System for Award Management (SAM) to apply. Applicants are advised that FEMA may not make a federal award until the applicant has complied with all applicable Dun & Bradstreet Data Universal Numbering System (DUNS)/Unique Entity Identifier (UEI) and SAM requirements. Therefore, an applicant's SAM registration must be active not only at the time of application, but also during the application review period and when FEMA is ready to make a federal award. SAM is available from Grants.gov at https://www.grants.gov/web/grants/applicants/organization-registration/step-2-register-with-sam.html.
- By April 4, 2022, the federal government will stop using the DUNS to uniquely identify entities registered in SAM. At that point, entities doing business with the federal government will use a UEI created in SAM.gov.

Organizations currently registered in SAM.gov have already been assigned a new UEI, and it is viewable in their SAM.gov entity registration record. FEMA GO has also been updated to use the UEI as the Primary Entity Identifier for registered organizations. The DUNS number will still appear until the federal government stops using the DUNS in early April 2022.

New registrations in both SAM and FEMA GO will require the use of the UEI.

For more information about the transition, go to GSAFSD Service Portal Landing - GSA Federal Service Desk Service Portal and select the green "Help" on UEI Transition button.

Additional information about UEI and FEMA GO is provided in the FEMA GO Startup Guide located at: https://www.fema.gov/media-library/assets/documents/181607.

What do I need to know about Environmental Planning and Historic Preservation (EHP)?

SAFER Program projects that involve the installation of supplies/equipment not specifically excluded from a FEMA EHP Review, per the Grant Programs Directorate Programmatic Environmental Assessment, such as ground-disturbing activities, or modification/renovation of existing buildings or structures, will require an EHP review. Some equipment activities will require an EHP review, as well. Such activities include but are not limited to:

- Building renovations, such as removal of wall or installation of electrical or waterlines
- Training/exercises in natural settings, such as rope or swift water
- Installation of LED signs
- Any scope of work that involves ground disturbances

Please see FEMA's EHP Screening form and instructions at EHP Screening Form. EHP policy guidance can be found at Preparedness Grants EHP Compliance webpage. Recipients will be notified of their EHP responsibilities in the grant award package.

It is FEMA policy that actions initiated and/or completed without fulfilling the specific EHP requirements will not be considered for funding.

How can I help FEMA prevent fraud, waste and abuse?

If you have information about instances of fraud, waste, abuse, or mismanagement involving FEMA programs or operations, you should contact the Department of Homeland Security Office of Inspector General Hotline at 1-800-323-8603; by fax at 202-254-4297; or online at https://www.oig.dhs.gov/hotline.

Who is eligible to apply under the SAFER Program?

Eligible applicants for the SAFER Program include fire departments; any federally recognized Indian tribe or tribal organization; and national, regional, state, local, tribal, and nonprofit interest organizations representing the interests of volunteer firefighters.

How do I determine whether I represent a volunteer, combination, or career fire department or a national, regional, state, local, tribal, and nonprofit volunteer firefighter interest organization?

- A **volunteer fire department**, as defined in 15 U.S.C. § 2229, has an all-volunteer force of firefighting personnel. For a fire department to have an all-volunteer force, no member may receive financial compensation (in the form of salary or wages) for their services other than life and health insurance, workers' compensation insurance, and/or a nominal stipend per call. For the purposes of this SAFER Program, a department whose membership is comprised of all volunteer firefighters, including any paid-on-call firefighters who receive only a nominal stipend, will be considered a volunteer fire department.

- A **career department**, as defined in 15 U.S.C. § 2229, has an all-paid force of firefighting personnel other than paid-on-call firefighters. Fire departments that provide reimbursement on a paid-on-call basis are considered a combination fire department for the purposes of this program.

- A **combination department**, as defined in 15 U.S.C. § 2229, has paid firefighting personnel and volunteer firefighting personnel. At a minimum, a combination fire department must have at least one active firefighter who receives financial compensation for services (including paid-on-call) and at least one active firefighter who does not receive financial compensation for services other than life, health, and workers' compensation insurance.

  For the purposes of this SAFER Program, a department whose membership is composed of any paid-on-call firefighters who receive more than a nominal stipend will be considered a combination fire department.

  FEMA considers a department to be **combination majority volunteer** if more than 50 percent of its membership is made up of personnel who do not receive financial compensation for services. Departments are considered **combination majority career** if more than 50% of the active firefighting membership is salaried staff.

- A **national, regional, state, local, tribal, and nonprofit volunteer firefighter interest organization** is defined as an organization that supports or represents the interests of firefighters in front of legislative bodies at the local, state, tribal, and federal level. Such organizations include but are not limited to state or local firefighter and/or fire chiefs' associations, volunteer firefighter relief organizations, and associations. FEMA shall make the final determination as to whether an applicant is an appropriate volunteer firefighter interest group. Fire departments applying for a regional grant on behalf of itself and other participating fire departments are not considered an interest organization.

What activities may I apply for under the SAFER Program?

The SAFER Program is separated into two activities:

- **Hiring Activity:** Provides federal financial assistance to help fire departments hire new, additional firefighters (or change the status of part-time or paid-on-call firefighters to full-time firefighters) and to rehire laid off firefighters or retain firefighters facing imminent layoff. National, regional, state, local, tribal, and nonprofit interest organizations are not eligible to apply for funding under the Hiring Activity.

- **R&R Activity:** Assists volunteer and combination fire departments and national, regional, state, local, federally recognized tribal, and nonprofit interest organizations with the recruitment and/or retention of volunteer firefighters who are involved with or trained in the operations of firefighting and emergency response. Career fire departments are not eligible to apply for funding under the R&R Activity.

How many applications may I submit?

Eligible applicants may submit only one application for each eligible activity under the SAFER Program (one under the Hiring Activity and/or one under the R&R Activity). Applicants interested in applying under both the Hiring Activity and the R&R Activity must submit two separate applications, one for each activity. All submissions of duplicate applications may be disqualified.

Applications differ based on the applicant type. For example, the Hiring Activity application will be different from the fire department application for the R&R Activity; the R&R Activity application will be different for a fire department than an interest organization. Be sure to select the appropriate applicant type when applying. Applications submitted under the wrong type (e.g., regional fire department R&R Activity application applied through the interest organization application) will be deemed ineligible.

I have an open SAFER Program award(s). May I still apply under the FY 2021 SAFER Program?

Yes. However, because the possibility exists that the period of performance on the open grant award(s) and the FY 2021 grant period of performance will overlap, you need to ensure that the start of your FY 2021 grant does not depend on the completion of your open grant(s), or that receipt of a FY 2021 SAFER Program award will not impact your ability to continue with and/or complete your open grant award(s). The grant activities requested in the FY 2021 SAFER Program must supplement the current award(s) and cannot be for the same activities, expenditures, or personnel funded under the open grant award(s). Applicants with an active SAFER Program award who wish to apply under the FY 2021 SAFER Program are subject to the guidelines and requirements outlined in the FY 2021 SAFER Program NOFO.

How much funding is available under the FY 2021 SAFER Program?

There is a total $560 million available under the FY 2021 SAFER Program, which includes $360 million appropriated as part of the FY 2021 Department of Homeland Security (DHS) Appropriations Act (Pub. L. No. 116-260), and an additional $200 million appropriated by the American Rescue Plan Act of 2021 (Pub. L. No. 117-2). However, the following specific funding parameters are either required by law or are the outcome of recommendations from the Assistance to Firefighters Grant Program Criteria Development Panel:

- 10% of the funding is set aside for grants awarded to all volunteer or majority volunteer departments for hiring of firefighters.
    - If FEMA awards less than 10% of the funds available for the hiring of firefighters to volunteer and majority volunteer fire departments, it must transfer the remaining funds to provide grants for the recruitment and retention of volunteer firefighters.

- 10% of the funding is set aside for the recruitment and retention of volunteer firefighters.
  - No more than 33% of the total amount allocated for the recruitment and retention of volunteer firefighters can be awarded to national, regional, state, local, territorial or federally recognized tribal organizations that represent the interests of volunteer firefighters.

What is the maximum amount of funding a recipient may be awarded?

There is no maximum award amount for FY 2021 SAFER Program awards. However, it is important to note that all awarded SAFER Program costs and activities must be incurred, received, and completed within the period of performance; therefore, applicants should carefully consider what costs and activities they can reasonably accomplish within the period of performance.

Is there a cost share for all applicants?

There is no cost share or match or position cost limit for the FY 2021 SAFER Program.

How do I apply for a SAFER Program grant?

The online FY 2021 SAFER Program application is available through the FEMA GO application portal at https://go.fema.gov. The application will also be linked with the U.S. Fire Administration's website https://www.usfa.fema.gov/grants and the Grants.gov website https://www.grants.gov.

Which internet browsers are compatible with FEMA GO?

FEMA GO is compatible with the most recent major release of Google Chrome, Internet Explorer, Mozilla Firefox, Apple Safari, and Microsoft Edge. Users who attempt to use tablet type devices or other browsers may encounter issues with using FEMA GO.

When can I apply?

Applications will only be accepted between 8 a.m. Eastern Time (ET) on Monday, January 3, 2022 and 5 p.m. ET on Friday, February 4, 2022. FEMA GO automatically records proof of timely submission and the system generates an electronic date/time stamp when FEMA GO successfully receives the application. The individual with the Authorized Organization Representative role that submitted the application will also receive the official date/time stamp and a FEMA GO tracking number in an email serving as proof of their timely submission on the date and time that FEMA GO received the application.

Applications not received by the application submission deadline will not be accepted. Applicants using unreliable internet connections, such as dial-up connections, should be aware that submission can take some time before FEMA GO receives your application.

Applicants who experience system-related issues will be addressed until 3 p.m. ET on Friday, February 4, 2022. No new system-related issues will be addressed after this deadline.

Do I need to register with the System for Award Management (SAM)?

Yes. Per 2 C.F.R. § 25.205, SAM registration is required to both begin and submit a SAFER Program application in the FEMA GO system. Organizational SAM.gov registrations are only active for one year and must be renewed annually. Therefore, applicants must ensure the applicant entity has a valid and active registration in SAM.gov before starting an application.

Step-by-step instructions for registering with SAM can be found at http://www.grants.gov/web/grants/applicants/organization-registration/step-2-register- with-sam.html. Applicants should contact SAM.gov with questions or concerns about their SAM registration.

DHS may not make a federal award to an applicant until the applicant has complied with all applicable DUNS/UEI and SAM requirements. An applicant's SAM registration must be active not only at the time of application, but also during the application review period and when FEMA is ready to make a federal award. If an applicant has not fully complied with the requirements by the time DHS is ready to make a federal award, DHS may determine that the applicant is not qualified to receive a federal award and may make a federal award to another applicant.

The submission of payment requests and amendments are also contingent on the information provided in the entity's SAM.gov registration. It is imperative that all information in the application is correct, current, and matches the information in the SAM.gov registration. Please ensure that your organization's name, address, DUNS number, and Employer Identification Number (EIN) are up to date in SAM.gov and that the DUNS number used in SAM.gov is the same number used to apply for all other FEMA grant program awards.

More information on SAM.gov may be located in the FY 2021 SAFER Program NOFO and on the Assistance to Firefighters Grant Progams Website. If applicants have questions or concerns about a SAM registration, please contact the Federal Support Desk at https://www.fsd.gov/ or call (866) 606-8220, Monday – Friday between the hours of 8 a.m. and 8 p.m. ET.

May I change or edit my application after it has been submitted?

You will be able to review or edit the entire application prior to submission. However, if you would like to edit or change your application after submission, you will need to withdraw the application from consideration of award. The application must then be resubmitted to FEMA prior to the application submission deadline of 5 p.m. ET on Friday, February 4, 2022 to be considered for an award.

How can I obtain help with the application?

The SAFER Program Help Desk at 866-274-0960 will be available to provide technical assistance with completing your SAFER Program application(s).

During the application period, the Help Desk will be staffed between the hours of 8 a.m. and 4:30 p.m. ET, Monday through Friday; and until 5 p.m. ET on the last day of the application period. However, these hours may change as the application period progresses. The toll-free number also accepts voicemail messages after hours or if the line is busy. Questions may also be e-mailed to FireGrants@fema.dhs.gov.

Where can I find SAFER Program documents and other information?

You can find SAFER Program documents and additional information on the Staffing for Adequate Fire and Emergency Response Program webpage.

When will the awards be announced?

Award announcements will be made at the beginning of summer 2022 and on a continuous basis thereafter until all available funds have been awarded, but no later than September 30, 2022.

Recipients are notified via email and through the FEMA GO system of the award offer and must accept their awards no later than 30 calendar days from the award date. The recipient must notify FEMA of its intent to accept and proceed with work under the award through the FEMA GO system. Funds will remain on hold until the recipient accepts the award through the FEMA GO system and all other conditions of the award have been satisfied, or until the award is otherwise rescinded. Failure to accept a grant award within the specified timeframe may result in a loss of funds. Recipients may request additional time to accept the award if needed.

