



Monthly Planning Report

To: Brian L. Barroso
City Manager

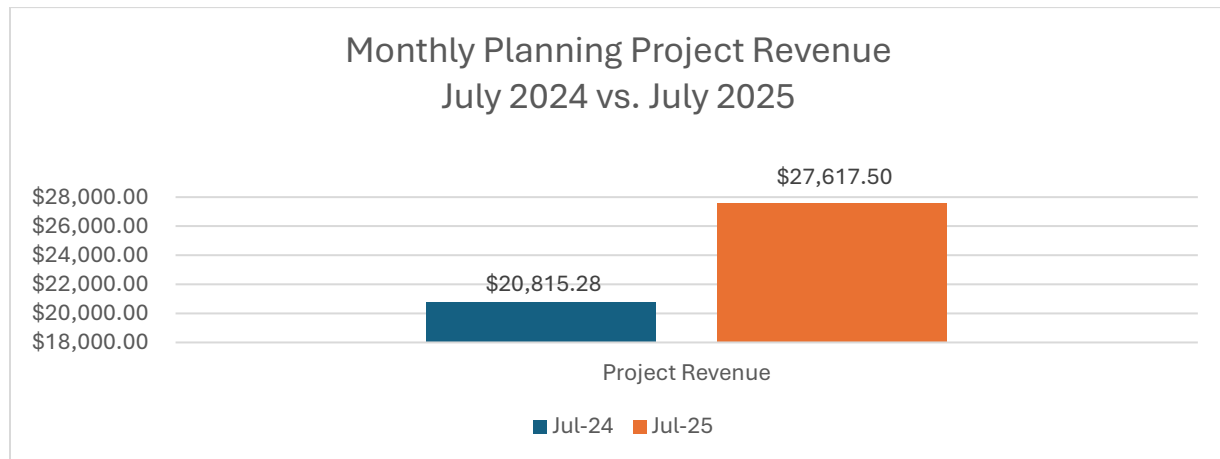
Date: August 8, 2025

From: Patrick Wright
Growth Management Director

Subject: July 2025 Planning Report

Monthly Totals

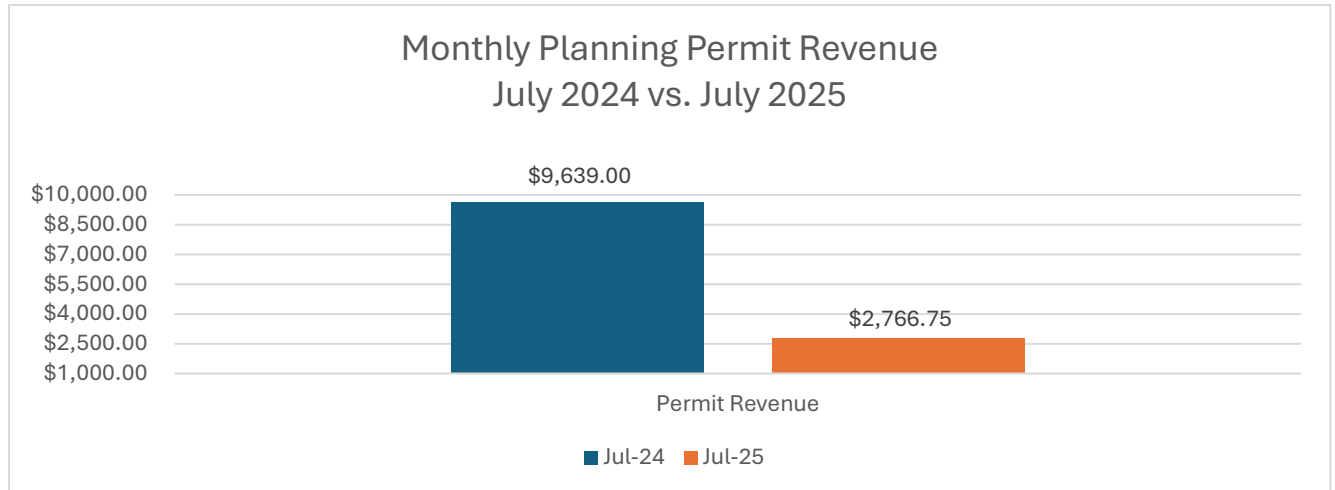
<u>10</u>	Planning Projects Received
<u>\$27,617.50</u>	Total Monthly Project Revenue
<u>\$ 2,766.75</u>	Total Monthly Permit Revenue
<u>\$30,384.25</u>	Total Monthly Department Revenue



There was a difference of **\$6,802.22** from this year to last July.



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There was a difference of **\$-6,872.25** from this year to last July.

On-going Planning projects:

- Mallory Square Master Plan (Sasaki)
- Duval Street Resiliency & Revitalization Plan (Stantec)

Planning Board

In July the Planning Board heard and approved 16 items:

- BPAS Year 12 Final Determinations
- 1 Transient Unit and License Transfer
- 2 Development Plans
- 5 Conditional Uses
- 6 Variances

Planning Staff continues to work on various other projects, code amendments, building permit reviews, and handling daily walk in appointments.



