



AGENDA

REGULAR CITY COMMISSION MEETING

MONDAY, APRIL 1, 2019, AT 6:00 P.M.

CITY OF ST. AUGUSTINE BEACH, 2200 A1A South, St. Augustine Beach, FL 32080

NOTICE TO THE PUBLIC

THE CITY COMMISSION HAS ADOPTED THE FOLLOWING PROCEDURE: PERSONS WISHING TO SPEAK ABOUT TOPICS THAT ARE ON THE AGENDA MUST FILL OUT A SPEAKER CARD IN ADVANCE AND GIVE IT TO THE RECORDING SECRETARY. THE CARDS ARE AVAILABLE AT THE BACK OF THE MEETING ROOM. THIS PROCEDURE DOES NOT APPLY TO PERSONS WHO WANT TO SPEAK TO THE COMMISSION UNDER "PUBLIC COMMENTS."

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. APPROVAL OF MINUTES OF REGULAR CITY COMMISSION MEETING, MARCH 4, 2019, CONTINUATION OF REGULAR COMMISSION MEETING, MARCH 5, 2019 AND SPECIAL COMMISSION MEETING ON MARCH 5, 2019
- V. FILLING VACANCY ON THE CITY COMMISSION
 - A. Interview of Candidates to Fill Unexpired Term of Former Commissioner Rich O'Brien
 - B. Swearing in of Candidate Selected
- VI. ADDITIONS OR DELETIONS OF THE AGENDA
- VII. CHANGES TO THE ORDER OF TOPICS ON THE AGENDA
- VIII. PUBLIC COMMENTS
- IX. PRESENTATIONS
 - A. Proclamations:
 1. To Declare Friday, April 26, 2019, as Arbor Day in the City
 2. To Declare April 2019 as Sexual Assault Awareness Month
 3. To Declare April 2019 as Water Conservation Month
 - B. Ms. Kristin Thomas About the Programs and Services Available from Alpha Omega Miracle Home's Family Fun Fest on April 27, 2019 and the Programs / Services Provided for Residents by the Organization
- VIII. PUBLIC HEARINGS

1. Request for Conditional Use Permit to Build a Single-Family Residence in a Commercial Land Use District at 16 5th Street (Lot 18, St. Augustine Beach Subdivision, James and Kimberly Cochran, Applicants (Presenter: Mr. Brian Law, Building Official)
2. Ordinance 19-05, Public Hearing and Final Reading: to Repeal Moratorium for Medical Marijuana Dispensing Facilities (Presenter: Mr. Jim Wilson, City Attorney)

IX. CONSENT

None

X. OLD BUSINESS

None

XI. NEW BUSINESS

3. Building Department and Related Fees: Review of Ordinance to Allow Them to be Changed by Resolution (Presenter: Mr. Brian Law, Building Official)
4. Paid Parking and Related Matters: Consideration of Special Meeting in April to Consider County's Decision and Related Parking Issues (Presenter: Mr. Max Royle, City Manager)

XII. COMMISSIONER / STAFF COMMENTS

XIII. ADJOURNMENT

NOTICES TO THE PUBLIC

1. **TREE BOARD / BEAUTIFICATION ADVISORY COMMITTEE**. It will hold its monthly meeting on Thursday, April 11, 2019, at 6 p.m. in the Commission meeting room at city hall.
2. **COMPREHENSIVE PLANNING AND ZONING BOARD**. It will hold its monthly meeting on Tuesday, April 21, 2019, at 6:00 p.m. in the Commission meeting room at city hall. Topics on the agenda may include: a. review of proposed changes to the Comprehensive Plan, b. request to vacate alley east of the Boulevard between 2nd and 3rd Street; c. request for approval to remove a 31-inch oak tree for a new house at 207 7th Street.
3. **ARBOR DAY**. The City will hold its annual Arbor Day celebration on Friday, April 26, 2019, at city hall and the adjacent parking lot. The event will start at 5:30 p.m.

NOTE:

The agenda material containing background information for this meeting is available on a CD in pdf format upon request at the City Manager's office for a \$5 fee. Adobe Acrobat Reader will be needed to open the file.

NOTICES: In accordance with Florida Statute 286.0105: "If any person decides to appeal any decision made by the City Commission with respect to any matter considered at this scheduled meeting or hearing, the person will need a record of the proceedings, and for such purpose the person 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 to be based.

In accordance with the Americans with Disabilities act, persons needing a special accommodation to participate in this proceeding should contact the City Manager's Office not later than seven days prior to the proceeding at the address provided, or telephone 904-471-2122, or email sabadmin@cityofsab.org.



MINUTES

REGULAR CITY COMMISSION MEETING MONDAY, MARCH 4, 2019, AT 6:00 P.M.

CITY OF ST. AUGUSTINE BEACH, 2200 A1A South, St. Augustine Beach, FL 32080

I. CALL TO ORDER

Mayor George called the meeting to order at 6:00 p.m.

II. PLEDGE OF ALLEGIANCE

Mayor George asked to Commissioner O'Brien lead the Pledge of Allegiance.

III. ROLL CALL

Present: Mayor George, Vice Mayor England, Commissioner Kostka, Commissioner O'Brien and Commissioner Samora.

Also present: City Manager Royle, City Attorney Wilson, Police Chief Hardwick, Chief Financial Officer Burns, City Clerk Raddatz, and Building Official Law.

She then asked for a moment of silence for Public Works Director Joseph S. Howell who passed away on February 10th from a valiant fight with melanoma.

IV. APPROVAL OF MINUTES OF REGULAR CITY COMMISSION MEETING ON FEBRUARY 4, 2019

Mayor George introduced Item IV and asked the Commission if there were any discussion regarding the minutes. Being none, Mayor George asked for a motion.

Motion: to approve Regular City Commission meeting minutes of February 4, 2019. **Moved by** Commissioner Samora, **Seconded by** Mayor George. Motion passed unanimously.

V. ADDITIONS OR DELETIONS OF THE AGENDA

Mayor George asked if there were any additions or deletions of the agenda.

City Manager Royle reminded the Commission that they need to appoint delegates for the Committees. He then advised that Items 5 and 11 should be removed and rescheduled for the April 1, 2019, Regular Commission meeting.

Mayor George made a motion to amend the agenda.

Motion: to amend the agenda by rescheduling Items 5 and 11. **Moved by** Mayor George, **Seconded by** Commissioner Samora. Motion passed unanimously.

VI. CHANGES TO ORDER OF TOPICS ON THE AGENDA

Mayor George asked if there were any changes to the order of topics on the agenda. Being none, Mayor George moved on to Item VII.

VII. PUBLIC COMMENTS

Mayor George opened the Public Comments section. The following addressed the Commission:

Tom Reynolds, 880 A1A Beach Blvd., St. Augustine Beach, FL, advised that the City should collect fees for solid waste collection as other cities in St. Johns County do instead of only charging residents \$74 when the average for collection of solid waste is \$250.

Ed Slavin, P.O. Box 3084, St. Augustine, FL, requested the Mayor to answer the public's questions and advised Mayor George was violating the public's First Amendment rights by not allowing them to clap.

Marty White, 4 Lisbon Street, St. Augustine Beach, FL, advised that he loves the community and asked that the City's Code Enforcement Officer look at the lot near his home that has rats and snakes on it and is overgrown.

Brud Helhoski, 691 A1A Beach Blvd., St. Augustine Beach, FL, requested to change the agenda items public comments back to three minutes so everyone had time to express themselves.

Merrill Roland, 6281 Old Dixie Drive, St. Augustine, FL, explained that all parking spots must be ADA compliant because if there are no handicap spots available, the disabled public are allowed to park at any parking spot at no cost and it must be improved parking, not dirt.

Mayor George closed the Public Comments section and moved on to Item VIII.A.

VIII. PRESENTATIONS

A. Report by Ms. Lynn Eberly, Outreach Coordinator for the St. Johns County Council on Aging, Regarding the Organization's Services and Programs for Residents

Mayor George introduced Item VIII.A. and asked Ms. Eberly to the podium.

Ms. Lynn Eberly, Outreach Coordinator for the St. Johns County Council on Aging, 180 Marine Street, St. Augustine, FL, explained all the benefits that St. Johns County Council on Aging, such as meals on wheels, senior daycare, activities for seniors, dementia memory enhancement classes, resources for caregivers, non-medical health care aids, care connection, prescription assistant program, and Sunshine bus.

Tom Reynolds, 880 A1A Beach Blvd., St. Augustine Beach, FL, asked how many people are in poverty in St. Johns County.

Ms. Eberly advised that she did not have that information with her; however, she would give that information to the Commission.

Alex Farr, 3 7th Lane, St. Augustine Beach, FL, commented that they also give medical equipment to the elderly, such as wheelchairs, canes, walkers, etc.

Mayor George thanked Ms. Eberly for her informative presentation and then moved on to Item VIII.B.

B. Report by the City's Communications and Events Coordinator, Ms. Cindy Walker, About the City's New Year's Eve Event

Mayor George introduced Item VIII.B and asked Communications and Events Coordinator Walker to come to the podium.

Communications and Events Coordinator Walker introduced herself to the public and then thanked the volunteers, law enforcement, Public Works Department, St. Augustine Beach Civic Association and Celebration Rentals for their assistance at the 2018 Beach Blast Off event. She then played a video of the event.

Mayor George asked if the video was sent to the Visitor and Convention Bureau for marketing purposes.

Ms. Walker advised no, but that was a good suggestion and she would. She commented that it is on the City's Facebook page and YouTube. She then went through a PowerPoint presentation (see Presentation B in the backup). Some suggestions that she would be making at next year's Beach Blast Off event were: not using Anastasia State Park due to increased rental costs, but using Anastasia Catholic Church for free instead; having a messaging board to direct parking traffic away from the pier and to other locations; having a survey team to go through the crowd and answer a few questions for marketing resources; adding more light at the parking areas; having pre-recorded messages over the loudspeaker on locations, such as where medical facility is located; moving the novelty booth close to the kid's zone, changing the name of the VIP table to Beach Blast Buddies, and continuing with the comfort zone.