When a SAFER Program award is accepted, when does the period of performance start?

The period of performance under the Hiring Activity is 36 months for all grants awarded. A default 180-day recruitment period, which allows grant recipients to begin hiring SAFER Program-funded firefighters, begins when FEMA approves the application for an award under this activity. The 36-month period of performance automatically starts after the 180-day recruitment period, regardless of whether the recipient has successfully hired the requested firefighters.

The period of performance under the R&R Activity is 12, 24, 36 or 48 months for all grants awarded. A default 90-day recruitment period, which allows recipients time to gather resources, initiate processes, and finalize contracts needed to implement SAFER Program grant activities, begins when FEMA approves the application for award. The period of performance automatically starts after the 90-day recruitment period ends, regardless of whether the recipient is ready to begin implementing its grant award.

How do I sign-up for e-mail notifications about the SAFER Program?

To register for automatic e-mail notices of NOFO availability and other important program information go to: https://public.govdelivery.com/accounts/USDHSFEMA/subscriber/new?topic_id=USDHSFEMA_409.

What is program income?

Although not common, recipients may generate income while carrying out grant-supported activities during the period of performance under the SAFER Program award. This is referred to as program income. This income can be used to defray program costs, where appropriate, consistent with 2 CFR § 200.307. The Budget Summary section of the grant application contains a field for program income. The response should be $0 unless the recipient anticipates generating program income during the period of performance. If the recipient plans to generate program income, it should be explained in the narrative. The FEMA GO application will not include program income estimates

in the total budget. FEMA will review the program income submitted and adjust the budget as appropriate, prior to award. Any program income must be used and managed in accordance with 2 C.F.R. § 200.307.

What is Management and Administration (M&A)?

M&A costs are administrative expenses that are incurred during the administration of a SAFER Program award. Applicants may apply for M&A costs if the costs are directly related to the implementation of the program for which they are applying. M&A costs are identifiable costs directly associated with the implementation and management of the grant and cannot exceed 3% of the federal share of SAFER Program funds awarded. If you are requesting M&A expenses, you must list the costs under the "Other" category in the budget and explain the purpose for the administrative costs in your Project Narrative. All M&A costs must be in accordance with 2 C.F.R. Part 225, Cost Principles for state, local and Indian Tribal Governments (OMB Circular A-87) or 2 C.F.R. Part 230, Cost Principles for Non-Profit Organizations (OMB Circular A-122), as applicable and should be based on actual expenses only, not a percentage of the overall grant.

M&A costs are not eligible under the Hiring Activity.

Where do I submit the federally approved Indirect Cost Rate Agreement?

Applicants required to have a negotiated indirect cost rate agreement that desire to charge indirect costs to an award must provide a copy of their negotiated indirect cost rate agreement at the time of application. Applicants that are not required by 2 C.F.R. Part 200 to have a negotiated indirect cost rate agreement but are required by 2 C.F.R. Part 200 to develop an indirect cost rate proposal must provide a copy of their proposal at the time of application. Copies of the indirect cost rate agreements or proposals, along with the SAFER Program application number, must be submitted electronically to FireGrants@fema.dhs.gov. Please ensure that the request details budget portion of your application includes information pertaining to your indirect cost rate agreement or proposal. Post-award requests to charge indirect costs will be considered on a case-by-case basis and based upon the submission of an agreement or proposal as discussed above or based upon on the de minimis rate or cost allocation plan, as applicable.

Indirect costs are not allowable under the Hiring Activity.

What standards does the SAFER Program focus on?

The SAFER Program focuses on the Deployment or Staffing and Deployment compliance standards of the National Fire Protection Association (NFPA):

- NFPA 1710 Assembly Requirements – Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Department (Section 5.2.4.1 – Single-Family Dwelling Initial Full Alarm Assignment Capability): This standard applies primarily to career fire departments and combination departments if the combination department chooses it.

- NFPA 1720 Assembly Requirements – Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Volunteer Fire Departments (Section 4.3 – Staffing and Deployment): This standard applies primarily to all-volunteer fire departments, but it

may also apply to combination departments if the combination department does not choose to comply with the NFPA 1710 standard.

FEMA prioritizes bringing non-compliant (NFPA 1710 or 1720) departments into compliance in the most cost-effective manner.

Do applicants have to report to the National Fire Incident Reporting System?

No. FEMA does not require FY 2021 SAFER Program applicants to report to the National Fire Incident Reporting System.

Do applicants have to comply with the National Incident Management System?

SAFER Program applicants are not required to comply with the National Incident Management System (NIMS) to apply for federal assistance under the SAFER Program. However, any applicant who receives a FY 2021 SAFER Program award must achieve the level of NIMS compliance required by the Authority Having Jurisdiction over the applicant's emergency service operations (e.g., a local government), prior to the end of the grant's period of performance. Information about NIMS can be found at https://www.fema.gov/national-incident-management-system.

What type of firefighter positions will be funded under the Hiring Activity?

Grants awarded under the Hiring Activity enable all volunteer, combination, and career fire departments to restore staffing levels to attain a more effective level of response and a safer incident scene. FEMA awards Hiring Activity grants directly to volunteer, combination, and career fire departments to help fire departments increase their cadre of frontline firefighters by providing financial assistance in three categories:

- Rehire: Rehiring firefighters who were laid off within the two years prior to the start of the application period
- Retention: Retaining firefighters facing imminent layoff – within 120 days of the close of the application period
- New Hire: Hire new, additional firefighters

What are the requirements if applying under the Rehire or Retention categories?

Eligible positions for funding under the Rehire category must have been laid off in the two years prior to the start of the application period on January 3, 2022. Copies of the official, signed, and issued layoff notices will be required at the time of application.

Firefighters who have been issued a formal layoff notice, which includes a specific date for the layoff action, prior to the start of the application period, and those who face imminent layoff – within 120 days of the close of the application period – are eligible for SAFER Program funding under the Retention category. As the application period closes on February 4, 2022, the layoffs must become effective on or before June 4, 2022. Copies of the official, signed, and issued layoff notices will be required at the time of application.

Eligible positions under the Retention category must be employees of the department at the time the application is submitted. Note: if a retention position becomes vacant after the application is submitted, departments must fill the vacancy with a new hire in order to maintain the operational staffing level.

A layoff notice that is not executed within the specified terms will be considered void unless an additional notice is provided within 14 days of the original action date will not qualify for funding in the Rehire or Retention categories. Applicants who do not meet these parameters must apply under the New Hire category.

Any layoff action not executed in accordance with the terms of the official layoff notice, or which does not meet the above requirements, will not qualify for funding in the Rehire or Retention categories. Applicants who do not meet these parameters must apply under the New Hire category.

What are the eligible expenses under the Hiring Activity?

The only eligible expenses are the salary and associated benefits (actual payroll expenses) for the positions funded under the SAFER Program grant. Costs are reimbursable if they are included as part of the standard package, available to all operational firefighter positions, contractually obligated, and reimbursed via payroll. Compensation for a firefighter's normal, contracted work schedule is reimbursable, but overtime costs are not eligible for reimbursement by the SAFER Program grant award (including overtime for holdovers, extra shifts, to attend training, etc.). Only costs for overtime that the fire department routinely pays as a part of the base salary or a firefighter's regularly scheduled and contracted shift hours, in order to comply with the Fair Labor Standards Act, are eligible.

What are the eligible expenses under the R&R Activity?

Applicants must correlate the activities for which funding is being requested with the identified recruitment and/or retention problems/issues being addressed. SAFER Program grant funds may only be used for volunteer firefighters who are involved with, or trained in, the operations of firefighting and emergency response. FEMA will not provide funding for a budgeted line item if an applicant does not provide enough information detailing how the item and/or activity will enhance the recruitment and retention of volunteer firefighters. Allowable costs may be limited to reasonable amounts, as determined by FEMA.

All grant-related purchases and activities must be incurred, received, and completed within the period of performance. Additionally, all funded activities under the R&R Activity must be governed by formally adopted Standard Operating Procedures (SOPs). Minimally, these SOPs should specify who qualifies for each of the incentives, specific requirements for earning the incentives, and the disposition of the awarded incentives if an individual fails to fulfill the stipulations. FEMA may ask for copies of SOPs prior to, or after a grant is awarded.

Examples of eligible expenses include but are not limited to the following:

- Marketing Program (e.g., media and print advertising) to recruit new volunteer firefighters
- New recruit basic training
- Leadership/career development training

- Personal Protective Equipment for new recruits

For the full list of eligible and ineligible costs, please refer to Appendix B – Programmatic Information and Priorities, in the FY 2021 SAFER Program NOFO.

How is "new recruit" defined according to the SAFER Program?

The SAFER Program defines a "new recruit" as a volunteer that joins the department with the intent to serve as a firefighter after the recipient is notified of the grant award (e.g., the date of the award notification email in FEMA GO).

Does the SAFER Program allow regional applications?

Yes. Eligible applicants may apply for a regional R&R Activity grant if the request will have a direct regional or local benefit beyond the immediate boundaries of the applicant's first-due response area. Direct regional or local benefit means that other eligible organizations will receive a portion of the grant awarded funds, or the department will receive items purchased with the grant funds.

An eligible applicant will serve as the "host applicant" and can apply for funding on behalf of itself and any number of other participating R&R Activity eligible organizations. The application must include a list of all the participating organizations, including the point of contact information and EIN for each organization benefitting from a proposed regional project.

If awarded, the host applicant must agree to be responsible for all aspects of the grant. This includes but is not limited to accountability for all assets and all reporting requirements. Regional host applicants and participating partner agencies must execute a Memorandum of Understanding or equivalent document, signed by all parties participating in the award, before applying under the Regional Program activities.

The Hiring Activity is not eligible as a regional project.

How are the applications reviewed and selected for funding?

SAFER Program applications are reviewed through a multi-phase process. All applications are electronically pre-scored and ranked based on how well they align with the funding priorities outlined in the FY 2021 SAFER Program NOFO. Applications are then scored competitively by no less than three members of a Peer Review Panel.

Applications with the highest score rankings per activity will also be evaluated through a series of internal FEMA review processes for completeness, adherence to programmatic guidelines, technical feasibility, costs/quantities, and anticipated effectiveness of the proposed project(s).

How important is it to address all Narrative Statements in the application?

The Narrative Statements of the application must provide unique and specific details about the activity for which applicants seek funding, including budget details. Peer Review Panelists will evaluate and score each activity based

on the narrative elements within each activity. The weighted evaluation criteria used by the peer reviewers in determining the grant award, as described in the NOFO, make up the elements of the Narrative Statements' score.

Under the Hiring Activity, the peer review panel score is 50% of the total application score. Under the R&R Activity applications, the peer review panel score is 70% of the total application score.

Note: FEMA conducts reviews of a random sampling of applications to compare them for duplication including the narrative statements and statistical data. Therefore, all elements of the narrative statements must be specific and unique to the applying entity, and all statistical data must be accurate.

Applications with narrative statements that have substantial duplication of statements, sentences, or paragraphs to other submitted applications, and/or inaccurate data that may mislead reviewers may be disqualified. Discovery of falsification, fabrication, or plagiarism of other grant proposals will disqualify the application(s).

What are the character limitations for text boxes in FEMA GO?

The Narrative Statements blocks do not allow for formatting. Do not type the Narrative Statements using only capital letters. Additionally, do not include tables, special characters or fonts (e.g., quotation marks, bullets), or graphs. Space for the Narrative Statements is limited. Although each element must have a minimum of 200 characters, the maximum number of total characters is 3,000 per each narrative element, except Financial Need, which is 4,000 characters.

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach

SUBJECT: Resolution 2024-34
Grant Application - U.S Department of Justice, Community Oriented Policing, COPS Hiring Program (COPS CHP)

ITEM TYPE: Resolution (w/ fiscal impact)

REQUESTED ACTION: Consider Resolution 2024-34.

SYNOPSIS: Approves the submittal of one U.S. Department of Justice, Community Oriented Policing Services, COPS Hiring Program (COPS CHP) for the purpose of partially funding three police officer positions' salaries and benefits during their first three years of employment.

FISCAL IMPACT: This grant application requires salary/benefit matching funds and equipment costs from the City. The grant will pay up to $125,000 maximum salary/benefits for each position over three years. Given that the total costs to employ three new police officers over three years totals $1,259,865 and the grant will reimburse $375,000, the non-reimbursable costs to the City for the three new police officers over three years will be approximately $884,871 (See table below.)