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HARC MONTHLY REPORT

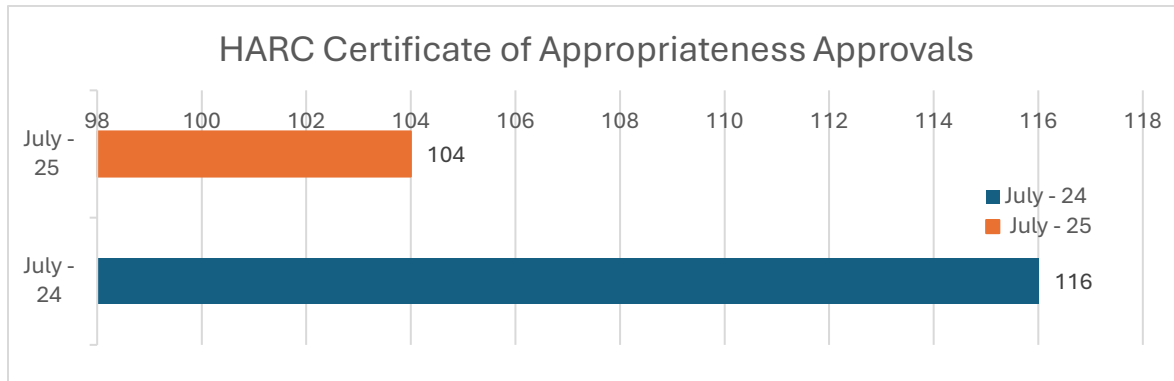
July 2025

Review and Compliance

104 Total Certificate of Appropriateness Reviewed

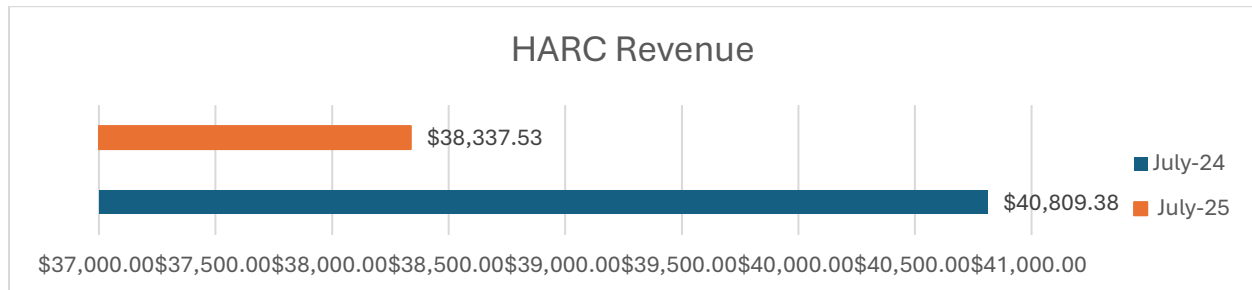
98 Certificate of Appropriateness Reviewed by staff or 94.2% of reviewed applications.

6 Certificate of Appropriateness scheduled for HARC meeting.



HARC Revenue

\$38,337.53 HARC revenue for the month of July



HARC Revenue 2024-2025 FY up to June \$338,667.15

HARC Inspections

80 HARC Final Inspections were completed and 1 Revision Recommended.



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Urban Forestry

Brett Mayle has been selected as the new **Urban Forestry Manager**. Brett is an experienced licensed arborist with decades of experience in the industry. Brett will start with the City on **September 8, 2025**. **Zach Bentley** will continue **full-time** as **Assistant Urban Forestry Manager**. With Brett's experience and Zach's intimate knowledge of our canopy and gained interim experience I truly believe this will bring dynamic team element that the City has not seen in our Urban Forestry Program before. The Public Works tree trimming crew will also be moving over to Urban Forestry.

Community Redevelopment Agency – July Update

Frederick Douglass Community Center- Phase Two

- Contract from Florida Commerce was approved for \$1,000,000. Engineering has started the project and is putting together the final scope of work and cost estimate. Once that is complete, CRA manager will disrepute to all stakeholders.

Olivia Street Drainage

- Project is complete and Olivia Street and Fort Street Project will be paved in the next month.

MLK Community Pool

- Perez Engineering has completed the cost estimates to repair the pool and building and it will be presented at the BVRAC meeting in August.

Diesel Plant Stabilization

- Engineering has received a draft structural analysis for the building. Once the final report is complete, CRA Manager will share with BVRAC and CRA Board
- FY2026 funding- Special Category Historic Preservation Grant for \$984,500 was NOT funding by the state so the City/ CRA will not receive those funds.

Duval Revitalization Project

- City is continuing to look for grants. Project updated is scheduled the next City Commission meeting.

Piano Shop (907 Caroline Street)

- The project has completed the planning board process/ city commission approval. Drawings are at 90% complete. Construction bid timeline- TBD.