Commissioner Kostka thanked Ms. Walker on the excellent job she did after having to take over the task at the last minute and she felt her summaries were well done.

Commission agreed.

Commissioner O'Brien asked about the beer and wine vendor's happiness with doing the event.

Ms. Walker advised that they are in the audience and asked them to the podium.

John Wesley, President of the Vietnam Veterans of America, Chapter 1084, advised that they were very pleased and advised that he read his letter into the record at the last Commission meeting. He commented that he would look forward to working this event again, especially with the help of the Public Works Department.

Ms. Walker asked the Commission if they want to pursue the Tourist Development Council's (TDC) grants again for next year.

Mayor George advised yes and explained that the bed count status is critical to the City's ranking for the grant.

Commissioner O'Brien asked Ms. Walker to show the TDC that the City lost money, so that they will continue to fund this event.

Mayor George opened the Public Comments section. The following addressed the Commission:

Tom Reynolds, 880 A1A Beach Blvd., St. Augustine Beach, FL, commented that he was insulted that the Vets would be selling alcohol at a family event; questioned how much money was stolen at the previous events; requested alcohol to be eliminated at this event; and requested money to be spent on a parks and recreation program for the kids.

Merrill Roland, 6280 Old Dixie Drive, St. Augustine, FL, advised that Ms. Walker did a wonderful job; reminded the Commission that \$1,750 were missing previously; and says the St. Augustine Beach Civic Association still owes \$4,250 for VIP Tent benefits in previous years.

Ed Slavin, P.O. Box 3084, St. Augustine, FL, commented that there was no embezzlement this year, but there was under the direction of Hala Laquidara who quit within 24 hours of the investigation; asked for excel spreadsheets on the 2018 Beach Blast Off revenues and expenditures; requested that the Communication and Event Coordinator should come to all the Commission meetings; asked to eliminate alcohol; and stop the VIP tent where the Commissioners go with members from Florida Power and Light and others, which seems like a conflict.

Mayor George advised that no Commissioners attended the VIP tent in 2019 Beach Blast Off and suggested that if anyone would like information on what has been said to contact her or City Manager Royle who will answer any misconceptions given.

Mayor George moved on to Item 1.

IX. PUBLIC HEARINGS

1. Ordinance 19-01, Second Public Hearing and Final Reading: to Allow Pharmacies within Certain Areas of the City's Commercial Land Use District (Presenter: Mr. Jim Wilson, City Attorney)

Mayor George introduced Item 1 and asked City Attorney Wilson for his report.

City Attorney Wilson advised this ordinance was done per the Commission's request and has not changed from the previous reading. He then read the title of the ordinance for the record.

Mayor George opened the Public Comments section. Being none, Mayor George closed the Public Comments section and asked for any further discussion from the Commission. Being none, Mayor George asked for a motion.

Motion: to approve Ordinance 19-01. **Moved by** Vice Mayor England, **Seconded by** Mayor George. Motion passed unanimously.

Mayor George moved on to Item 2.

X. CONSENT

2. Code Enforcement Board: Re-Appointment of Regular Member Mr. Thomas Masciarelli to Three-Year Term

Mayor George introduced Item 2 and asked if the Commission had any discussion. Being none, Mayor George made a motion to approve the Consent Agenda.

Motion: to approve the Consent Agenda. **Moved by** Mayor George, **Seconded by** Commissioner Kostka. Motion passed unanimously.

Mayor George moved on to Item 3.

XI. OLD BUSINESS

3. Drainage Matters: Award of Bid for Mickler Boulevard Ditch Piping Project and Approval of Amendments to Contract with Civil Engineering Firm for Other Projects (Presenters: Mr. Max Royle, City Manager; and Mr. Gary Sneddon, Civil Engineering Consultant)

Mayor George introduced Item 3 and asked for a staff report.

City Manager Royle explained that he would begin with the Mickler Ditch project that has been going on for two years. He commented that in 2017 the Commission approved the budget the design and permitting work, which was \$54,800. He explained that staff went out to bid and recommends awarding the bid to the lowest bidder. He remarked that Mr. Gary Sneddon is in the audience to answer any questions the Commission has regarding the bids and the need for the Mickler Ditch project.

Mr. Gary Sneddon, Civil Engineering Consultant, Stone Engineering, 7400 Baymeadows Way #220, Jacksonville, FL, explained that all the bids came in within budget and asked the Commission if they had any questions.

Discussion ensued regarding if Mr. Sneddon worked with A.W.A. Contracting before and asked how their representation was; A.W.A. Contracting worked for the City on the Ocean Woods Ditch project; A.W.A. Contracting has been within budget with no amendments added; the Ocean Woods ditch is working fine; the project would begin in three weeks and will be done in three to four months; the project would help the Wards' concerns for their property; not having concerns that this project would make the Wards' pool or property worse; Public Works Director Howell had an Geotechnical Engineer look at the Wards' property in regards to how this project would be done; neighbors would be notified of the project; sidewalks would not be impacted by this project and will be avoided; Acting Public Works Director Gatchell will be overseeing the project until a Public Works Director / Professional Engineer is hired; and Acting Public Works Director Gatchell has 30 years of experience on public works projects, but is not an engineer.

Mayor George asked for a motion.

Motion: to approve the bid to A.W.A. Contracting for \$379,243. **Moved by** Commissioner O'Brien, **Seconded by** Vice Mayor England. Motion passed unanimously.

Mayor George moved on to the topic of Stone Engineering Amendment 30.

Mr. Sneddon advised that in the process of getting the Federal Emergency Management Agency (FEMA) funding, FEMA asked that the City contact the Army Corps of Engineers to make sure they were okay with what was being done. The Corps was not able to locate the original Corps permit from 1995, which was when the pond was built originally. City staff asked St. Johns County, which did the original project, for the permit and staff checked the files, but no agency could find the Corps permit. He explained that the purpose of Amendment 30 is to have Stone Engineering go

back to the Corps and see if we need a permit and if so, then proceed on how to get a permit after the fact. He advised if we don't get it straighten out, the same problem will arise again moving forward with the project.

Discussion ensued regarding the costs to research the permit issue; why St. Johns County doesn't pay for the lost permit; paperwork was transferred from St. Johns County to the City in 2004 and now the City actually owns the weir; in order to apply for a new permit, all the documents from 1995 would have to be recreated; the Corps advised that if there was no permit, then the City would be in violation; whether St. Johns County transmitted paper or electronic versions of the documents; there could be a major issue if the permit cannot be found; the Corps usually will help agencies to fix problems like this because it was not intentional and the City didn't have the project to begin with; the course of action would be the most efficient and less costly way to fix the problem; emails were sent to St. Johns County, but it did not have the permit within the documents sent by St. Johns County; having City Manager Royle notify the St. Johns County Commissioner Henry Dean and County Administrator Wanchick to find the permit and if not, propose that they obtain the permit; and finding the permit is time sensitive because it may cause a problem moving forward with FEMA's million dollar grant for the weir.

Vice Mayor England asked City Attorney Wilson what his strategy would be other than asking the other agencies to find the permit.

City Attorney Wilson asked if there was a possibility that this was done without a permit and how could they have gotten away with that. He advised that St. Johns County should have given the City notification that there was no permit when transmitting the paperwork and the City purchasing the property. He commented that he doesn't know how this could happen. He suggested moving forward with this because of the FEMA grant and the timing issue.

Mr. Sneddon agreed that the Commission should move forward.

Mayor George requested City Attorney Wilson to draft a letter to St. Johns County's attorneys and ask them to do a high-speed detailed review of their files within the next seven days.

City Attorney Wilson advised that he could do that.

Mayor George opened the Public Comments section. The following addressed the Commission:

Ed Slavin, P.O. Box 3084, St. Augustine, FL, agreed with the Mayor and Vice Mayor that this issue needs to be expedited and advised that St. Johns County again dumped their screw-ups to the City. He suggested a meeting with St. Johns County.

Tom Reynolds, 880 A1A Beach Blvd., St. Augustine Beach, FL, suggested that Mr. Slavin should do the research because he is the best researcher in St. Johns County.

Mayor George closed the Public Comments section and then made a motion.

Motion: to award Amendment 30 to Stone Engineering subject to City Attorney Wilson sending a demand letter to St. Johns County attorney to have them do a thorough review of their files and protect any claim for reimbursement. **Moved by** Mayor George, **Seconded by** Commissioner Samora. Motion passed unanimously.

Mayor George moved forward with Stone Engineering Amendment 31.

Mr. Sneddon advised that Amendment 31 was for the continuation of the design for FEMA's million-dollar project, which needs to be done by the end of June.

Discussion ensued regarding this design would raise the weir to protect the City from the Matanzas River from coming back into the City; the weir would be elevated to a level six, which is level with the berms; following the old 100-year flood maps; no difference in capacity; the life span of the weir is usually 40 to 50 years; and the new weir will be more resilient.

Mayor George opened the Public Comments section. The following addressed the Commission:

Alex Farr, 3 7th Lane, St. Augustine Beach, FL, explained that the Tree Board / Beautification Advisory Committee has been researching the sea level rise and advised that the 100-year flood may come every ten years and the Commission should research flooding before putting in money to improve the weir.

Mayor George closed the Public Comments section.

Discussion ensued regarding the weir will be stronger due to concrete wall being built; Public Works Director Howell went through the options with FEMA and they decided on the least cost option to fix the weir; FEMA paying 75% of the improvements to the weir; trying to mirror what the Water Management District says to do, so the City does not flood others around the City; FEMA does calculations on what is allowable to drain out of the weir; and more pumps and a concrete wall will be installed at the weir.

Mayor George asked for a motion.