Police Grant

	Year 1	Year 2	Year 3	Total
One New Officer				
Salary	$ 53,561.00	$ 55,435.64	$ 57,375.88	$ 166,372.52
FICA	4,097.42	4,240.83	4,389.25	12,727.50
Retirement	16,802.09	17,390.16	17,998.81	52,191.06
Health Insurance	20,777.00	20,777.00	20,777.00	62,331.00
Life Insurance	325.00	325.00	325.00	975.00
Workers Comp	120.00	120.00	120.00	360.00
Total Personnel	95,682.50	98,288.62	100,985.95	294,957.07
Vehicle & Equip	110,000.00			110,000.00
Other incidentals	5,000.00	5,000.00	5,000.00	15,000.00
Total for One Officer	$ 210,682.50	$ 103,288.62	$ 105,985.95	$ 419,957.07
Total for Three Officers	**$ 632,047.51**	**$ 309,865.86**	**$ 317,957.85**	**$ 1,259,871.22**
Grant Award	**125,000.00**	**125,000.00**	**125,000.00**	**375,000.00**
City Expense	**$ 507,047.51**	**$ 184,865.86**	**$ 192,957.85**	**$ 884,871.22**

CITY ATTORNEY COMMENTS: No additional comments.

CITY MANAGER RECOMMENDATION(S): I recommend that the City Commission adopt proposed Resolution 2024-34.

Jeff Tambasco, Interim Police Chief	2/1/2024
Kim Briley, Deputy City Clerk	2/5/2024
Pauline Testagrose, Comptroller	2/5/2024
Charles George, Interim City Manager	2/6/2024
Tammi E. Bach, City Attorney	2/13/2024

Lorelei Jacobs

Date: January 19, 2024

Submitted By: Lorelei Jacobs, Grants Administrator

COMMISSION ACTION: Adopt

RESOLUTION 2024-34

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, APPROVING GRANT APPLICATION SUBMISSION TO THE U.S. DEPARTMENT OF JUSTICE, COMMUNITY ORIENTED POLICING SERVICES, COPS HIRING PROGRAM (COPS CHP); INCREASING THE HEADCOUNT OF THE POLICE DEPARTMENT BY THREE OFFICERS AND BUDGETING FOR SUCH BEGINNING IN FISCAL YEAR 2024/2025 CONTINGENT UPON RECEIPT OF THE GRANT; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Fernandina Beach Police Department is accredited by the Florida Law Enforcement Accreditation Commission which establishes standards for law enforcement staffing to ensure police agencies have law enforcement staffing sufficient to maintain officers' training standards and provide officers with time off from their inherently stressful First Responder responsibilities; and

WHEREAS, in 2023, the Police Department operated at the minimum police officer staffing levels 47% of the time and new law enforcement positions are needed to provide the Department staffing levels sufficient for officers to attend training and have time off; and

WHEREAS, the annual visitor population within the City consistently increases, again increasing from 2022 to 2023 by 14.5%, accumulatively generating an increased need for police presence and service; and

WHEREAS, the City has not created any new police officer positions since 2018; and

WHEREAS, serving a resident population of 13,199 and a growing visitor population, the "Community Engagement" category of police Call for Service (CFS) increased 461% from 2019 (from 91 CFS in 2019 to 511 CFS in 2023); and

WHEREAS, Fernandina Beach Police Chief Jeffrey Tambasco confirms that there is a need for three new police officer positions due to the referenced increasing population, tourism, calls for service, staffing shortages, homeless persons and new community policing initiatives, among other factors; and

WHEREAS, an objective of the U.S. Department of Justice, Community Oriented Policing Services, COPS Hiring Program (COPS CHP) is to increase local sworn law enforcement staffing dedicated to identified priority areas, including Building Legitimacy and Trust, Violent Crime, Combating Hate and Domestic Extremism, and Police-Based Response to Persons in Crisis; and

WHEREAS, the COPS CHP grant is highly competitive, having received applications totaling $594 million in 2023, with only $216 million being awarded; and

WHEREAS, if awarded, the COPS CHP grant would fund 75% of each police office's salary and fringe benefits for three years, up to a maximum total reimbursement of $125,000 per officer over the three years; and

WHEREAS, the COPS CHP grant awards are five years long to allow time for recruitment and hiring before the thirty-six months of salary/benefits funding begins; and

WHEREAS, the COPS CHP grant requires a minimum of 25% in local matching funds and requires that equipment for each officer and any salary/benefits that exceeds the maximum reimbursement of $125,000 over three years are the responsibility of the local jurisdiction; and

WHEREAS, the COPS CHP grant requires that grant recipients retain their new law enforcement position(s) after the completion of the grant period for a minimum of twelve months; and

WHEREAS, the City Commission wishes to authorize the City Grants Administrator to submit a FY 2024 COPS CHP Grant Program application for the above-stated purpose; and

WHEREAS, the COPS CHP grant application requires matching funds and additional funding by the City as follows: The grant will pay up to $125,000 maximum salary/benefits for each position over three years, totaling $375,000 in grant funding for the three new law enforcement positions over three years; and

WHEREAS, the three years of police officers' salaries, benefits, vehicles and other equipment will cost approximately $1,259,871 of which the COPS CHP grant will reimburse $375,000, the City will need to contribute approximately $884,871 to fund the three new police officer positions over three years as shown in the table below; and

Police Grant

	Year 1	Year 2	Year 3	Total
One New Officer				
Salary	$ 53,561.00	$ 55,435.64	$ 57,375.88	$ 166,372.52
FICA	4,097.42	4,240.83	4,389.25	12,727.50
Retirement	16,802.09	17,390.16	17,998.81	52,191.06
Health Insurance	20,777.00	20,777.00	20,777.00	62,331.00
Life Insurance	325.00	325.00	325.00	975.00
Workers Comp	120.00	120.00	120.00	360.00
Total Personnel	95,682.50	98,288.62	100,985.95	294,957.07
Vehicle & Equip	110,000.00			110,000.00
Other incidentals	5,000.00	5,000.00	5,000.00	15,000.00
Total for One Officer	$ 210,682.50	$ 103,288.62	$ 105,985.95	$ 419,957.07
Total for Three Officers	**$ 632,047.51**	**$ 309,865.86**	**$ 317,957.85**	**$ 1,259,871.22**
Grant Award	**125,000.00**	**125,000.00**	**125,000.00**	**375,000.00**
City Expense	**$ 507,047.51**	**$ 184,865.86**	**$ 192,957.85**	**$ 884,871.22**

WHEREAS, funds for the three grant positions will be budgeted in the Police Department Personnel accounts for the associated salaries and benefits and equipment beginning with the Fiscal Year 2024/2025 budget.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, THAT:

SECTION 1. The City Commission hereby authorizes the submission of a FY 2024 COPS CHP grant application which will, if funded, provide reimbursement of three years' salaries and benefits up to a total maximum of $125,000 for each of the three new police officers over three years.

SECTION 2. Contingent upon receipt of the COPS CHP grant, the City Commission hereby approves increasing the Police Department headcount to allow for the employment of the three additional Police Officers, beginning in Fiscal Year 2024/2025.

SECTION 3. Contingent upon receipt of the COPS CHP grant, funds for the three grant positions will be budgeted in the Police Department Personnel accounts for the associated salaries and benefits and equipment beginning with the Fiscal Year 2024/2025 budget.

SECTION 4. The City Clerk and Interim City Manager are hereby authorized to execute documents relating to the COPS CHP grant application, upon review and approval of the City Attorney.

SECTION 5. This Resolution shall become effective immediately upon adoption.

ADOPTED this 20th day of February, 2024.

CITY OF FERNANDINA BEACH

_____
BRADLEY M. BEAN
Commissioner-Mayor

ATTEST:

_____
CAROLINE BEST
City Clerk

APPROVED AS TO FORM & LEGALITY:

_____
TAMMI E. BACH
City Attorney

U.S. Department of Justice
Office of Community Oriented Policing Services

COPS
Community Oriented Policing Services
U.S. Department of Justice

Fact Sheet

cops.usdoj.gov

2023 COPS Hiring Program

Advancing Community Policing by Hiring Officers

The COPS Hiring Program (CHP) is designed to reduce crime and advance public safety through community policing by providing direct support to state, local, and tribal law enforcement agencies nationwide. CHP funding supports the hiring of career law enforcement officers to increase an agency's community policing capacity and crime prevention efforts. The FY 2023 CHP award program was an open solicitation. All local, state, and tribal law enforcement agencies having primary law enforcement authority were eligible to apply. The award selection process was highly competitive and based on a variety of factors including problem focus area, local crime data, agencies' commitment to community policing, agencies' demonstrated financial need, and statutory formulas.

The COPS Office received 654 CHP applications during the open solicitation period from law enforcement agencies in nearly every state and U.S. territory. After careful review of all applications, the COPS Office made FY 2023 CHP awards to 394 state, local, and tribal law enforcement agencies totaling $216,809,571 to support the hiring of 1,730 full-time officers and deputies. These awards represent an important investment in our nation's safety and law enforcement communities.

Supporting Local Law Enforcement

Twenty-nine years after the Violent Crime Control and Law Enforcement Act of 1994 was signed into law, the COPS Office continues to support the efforts of law enforcement agencies across the country as they develop creative and innovative ways to deal with long-standing community crime problems and public safety issues. To date, the COPS Office has invested more than $14 billion, including grants to more than 15,703 state, local, and tribal law enforcement agencies, to reduce crime by advancing community policing. In all, COPS Office funding has supported the hiring of more than 135,973 law enforcement officers in agencies large and small across the nation.

CHP is the COPS Office's flagship program with a long history of promoting police-community partnerships for the express purpose of crime reduction through effective community policing. Through CHP, the COPS Office is supporting our nation's front-line heroes by providing them with needed resources and expertise to enhance local community policing strategies and tactics.

Problem Focus Areas

All proposed plans and focus areas were eligible for funding; however, additional consideration was given to agencies selecting one of the following priority focus areas:

- **Building Legitimacy and Trust**
- **Violent Crime -** with additional consideration for community violence intervention (CVI) approaches in areas of high gun violence
- **Police-Based Response to Persons in Crisis**
- **Combating Hate and Domestic Extremism**

Highlights of CHP FY 2023 Funding

- The demand for CHP funding remains extremely high among law enforcement agencies nationwide. The COPS Office received 654 applications, approximately 60 percent of which received awards.
- One hundred eighty-one of the awardees will use the funding to focus on building legitimacy and trust, 43 will seek to address high rates of gun violence, 80 will focus on other areas of violent crime, and 49 will focus CHP resources on police-based response to persons in crisis.

Program Funding Provisions

CHP awards provide up to 75 percent of the approved entry-level salaries and fringe benefits of full-time officers for 36 months, with a minimum 25 percent local cash match requirement and a maximum federal share of $125,000 per officer position. Awards are five years long to allow time for recruitment and hiring before the 36 months of salary funding begins.

Any additional costs for salaries and fringe benefits higher than entry level are the responsibility of the recipient agency. The COPS Office granted waivers of some or all of an applicant's local cash match based on a demonstration of severe fiscal distress.

CHP award funds may not be used to supplant (replace) local funds that agencies otherwise would have devoted to sworn officer hiring. The hiring of officers under CHP must be in addition to, and not in lieu of, officers who otherwise would have been hired with state or local funds.

At the conclusion of 36 months of federal funding, recipients must retain all sworn officer positions awarded under the CHP award for a minimum of 12 months. The retained CHP-funded position(s) should be added to the recipient's law enforcement budget with state or local funds, over and above the number of locally funded positions that would have existed in the absence of the award.

Contact the COPS Office

For more information about COPS Office programs and resources, please contact the COPS Office Response Center at AskCOPSRC@usdoj.gov or 800-421-6770 or visit the COPS Office website at https://cops.usdoj.gov.

Resources

The following are select resources to support state, local, and tribal law enforcement officers.

Lessons to Advance Community Policing

Case studies of COPS Office microgrant projects, highlighting successful community policing strategies that may be used in other agencies across the country.

https://portal.cops.usdoj.gov/resourcecenter/RIC/ric.php?page=detail&id=COPS-W0880.

Officer Safety and Wellness: Promoting Positive Coping Strategies

Identifying ways in which officers may struggle to manage the stress of the job in order to develop programs and services that can provide them with the skills, tools, and positive coping strategies that will enable them to build their own resilience and not merely survive but flourish.

https://portal.cops.usdoj.gov/resourcecenter/RIC/ric.php?page=detail&id=COPS-P375.

Law Enforcement Best Practices: Lessons from the Field

Examines key areas for community policing. These areas include de-escalation; crisis intervention; first-line supervisors; early intervention systems; internal affairs; recruitment, hiring, promotion, and retention; and data systems.

https://portal.cops.usdoj.gov/resourcecenter/RIC/ric.php?page=detail&id=COPS-W0875.

Discover Policing

This website offers first-hand descriptions of law enforcement work and provides opportunities for potential recruits and agencies to connect.

www.discoverpolicing.org.

Police Grant

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FICA	4,097.42	4,240.83	4,389.25	12,727.50
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Workers Comp	120.00	120.00	120.00	360.00
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Vehicle & Equip	110,000.00			110,000.00
Other incidentals	5,000.00	5,000.00	5,000.00	15,000.00
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Grant Award	**125,000.00**	**125,000.00**	**125,000.00**	**375,000.00**
City Expense	**$ 507,047.51**	**$ 184,865.86**	**$ 192,957.85**	**$ 884,871.22**

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach

SUBJECT: Resolution 2024-35
Grant Acceptance and Budget Amendment - Florida Department of Law Enforcement

ITEM TYPE: Resolution (w/ fiscal impact)

REQUESTED ACTION: Consider Resolution 2024-35.