Grinnell Street Parking Deck- No new update

- CRA manager is confirming scope of work for the parking deck and cost of the project with Engineering and Transit.
- CRA funds will be used for the project.

Green Street Drainage project-



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- This is the next major project for the Caroline Street CRA.
- Engineering to determine the next steps for the project and will review the options with Commissioner Haskle

CRA Plan update-

- FY2025/2026- Both CRA areas will receive an update to the vision plan for future projects and funding requestions. CRA Manager is scheduled to attend the Bight board meeting in August to review next steps with the CRA funding in that area.

BVRAC meetings: Aug 14, 2025; Oct 9, 2025; Dec TBD

District VI meetings: Sept 18, 2025 and Dec 11, 2025

Sustainability & Adaptation

- **Adaptation Plan:**

- Adaptation Plan: The draft Chapter actions are currently under final review and then will be scored. Staff has provided comments for the Historic and Economic chapters thus far.
- Green Building Program: CM gave permission to move forward to the outreach plan. Resiliency Manager presented at the CBO Quarterly on 7/2, and at Green Drinks on 7/15 and to stakeholders at online meetings 7/16 and 17. In August, the final draft will be routed and go forward to the Planning Board on Aug 21.
- Duval Revitalization: No new movement.
- Monroe County Local Mitigation Strategy: Final edits were submitted.

- **Grants:**

- DOD Housing Grant: DOD staff is routing language through Congress to expand it's authority to help with our Housing Study. We expect final passage between October and December 2025.
- DOD Wastewater Treatment Plant: Completed Tabletop exercise. Finalizing grant reports for close out.
- FDHR Historic Adaptation Surveys Grant #1: Waterfront Playhouse and Meson de Pepe's. Finalizing grant reports for close out.



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- FDHR Historic Adaptation Surveys Grant #2: Aquarium & Hospitality House. Awaiting Agreement. Working on Task Order.
- FDHR Historic Special Category Grant: Diesel Plant. Entire budget slashed.
- FDHR Historic Surveys Grant #3: Tift Icehouse. Submitted June 2. Will know in a year.
- FDHR Historic Special Category Grant: Waterfront Playhouse. Same as above.
- FDEM Watershed Master Plan: The final plan has been submitted to the August City Commission meeting as our final step to complete and close out the grant.
- ACOE Water Quality Improvements: CM's office is readdressing the allocation formula. Next steps are an ILA between the partners and a partner MOU with ACOE.
- USDOT Safe Streets Demonstration Grant: Submitted June 25th
- DOD DCIP: Passed opportunity because we wouldn't have been awarded.
- NEA Grants for Arts Project - Bus Shelters. Submitted July 22
- FEMA HMGP Tier 3: Duval Stormwater. Submitted July 25
- Upcoming:
 - Sept 1: FDEP Resilient Florida (9/1): Grant Eval meeting 8/5 for
 - TBA: EPA WQ, FDEP WQ
- **Water Quality:**
 - A special meeting was held July 23rd to review the Water Quality Monitoring Program. It was determined by legal and the Commission that the best route was to reject all bids, rework the RFP and go out to bid again.
- **Transportation:**
 - Sustainable Transportation Coordinator is pulling together a comprehensive list of potential funding sources to help create long term stable funding for Transit.
 - Sustainable Transportation Coordinator and Multimodal Coordinator continue to meet with stakeholders for the Safe Streets and Roads for All (SS4A) grant. New crash data reveals that the City had a 63% increase in crashes in 2024. The Community survey has generated 700 responses.
 - Sustainable Transportation Coordinator and Adaptation and Energy Coordinator collaborated with Transit \$4.5 million grant application through the Low or No



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Emissions and Buses and Bus Facilities program to support the purchase of four diesel-hybrid buses.

- Sustainable Transportation Coordinator is researching RFP and RFQ examples to use for creating the Electric Bus and Fleet Plan.

- **Energy**

- Adaptation and Energy Coordinator participated in the final review of the Strategic Energy Plan.
- Adaptation and Energy Coordinator participated in the review of the Climate Adaptation Plan draft and provided recommendations.
- Adaptation and Energy Coordinator submitted a grant application to the National Endowment for the Arts requesting \$103,000 in funding for artistic bus shelters and bus wraps.
- Adaptation and Energy Coordinator completed benchmarking of electricity (two years of data) and water (one year of data) for City facilities.

- **Community Outreach**

- Adaptation and Energy Coordinator designed and distributed the monthly Green E-Newsletter, which continues to be shared during the first week of each month to highlight sustainability initiatives and engagement opportunities.
- Adaptation and Energy Coordinator scheduled the next Green Drinks event for August 19, 2025, at BirdCage Key West from 5:30 p.m. to 7:00 p.m. The event theme is Healthy Living, featuring guest speakers Ivona Coleman (Florida Department of Health) and Dawn Cricket Desmarais (Sweet Harbors).