Motion: to approve Amendment 31 for \$70,400 to Stone Engineering. **Moved by** Commissioner O'Brien, **Seconded by** Vice Mayor England. Motion passed unanimously.

Mayor George moved on to Item 4.

4. Plastic Bags, Plastic Straws and Styrofoam Containers: Review of Ordinances to Prohibit
(Presenter: Mr. Jim Wilson, City Attorney)

Mayor George introduced Item 4 and asked City Attorney Wilson for a report.

City Attorney Wilson commented that he was going to have Attorney Jane West to give a presentation regarding these ordinances.

Attorney Jane West, 660 Sun Down Circle, St. Augustine Beach, FL, recapped the history on what the City has tried to accomplish in the last year to ban the plastic bags and advised that she sent a letter to Publix, which now is asking their customers if they want paper or plastic bags. She explained that the two ordinances for first readings are to ban plastic bags, plastic straws, and polystyrene cups and containers. She listed several businesses in the community that support these bans. She showed costs comparisons for green products used in restaurants (see Exhibit 2) and then answered concerns that the public had spoken about previously. She advised that she would like to limit non-green products by prohibiting them, understands that the public doesn't want government overreach, but feels that it helps in the safety of those who do not have a voice;

Senate Bill 588 is currently being proposed to preempt plastic straw bans, and local governments should lobby against any bill that takes Home Rule away from their voice for their constituents.

Discussion ensued regarding the differences in costs to go green; code enforcement being used to enforce these ordinances; the ordinances not going into effect for one year after adoption; merchants increasing their costs by using green products; customers bringing their own reusable bags and cups for drinks when going to a merchant; conflict with allowing plastic sometimes, but not other times; costs for green products are costly; whether going green would be effective in a small city like ours; whether this should be brought to St. Johns County first; cities that are listed that went green are larger than our City; having businesses right outside of the City's jurisdiction; Vice Mayor England heard from Publix and advised that a customer could choose paper or plastic; instead of prohibiting plastic bags, plastic straws, and polystyrene, give the customer a choice; continue education on going green; merchants within the City would have a one-year time period to stop using plastics and polystyrene; St. Petersburg is having the customer pay a fee for non-green products, then it would go to the city and they give the money to a non-profit; penalties could be \$500 fine and/or 60 days in jail for a code enforcement violation; using biodegradable plastic bags are problematic; research has shown paper bags having a greater footprint than plastic, but other research shows the exact opposite; and reusable bags are what the environmentalists want people to use.

Mayor George opened the Public Comments section. The following addressed the Commission:

Captain Adam Morley, 1205 State Road 206 E, St. Augustine, FL, advised that he owned a recycling business and stated that plastic recycling does not work because of the volumes that are being produced; his retail business does not use plastics, but does use plastic alternatives; and customers understand and appreciate the change in using the plastic alternatives because he gives discounts for using reusable bags.

Dr. Ed McGinley, 124 Twine Street, St. Augustine, FL, explained that he is a professor in the Department of Natural Scientist and showed the ecological impact of plastic on crabs that were in their stomachs (see Exhibit 2). He advised that crabs eat plastic and fish eats crabs, so plastics are now in the food chain that people eat.

Robin Mahonen, 964 Aragon Avenue, St. Augustine, FL, advised that by 2050 there would be more plastics in our oceans than fish unless action is taken now. She commented that tourism is the lifeblood of this City and explained that over 1 million wildlife die each year because of plastic pollution, which is a large price to pay for convenience.

Missy Clauson, 1000 Faver Dykes Road, St. Augustine, FL, explained that she manages the St. Augustine Farmers Market, which banned plastic bags and along with the Last Straw Program. She suggested using paste noodle straws and hay straws as the best straw alternatives and instituted no styrofoam products and uses sugarcane alternative products. She stated that as a mother, she would like this instituted for her children's future.

Jen Snare, 319 Arricola Avenue, St. Augustine, FL, advised that she is the Green Hands Coordinator for the St. Augustine Amphitheater and works in coordination with the concert industry to reduce

the ecological footprint on Anastasia Island. Their initiatives are to eliminate waste, community input, and one less plastic bag. She advised that they have been nationally recognized.

Jen Lomberg, 291 Cubbedge Road, St. Augustine, FL, readdressed the costs of green products. She suggested handing out no straws or bags and if a customer request a straw, give them green products.

Nana Royer, 6 Willow Drive, St. Augustine, FL, advised that she picks up trash at night and most of the trash is single use plastics. She agrees with what has already been said. She suggested using metal, brass, or bamboo straws for smoothies and they can be put on a keychain and brought with you.

Bob Hawkinson, 1214 Salt Marsh Lane, Fleming Island, FL, explained that he works in biodegradable plastics for the last seven years and presented the products to the Congressional Ocean Caucus new green products. He commends the Commission for trying to ban single use plastic bags.

Mayor George requested Mr. Hawkinson to speak with City Manager Royle regarding this issue.

Alex Farr, 3 7th Lane, St. Augustine Beach, FL, commented that giving a choice means no change. She said that the tourists don't come with the appropriate gear and they litter, and she asked the Commission to take the first step.

Trish Becker, 120 Stokes Landing Road, St. Augustine, FL, Commissioner for St. Johns County Mosquito Control, advised that mosquitos can lay eggs in a soda cap and even if they don't have water, they can still hatch when it rains again. She explained that there are more human deaths due to mosquitos than any other animal in the world. St. Johns County has 26 different types of mosquitos and they can give humans the Zika Virus, West Nile Virus, etc. She advised that if single use plastics are eliminated, we can eliminate breeding sites.

Tim Kiernan, 1740 Castile Street, St. Augustine, FL, when in the water fishing, canoeing, swimming, etc. he sees single use plastic bags, Styrofoam, and plastic straws and he agrees with the other individuals who spoke tonight to ban these products.

Bryan Galvin, 3910 Riverside Way, Delray Beach, FL, explained that he picks up trash as he walks and has picked up 2200 pounds of plastics on his walks. He will be doing a 1200-mile hike along the Florida Peninsula to pick up trash. He advised that he picked up Anastasia Park and a lot of the recyclables were overflowing and blowing back out again in the community. He started Plastic Systems Inc. as a non-profit and is connecting it to the block chain.

Brud Helhoski, 691 A1A Beach Blvd., St. Augustine Beach, FL, commented that no one wants plastics in our waterways, but it is an environmental nightmare to make paper and it leaves a larger footprint. He explained that we import from countries that have questionable environmental practices.

Erica Thompson, 673 Cira Court, St. Augustine, FL, advised this is helping her business; requested taking small steps to ban these products and take a leadership role to ban the non-green products.

Ed Slavin, P.O. Box 3084, St. Augustine, FL, agree with all the speakers; agreed with Erica Thompson that it helps businesses; commended Cone Heads and Beachcombers for going green; and requested the Commission to oppose SB 588.

Tom Reynolds, 880 A1A Beach Blvd., St. Augustine Beach, FL, advised that he hopes the City doesn't get sued over banning plastic bags and hopes that the public doesn't come back to ask to stop killing trees because everything is made of paper.

Jessica Gott, 326 Minorca Avenue, St. Augustine, FL, commented that she is the founder of North Florida Coastal Caretakers, which cleans local beaches and her primary focus is to educate the public on marine debris and she supports the proposed ordinances.

Cindy Ward, 246 Wisteria Road, St. Augustine, FL, supports the ordinances and advised that her beach group picks up pounds of debris on the beach. She advised that the trash recycled bins should be picked up more often.

Paul Moody, 187 Oxford Estates Way, St. Johns, FL, showed green products that work like plastic bags and food containers. He advised that he purchased them from WebStraw and suggested people go to them for their green product needs.

Mayor George closed the Public Comments section and asked for any further Commission discussion.

Discussion ensued regarding how often the County picks up the trash bins; suggested to have the County purchase trash can lids; plastic bag ordinance was verbatim in order not to subject the City to future litigation; what types of bags are recyclable; exemptions on certain plastic bags; single use bags are lowest in terms of recyclability; using portable reusable straws instead of plastic straws; ordinances prohibit sale of plastic products, such as boxed plastic straws, polystyrene cups, etc. in the City's jurisdiction; not rushing into passing these ordinances until the City of Coral Gables lawsuit is settled; having the City's Communication and Event Coordinator to educate the public on this issue; Publix does not want these ordinances passed; giving businesses choice for their customers; penalties not being punitive damages to business owners; corn products would comply with the proposed ordinances; changing the proposed ordinance to include an exemption for customers who want plastic bags; having a one or two year implementation time for the ordinances; being careful to read the language so the City is not sued; and adding language exempting products that are in packages from a retail establishment.

Mayor George suggested adding language regarding exemptions and include the definition of uses. She asked City Attorney Wilson and Attorney West work on the language for the ordinances.

Commissioner Samora advised that he does not believe this is ready for adoption because of the penalties and enforcement issues involved. He explained that no one wants more plastic, but the ordinances must be done responsibly so the City does not get sued. He commented that this should go to St. Johns County first because of the jurisdiction issue and he doesn't want to create new legislation and have a lawsuit. He remarked the prudent way is to wait to see what happens with the City of Coral Gables.

Vice Mayor England asked to bring back the ordinance next month and keep discussions moving.

Commissioner Samora advised that Publix has been a great partner in the community and maybe they would be willing to partner with the City on educational programs or giving away reusable bags. He suggested doing restaurants first, then other type businesses.

Mayor George commented that she thought that the Commission defines the look of the buildings and signs, but the Commission should be doing more than just the outer look of the community and do something meaningful. She asked if the Commission wants these ordinances to come back.

Commissioner Samora wants the ordinances to come back with a change in the penalties, enforcement, and exceptions.

City Attorney Wilson advised that he could bring the ordinances back with changes.

Commissioner Kostka wants the implementation of these ordinances at one time throughout the City and to educate the public more.