SYNOPSIS: The attached Resolution authorizes acceptance of the Florida Department of Law Enforcement (FDLE) Edward Byrne Memorial Justice Assistance Residual Grant funds in the amount of $2,600.00 for Police use to purchase three first responder Entry Kit backpacks and authorizes a Budget Amendment in the amount of $2,600.00.

FISCAL IMPACT:
This grant agreement increases the Total City Budget by $2,600.00 from $187,498,343 to $187,500,943. The grant amount will also increase the General Fund Justice Assistance Grant (JAG) account, 001 33125 and the Police Department Operating Supplies 0012100 55200, both by $2,600.00. The FDLE Residual Grant funds will provide $2600.00 of the $2,847.90 total cost of the equipment, with the remaining $247.90 of the equipment cost budgeted in the Police Department Operating Supplies account, 0012100 55200.

CITY ATTORNEY COMMENTS: No additional comments.

CITY MANAGER RECOMMENDATION(S): I recommend that the City Commission adopt proposed Resolution 2024-35.

Jeff Tambasco, Interim Police Chief	2/6/2024
Kim Briley, Deputy City Clerk	2/6/2024
Katie Newton, Paralegal	2/7/2024
Pauline Testagrose, Comptroller	2/12/2024
Charles George, Interim City Manager	2/12/2024
Tammi E. Bach, City Attorney	2/13/2024

Lorelei Jacobs

Submitted By: Lorelei Jacobs, Grants Administrator

Date: February 05, 2024

COMMISSION ACTION: Adopt

RESOLUTION 2024-35

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, AUTHORIZING ACCEPTANCE OF THE FLORIDA DEPARTMENT OF LAW ENFORCEMENT (FDLE) EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE RESIDUAL FUNDS GRANT IN THE AMOUNT OF $2,600.00 FOR POLICE USE; AUTHORIZING A BUDGET AMENDMENT; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Fernandina Beach was awarded $2,600.00 from the Florida Department of Law Enforcement (FDLE) Edward Byrne Memorial Justice Assistance Residual Funds Grant for the purchase of three first responder Entry Kit backpacks with breaching tools to provide enhanced vehicle and structure access by medical and public safety personnel during emergency response*;* and

WHEREAS, the Police Department advises the equipment is needed to address specific public safety needs; and

WHEREAS, while no matching funds are required of this grant, the equipment cost is $247.90 above the grant award of $2,600.00; and

WHEREAS, the balance of $247.90 needed to fund the equipment purchase is available and budgeted in the Police Department Operating Supplies account, 0012100 55200; and

WHEREAS, receipt of this grant requires a Budget Amendment, increasing the General Fund Justice Assistance Grant (JAG) account, 001 33125 and the Police Department Operating Supplies 0012100 55200 both by $2,600.00. This will also increase the total City budget from $187,498,343 to $187,500,943.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, THAT:

SECTION 1. The City Commission hereby authorizes the acceptance of $2,600.00 from the FDLE Edward Byrne Memorial Justice Assistance Residual Funds Grant and the use of $247.90 from Police Department Operating Supplies account, 0012100 55200 for the equipment described herein.

SECTION 2. The City Clerk and Interim City Manager are hereby authorized to prepare and execute all grant acceptance documents related to the FDLE Edward Byrne Memorial Justice Assistance Residual Funds grant award, upon review and approval of the City Attorney.

SECTION 3. The City Commission approves a Budget Amendment, increasing the General Fund Justice Assistance Grant (JAG) account, 001 33125 and the Police Department Operating Supplies 0012100 55200 both by $2,600.00. This will also increase the total City budget from $187,498,343 to $187,500,943.

SECTION 4. This Resolution shall take effect immediately upon passage.

ADOPTED this 20th day of February 20, 2024.

CITY OF FERNANDINA BEACH

_____
BRADLEY M. BEAN
Commissioner – Mayor

ATTEST:

_____
CAROLINE BEST
City Clerk

APPROVED AS TO FORM & LEGALITY:

_____
TAMMI E. BACH
City Attorney

From: Jeffrey Tambasco
To: Lorelei Jacobs; David Bishop
Subject: FW: FY21 JAG Countywide Program Residual Funds
Date: Monday, January 29, 2024 10:13:15 AM
Attachments: image001.png
image003.png
image004.png
image005.png
image773908.png
image817010.png
2023-10-20 Residual Request - City of Fernandina Beach PD.pdf

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FYI, we were awarded the grant.

Jeffrey Tambasco
Chief of Police
Fernandina Beach Police Department
1525 Lime Street
Fernandina Beach, Florida 32034
(904) 310-3201 | jtambasco@fbfl.org
www.fbpd.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: Criminal Justice <CriminalJustice@fdle.state.fl.us>
Sent: Monday, January 29, 2024 10:04 AM
To: Jeffrey Tambasco <jtambasco@fbfl.org>
Cc: Smith, Robin <RobinSmith@fdle.state.fl.us>; Miller, Amber <AmberMiller@fdle.state.fl.us>
Subject: FY21 JAG Countywide Program Residual Funds

You don't often get email from criminaljustice@fdle.state.fl.us. Learn why this is important

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender, were expecting this email, and know the content is safe.

Dear Chief Tambasco:

The FDLE Commissioner's Office has approved your Justice Assistance Grant (JAG) residual funding request in the amount of $2,600.00. This amount fully funds the project outlined in your request dated October 20, 2023; your request to purchase the following equipment is approved:

Requested Item(s)	Approved Amount
Entry Kit Backpacks	$2,600.00
Total:	**$2,600.00**

The award project period for this grant is January 1, 2024 – September 30, 2024. Please be aware no extension of the grant period beyond September 30, 2024 is available.

****Please note, any funds expended outside to the award project period of will not be eligible for reimbursement.

Applications for this residual award must be submitted through OCJG's grant management system, AmpliFund by no later than **Friday, March 1, 2024 at 11:59 PM EST**. To begin the application process, click the link below:

https://www.gotomygrants.com/Public/Opportunities/Details/5042a3f9-cd17-4d60-b71a-a85b1ad6aa8e

Step-by-step instructions on how to apply for a JAG grant through the AmpliFund grant management system are located on the OCJG website under AmpliFund - JAG Application Guide.

A virtual recording of the June 15, 2022 training session covering application creation within the Amplifund system can be viewed on the OCJG website.

For technical assistance with the AmpliFund system or for issues creating and submitting an application in AmpliFund, visit the AmpliFund Support Site or submit your question directly to AmpliFund Customer Success by emailing support@AmpliFund.zendesk.com.

We look forward to working with you.

OFFICE OF CRIMINAL JUSTICE GRANTS
Florida Department of Law Enforcement ¦ Business Support Program

(850) 617-1250
Post Office Box 1489, Tallahassee, FL 32302-1489
criminaljustice@fdle.state.fl.us
www.fdle.state.fl.us¦Office of Criminal Justice Grants

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CITY COMMISSION AGENDA ITEM
City of Fernandina Beach

SUBJECT: Resolution 2024-36
Insurance Settlement Agreement

ITEM TYPE: Resolution (w/o fiscal impact)

REQUESTED ACTION: Consider Resolution 2024-36.

SYNOPSIS: On January 3, 2023, while walking on Hickory Street, Gwandas Pinkney tripped and fell over water meters on the sidewalk, causing injuries to Ms. Pinkney. Ms. Pinkney filed a claim with the City's insurance, claiming damages of over $200,000 as a result of her injuries. PGCS, acting as the City's insurer and working with the City Attorney, offered a settlement of $25,000 to Ms. Pinkney. Ms. Pinkney has agreed to this settlement and has signed a general release to the City.

FISCAL IMPACT: The City has a zero deductible for its general liability claims. Preferred Governmental Insurance Trust, the City's insurer will pay the settlement amount of $25,000 for this claim to Gwandas Pinkney.

CITY ATTORNEY COMMENTS: No additional comments.

CITY MANAGER RECOMMENDATION(S): I recommend that the City Commission adopt proposed Resolution 2024-36.

Kim Briley, Deputy City Clerk	2/9/2024
Katie Newton, Paralegal	2/9/2024
Pauline Testagrose, Comptroller	2/12/2024
Charles George, Interim City Manager	2/12/2024
Tammi E. Bach, City Attorney	2/13/2024



Submitted By: Katie Newton, Paralegal Date: February 09, 2024

COMMISSION ACTION: Adopt

RESOLUTION 2024-36

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, APPROVING A SETTLEMENT WITH GWANDAS PINKNEY IN THE AMOUNT OF $25,000.00; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on January 3, 2023, while walking on Hickory Street, Gwandas Pinkney tripped and fell over water meters on the sidewalk, causing injuries to Ms. Pinkney; and

WHEREAS, Ms. Pinkney filed a claim with the City's insurance, claiming damages of over $200,000, as a result of her injuries; and

WHEREAS, Preferred Governmental Claims Solutions, acting as the City's insurer and working with the City Attorney, offered a settlement of $25,000 to Ms. Pinkney; and

WHEREAS, Ms. Pinkney has agreed to this settlement and signed a general release to the City; and

WHEREAS, the City has a zero deductible for its general liability claims. Preferred Governmental Insurance Trust, the City's insurer will pay the settlement amount of $25,000 for this claim to Gwandas Pinkney.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, THAT:

SECTION 1. The City Commission hereby approves the settlement for Twenty-Five Thousand Dollars and Zero Cents ($25,000.00) to Gwandas Pinkney and the General Release, attached hereto as Exhibit A.

SECTION 2. The City Commission hereby authorizes the City Clerk and Interim City Manager execute all documents pertaining to such settlement, upon review and approval of the City Attorney.

SECTION 3. This Resolution shall be effective immediately upon passage.

ADOPTED this 20th day of February, 2024.

CITY OF FERNANDINA BEACH

_____
BRADLEY M. BEAN
Commissioner-Mayor

ATTEST:

_____
CAROLINE BEST
City Clerk

APPROVED AS TO FORM AND LEGALITY:

_____
TAMMI E. BACH
City Attorney

PGCS
Claim Services

GENERAL RELEASE OF ALL CLAIMS
(STANDARD)

Recitals

A. As used in this General Release, the term "Releasor(s)" shall mean Gwandas Pinkney as well as his/her/their heirs, executors, administrators, personal representatives, successors and assigns, jointly or severally, singular or plural, and any person in privity with them, wherever the context so admits or requires.

B. As used in this General Release, the terms "Releasee(s)" shall mean the Fernandina Beach as well as his/her/its past, present and future agents, agencies, officials, commissioners, employees, boards, representatives, attorneys, successors and assigns, in both their individual and official capacities, and any entity or person in privity with them, jointly or severally, singular or plural, wherever the context so admits or requires.

C. Whenever used in this General Release the term "Insurer" shall mean Preferred Governmental Insurance Trust, and Preferred Governmental Claims Solutions as well as its/their agents, employees, servants, officials, representatives, attorneys, successors and assigns, and any entity or person in privity with them, jointly or severally, singular or plural, wherever the context so admits or requires.

WHEREAS, Releasor(s) allege(s) that he/she/they sustained injury and damages including personal injury, bodily injuries, and/or property damage, as a result of an incident or event which occurred on 1/3/2023 at 1227 Hickory Street, Fernandina Beach, FL; and

WHEREAS, as a result of the aforesaid incident (hereinafter referred to as "Subject Incident"), Releasor(s) claim(s) to have sustained damages, including but not limited to certain bodily injury and resulting pain and suffering, disability, disfigurement, mental anguish, loss of the capacity for the enjoyment of life, expense of hospitalization, medical and nursing care and treatment, loss of earnings, loss of ability to earn money and aggravation of a previously existing condition, loss of property or loss of use of property, loss of enjoyment of life, pain and suffering and emotional distress, which losses are claimed to be permanent and continuing and which losses are expected to be suffered in the future; and

WHEREAS, at the time of the aforesaid incident, there was in force and effect an insuring Agreement between Releasee(s) and Insurer providing coverage for this incident, pursuant to the terms and conditions of that Agreement; and

WHEREAS, Releasee(s) and Insurer have denied and continue to deny any wrongdoing and have denied and continue to deny any liability for the allegations which were the subject matter of the above-referenced claim, but are desirous of entering into a compromise settlement of this claim in good faith, to avoid litigation and attendant costs; and

WHEREAS, Releasor(s) has/have agreed to accept the total sum of TWENTY FIVE THOUSAND AND NO/100 Dollars ($25,000.00), in full and final compromise and settlement of any and all claims he/she/they may have, whether now not known or contemplated, against Releasee(s) and Insurer;

NOW, THEREFORE, KNOW ALL MEN by these presents: That the said and undersigned Releasor(s) for and in consideration of the payment to him/her/them of the total sum of TWENTY FIVE THOUSAND AND NO/100 Dollars ($25,000.00), to him/her/them in hand paid, the receipt and sufficiency of which is hereby acknowledged, does/do hereby remise, release and forever discharge Releasee(s) and Insurer, of and from all manner of action and actions, cause and causes or actions, suits, debts, dues, sums of money, accounts, reckonings,

Initial _____

bonds, bills, specialties, covenants, contracts, controversies, agreements, promises, variances, trespasses, damages, judgments, executions, claims and demands whatsoever, in law or in equity, which Releasor(s) ever had, now has/have, or which any personal representative, successor, heir or assign of Releasor(s), hereafter can, shall or may have against said Releasee(s) and Insurer, by reason of any matter, cause or thing, from the beginning of the world to the date of these presents, arising out of or related to the above-described Subject Incident, and including but not limited to any and all claims for compensatory damages, injunctive relief, declaratory relief, punitive damages, interest, costs, medical and hospital expenses, attorney's fees, civil rights violations, federal claims, statutory or common law claims, lost wages, impairment of earning capacity, physical, emotional or psychological injury, companionship and support, mental anguish, pain and suffering, bodily injury, past and future medical expenses, property damage or loss of use of property..

Releasor(s) state(s) that at the time of the execution of this General Release there are no outstanding claims or liens by way of reimbursement or subrogation by insurance carriers, attorneys, hospitals, medical providers or other entities including Medicare or Medicaid, for amounts paid or owed on behalf of Releasor(s) by reason of the incident which is described above, or, in the alternative, if there are any such outstanding claims or liens, Releasor(s) will indemnify and hold Releasee(s) and Insurer harmless from said amounts and will fully satisfy and resolve those claims including but not limited to any hospital liens, medical liens, attorneys liens, insurance liens and/or liens held by Medicaid or Medicare, any other governmental agency, or any other entity.

This General Release shall not be construed as an admission of liability or responsibility by Releasee(s) or Insurer, but is rather a compromise settlement designed to avoid litigation. Releasee(s) and Insurer specifically deny liability for the claims brought by Releasor(s), deny all allegations of Releasor(s) and deny any wrongdoing whatsoever.

Releasor(s) acknowledge(s) and agree(s) that this is a General Release of all claims. Releasor(s) expressly waive(s) and assume(s) the risk of any and all claims for damages, and any nature whatsoever, which exist as of this date, of which Releasor(s) does/do not know or suspect to exist, whether through ignorance, oversight, error, negligence, or otherwise and which, if known, would materially affect Releasor(s) decision to enter into this settlement and provide this General Release. Releasor(s) further agree(s) that he/she/they has/have accepted the sum specified herein as a complete compromise of all matters involving disputed issues of law and fact, and assume(s) the risk that the facts or law may be different than he/she/they believe them to be.

Notwithstanding anything herein to the contrary, this release shall not release any health, disability or other insurance carrier or self-insureds from its obligation to provide any personal injury protection coverage, medical payment coverage, uninsured/underinsured motorist coverage, health insurance coverage, major medical insurance coverage, Workers' Compensation benefits/insurance, and/or disability insurance coverage from all claims and demands, rights and causes of action of any kind the undersigned now has or hereafter may have, on account of personal injuries known or unknown to the undersigned arising from the subject incident; but such reservation does not include Releasee(s) or Insurer, who are given a full and final release of all claims. It is the intention of the parties to this agreement to release and discharge Releasee(s) and Insurer only, and to reserve all rights of Releasor to obtain any other claims to which Releasor(s) may be entitled.

Releasor(s) further warrant(s) that no promise or inducement not herein expressed has been made; that this General Release is given in good faith and discharges Releasee(s) and Insurer from all liability; that the undersigned is over the age of twenty-one (21) years and

Initial _____

PGCS
Claim Services

legally competent and fully authorized to execute this General Release; that the undersigned has read the contents of this General Release, has been adequately represented by counsel of his own choice or has elected to retain counsel, and signs this General Release with full knowledge and appreciation of its meaning.

Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony of the third degree which carries a maximum prison sentence of five years. Such actions may lead to criminal prosecution, the invalidation of this agreement and the full refund of any and all payments received through this settlement

THIS IS A GENERAL RELEASE - READ CAREFULLY BEFORE SIGNING

IN WITNESS WHEREOF, the undersigned hereby set his/her hand and seal this 1 day of February, 2024

Signed and sealed in the presence of:

Witness

Releasor

Witness

STATE OF FLORIDA
COUNTY OF NASSAU

The foregoing instrument was acknowledged before me this 1st day of February, 2024 by GWANDAS ELAINE PINKNEY, who is personally known to me or who produced FLORIDA IDENTIFICATION CARD as identification and who did/did not take an oath.

My Commission Expires: 04-28-2025

Notary Public

Event #/Claim #: EV2023394331 410846
Adjuster: Christine Barnett

ROSEMARIE T. EVATT
Notary Public - State of Florida
Commission # HH 091852
My Comm. Expires Apr 28, 2025
Bonded through National Notary Assn.

Initial _____

FARAH & FARAH

Protecting you and your family since 1979.

January 24, 2024

Gwandas Pinkney

925 South 7th Street

Fernandina Beach, FL 32034

Re: Date of Loss: January 03, 2023
Our File No.: 230100576

Dear Ms. Pinkney:

With respect to the above-referenced matter, please find enclosed release which need to be signed by you and returned to our office at your earliest convenience. I have highlighted the signature line.

Should you have any questions, please feel free to contact me. Also, I have enclosed a self-addressed, stamped envelope for your convenience.

Sincerely,



Robert Bonner, Esq.
(904) 862-2748

10 WEST ADAMS STREET - JACKSONVILLE, FLORIDA 32202
P: 800.500.5555 - F: 904.358.2424

Here for you. Here for good.

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach

SUBJECT: Resolution 2024-37
Civic Organization Fee Waiver/Cosponsorship Guidelines and Application

ITEM TYPE: Resolution (w/o fiscal impact)

REQUESTED ACTION: Consider Resolution 2024-37.

SYNOPSIS: The City of Fernandina Beach has many facilities, parks, and resources available for civic groups and community organizations to host meetings, events, and sports activities. In general, use of these facilities requires groups to pay rental fees or charges for special services. From time to time, civic groups and community organizations request waivers of the required fees. Municipal Code, Section 65-11 states that co-sponsored groups, as determined by the Parks and Recreation Department, may utilize facilities for meeting spaces, Municiapl Code Section 65-17 allows for applications for fee waivers to be made to the City Commission, and Municipal Code Section 65-18 allows for co-sponsorship of events as determined by the City Manager.

The City Commission, at their February 6, 2024, Workshop, directed staff to prepare guidelines and an application with criteria for granting fee waivers for their review and subsequent approval in accordance with the Municipal Code. Staff herewith presents a Civic Organization Fee Waiver/Cosponsorship Request Guidelines and Application, attached hereto as Exhibit A.

FISCAL IMPACT: Any Parks and Recreation civic organization waived fees will represent a reduction in revenue in the General Fund.

CITY ATTORNEY COMMENTS: No additional comments.

CITY MANAGER RECOMMENDATION(S): At the pleasure of the City Commission.

Scott Mikelson, Parks and Recreation Deputy Director	2/13/2024
Kim Briley, Deputy City Clerk	2/13/2024
Katie Newton, Paralegal	2/13/2024
Charles George, Interim City Manager	2/13/2024
Tammi E. Bach, City Attorney	2/13/2024

Katie A Newton

Date: February 09, 2024

Submitted By: Katie Newton, Paralegal

COMMISSION ACTION: Adopt

RESOLUTION 2024-37

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, APPROVING THE CIVIC ORGANIZATION FEE WAIVER/COSPONSORSHIP GUIDELINES AND APPLICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Fernandina Beach has many facilities, parks, and resources available for civic groups and community organizations to host meetings, events, and sports activities. In general, use of these facilities requires groups to pay rental fees or charges for special services; and

WHEREAS, from time to time, civic groups and community organizations request waivers of the required fees. In the City's Municipal Code Section 65-11 states that co-sponsored groups as determined by the Parks and Recreation Department may utilize facilities for meeting spaces, Municipal Code Section 65-17 allows for applications for fee waivers to be made to the City Commission, and Municipal Code Section 65-18 allows for co-sponsorship of events as determined by the City Manager; and

WHEREAS, the City Commission, at their February 6, 2024, Workshop, directed staff to prepare guidelines and an application with criteria for granting fee waivers for their review and approval in accordance with the aforementioned Municipal Code Sections; and

WHEREAS, staff hereby presents a Civic Organization Fee Waiver Request/Cosponsorship Guidelines and Application, attached hereto as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, THAT:

SECTION 1. The City Commission hereby approves the Community Organization Fee Waiver/Cosponsorship Request Guidelines and Application, attached hereto as Exhibit A.

SECTION 2. The City Clerk and Interim City Manager are hereby authorized to execute the Community Organization Fee Waiver/Cosponsorship Guidelines and Application, upon review and approval of the City Attorney.

SECTION 3. This Resolution shall become effective immediately upon passage.

ADOPTED this 20th day of February, 2024.

CITY OF FERNANDINA BEACH

_____
BRADLEY M. BEAN
Mayor – Commissioner

ATTEST:

_____
CAROLINE BEST
City Clerk

APPROVED AS TO FORM & LEGALITY:

_____
TAMMI E. BACH
City Attorney

CIVIC ORGANIZATION FEE WAIVER/COSPONSORSHIP GUIDELINES and APPLICATION

Overview: The City of Fernandina Beach has many facilities, parks, and resources available for civic groups and community organizations to host meetings, events, and sports activities. In general, use of these facilities requires groups to pay rental fees or charges for special services. The City supports the efforts of civic groups in building and maintaining a strong community through meetings, special events, and recreational activities by granting fee waivers or through cosponsorship of such activities. Fee waivers and cosponsorships are reserved for organizations, groups, or events that positively contribute to the economic, social and/or cultural fabric of the City of Fernandina Beach.

Meeting Cosponsorships are granted through the Parks and Recreation Department and allow groups or organizations to utilize meeting space, up to once monthly, within Parks and Recreation facilities during normal business hours at no cost to the organization.

Fee Waivers for Facility Rentals are granted through application made to and approved by the City Commission.

City Co-Sponsored Events are community based and non-profit events that appeal to the broadest segment of the community and that demonstrate benefit to the City. These requests are approved by the City Manager and presented to the City Commission for final approval.

Criteria for Granting Waivers:

- The civic group or organization provides a benefit to a large portion of the community.
- The group or organization contributes to enhancing and improving City facilities monetarily or through in-kind services.
- The group or organization maintains non-profit status.

Fee Waivers will **not** be granted when:

- The request promotes campaigns, events, or ideological/political beliefs that are contrary to the policies or laws of the City of Fernandina Beach.
- The request is for commercial/for-profit/personal purposes.
- The request is for an event that is not widely open to the community at large.

Co-Sponsorship/Fee Waiver Request Process: Complete and submit the Fee Waiver Request application (attached) for a meeting cosponsorship, fee waiver, or City cosponsorship. Applications must be submitted to the Parks and Recreation at least 60 business days prior to the event or first event of a recurring event/meeting. Individuals/organizations/groups are encouraged to submit requests as early as possible.

The Parks and Recreation Department will review all requests and process the applications with the City Manager and/or City Commission when necessary.

Timeframe for Requests/Annual Renewal: Requests for cosponsorships or fee waivers must be submitted annually. In cases where in-kind, monetary, or community contributions are significant, an application may be considered for a period up to 5 years.

Contact Information:

Coordinator - Special Events
Parks and Recreation
City of Fernandina Beach
2500 Ash Street
Fernandina Beach, Florida 32034
Telephone: (904) 310-3350

Resolution 2024-37
Exhibit "A"

CIVIC ORGANIZATION FEE WAIVER/COSPONSORSHIP
REQUEST APPLICATION

Date:_____

Waiver Requested:

_____ Meeting Cosponsorship _____ Fee Waiver _____ City Cosponsorship

Requestor's Name: _____

Requestor's Telephone:_____ Requester's Email:_____

Individual/Organization/Group:_____

Event Title:_____

Event Date:_____ Event Time:_____ Event Location:_____

Requested Amount to Be Waived: _____

Provide detailed reason for request including how the organization/group benefits the quality of life in the City of Fernandina Beach. Please include any monetary or in-kind contributions which support your request for a waiver of fees or cosponsorship (attach additional pages if necessary):

_____
_____
_____
_____
_____
_____
_____
_____

*The Parks and Recreation Department reserves the right to make use of submitted facts as deemed appropriate and may request additional information when necessary.

City Use Only:
_____ Approved _____Denied

Parks & Recreation Director _____
City Manager _____
City Commission Resolution Number _____ Date Approved

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach

SUBJECT: Ordinance 2023-24
Comprehensive Plan Amendment - Commercial Redevelopment

ITEM TYPE: Ordinance (w/o fiscal impact)

REQUESTED ACTION: Approve Ordinance 2023-24 at Third Reading.