It was the consensus of the Commission to bring these ordinances back at the next Regular Commission meeting with suggested changes.

Motion: to extend the meeting until 10:00 p.m. **Moved by** Commissioner Samora, **Seconded by** Mayor George. Motion passed unanimously.

Mayor George moved on to Item 7.

5. Business Tax Receipts: Review of Ordinance to Update Classification Titles and Increase Fees (Presenter: Mr. Jim Wilson, City Attorney)

This item was rescheduled for April 1, 2019 Regular Commission meeting.

7. Medical Marijuana Dispensing Facilities: Ordinance 19-05, to Repeal Moratorium (Presenter: Mr. Jim Wilson, City Attorney)

Mayor George introduced Item 7 and asked City Attorney Wilson for a staff report.

City Attorney Wilson advised that this ordinance was to repeal the moratorium against medical marijuana dispensaries because the Commission just passed an ordinance allowing them.

Mayor George opened the Public Comments section. Being none, she asked for any Commission comments. Being none, she requested City Attorney Wilson to read the title of the ordinance.

City Attorney Wilson read the title of the ordinance.

Mayor George asked for a motion.

Motion: to approve Ordinance 19-05. **Moved by** Commissioner Samora, **Seconded by** Commissioner Kostka. Motion passed unanimously.

6. Franchise Fee for Solid Waste Haulers: Continuation of Discussion (Presenter: Ms. Melissa Burns, Chief Financial Officer)

Mayor George introduced Item 6 and asked Chief Financial Officer Burns to give a staff report.

Chief Financial Officer Burns reported that southern cities were using non-exclusive franchise fees for solid waste; however, Flagler Beach was the closest to our City that is using non-exclusive

franchise fees and charging \$1,000 for the initial application fee and \$900 annual permit fee. She advised that she notified all the haulers regarding this issue.

Discussion ensued regarding this ordinance including commercial solid waste and construction debris; haulers would be paying the County or City they would be doing the work in; a hauler email that did not want this to go into effect, which was sent to the Commission; whether a pro forma was done; revenues would be approximately \$35,000 annually; no business tax receipts would be required for haulers; this impacts businesses and they will put it on their customers; whether this was legally sustainable; whether to charge a per vehicle inspection fee; reducing the fee for the haulers because the City is smaller.

Commissioner Kostka advised that she is not in favor of this.

Vice Mayor England advised that the Commission cannot keep turning down revenues that staff presents. She suggested reducing the amount of the fees, so it is reasonable.

CFO Burns recommended keeping the fees consistent with St. Johns County.

Commissioner O'Brien suggested having an annual application fee of \$100.

Commissioner Samora advised that the application fee is for a three-year fee. He commented that the City would make money on the percentage of revenues collected within the jurisdiction.

Commissioner O'Brien asked how enforcement would be done. He advised that there is only so much each employee can do.

CFO Burns advised that the Public Works employees could advise finance when a hauler is in the area and it would not be a problem implementing it.

Mayor George opened the Public Comments section. The following addressed the Commission:

Tom Reynolds, 880 A1A Beach Blvd., St. Augustine Beach, FL, advised that the Commission shouldn't do this, but should make the residents pay for garbage collection instead.

Ed Slavin, P.O. Box 3084, St. Augustine, FL, agrees to charge the haulers and agrees with the Commission to repair roads, clean roads, and pick up solid waste that comes out of the trucks.

Linda Key, 1535 State Road 207, St. Augustine, FL, explained that she is an owner of a roll off hauling company and they pass the costs on to the customer. She requested that the haulers that are out to town should have a business office in St. Johns County.

Brud Helhoski, 691 A1A Beach Blvd., St. Augustine Beach, FL, explained that he has had dumpster in all locations and he was billed for each location. He said that 10% is excessive.

Nancy Finley, 3705 Deer Park Blvd., Elkton, FL, advised that she owns a transfer station and every municipality charges 5 – 18 percent and it is added into the invoice to the customer.

Mayor George closed the Public Comments section. She then asked when the Commission would like to finish the items left on the agenda.

It was consensus of the Commission to meet at 5:01 p.m. on March 5, 2019 to continue the Regular Commission meeting.

Mayor George moved to adjourn.

XII. NEW BUSINESS

8. Live Televising of City Meetings: Review of Need for Additional Equipment (Presenter: Mr. Anthony Johns, Information Technology Manager)

This item was continued to March 5, 2019 at 5:01 p.m.

9. Urban Forestry Master Plan: Review of Request for Proposals (Presenter: Ms. Alex Farr, Vice Chair, Tree Board / Beautification Advisory Committee)

This item was continued to March 5, 2019 at 5:01 p.m.

10. Citizen Survey: Review of Draft (Presenter: Ms. Cindy Walker, Communications and Events Coordinator)

This item was continued until March 5, 2019 at 5:01 p.m.

11. Building Department and Related Fees: Review of Ordinance to Allow Them to be Changed by Resolution (Presenter: Mr. Brian Law, Building Official)

This item was continued until March 5, 2019 at 5:01 p.m.

12. Resolution 19-01, to Amend Section XI.21 the Personnel Manual Regarding Workers' Compensation (Presenter: Ms. Beverly Raddatz, City Clerk)

This item was continued until March 5, 2019 at 5:01 p.m.

XIII. COMMISSIONER / STAFF COMMENTS

This item was continued until March 5, 2019 at 5:01 p.m.

XIV. ADJOURNMENT

Mayor George asked for a motion to adjourn.

Motion: to adjourn. **Moved by** Commissioner Samora, **Seconded by** Mayor George. Motion passed unanimously.

Mayor George adjourned the meeting at 10:00 p.m.

Undine George, Mayor

ATTEST:

City Clerk



MINUTES

REGULAR CITY COMMISSION CONTINUATION MEETING

TUESDAY, MARCH 5, 2019, AT 5:01 P.M.

CITY OF ST. AUGUSTINE BEACH, 2200 A1A South, St. Augustine Beach, FL 32080

I. CALL TO ORDER

Mayor George called the meeting to order at 5:01 p.m.

II. PLEDGE OF ALLEGIANCE

Vice Mayor England led the Pledge of Allegiance.

III. ROLL CALL

Present: Vice Mayor England, Commissioner Kostka, Commissioner O'Brien, and Commissioner Samora.

Mayor George arrived at 5:09 p.m.

Also present: City Manager Royle, City Attorney Wilson, Police Chief Hardwick, Chief Financial Officer Burns, City Clerk Raddatz, and Building Official Law.

CONTINUATION OF MARCH 4, 2019 MEETING

City Manager Royle requested Vice Mayor England to discuss Item 10 first because Ms. Walker, Communication and Events Coordinator has another meeting to attend by 6:00 p.m.

Vice Mayor England advised that she would take this item first.

IV. NEW BUSINESS

10. Citizen Survey: Review of Draft (Presenter: Ms. Cindy Walker, Communications and Events Coordinator)

Vice Mayor England introduced Item 10 and then asked Communications and Events Coordinator Walker to the podium.

Communications and Events Coordinator Walker advised this survey's goal is to find out what the Commission and other Boards could do better to communicate to serve the citizenry better and what the citizenry value most about our City. She explained that it will be on the City's website and distributed by the City's Facebook, website, and newsletter. She requested the Commission review the questions of the survey and return any comments to her by the end of March. She explained that she would post the questions to the public in April, stop the survey in May and return the findings to the Commission in July.

Commissioner Samora asked if this survey would be only for residents or does it include businesses.

Ms. Walker advised it would only be for residents.

Commissioner Kostka suggested to add questions regarding what the residents feel their greatest opportunities for improvement were and state their biggest concerns.

Vice Mayor England advised that the survey was straight forward, so the results can be tabulated better and thanked Ms. Walker for her efforts. She asked Ms. Walker if she looked at the City of St. Augustine's survey.

Ms. Walker advised yes.

Commissioner O'Brien asked what Ms. Walker's thoughts were regarding the City of St. Augustine's survey versus the City of Palm Coast.

Ms. Walker advised that St. Augustine's survey was very good, but a little long. She remarked that she liked to keep the City's survey shorter.

Vice Mayor England asked if Ms. Walker would be using SurveyMonkey.

Ms. Walker advised that she will be using the City's website because SurveyMonkey charges yearly, which is not in the budget this year. She explained that the City's website could be used, and results could be broken down in an Excel spreadsheet and analysis in Access, which is the most cost-effective solution.

Vice Mayor England opened the Public Comments section. The following addressed the Commission:

Ed Slavin, P.O. Box 3084, St. Augustine, FL, suggested using SurveyMonkey because it is independent and gives accurate information. He advised that SurveyMonkey is cost effective and it protects the anonymity of the respondents.

Tom Reynolds, 880 A1A Beach Blvd., St. Augustine Beach, FL, advised that he liked surveys and hopes that it is not just questions, but that residents can write in their thoughts as well. He requested to have a question that asks if the City would like a recreation department for the kids.

Vice Mayor England welcomed Mayor George.

Mayor George apologized for being tardy and explained that she was in court, which ran late.

Mayor George closed the Public Comments section and asked for any further discussion from the Commission.

Discussion ensued regarding no anonymity would be possible because of public records law and suggested just asking if the person taking the survey was a property owner instead of giving a name or address; results from property owners will be accepted even if they are not residents; unlimited survey cost is \$384 per year for SurveyMonkey; to send surveys to residents who request newsletters; research setting up Next Door in regards to the public records law before moving forward; and suggesting to cut the number of questions by half, due to respondents' time restraints.

It was the consensus of the Commission that they will make suggestions to Ms. Walker by the end of March.

City Manager Royle asked if this survey should be included in the discussion of the Strategic Plan.

Mayor George suggested that the Strategic Plan could move forward in April and then at the second Strategic Plan meeting, the survey could be incorporated.