SYNOPSIS: *There are no changes to the previously approved ordinance. This item is being advertised for 3rd reading as directed by Florida Commerce (formerly Department of Economic Opportunity) as a way to satisfy changed processing requirements.*

This ordinance amends the Comprehensive Plan to allow for reasonable reinvestment in existing commercial properties by amending the Future Land Use Element and striking the Multimodal Transportation Element Policies 2.13.06, 2.13.08, and 2.13.11 to rely on the existing provisions provided within the Land Development Code. State agencies have responded with no objections, recommendations, or comments. This Ordinance was approved at First Reading by the City Commission at its May 16, 2023, Regular Meeting, and at Second Reading at its August 1, 2023, Regular Meeting.

FISCAL IMPACT: None.

CITY ATTORNEY COMMENTS: No additional comments.

CITY MANAGER RECOMMENDATION(S): I recommend that the City Commission enact proposed Ordinance 2023-24 at Second Reading.

Kelly Gibson, Planning Deputy Director	2/1/2024
Kim Briley, Deputy City Clerk	2/1/2024
Katie Newton, Paralegal	2/1/2024
Charles George, Interim City Manager	2/5/2024
Tammi E. Bach, City Attorney	2/13/2024

Katie A Newton

Date: January 25, 2024

Submitted By: Katie Newton, Paralegal

COMMISSION ACTION: Enact

ORDINANCE 2023-24

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, AMENDING THE COMPREHENSIVE PLAN TO ALLOW REASONABLE REINVESTMENT IN EXISTING COMMERCIAL PROPERTIES BY MODIFYING THE FUTURE LAND USE ELEMENT POLICY 1.08.05 (STANDARDS FOR DESTINATION ACTIVITY CENTERS OR CONVERSION OF EXISTING CONVENTIONAL SUBURBAN SHOPPING CENTERS) AND BY STRIKING THE MULTIMODAL TRANSPORTATION ELEMENT POLICIES 2.13.06 (REQUIRED PLACEMENT OF PARKING), 2.13.08 (VISUAL SCREENING OF PARKING), 2.13.11 (REQUIREMENTS FOR PERVIOUS PARKING MATERIALS); PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission adopted a unified Land Development Code on September 5, 2006, which became effective on October 1, 2006; and

WHEREAS, the City's adopted 2030 Comprehensive Plan directs changes to the Land Development Code for consistency with State Laws and current planning methods for growth and economic development; and

WHEREAS, the Planning Advisory Board (PAB), acting as the City's Local Planning Agency, considered the application at its Regular Meeting on Wednesday, April 12, 2023, and unanimously recommended approval; and

WHEREAS, notice of public hearing on such amendments was published in the News Leader, a newspaper of general circulation in Fernandina Beach, Nassau County, Florida, on March, 29 2023.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH AS FOLLOWS:

SECTION 1. PURPOSE AND INTENT. The City Commission finds that the Comprehensive Plan Text Amendments are necessary to address policy limitations which prevent reinvestment and discourage adaptive reuse of existing commercial properties, attached hereto as Exhibit A, modifying the Future Land Use Element Policy 1.08.05 and striking the Multimodal Transportation Element Policies 2.13.06, 2.13.08, 2.13.11 to rely on the provisions provided in the Land Development Code.

SECTION 2. TRANSMITTAL OF PROPOSED AMENDMENTS. The City Commission hereby endorses the proposed Comprehensive Plan amendments for transmittal to the State Land Planning Agency for the purpose of an Expedited State Review in accordance with Section 163.3184 (3), Florida Statutes.

SECTION 3. SEVERABILITY. If any section, sentence, clause, or phrase of this Ordinance is held to be invalid or unconstitutional by any Court of competent jurisdiction, the holding shall in no way affect the validity of the remaining portions of this Ordinance.

SECTION 4. COMPLIANCE. The proposed plan amendments adopted by this Ordinance are not effective until a final order is issued by the State Land Planning Agency finding the amendments to be "in compliance" in accordance with Section 163.3184, Florida Statutes. If the Agency issues a final order finding the amendments not "in compliance," the amendments may

nonetheless be made effective by adoption of a Resolution at a public hearing affirming the effective status of the amendments. No development orders or development permits dependent upon these amendments may be issued, and no development dependent upon these amendments may be undertaken before the amendments become effective.

SECTION 5. This Ordinance shall become effective immediately upon adoption.

ENACTED this 20th day of February ,2024

CITY OF FERNANDINA BEACH

_____
BRADLEY M. BEAN
Mayor - Commissioner

ATTEST:

_____
CAROLINE BEST
City Clerk

APPROVED AS TO FORM AND LEGALITY:



_____
TAMMI E. BACH
City Attorney

Date of First Reading Advertisement (PAB): April 12, 2023
Date of First Reading and Public Hearing: May 16, 2023
Date of transmittal proposed amendments to State Land Planning Agency: June 7, 2023
Date of Compliance Report Received from State Land Planning Agency: June 27, 2023
Date of Second Reading Advertisement: July 19, 2023
Date of Second Reading and Public Hearing: August 1, 2023
Date of Third Reading Advertising: February 7, 2024
Date of Third Reading and Public Hearing: February 20, 2024
Date of transmittal adopted amendments to State Land Planning Agency: February __, 2024 *(within 10 working days)*

"EXHIBIT A"

Element 1 – Future Land Use

Policy 1.08.05.

In order to encourage neighborhood-serving "destination activity centers" and to support the conversion of its existing conventional suburban shopping centers, the City ~~shall~~ requires that commercial and mixed use conversion use must meet, at a minimum, the following standards:

a. Commercial build- to lines that pull the building up to a wide street side sidewalk with a row of trees;

b. Modest instead of abundant off-street parking, located at the rear or side of buildings, and away from pedestrian areas for new development and infill outparcel redevelopment of existing commercial properties;

c. Site design which creates a sense of arrival and departure;

d. A connected sidewalk and path system promoting safety, comfort, and convenience by linking buildings within the development to adjacent properties;

e. Building facades facing the street and aligned to form squares, streets, plazas, or other forms of a pleasant urban realm;

f. A vertical mixed of residences above non-residential uses within the center, and a required percentage of floor area that is residential and retail within mixed land use categories;

g. ~~No free-standing retail non-residential establishment with the development exceeding 30,000 square feet of first floor area; or no individual non-residential establishment exceeding 60,000 square feet of first floor area within an existing commercial shopping center.~~

h. First floor uses promoting entertainment and retail uses, and articulation and glazing for pedestrian interest; and

i. Rules that restrict establishment of auto-oriented uses, or uses that generate significant noise, odor, or dust.

Change Justification: Conflicts with established policies for adaptive reuse (CP 1.01.03) of existing structures and supports policies 1.04.01, 1.04.03, 1.04.04., 1.05.02. Requested changes better reflect the built environment and allow for reinvestment in existing commercial properties.

(Text Amendments continued next page)

Element 2 – Multi-modal Transportation

~~**Policy 2.13.06.**~~
~~All non-residential off-street parking shall be placed in the rear or side of a building, rather than in the front or otherwise adjacent to a street.~~

~~**Policy 2.13.08.**~~
~~In locations where the City continues to allow parking in front, off-street parking adjacent to a street, it should be visually screened with a vegetative wall, fence, hedge or landscape berm. Walls, fences and berms, where provided, shall be designed for aesthetics, security, durability and access.~~

Policy 2.13.11.
~~The City shall requires that all new development and redeveloping properties to~~ incorporate use ~~of pervious parking materials for a minimum of 75% of the required parking area~~ in parking ~~areas. Pervious parking materials that require regular maintenance though activities such as, vacuum sweeping, must demonstrate their ability to perform regular maintenance of the site.~~

Change Justification: Strikes the current policies to rely on specific standards established in the Land Development Code.

8 Flags Shopping Center = Approximately 96,500 Square Feet
Constructed in 1974, 1976, and 1978 (theater)

Largest Single Tenant Space:
Theater (Soon to be Physicians' Offices) = Approximately 24,000 Square Feet





Existing Inventory Analysis of Large-Scale Commercial Development in Fernandina Beach
Supporting Data and Analysis for Comprehensive Plan and LDC Text Amendments

Amelia Plaza = Approximately 95,000 Square Feet
Constructed in 1978 and 1987

Largest Single Tenant Space:
Winn Dixie = Approximately 47,157 Square Feet





Existing Inventory Analysis of Large-Scale Commercial Development in Fernandina Beach
Supporting Data and Analysis for Comprehensive Plan and LDC Text Amendments

Walmart = Approximately 77,000 Square Feet
Constructed in 1986





Island Walk Shopping Center (with Bealls and Bealls Outlet) =
Approximately 228,318 Square Feet

Constructed in 1987
Largest Single Tenant Spaces: Publix Super Center = Approximately 56,000 Square Feet and Bealls and Bealls Outlet = Approximately 85,000 Square Feet





Fairway Sadler Plaza = Approximately 44,000 Square Feet (Split across 2 buildings)
Constructed in 2007





Existing Inventory Analysis of Large-Scale Commercial Development in Fernandina Beach
Supporting Data and Analysis for Comprehensive Plan and LDC Text Amendments

Sadler Square Shopping Center = Approximately 86,232 Square Feet
Constructed in 1987

Largest Single Tenant Space:
Lott's Furniture = Approximately 31,520 Square Feet





STAFF REPORT
PAB CASES 2023-039, 2023-040, 2023-041(Large- Scale Commercial Redevelopment)
April 12, 2023

APPLICATIONS FOR COMPRHENSIVE PLAN AND LAND DEVELOPMENT CODE TEXT AMENDMENTS

SUMMARY BACKGROUND:
In Fernandina Beach, "large-scale" commercial development largely occurred along roadways leading to the Central Business District including Sadler Road, S. 14th Street, and 8th Street between the late 1970s and 1980s. It was a time when typical commercial development patterns included large expanses of asphalt vehicle parking, (often an oversupply of parking), to accommodate strip malls with one or more anchor tenants. Little attention was given to landscaping or pedestrian access and circulation.

Fast forward 40-50 years, the City's established shopping centers have been well maintained and updated several times over the years. Often this is through façade face lifts and interior renovations as well as new roofs and updates to mechanical such as HVAC, electrical, and plumbing as the business mix has changed. Retrofit of parking areas to incorporate additional landscaping has occurred incrementally, but typically remain far from compliant with current standards.

In 2000, the City of Fernandina Beach established new standards for large-scale commercial development, which was defined as anything greater than 20,000 square feet. These new standards required design changes such as facade improvements and architectural elements. Most notably, was a standard for the prevention of "Super Walmart" style commercial development, which limited the size of commercial development to no greater than 80,000 square feet. This limit was based on the amount of commercial floor area that could be constructed on a city block within the downtown core (Central Business District), according to meeting minutes.

The adoption of these new standards immediately rendered several commercial shopping centers "non-conforming" with the City's regulations. Non-conforming structures are allowed to be maintained but cannot be expanded without a variance from the Board of Adjustment (BOA). Please reference supplemental documentation which provides analysis of the City's commercial shopping centers including estimated square footage, age of structure, and site photos (**EXHIBIT A**).

A secondary issue that impacts commercial re-investment is a requirement within the City's Comprehensive Plan (Plan) and Land Development Code (LDC) requiring all new development and redevelopment projects to reconstruct parking with 75% pervious materials. This standard was adopted in late 2012 during a time when the State of Florida was considering changes in stormwater regulations through the Water Management Districts to recognize low impact development strategies and reduce the required volume calculations where these strategies have been incorporated. Unfortunately, due to administrative shifts in philosophy following the gubernatorial election, the rulemaking process associated with this effort stopped in 2013-2014. Today, stormwater calculations remain as they were historically and there is no credit for incorporation of pervious materials in site design and there in no incentive to incorporate alternative paving materials to reduce the land area dedicated to stormwater management.

PROBLEM STATEMENT:
The City's commercial shopping centers need to upgrade and redevelop to attract new anchor tenants. Established standards limiting large-scale commercial development coupled with not allowing for expansion of a non-conforming structure and requirements for pervious parking materials actively thwart the ability to make reasonable reinvestment into existing structures or to demolish and rebuild in the same place. As a result, these properties are obligated to demonstrate a hardship to obtain a variance. Variances are completely at risk, and it is extremely difficult for staff or the BOA to recommend approval even when site or use specific special conditions prevent full compliance with the LDC.

STAFF REPORT
PAB CASES 2023-039, 2023-040, 2023-041(Large- Scale Commercial Redevelopment)
April 12, 2023

PROPOSED SOLUTION:

1. Text amendments to the 2030 Comprehensive Plan to strike policies requiring pervious parking materials to rely on standards created in the Land Development Code. AND
2. Text amendments to the Land Development Code to provide direction which:
   - Allows for reasonable redevelopment of large-scale commercial development,
   - Modifies standards to reduce the amount of pervious parking by allowing for alternate paving materials which adds character to the development site,
   - Recognizes that neighborhoods have built up around the commercial development and some requirements cannot be achieved in the current location, and
   - Modify standards for the approval of variances.