V. OLD BUSINESS

6. Franchise Fee for Solid Waste Haulers: Continuation of Discussion (Presenter: Ms. Melissa Burns, Chief Financial Officer)

Mayor George continued with discussion on Item 6 and asked if the Commission would like to comment on this issue. She advised that she would like to move forward with this revenue source, since all other municipalities are charging the fees. She asked that the City do a vehicle inspection fee for safety reasons. She suggested that the City of St. Augustine invited all the haulers to a meeting and drafted policies with their input. After, speaking with some of the haulers in the audience, they agreed to use the same policies as the City of St. Augustine.

Vice Mayor England supported an application fee of \$300 and possibly reducing the percentage of monthly revenues.

Mayor George advised that the range of percentages is 5 to 18 percentage and 10% seems to be in the middle range.

Commissioner Samora suggested being consistent with St. Johns County and the City of St. Augustine because it would be easier for the haulers to calculate. He advised that it is 5% for commercial solid waste and 10% for commercial debris. He agreed with reducing the application fee to \$300 and eliminating the per vehicle fee.

It was the consensus of the Commission to have City Attorney Wilson bring back an ordinance with suggested revisions to the April Regular Commission meeting and at that meeting discuss whether to do the per vehicle safety inspections.

Mayor George moved on to Item 8.

VI. NEW BUSINESS

8. Live Televising of City Meetings: Review of Need for Additional Equipment (Presenter: Mr. Anthony Johns, Information Technology Manager)

Mayor George introduced Item 8 and asked IT Manager Johns for a staff report.

IT Manager Johns explained that staff has been operating for a while under the assumption that we were compliant under Section 508, which was adopted as of January 1, 2018. He explained that Section 508 is regarding ADA compliance as it governs IT. He remarked that part of Section 508 is language about live broadcasts regarding captioning. He commented that other cities are being sued for non-compliance with Section 508 regarding live captioning of meetings. He commented that the City changed providers for the City's webpage when the state was pushing for Section 508 compliance. He explained that the webpage framework is ADA compliant; however, some of the PDF documents that are on the webpage are not. He advised that there is a problem with the City's encoder and was waiting to decide what the City needed to do regarding the captioning issue before staff addressed that issue. He

explained that the City can use a captioning service or purchase an automatic captioning coder. The price on an automatic captioning coder is \$45,000 and the captioning service is approximately \$11,000 a year for a span of hours comparable to what staff is using currently. He remarked that the City's broadcasts are not compliant and if we continue, the City could be sued like St. Johns County for PDF documents on their website and non-compliance on their captioning for live broadcasts. He advised that the lawsuits are happening all over the State of Florida, and most are settled, but they are still fixing the issue after being sued. He explained to the Commission that staff would like to address this issue before being sued.

Mayor George asked if the meetings on YouTube fully compliant.

IT Manager Johns advised that YouTube is not fully compliant because they only have a 70% accuracy rate for captioning and Section 508 requires 95%.

Mayor George commented that the City is trying to increase access, but the state is reducing access.

IT Manager Johns advised that if the City resolves the issues ahead of time, you have a lot more options to fix the problems than if you wait until the City has a lawsuit pending. He explained that cities are pulling documents down off their websites now because once a lawsuit is filed the city cannot remove documents and will be sued for pulling it down.

Commissioner Kostka asked City Manager Royle how we could not be compliant.

IT Manager Johns advised that Section 508 did not come into effect until January 2018 and it was more detailed than previously thought to come into compliance. He explained that staff has not done rebroadcasts since January 2018; however, YouTube accuracy on captioning is not compliant.

Commissioner Kostka advised that we need to be compliant without taking down the whole webpage and stopping live broadcasting of meetings.

IT Manager Johns advised that the money to fix this issue is not in the budget.

Commissioner Samora advised that there are two issues, the webpage and livestreaming.

Discussion ensued regarding staff needing training for ADA compliant documents; whether there was a vendor that could fix the problem quickly; what equipment is needed to make captioning for livestreaming compliant; what government agencies can help staff with this issue; whether to put a notice on the webpage saying that the webpage is being worked on for compliance; there is no legal requirement to record or livestream meetings or have a webpage; whether to take down the documents until the webpage or recorded meetings are in compliance; not in compliance if five years of budgets, auditor reports, and building inspection forms are not on the webpage; and having staff contact the Auditor General to see if the budgets and auditor reports can come down until compliant.

IT Manager Johns advised that staff needs equipment to do video recordings and livestreaming, which was not in the budget. He commented that he doesn't have a solid price on an encoding device. He explained that Comcast advised that they will be charging the City more for their video recording system.

Mayor George advised that she is against pulling content from the webpage because it makes our City less user friendly, but she commented that she can't sanction not complying and continue business as usual.

Vice Mayor England explained that she does not agree with going backwards, so if there is a vendor or a government agency that can help, she would support that.

Mayor George asked whether it would show good faith to comply by posting a warning sign that the City is trying to comply with ADA.

City Attorney Wilson didn't think that would be a good idea.

Discussion ensued regarding where staff is getting their resources from; how far back the ADA compliance has to be for the webpage; not having the budget to make everything compliant; documents should be compliant on the webpage from January 1, 2018; staff not being experts on ADA compliance; the City's video equipment is not able to do close captioning and equipment would need to be purchased; should look into vendors, due to limited staff, even though it is expensive; the need to continue upgrading technology in the 2020 budget; not doing live broadcasting will hamper communications, but being sued would hurt the City; taking steps on good faith may not help with stopping lawsuits because they only care about compliance; whether a third-party could buy a video and post it for the City; giving temporarily DVD's free to residents who want the videos of the meetings; and whether to have a vendor or service do this for the City.

City Attorney Wilson advised that he reach out to an ADA compliance attorney to get more information on this matter and will advise the Commission.

Mayor George opened the Public Comments section. The following addressed the Commission:

Ed Slavin, P.O. Box 3084, St. Augustine, FL, asked who the ADA Compliance Officer for the City is; the public has complained about ADA compliance in the past; City Manager Royle does not care about ADA compliance rights and City Manager Royle should be the ADA Coordinator.

Tom Reynolds, 880 A1A Beach Blvd., St. Augustine Beach, FL, advised that the City should already follow ADA; the public has already complained about ADA compliance issues regarding parking; and maybe not videotaping would be good because more people would show up to the meetings.

Mayor George closed the Public Comments section and then made a motion to continue the meeting later.

Motion: to adjourn the Regular Commission Continuation meeting subject to being resume either at the end of the Special Commission meeting that takes place at 6:00 p.m. this evening or a future date. **Moved by** Mayor George, **Seconded by** Commissioner Kostka. Motion passed unanimously.

Mayor George reopened the Regular Continuation meeting at 9:49 on March 5, 2019 to continue Commission discussion.

Commissioner Kostka asked to stop the broadcasts until the City is compliant and have staff correct the problem as soon as possible. She advised that she didn't want to open the City up to litigation.

Commissioner O'Brien advised that these lawsuits are federal and are expensive.

City Attorney Wilson advised that a lawsuit must be handled through the City, not the City's insurance because they do not ask for damages on these types of lawsuits.

Discussion ensued regarding the non-compliant documents on the webpage, such as minutes, resolutions, ordinances, books, etc.; Facebook pages being compliant; Police Department Facebook and webpage are compliant by taking the information down.

Motion: to stop broadcasting live video, remove all videos, and remove non-compliant documents from the webpage and Facebook. **Moved by** Commissioner Kostka, **Seconded by** Commissioner O'Brien. Motion passed unanimously.

Commissioner Kostka asked City Manager Royle to facilitate an action plan to become compliant and asked IT Manager Johns to get a listing of equipment costs needed to become compliant.

IT Manager Johns advised that he would pull all the documents down on the webpage that are not compliant, and he would get a listing of items needed to make the City compliant.

Mayor George advised that this must be a priority.

9. Urban Forestry Master Plan: Review of Request for Proposals (Presenter: Ms. Alex Farr, Vice Chair, Tree Board / Beautification Advisory Committee)

Ms. Alex Farr, Vice Chair, Tree Board / Beautification Advisory Committee, advised that the Board has received a grant for \$8,750 and explained that at a previous Commission meeting the Commission agreed to \$20,000 for a matching grant. She asked if the Commission would give the Board the extra amount of money budgeted.

Mayor George pointed out two typos on the Request for Proposal and then requested that the Board update the Commission on their Master Plan and if there are other projects that need to be done, the Commission would decide.

Mayor George opened the Public Comments section. Being none, Mayor George closed the Public Comments section and then asked for a motion.

Motion: to approve the Request for Proposal. **Moved by** Commissioner Samora, **Seconded by** Vice Mayor England. Motion passed unanimously.

11. Building Department and Related Fees: Review of Ordinance to Allow Them to be Changed by Resolution (Presenter: Mr. Brian Law, Building Official)

This item has been rescheduled to a future date.

12. Resolution 19-01, to Amend Section XI.21 the Personnel Manual Regarding Workers' Compensation (Presenter: Ms. Beverly Raddatz, City Clerk)

This item has been rescheduled to a future date.

VII. COMMISSIONER / STAFF COMMENTS

Commissioner O'Brien advised that he was resigning his seat on the Commission because of time restraints. He explained that with all his responsibilities and the increase in Commission meetings, he feels that he needs to resign his position as Commissioner.

It was the consensus of the Commission to use the same procedure that was done with the resignation of Commissioner Snodgrass.

VIII. ADJOURNMENT

Mayor George asked for a motion to adjourn.

Motion: to adjourn. **Moved by** Commissioner Samora, **Seconded by** Mayor George. Motion passed unanimously.

Mayor George adjourned the meeting at 10:05 p.m.

Undine George, Mayor

ATTEST:

City Clerk



MINUTES

SPECIAL COMMISSION MEETING

TUESDAY, MARCH 5, 2019, AT 6:00 P.M.

CITY OF ST. AUGUSTINE BEACH, 2200 A1A South, St. Augustine Beach, FL 32080

I. CALL TO ORDER

Mayor George called the meeting to order at 6:14 p.m.

II. PLEDGE OF ALLEGIANCE

Mayor George asked Commissioner Kostka to lead the Pledge of Allegiance.

III. ROLL CALL

Present: Vice Mayor England, Commissioner Kostka, Commissioner O'Brien, and Commissioner Samora.

Also present: City Manager Royle, City Attorney Wilson, Police Chief Hardwick, Chief Financial Officer Burns, City Clerk Raddatz, and Building Official Law.

IV. PARKING MANAGEMENT

A. Request for Recommendations from Residents for How to Manage Parking in the City and Where to Have Pay Parking Zones (Presenter: Mayor Undine C. George)

Mayor George introduced Item IV.A. and explained that there was a Town Hall meeting on February 28th.

Discussion ensued regarding what order the agenda of topics should be done.

Mayor George made a motion.

Motion: to modify the agenda to reflect the Public Comments section being received after IV.A relative to Items IV.A, C, and D. and then procedurally take Ordinance 19-02 as the last item on the agenda. **Moved by** Mayor George, **Seconded by** Commissioner Samora. Motion passed unanimously.

Mayor George then asked Police Commander Ashlock to give a recap of the Town Hall meeting on February 28th.

Police Commander Ashlock recapped the Town Hall meeting on February 28th. He advised that the main items that were discussed, such as credit card identity theft; paid phone parking application alternatives; paid and free parking locations; no paid parking in front of residents' homes; having paid parking on the east side of A1A Beach Boulevard, but asking residents who are on the west side of the Boulevard for their opinions; suggested paid parking only on commercial properties; residents not wanting paid parking on 2nd Avenue behind the Marriott; 16th Street lot west of the Boulevard by Hilton Garden Inn would be an acceptable place for paid parking; one-third parking should remain free; residents not wanting paid parking only to create a Parking Enforcement Specialist position, but wanting tangible items

produced from revenues, such as improving an existing parking facility, finding new parking, land purchases for parking, etc.; and paid parking fees and discounts.

Mayor George advised agreed to eliminate paid parking from the parking lot at the corner of 2nd Avenue and 1st Street. She advised that this addresses the employees who work in the area who have limited parking because all the businesses north of the Boulevard have enough parking, except for the improved lot on the east side of A Street with the bathrooms and showers.

Police Commander Ashlock advised that on 2nd Avenue the residents would self-police it and the police would enforce the ordinances.

Denny Dean, 205 A Street, St. Augustine Beach, FL, advised that it was a productive discussion and appreciated those who attended the meeting. He commented that out of 100 residents, only four did not sign the petition to not have paid parking. He said a few were concerned to sign because they have businesses and felt that the City might retaliate against them. He explained that over 60% of the residents on 2nd Avenue and 1st Street did not want paid parking. He suggested not having a paid parking program in residential areas but allow the residents to regulate those areas on their own like 13th Street residents did. He explained that CFO Burns showed 172 parking spaces, which would bring revenues of \$207,000 gross. He suggested an honor system like the parks use where visitors could put money in a drop box.

Mayor George opened the Public Comments section for Items VI. A, C, and D. The following addressed the Commission:

Chris Pennington, 203 A Street, St. Augustine Beach, FL, showed a video on his phone of A Street and 2nd Avenue and explained that there is no garbage. He advised that he did not want any paid parking in this area. He commented that he received 700 signatures against paid parking and feels that the City should come back with other options for revenues. He said that his 14th Amendment rights were being violated and several people said they were afraid of repercussion from the City because they have businesses, or they were applying for positions for the City.

Cynthia Pennington, 203 A Street, St. Augustine Beach, FL, advised that she had a horrible experience at the City Manager's Office and advised anyone not to go there for help. She commented that she sent a letter to Mayor George and she sent it to the City Manager and he has not responded. She recommended a sidewalk on 2nd Avenue for pedestrians and foot traffic. She remarked that it is intimidating for residents to speak at a Commission meeting or the City Manager's Office. She felt paid parking would exclude race and creed from the community. She advised that there is an influx of people coming into the area and it would get worse but agreed with purchasing the lot on 5th Street across from the Marriot for parking as well as looking for other solutions that would not be so wide spread throughout the City as paid parking. She then suggested a shuttle system to help with parking.

Fred Haltof, 26 Surfcrest Street, St. Augustine Beach, FL, explained that he is not in favor of paid parking like the City of St. Augustine has because visitors would not come to the community. He explained that the City of St. Augustine does not give a discount to our City residents and that Florida has changed since he was here in 1958.

Tom Reynolds, 880 A1A Beach Blvd., St. Augustine Beach, FL, thanked the Deans and Penningtons for all their efforts. He advised that if the Commission would make residents pay for trash collection, paid parking would not be necessary.

Carolyn Karger, 21 Sea Oaks Drive, St. Augustine Beach, FL, commented that she was against paid parking; advised if paid parking is in commercial areas only, parkers would come into residential areas to park free; asked how many meetings does the Commission need to see

that residents don't want paid parking; suggested to table this item until conditions change; suggested to err on the side of respect to the residents of the community; asked the Commission to make the decisions on the parking zones, not the City Manager; and advised that there seems to be money for pet projects, but not for emptying trash and cleaning the bathrooms.

Dennis Dean, 205 A Street, St. Augustine Beach, FL, explained that the Commission felt they needed to move forward with paid parking because of St. Johns County; however, he spoke with County Administrator Wanchick and he advised that their Commission is split on their decision on whether to move forward and they were waiting for the City to decide first. He commented that St. Johns County will not vote on paid parking in May because they still must have meetings with the public. He read a memo regarding Ocean Hammock Park that City Manager Royle wrote saying that the park could not be used for off-street parking. He made suggestions on how revenues could be received, such as raising the millage rate, collecting from transient rentals, etc.

Laurel Dean, 205 A Street, St. Augustine Beach, FL, explained that paid parking is not what the residents want; paid parking will hurt the businesses, residents, employees who work for the businesses, and property owners; residents are mad; feels that the City does not own the public land; and 1,000 people are against paid parking, which is enough for a referendum.

Ray Deschier, 817 Valnera Court, St. Augustine, FL, advised he works at Mango Mango's and asked how paid parking will affect low-income residents and employees for most beach businesses. He explained that employees rely on the parking spots that the City wants to make paid parking locations. He thanked the Deans for their efforts.

Michael Scopelitis, 100 Islander Drive, St. Augustine, FL, advised that the Commission has a dilemma. He commented that if the residents do not want paid parking and the Commission thinks it's in their best interest, then there is a legislative dilemma. He explained that he was in favor of paid parking because in Long Island he saw an influx of tourists and the problems associated with their parking. He commented that it was necessary to have paid parking at the beach and those areas close to the beach. He remarked that paid parking was needed for improvements and maintaining infrastructure. He suggested that residents should not pay for paid parking.

Andrew Aiken, 828 Crestwood Drive, St. Augustine Beach, FL, advised that the City needs to be fiscally responsible; some residents don't have money for paid parking; asked the Commission to do their job; feels this is an injustice; and stop littering.

Julianne Baksh, 119 14th Street, St. Augustine Beach, FL, advised that the residents on 14th Street did receive signage, but it was wrong because now visitors are parking on their lawn to not park on the payment. She requested new signage to be changed to "No Parking." Police Department has not come out to investigate residents' complaints.

Robert Suddeth, 112 14th Street, St. Augustine Beach, FL, asked the signs to be changed on 14th Street; had crimes in the area before and is concerned; investigate whether this would be enough for revenues; and advised that the Police Department does not have the personnel to enforce it.

Chester Bach, 208 A Street, St. Augustine Beach, FL, advised that in 2017 he bought a duplex and invested a lot of money; explained that he wants to live in this City; commented that he did not want paid parking, especially on 2nd Avenue; asked to publish the facts on the revenues, locations, etc.; and make residents pay for solid waste collection and use the money for a parking garage.

Brian DelRey, 2 7th Street, St. Augustine Beach, FL, advised that the income taxes have increased; commented that paid parking is against the will of the residents; and to raise the littering fine.

Charlyn Rainville, 108 C Street, St. Augustine Beach, FL, asked if the parkettes would be jeopardized, which have a historical value; commented that if the parkettes are used for parking, it would not be a positive solution for the neighborhood; remarked that the City would be charging the same parking fee as New York City, which hurts the residents because of their income levels; and commented that kids cannot afford to live in the City anymore.

Sandra Krempasky, 7 C Street, St. Augustine Beach, FL, commented that she was not against paid parking, but suggested waiting for St. Johns County's implementation; and asked if signs could be put up for "No Parking" without changing the ordinances.

Ron Anselmo, 12 Hawaiian Blvd., St. Augustine, FL; explained his experiences in Dade and Broward Counties and commented that he brought his children to this community for a better quality of life; he opposes paid parking; suggested that locals will leave the City; and asked the Commission to leave the City the way it is.

Ed Slavin, P.O. Box 3084, St. Augustine, FL, advised that Gary Snodgrass said to wait and not move forward with this; asked the Commission to table this item; commented that Passport is very exploited corporation; residents were concerned over retaliation; asked for a joint meeting with the City and St. Johns County to discuss the parking issue; and the Commission caused problems themselves by not requiring some businesses in the City to have enough parking.

Mayor George closed the Public Comments section and then asked for any Commission discussion.

Mayor George advised that the Commission has not had an opportunity until now to decide on the paid parking plan and explained that the Commission did hear the community comments and listened. She commented that this proposal of implementing paid parking was only to institute a good fit for the community. She remarked that the community said they don't want paid parking in residential neighborhoods and she would never support changing the parkettes. She explained that after one year, the Commission would have the data to sharpen the City's business plan, so the Commission can structure the best discount system. This plan is to pay management, maintenance, and improvement costs and is not in favor of raising taxes. She supports tweaking the proposed plan to eliminate parking at the A Street and 2nd Avenue parking area, install "Residents Only" signage along 2nd Avenue, installing paid parking on 4th and 5th Streets on the north and south side where there are commercial properties and any other improved areas that were previously identified. She would be open to reconsidering the discount structure and does not agree to wait for St. Johns County before moving forward on this issue. She commented that she would like to start paid parking now.