RATIONALE:

The proposed solution serves to create a more consistent approach with Comprehensive Plan policies that seek to allow for adaptive reuse of existing structures and sustainable building techniques. More specifically the amendments resolve a conflict with Plan policy 1.01.03 of and further supports Plan policies 1.04.01, 1.04.03, 1.04.04., 1.05.02, Objective 12.05 and policies 12.05.01-12.05.03. Collectively, the proposed changes will allow for adaptive reuse of built environment, allows for reasonable reinvestment in existing commercial properties and avoids the potential for demolition of otherwise functional properties to achieve compliance. By striking certain Plan policies, the City relies on the standards established in the LDC to set the direction for large-scale commercial development and redevelopment activities.

The proposed changes to the LDC will:

- Add new definitions to provide clarification for certain development types,
- Striking the 80,000 square foot (SF) limitation for large-scale commercial development and adding a limitation for 55,000 square feet for a single-use tenant or owner which addresses the 1999 community concern of Super Walmart locating in the city,
- Adding a policy to allow for up to 15% expansion of a single business tenant existing non-conforming commercial structure,
- Requiring at least twenty (20) percent of areas dedicated to parking and drive aisles must incorporate alternate paving materials such as: decorative pavers, bricks, scored concrete, or paving patterns to recognize the desire to ensure community character through design.
- Establishing a separate standard for reuse or redevelopment of existing loading docks to recognize that the residential development occurred after the original commercial shopping center,
- Removing the requirement for "Special Privilege" as the request itself is inherently allowing for a special right for that specific property, and
- Allowing variance approvals with a super majority of criteria being achieved (4 out of 5).

Staff has analyzed the requested amendments against average footprints of single-tenant businesses typically found within the Jacksonville MSA/ First Coast region. These are provided as a reference point for the board to consider and understand how the changes will continue to disallow certain "big box" businesses from locating in Fernandina Beach. Below is a brief listing of the typical/ average square footage (SF) needs for each business ranging from largest to smallest in indoor footprint size:

- Super Walmart: 187,000 SF
- Costco: 146,000 SF
- Sam's Club: 136,000 SF
- Target: 130,000 SF
- Lowe's: 112,000-117,000 SF
- IKEA (small footprint): 115,000 SF
- JCPenney Clothing: 110,000 -160,000 SF
- Home Depot: 105,000 SF
- Kohl's: 80,000- 90,000 SF
- Bass Pro Shop: 85,000 SF

- AMC Theaters: 60,000 SF
- Hobby Lobby: 55,000 - 64,000
- Urban Air Trampoline Park: 45,000-55,000 SF
- Ashley Home Store: 30,000-54,000 SF
- Harris Teeter: 53,000 SF
- Publix Super Center: 45,000-61,000 SF
- Winn Dixie: 45,000-60,000 SF
- Big Lots: 47,000 SF
- Walmart Neighborhood Market: 40,000 SF
- YMCA: 40,000 SF
- Best Buy: 38,500 SF
- LA Fitness: 35,000 - 45,000 SF
- Ace Hardware: 30,000 SF
- Council on Aging (Existing in City): 28, 769 SF
- Dave & Buster's Arcade: 25,000 – 43,000 SF
- Macy's or TJ Maxx: 30,000 SF
- HomeGoods: 28,000 SF
- PetSmart: 26,000 SF
- Publix Greenwise: 25,000 – 28,000 SF
- Rainforest Café: 23,000 -30,000 SF
- JoAnn Fabric or Michaels: 22,000 SF
- Aldi Super Market: 17,825- 18,000 SF
- Avg. 10 lane Bowling Alley: 15,000 SF
- Trader Joes: 8,000 – 15,000 SF
- Skating Rink: 14,000 SF
- Outpatient Surgery Center: 12,500 SF
- David's Bridal: 12,000 SF
- Pottery Barn: 10,000 SF
- Cheesecake Factory: 7,500 – 10,000 SF
- Fleming's Prime Steakhouse: 7,000-8,000 SF
- PF Chang's Traditional Restaurant: 7,000 SF
- Dollar General: 7,200 SF
- Bonefish Grill: 5,500 SF
- Healthcare/ Medical Offices: 3,000 – 8,000 SF

Respectfully submitted by,

Kelly N. Gibson, AICP, Director

Print

Planning Advisory Board (PAB) - Submission #11221

Date Submitted: 4/5/2023

Planning Advisory Board (PAB) Application

USE THIS FORM TO Request actions to affect changes to property (zoning changes, annexations, allowable uses, subdivisions).

Fees

Once application is submitted it will be reviewed for completeness. Once verified complete, an invoice will be emailed to the applicant.

- [ ] Zoning Map Amendment (â‰¤ 10 acres $2,500 / > 10acres $5,000)
- [ ] Land Use Map Amendment (â‰¤ 10 acres $2,500 / > 10acres $5,000)
- [ ] LDC Text Amendment ($1,500)
- [x] Comp Plan Amendment ($5,000)
- [ ] Subdivision Plat â€“ Preliminary (â‰¤ 20 units $3,000 / > 20 units $5,000)
- [ ] Subdivision Plat â€“ Final ($1,500)
- [ ] Vacation of R.O.W. ($3,500)
- [ ] Small Cell Outside R.O.W. (per application) ($500)
- [ ] Voluntary Annexation ($2,000)
- [ ] Development of Regional Impact: Amend Development Order ($1,500)
- [ ] New Telecommunications Structure ($2,000)
- [ ] Revision to each PAB Application - 1/2 cost of original application fee (To offset additional display ad fee)

2023 Submission Deadlines + Meetings Calendar

PAB 2023



IMPORTANT NOTES

Pre-Application Meeting

To guide you through the process and ensure that your application is understood and properly processed, youâ€™ll need to meet with a City Planner prior to submitting your application. Completed applications are due 30 days prior to the Planning Advisory Board meeting date.

Please see the Land Development Code (LDC) for detailed information:

- [ ] LDC Text Amendment â€“ see LDC Section 11.01.08.
- [ ] Preliminary Subdivision Plat â€“ see LDC Section 11.01.05.
- [ ] Final Subdivision Plat â€“ LDC Section 11.01.05.
- [ ] Zoning Map Changes â€“ See LDC Section 11.01.07.

The LDC is available for review at

www.fbfl.us/LDC

Application Requirements

- [ ] A complete application filed at least forty-five (45) days before the date of the Planning Advisory Boardâ€™s public hearing;
- [ ] Proof of Ownership (copy of deed or tax statement);
- [ ] A current survey of the property (no older than two years);
- [ ] If applying as an agent, Ownerâ€™s Authorization for Agent Representation form needs to be signed/ notarized and included in application;
- [ ] A detailed letter of intent stating the following:
- [ ] o The consistency of the proposed amendment(s) or action(s) with the Cityâ€™s Comprehensive Plan.
- [ ] o A justification for the proposed amendment(s) or action(s).

Have you met with a planner for a pre-application meeting?*

Yes

What was the date of your pre-application meeting?*

2/1/2023

If you have yet to have a pre-application meeting, please choose a date and time to schedule your meeting now. Every Tuesdays are reserved for pre-application appointments.*

mm/dd/yyyy hh:mm am/p

PROPERTY INFORMATION

Property information can be found at the Nassau County Property Appraiserâ€™s Website â†' Map Search

Site Address*

various

City*

Fernandina Beach

State*

FL

Zip*

32034

Parcel ID #(s)*

n/a

Lot*

n/a

Block*

n/a

Subdivision*

n/a

Zoning District*

C-1

Future Land Use Designation*

8th St Mixed Use

REVIEW TYPE*

- [ ] Zoning Map Amendment â‰¤ 10 acres
- [ ] Zoning Map Amendment > 10 acres
- [ ] LDC Text Amendment
- [x] Comp Plan Amendment
- [ ] Subdivision Plat â€“ Preliminary â‰¤ 20 units
- [ ] Subdivision Plat â€“ Preliminary > 20 units
- [ ] Subdivision Plat â€“ Final
- [ ] Vacation of R.O.W.
- [ ] Voluntary Annexation
- [ ] Revision to PAB Application

OWNER OF RECORD

As recorded with the Nassau County Property Appraiser

First Name*

City of Fernandina Beach /

Last Name*

Mark Foxworth

Company (if applicable)

City of Fernandina Beach

Mailing Address*

204 Ash Street

City*

Fernandina Beach

State*

FL

Zip*

32034

Telephone Number*

904-310-3480

Email Address*

planninginfo@fbfl.city

OWNER'S AGENT

If other than owner. If an agent will be representing the owner, an Ownerâ€™s Authorization For Agent Representation form must be included

First Name

City of Fernandina Beach /

Last Name

Kelly Gibson

Mailing Address

204 Ash Street

City

Fernandina Beach

State

FL

Zip

32034

Telephone Number

9043103480

E-mail Address

planninginfo@fbfl.city

PROJECT INFORMATION

Previous Planning/Zoning Approvals

n/a

Summary of Request (more detailed information to be provided in required letter of intent)*

PAB CASE 2023-0041: Comp Plan amendments to support commercial development and redevelopments by modifying the future land use element policy 1.08.05 (standards for destination activity centers or conversion of existing conventional suburban shopping centers) and modifying or striking the multimodal transportation element policies 2.13.06 (required placement of parking), 2.13.08 (visual screening of parking), 2.13.11 (requirements for pervious parking materials).

Certification*

☑ By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application.

☑ I acknowledge that I understand and have complied with all of the submittal requirements and procedures.

I/We understand that the City Staff may install a Notice of Hearing sign on the property 14 days before the scheduled heating and that the sign must only be removed after the hearing by City Staff, unless, the applicant or property owner brings the Notice of Hearing back to City Hall.

Applicant First Name*

City of Fernandina Beach /

Applicant Last Name*

Kelly Gibson

Today's Date*

2/1/2023

Upload Supporting Documentation*

03 29 23 Display Ad.docx

Upload 2

Choose File | No file selecte

Upload 3

Choose File | No file selecte

Upload 4

Choose File | No file selecte

DEPARTMENT OF PLANNING & CONSERVATION

204 Ash Street | Fernandina Beach, Florida 32034 | 904 310-3480 | www.fbfl.us/planning

From:	Steve Fitzgibbons
To:	Kelly Gibson
Cc:	DCPexternalagencycomments@deo.myflorida.com
Subject:	City of Fernandina Beach proposed comprehensive plan amendment 23-01ESR
Date:	Wednesday, June 21, 2023 1:27:41 PM
Attachments:	image001.png

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender, were expecting this email, and know the content is safe.

Dear Ms. Gibson,

St. Johns River Water Management District (District) staff have reviewed City of Fernandina Beach proposed comprehensive plan amendment 23-01ESR in accordance with the provisions of Chapter 163, *Florida Statutes*. Based on review of the submitted materials, District staff have no comments on the proposed amendment. If you have any questions or need additional information, please contact me.

Please note that all proposed and adopted comprehensive plan amendments can be submitted to the District by email at sfitzgibbons@sjrwmd.com.

Sincerely,
Steve Fitzgibbons

Steven Fitzgibbons, AICP
Intergovernmental Planner
St. Johns River Water Management District
7775 Baymeadows Way, Suite 102
Jacksonville, FL 32256
Office (386) 312-2369
Email: sfitzgib@sjrwmd.com
Website: www.sjrwmd.com
Connect with us: Newsletter, Facebook, Twitter, Instagram, YouTube, Pinterest



We value your opinion. Please take a few minutes to share your comments on the service you received from the District by clicking this link

Notices
• Emails to and from the St. Johns River Water Management District are archived and, unless exempt or confidential by law, are subject to being made available to the public upon request. Users should not have an expectation of confidentiality or privacy.

• Individuals lobbying the District must be registered as lobbyists (§112.3261, Florida Statutes). Details, applicability and the registration form are available at http://www.sjrwmd.com/lobbyist/

Ron DeSantis
GOVERNOR

FLORIDA DEPARTMENT of ECONOMIC OPPORTUNITY

J. Alex Kelly
SECRETARY

June 27, 2023

The Honorable Bradley Bean
Mayor, City of Fernandina Beach
204 Ash Street
Fernandina Beach, Florida 32034

Dear Mayor Bean:

The Department of Economic Opportunity ("Department") has reviewed the proposed comprehensive plan amendment for the City of Fernandina Beach (Amendment No. 23-01ESR) received on June 7, 2023. The review was completed under the expedited state review process. We have no comment on the proposed amendment.

The City should act by choosing to adopt, adopt with changes, or not adopt the proposed amendment. For your assistance, we have enclosed the procedures for adoption and transmittal of the comprehensive plan amendment. In addition, the City is reminded that:

- Section 163.3184(3)(b), F.S., authorizes other reviewing agencies to provide comments directly to the City. **If the City receives reviewing agency comments and they are not resolved, these comments could form the basis for a challenge to the amendment after adoption.**

- **The second public hearing,** which shall be a hearing on whether to adopt one or more comprehensive plan amendments, **must be held within 180 days** of your receipt of agency comments or the amendment shall be **deemed withdrawn** unless extended by agreement with notice to the Department and any affected party that provided comment on the amendment pursuant to Section 163.3184(3)(c)1., F.S.