Commissioner O'Brien explained that multiple issues have been discussed over the year. He gave credit to Vice Mayor England for reminding the Commissioners not to lose track of the residential neighborhoods and have a program in place before paid parking goes into effect. He commented that parking on residents' front yards should be off the table. The City residents are already paying for paid parking by allowing visitors to park for free because the residents had to purchase land, develop, and maintain parking. The paid parking was an idea to reduce the amount in the budget for these fees, but if the residents don't want paid parking and they are happy it is on their tax bill, so be it.

Vice Mayor England would like to have the Commission agree on the locations of the paid parking areas, discounts for residents, etc., so the City Manager could update the whitepaper

and then wait to see what St. Johns County can do. She advised that she wants to approve the overall parking ordinance and the residential area management plan because the Public Works and Police Departments years ago said that parking is not uniformed on all streets, which makes it difficult to enforce.

Commissioner Samora asked if there was an update on the progress of St. Johns County.

City Manager Royle advised that St. Johns County will be doing their evaluation on March 7th and discuss the evaluation at their Commission meeting on April 2nd. IT Manager Johns will be part of that evaluation committee for St. Johns County and would be able to share the information with the Commission. He explained that he has met with County Administrator Wanchick and he does not have any idea on how the County Commission will vote.

Commissioner Kostka agreed with what everyone has said and that perceptions are important because we all live here, and the City's Charter agreement is that the Commission must be residents of the City, so that the Commission and the residents must follow the same rules and regulations of the City. The Commission is not trying to make it more difficult for residents or not do what the residents want but was only trying to stop visitors from parking in residents' yards. She advised that she does not want to raise taxes to pay for things that the City needs to take care of. She suggested reading the updated whitepaper and was very concerned that people are intimidated to sign a petition. She explained that she does not understand how a paid parking plan would stop the residents' quality of life because the Commission is trying to make things better. She advised she wants to move forward slowly and prepare the framework for paid parking. She explained that this came from discussions on all the different streets having different rules and regulations. She explained that she was not opposed to setting up the framework for paid parking on parking areas that the City is using already. She commented that the City made a parking issue for restaurants and their employees and suggested changing the parking ordinance to reflect seating instead of square footage.

Commissioner Samora agreed with the Commission and suggested that the City needs to solve the parking issues. He is glad that there has been a lot of input from the residents. He advised that the Commission now can bring the public more details.

Mayor George asked that the Commission give the City Manager the authority to designate paid parking that are already being used for parking.

City Attorney Wilson advised that before the City was incorporated, there were subdivisions that have public rights-of-ways with no definition as to the ownership. The City passed a resolution dedicating the rights-of-way to the City and the City used the rights-of-way for public purposes. He advised that the rights-of-ways are dedicated to the public but are controlled by the City. He explained that these rights-of-ways are not owned by the residents in the subdivision.

Vice Mayor England advised that the whitepaper is on the website and addresses the question if the City has the authority to control the rights-of-ways.

Mayor George asked the residents to contact the City Manager's Office or herself if your street needs different signage. Mayor George then moved on to IV.C.

C. Consideration of Ordinance for Resident Parking Permit System (Presenter: Vice Mayor Margaret England)

Mayor George introduced Item IV.C. and asked Vice Mayor England to state her considerations.

Vice Mayor England advised she would like to consider establishing a residential parking system and this came about when the City found out that St. Johns County was going to have paid parking at the pier. The ordinance allows signage to be placed if 60% of the residents agreed to post signs for residential parking only and the residents would call for enforcement their street. The City staff would establish a permit system, like a hang tag that the Comprehensive Planning and Zoning Board agreed with, to make sure that visitors were not parking in residential streets. There would be a minimal fee for administrative costs and for residents and businesses who have visitors. She advised that the ordinance establishes the authority for the City to post and enforce residential parking permits only, which is voluntary. She requested changes in the ordinance to change decals to hang tags. She explained that this all works together with the Master Plan to have residents decide what they want on their street.

Commissioner Kostka asked to specify something separate for the businesses.

Mayor George advised that this was only for residential lots, not commercial.

Discussion ensued regarding how many tags would be allowed for transient rentals; no way to know if the cars parked on the street were residents with just signage; permit would not allowed the residents to park in other locations without paying for paid parking; hang tag permits are voluntary and not mandatory; making sure that the language is clear that the residents could only park in their specified location; making the streets uniform regarding enforcement; transient rentals do not abide by the honor system when it comes to parking; owners of the transient rentals would have to give their clients hang tags to park; how would the permit system work on a street with commercial businesses and residential homes; having an automated license reader program would help with enforcement, but the City needs the funds to purchase one; hiring a Parking Specialist Officer soon; cleaning up the signage on all the streets by checking what the residents want street by street; the need for engineering expertise to address the enforcement issue; should have a Public Works Director within three months; Police Chief Hardwick having 14th Street as a trial and report to the Commission on how it worked within 60 days; writing warning tickets on 14th Street to see how the system works before approving an ordinance; and having the ordinance ready for May's Commission meeting after the Police Department makes sure it works.

It was the consensus of the Commission to have the Police Department use 14th Street as a model for the permit system ordinance and to bring a report back to the Commission in 60 days.

Mayor George not sure about visitor permits.

Vice Mayor England advised that visitor permits do not guarantee parking spots on the street. It would be first come, first served.

Mayor George explained that she does not want to give visitor permits to transient rentals because the owner's clients should be restricted to their property parking spaces. She asked the Commission to mediate on these issues for when the subject comes up again.

Vice Mayor England advised that the permits could be limited to long-term renters and owners.

Mayor George moved on to Item IV.D.

D. Review of Proposed Changes to Existing Parking Regulations in Chapter 19 of the City Code (Presenter: Mr. Max Royle, City Manager)

Mayor George introduced Item IV.D. and asked City Manager Royle for his report.

City Manager Royle reported that staff has highlighted in color the proposed changes to the City's codes. He advised that the Police and IT Departments reviewed the proposed language and suggested that the Commission focus on the highlighted sections. He explained that this ordinance deals with the citation process, not where people can park.

Police Chief Hardwick advised that Police Commander Ashlock and Lt. Carswell reviewed the language and agreed with the changes.

It was the consensus of the Commission to have City Attorney Wilson prepare the ordinance and include language of Parking Enforcement Specialist / St. Augustine Beach Police Department.

Mayor George moved on to Item IV.E.

E. Discussion of Other Parking-Related Issues (Presenter: Mr. Max Royle, City Manager)

Mayor George asked the Commission where they believed the improved parking areas would be.

City Manager Royle advised that his understanding that an improved parking area would be an area with asphalt, paver blocks, paver bricks, or firm surfaces for paid parking, not grassy areas.

Mayor George gave the following locations that could be used as improved parking areas: 16th Street right-of-way east and west of the Boulevard, 10th Street, 8th Street, and A Street plaza east of the Boulevard, 5th Street east of the Boulevard, and Ocean Hammock Park.

Vice Mayor England asked if Ocean Hammock Park was an improved area and whether handicap parking would be provided in these areas.

City Manager Royle advised that Ocean Hammock has limestone, not dirt and grass, so it would be an improved area. He commented that all the streets are ADA compliant. He explained that the revenues from Ocean Hammock Park must be used for improvements for Ocean Hammock Park only and the charge must be the same amount for everyone, with no discounted rates.

Mayor George advised that City Manager Royle's memo referred to earlier did not say that there could not be off-street paid parking and advised that the memo only meant that Ocean Hammock Park could not be turned into a parking lot, which she would not be in favor of. She advised that free parking would be in front of Kookaburra, Sunshine Shop, Café Eleven, Sunset Grille, and Jack's BBQ.

Vice Mayor England advised that the shared parking would not be paid parking.

Mayor George asked the Commission if they agree to remove from the list 2nd Avenue and A Street parking plaza and 2nd Avenue on the east side.

Commission agreed.

Mayor George is in favor of removing those streets because of the residents' requests but feels there might be unintended consequences for the residents. She asked that the City consider "Resident Only" signage there to help regulate that it is a resident only area and suggested that the residents use the permitting system. She suggested that the north side of 4th Street where the empty lot is where they wanted to put a Holiday Inn and 5th Street on the south side of the Marriott could be used for paid parking, but there would be issues in stabilizing the area for the appropriate handicap spaces and suggested this be implemented in Phase II. She advised that she sent City Manager Royle pictures of new bathrooms the City

of Elkton installed because she would like to preserve green space and beautify Ocean Hammock Park.

Commissioner Samora suggested 4th Street east of the Boulevard.

City Manager Royle advised that 4th Street east of the Boulevard was going to be the next phase for improved parking and Public Works Director Howell had a meeting, but only one resident showed up. He explained that he notified all the residents on 4th Street and advised that 4th Street cannot have handicap spaces because the spaces are parallel.

At Mayor George's request, CFO Burns advised for every 25 spaces there needs to be a handicap parking spot.

Mayor George asked for a solid legal opinion on whether 4th and 5th Streets need to have a handicap parking spot. She then asked the Commission if they want to wait for St. Johns County, but to clean up the ordinances discussed.

Commission agreed to wait for St. Johns County before implementation and to wait for a month before hiring the Parking Enforcement Specialist.

It was the consensus of the Commission to have paid parking from 9:00 a.m. to 5:00 p.m.; to have a base tourist fee of \$2.00 per hour; to have a St. Johns County discount at \$0.50 per hour; City residents having free parking; to have employee discounts as \$0.50; to have Ocean Hammock Park fee of \$1.00; and to have paid parking 365 days a year.