- **The adopted amendment must be rendered to the Department.** Under Section 163.3184(3)(c)2. and 4., F.S., the **amendment effective date** is 31 days after the Department notifies the City that the amendment package is complete or, if challenged, until it is found to be in compliance by the Department or the Administration Commission.

An equal opportunity employer/program. Auxiliary aids and service are available upon request to individuals with disabilities. All voice telephone numbers on this document may be reached by persons using TTY/TTD equipment via the Florida Relay Service at 711.

If you have any questions concerning this review, please contact Matthew Preston, Planning Analyst, by telephone at (850) 717-8490 or by email at matt.preston@deo.myflorida.com.

Sincerely,

Scott Rogers, Regional Planning Administrator
Bureau of Community Planning and Growth

SR/mp

Enclosure(s): Procedures for Adoption

cc: Kelly Gibson, Director of Planning and Conservation, City of Fernandina Beach
Noel Comeaux, Policy and Planning Director, Northeast Florida Regional Planning Council

An equal opportunity employer/program. Auxiliary aids and service are available upon request to individuals with disabilities. All voice telephone numbers on this document may be reached by persons using TTY/TTD equipment via the Florida Relay Service at 711.

SUBMITTAL OF ADOPTED COMPREHENSIVE PLAN AMENDMENTS

FOR EXPEDITED STATE REVIEW

Section 163.3184(3), Florida Statutes

NUMBER OF COPIES TO BE SUBMITTED: Please submit electronically using the Department's electronic amendment submittal portal "**Comprehensive Plan and Amendment Upload**" (*https://fldeo.my.salesforce-sites.com/cp/*) **or** submit three complete copies of all comprehensive plan materials, of which one complete paper copy and two complete electronic copies on CD ROM in Portable Document Format (PDF) to the State Land Planning Agency and one copy to each entity below that provided timely comments to the local government: the appropriate Regional Planning Council; Water Management District; Department of Transportation; Department of Environmental Protection; Department of State; the appropriate county (municipal amendments only); the Florida Fish and Wildlife Conservation Commission and the Department of Agriculture and Consumer Services (county plan amendments only); and the Department of Education (amendments relating to public schools); and for certain local governments, the appropriate military installation and any other local government or governmental agency that has filed a written request.

SUBMITTAL LETTER: Please include the following information in the cover letter transmitting the adopted amendment:

_____ State Land Planning Agency identification number for adopted amendment package;

_____ Summary description of the adoption package, including any amendments proposed but not adopted;

_____ Identify if concurrency has been rescinded and indicate for which public facilities. (Transportation, schools, recreation and open space).

_____ Ordinance number and adoption date;

_____ Certification that the adopted amendment(s) has been submitted to all parties that provided timely comments to the local government;

_____ Name, title, address, telephone, FAX number and e-mail address of local government contact;

_____ Letter signed by the chief elected official or the person designated by the local government.

ADOPTION AMENDMENT PACKAGE: Please include the following information in the amendment package:

_____ In the case of text amendments, changes should be shown in strike-through/underline format.

_____ In the case of future land use map amendments, an adopted future land use map, **in color format,** clearly depicting the parcel, its future land use designation, and its adopted designation.

_____ A copy of any data and analyses the local government deems appropriate.

Note: If the local government is relying on previously submitted data and analysis, no additional data and analysis is required;

_____ Copy of the executed ordinance adopting the comprehensive plan amendment(s);

Suggested effective date language for the adoption ordinance for expedited review:

> "The effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the state land planning agency notifies the local government that the plan amendment package is complete. If the amendment is timely challenged, this amendment shall become effective on the date the state land planning agency or the Administration Commission enters a final order determining this adopted amendment to be in compliance."

_____ List of additional changes made in the adopted amendment that the State Land Planning Agency did not previously review;

_____ List of findings of the local governing body, if any, that were not included in the ordinance and which provided the basis of the adoption or determination not to adopt the proposed amendment;

_____ Statement indicating the relationship of the additional changes not previously reviewed by the State Land Planning Agency in response to the comment letter from the State Land Planning Agency.

From:	Plan Review
To:	Kelly Gibson; DCPexternalagencycomments
Cc:	Plan Review
Subject:	Fernandina Beach 23-01ESR Proposed
Date:	Wednesday, June 28, 2023 5:12:51 PM
Attachments:	image001.png

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender, were expecting this email, and know the content is safe.

To: Kelly N. Gibson, AICP, Director of Planning & Conservation

Re: Fernandina Beach 23-01ESR – Expedited State Review of Proposed Comprehensive Plan Amendment

The Office of Intergovernmental Programs of the Florida Department of Environmental Protection (Department) has reviewed the above-referenced amendment package under the provisions of Chapter 163, Florida Statutes. The Department conducted a detailed review that focused on potential adverse impacts to important state resources and facilities, specifically: air and water pollution; wetlands and other surface waters of the state; federal and state-owned lands and interest in lands, including state parks, greenways and trails, conservation easements; solid waste; and water and wastewater treatment.

Based on our review of the submitted amendment package, the Department has found no provision that, if adopted, would result in adverse impacts to important state resources subject to the Department's jurisdiction.

Please submit all future amendments by email to Plan.Review@FloridaDEP.gov. If your submittal is too large to send via email or if you need other assistance, contact Lindsay Weaver at (850) 717-9037.



From:	Austin, Brian
To:	DCPexternalagencycomments; barbara.powell@deo.myflorida.com; Kelly Gibson
Cc:	Rose, Kaisha
Subject:	City of Fernandina Beach 23-1ESR
Date:	Thursday, June 22, 2023 9:21:09 AM

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender, were expecting this email, and know the content is safe.

FDOT has reviewed the transmitted City of Fernandina Beach 23-1ESR Comprehensive Plan amendment pursuant to Section 163.3184(3), Florida Statutes. The proposed amendment is not anticipated to have significant adverse impacts to transportation resources or facilities of state importance.

We appreciate the opportunity to review the proposed comprehensive plan amendment and request that a copy of the amendment, along with the supporting data and analysis be transmitted to the FDOT upon its adoption.

Thank you.

Brian Austin
Transportation Planner
FDOT District Two
Jacksonville Urban Office
2198 Edison Avenue MS 2806
Jacksonville, Florida 32204
Office: (904) 360-5664
brian.austin@dot.state.fl.us

NOTICE OF PUBLIC HEARING
PLANNING ADVISORY BOARD
CITY OF FERNANDINA BEACH

NOTICE IS HEREBY GIVEN that a Public Hearing is scheduled for **Wednesday, April 12, 2023, at 5:00 p.m.** in the City Commission Chambers, 204 Ash Street Fernandina Beach, Florida to consider the following:

VACATION OF RIGHT OF WAY (ROW)

PAB CASE 2023-0038: ***CITY OF FERNANDINA BEACH*** REQUESTS A VACATION OF ROW FOR APPROXIMATELY 142 FT BY 50 FT SECTION OF UNIMPROVED POMPANO STREET.

LAND DEVELOPMENT CODE TEXT AMENDMENT

PAB CASE 2023-0039: ***CITY OF FERNANDINA BEACH*** REQUESTS LAND DEVELOPMENT CODE TEXT AMENDMENTS TO SUPPORT COMMERCIAL DEVELOPMENT AND REDEVELOPMENT OPPORTUNITIES TO ALLOW REASONABLE REINVESTMENT IN EXISTING COMMERCIAL PROPERTIES BY SPECIFICALLY ADDING DEFINITIONS IN SECTION 1.07.00 (ACRONYMS AND DEFINITIONS) FOR ADAPTIVE REUSE, DEVELOPMENT AND DEVELOPMENT ACTIVITY, INFILL DEVELOPMENT, REDEVELOPMENT, AND GREENFIELD DEVELOPMENT, TO AMEND SECTION 6.04.01 STANDARDS FOR LARGE SCALE COMMERCIAL DEVELOPMENT SPECIFICALLY CHANGING POLICIES FOR MAXIMUM GROSS FLOOR AREA, CREATING ALLOWANCE FOR EXPANSION OF NON-CONFORMING STRUCTURES, PARKING MATERIALS, LOADING DOCKS, TO AMEND SECTION 7.01.04(C)(2) PARKING LOT DESIGN REQUIREMENTS, PARKING MATERIALS; TO AMEND SECTION 7.01.06 LOADING SPACE STANDARDS AND DESIGN TO ADD CRITERIA FOR REDEVELOPMENT PROJECTS, MODIFYING SECTION 10.01.02 TO ALLOW REASONABLE EXPANSION OF NON-CONFORMING COMMERCIAL DEVELOPMENT.

LAND DEVELOPMENT CODE TEXT AMENDMENT

PAB CASE 2023-0040: ***CITY OF FERNANDINA BEACH*** REQUESTS LAND DEVELOPMENT CODE TEXT AMENDMENTS TO MODIFY 10.02.02(A) REQUIRED FINDINGS FOR GRANT OF A VARIANCE TO REMOVE THE CRITERIA FOR SPECIAL PRIVILEGE AND TO ALLOW A VARIANCE TO BE APPROVED WITH A SUPERMAJORITY OF THE CRITERIA BEING MET.

COMPREHENSIVE PLAN TEXT AMENDMENT

PAB CASE 2023-0041: ***CITY OF FERNANDINA BEACH*** REQUESTS COMPREHENSIVE PLAN TEXT AMENDMENTS TO SUPPORT COMMERCIAL DEVELOPMENT AND REDEVELOPMENT OPPORTUNITIES TO ALLOW REASONABLE REINVESTMENT IN EXISTING COMMERCIAL PROPERTIES BY SPECIFICALLY MODIFYING THE FUTURE LAND USE ELEMENT POLICY 1.08.05 (STANDARDS FOR DESTINATION ACTIVITY CENTERS OR CONVERSION OF EXISTING CONVENTIONAL SUBURBAN SHOPPING CENTERS) AND MODIFYING OR STRIKING THE MULTIMODAL TRANSPORTATION ELEMENT POLICIES 2.13.06 (REQUIRED PLACEMENT OF PARKING), 2.13.08 (VISUAL SCREENING OF PARKING), 2.13.11(REQUIREMENTS FOR PERVIOUS PARKING MATERIALS).

Interested parties may appear at said hearing and be heard as to the advisability of any action, which may be considered. Any persons with disabilities requiring accommodations in order to participate in this program or activity should contact 310-3100, TTY 711, (TTY number for all City offices) or through the Florida Relay Service at 711 at least 24 hours in advance to request such accommodation. The PAB serves as a recommending committee. Every application is submitted to the City Commission for final decision making.

Copies of the applications may be inspected in the office of the Planning Department, City Hall, 204 Ash Street, between the hours of 8:00 AM – 5:00 PM, Monday through Friday. To make an appointment with a planner, please call 904-310-3480.

July 19, 2023

News Leader Edition

NOTICE OF PUBLIC HEARING
CITY COMMISSION
CITY OF FERNANDINA BEACH

NOTICE IS HEREBY GIVEN that a Public Hearing is scheduled for **Tuesday, August 1, 2023, at 6:00 PM** in the City Commission Chambers, 204 Ash Street Fernandina Beach, Florida to consider the following application:

ORDINANCE 2023-24

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, AMENDING THE COMPREHENSIVE PLAN TO ALLOW REASONABLE REINVESTMENT IN EXISTING COMMERCIAL PROPERTIES BY MODIFING THE FUTURE LAND USE ELEMENT POLICY 1.08.05 (STANDARDS FOR DESTINATION ACTIVITY CENTERS OR CONVERSION OF EXISTING CONVENTIONAL SUBURBAN SHOPPING CENTERS) AND BY STRIKING THE MULTIMODAL TRANSPORTATION ELEMENT POLICIES 2.13.06 (REQUIRED PLACEMENT OF PARKING), 2.13.08 (VISUAL SCREENING OF PARKING), 2.13.11 (REQUIREMENTS FOR PERVIOUS PARKING MATERIALS); PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Interested parties may appear at said hearing and be heard as to the advisability of any action, which may be considered. Any persons with disabilities requiring accommodations in order to participate in this program or activity should contact 310-3115, TTY/TDD 711 or through the Florida Relay Service at 1-800-955-8771 at least 24 hours in advance to request such accommodation.

IF ANY PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE BOARD/COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH HEARING, S/HE WILL NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

Copies of the applications with description by metes and bounds and the ordinance can be obtained in the office of the City Clerk, City Hall, 204 Ash Street, between the hours of 8:00 AM – 5:00 PM, Monday through Friday. For information on the application, please contact the Staff of the City Clerk's Office at 310-3115.

February 7, 2024

News Leader Edition

NOTICE OF PUBLIC HEARING
CITY COMMISSION
CITY OF FERNANDINA BEACH

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ORDINANCE 2023-24

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