Mayor George asked that the whitepaper be updated to reflect the consensus of the Commission.

Discussion ensued regarding handling cash payments at the paid parking locations in case the app is not working; having staff give alternatives to paying cash payments at paid parking locations; having all revenues from Ocean Hammock Park be used for restrooms, boardwalk maintained, etc.; having staff review the ordinance regarding how the number of parking spots are determined for restaurants; and having the revenues go toward parking solutions, maintenance of infrastructure, beautification, etc.

Mayor George moved on to Item IV.B.

B. Ordinance 19-02, Public Hearing and Final Reading: to Establish Parking Meter Zones (Presenter: Mr. Max Royle, City Manager)

Mayor George introduced Item IV.B. and explained that the ordinance does not implement paid parking but gives the City Manager the authority to establish parking meter zones. She asked if this ordinance was needed for the permit system.

City Attorney Wilson advised that this ordinance gives the City Manager the authority to establish paid parking meter zones in the event the Commission wants paid parking.

Discussion ensued regarding the Commission wanting to have oversight over paid parking meter zones; Commission already has the ability by resolution to oversee the paid parking meter zones; and the ordinance would streamline the process.

It was the consensus of the Commission not to adopt Ordinance 19-02.

Mayor George opened the Public Comments section. The following addressed the Commission:

Dennis Dean, 205 A Street, St. Augustine Beach, FL, was glad the Commission will maintain the control over the parking meter zones; suggested the Commissioners should be aware that

residents on 4th and 5th Streets do not want paid parking; and disagreed with having paid parking for Ocean Hammock Park.

Laurel Dean, 205 A Street, St. Augustine Beach, FL, asked if the Commission was listening to the residents; she explained that the Commission can't manage city hall and the Commission wants to do parking permits; and advised that she received 1,000 signatures against paid parking.

Chris Pennington, 203 A Street, St. Augustine Beach, FL, advised that the Commission was not listening to the residents; does not want \$75 tickets and a \$50,000 tag reader; whether the Commissioners received discounted parking from the City of St. Augustine; and wants a referendum if this passes.

Cynthia Pennington, 203 A Street, St. Augustine Beach, FL, advised that they do not want paid parking in residential areas; residents will continue fighting against this; the City needs an engineering expert before making these decisions; and glad that the Commission did not pass the ordinance.

Tom Reynolds, 880 A1A Beach Blvd., St. Augustine Beach, FL, asked that the Commission should obey your own rules; cheated residents of public comments for Items IV. C, D, and E; and he wanted to comment on the Commission's discussion.

Ed Slavin, P.O. Box 3084, St. Augustine, FL, advised that Mayor George had an ex parte communication with someone who sells paid parking software and she still will not reveal the conversation; government should obey their own rules; against Ordinance 19-02; and requested not to delegate parking meter zones to City employees.

Motion: to extend the meeting until 10:00 p.m. **Moved by** Mayor George, **Seconded by** Vice Mayor England. Motion passed unanimously.

Alex Farr, 3 7th Lane, St. Augustine Beach, FL, advised that the vacant lot south of the Marriott is packed and even though she lives there, she can't even go to the beach because of so many people. She asked that staff review it because people keep going down 7th Street for a parking spot and it is ridiculous.

Ron Anselmo, 12 Hawaiian Blvd., St. Augustine, FL, made an offer to drive and pay for lunch for all the Commissioners to go see Lauderdale-by-the-Sea's parking mess is and what it would be in St. Augustine Beach after paid parking goes into effect.

Joey Wages, 3668 Rosewood Street, St. Augustine Beach, FL, advised that he does not agree with the paid parking and is protesting it. He explained that people cannot afford paid parking.

Mayor George closed the Public Comments section. She advised that it was sad that some residents and businessowners were intimidated about signing the petitions, but she was approached by two separate households and they told her that they were not intimidated, they just didn't want to sign the petition. She explained that the survey addresses for paid parking in residential areas, which the Commission never wanted. She commented that nothing the Commission is doing has paid parking in residential areas. She explained that 2nd Avenue was across the street from a residential area and advised that all 2nd Avenue would not be paid parking. She did a survey to see if residents wanted to increase their taxes to pay for parking for tourist and no one wanted to sign the survey. She explained that the City cannot stop growth and the Commission has tried to implement smart growth. She commented that using the lot next to the Marriott would be nice to develop and facilitate beautifying it.

Police Chief Hardwick apologized for not being prepared and requested to meet with the residents on 14th Street and bring the item back in April.

Mayor George thanked Police Chief Hardwick for always being prepared and helping Police Commander Ashlock for their hard work for the Town Hall meeting.

City Attorney Wilson advised that the ordinance is dead because the Commission does not want to delegate the establishing paid parking meter zones to the City Manager.

Discussion ensued regarding whether to table the ordinance or the ordinance is dead.

Motion: to table Ordinance 19-02. **Moved by** Mayor George, **Seconded by** Commissioner Samora.

Mayor George	Yes
Vice Mayor England	No
Commissioner Kostka	No
Commissioner Samora	Yes
Commissioner O'Brien	Yes

Motion passed 3 to 2.

V. ADJOURNMENT

Mayor George asked for a motion to adjourn.

Motion: to adjourn. **Moved by** Mayor George, **Seconded by** Vice Mayor England. Motion passed unanimously.

Mayor George adjourned the meeting at 9:48 p.m.


Undine George, Mayor

ATTEST:

City Clerk

MEMORANDUM

TO: Mayor George
Vice Mayor England
Commissioner Kostka
Commissioner Samora

FROM: Max Royle, City Manager 

DATE: March 25, 2019

SUBJECT: Filling Vacancy on the City Commission:

- A. Interview of Candidates to Fill Unexpired Term of Former Commissioner Rich O'Brien
- B. Swearing in of Candidate Selected

INTRODUCTION

At the conclusion of your March 5, 2019, continuation meeting, Commissioner O'Brien informed you of his resignation from the Commission, effective that date.

Section 1-4(d) of the City Charter has provisions for filling a vacancy on the Commission. It states:

"In the event of the death, resignation or disqualification of a city commissioner, a successor shall be elected by a majority of the remaining members of the city commission within 60 days after said vacancy occurs, to serve until the next general election, at which time the electors of the city shall elect a commissioner to serve for the remainder of the unexpired term. In the event that a majority of the remaining members of the commission shall be unable to elect a successor, a special election will be held to fill the vacancy."

The qualifications for an Interim Commission are the same as for a City resident who runs for a Commission seat in a regular election. Section 1-4(c) of the City Charter states:

"The city commissioners shall have been residents and qualified electors of the City of St. Augustine Beach for a period of one (1) year prior to the date of qualification for election, or appointment to fill a vacancy on the city commission as a result of the death, resignation or disqualification of a city commissioner. Once elected, city commissioners must maintain physical residency and voter registration in the city throughout their terms of office."

Sixty days from the date of Mr. O'Brien's resignation will be Saturday, May 4, 2019. The term for Mr. O'Brien's Commission seat expires on December 31, 2020. Thus, the term of the citizen you appoint to the Commission will expire on that date.

The last time a resignation from the Commission occurred was at its November 6, 2017, meeting, when Commissioner Gary Snodgrass informed the Commission he was resigning on that date. The process for filling the vacancy then was this:

1. The vacancy and the qualifications for office were announced in various ways. Local news media also announced the vacancy.
2. Interested citizens were invited to send a letter of interest and a resume to the City Manager by a certain date and time.
3. The deadline date was selected so as to give interested citizens enough time to think about applying and to discuss the matter with their families.
4. Fourteen citizens applied. The Commission interviewed all of them at the beginning of the next regular meeting (December 4, 2017) and after three rounds of voting selected Mr. Don Samora to serve.
5. Mr. Samora was then sworn in by the City Attorney and took his seat on the dais for the remainder of the December 4th meeting.

Attached as pages 1-16 are the minutes of that part of the December 4th meeting when the Commission interviewed the candidates, took public comment at the conclusion of all the interviews, and then in three rounds of voting selected Mr. Samora as the Interim Commissioner.

APPLICANTS FOR THE CURRENT VACANCY

Twelve residents submitted a letter of interest and resume by the deadline, which was 4:00 p.m., Friday, March 22, 2019. That was the last workday date before the following Monday, when your agenda books had to be ready for distribution. Another letter of interest and resume were received after the deadline. The circumstances are described below.

In alphabetical order, the 12 resumes and the additional one are attached:

- a. Pages 17-18, Ms. Tadzia Alexander, 112 F Street
- b. Pages 19-20, Ms. Rose Bailey, 403 A Street
- c. Pages 21-22, Mr. Brud Helhoski, 6A Atlantic Oaks Circle
- d. Pages 23-24, Mr. Jeff Holleran, 12 B Street
- e. Pages 25-27, Ms. Hester Longstreet, 11 13th Street*
- f. Pages 28-29, Ms. Janet Mullins, 16 Sandpiper Drive
- g. Pages 30-31, Ms. Terrie Noland, 325 Ocean Forest Drive
- h. Pages 32-33, Mr. William Oglesby, 208 7th Street
- i. Pages 34-36, Ms. Jo Ellen Parkey, 3 Coquina Boulevard
- j. Pages 37-38, Mr. Ed Pritchett, 1121 Overdale Road
- k. Pages 39-42, Mr. Tom Reynolds, Unit 1106, 880 A1A Beach Boulevard
- l. Pages 43-47, Mr. Dylan Rumwell, 864 Tides End Drive
- m. Pages 48-50, Mr. Ernesto Torres, 1104 Laughing Gull Lane

*PLEASE NOTE: Ms. Longstreet's letter of interest was received after 5:00 p.m. on Friday and her resume was received on Saturday afternoon, after the City Manager requested it. You can still interview her because: a) the City Manager, not you, set the original 4:00 p.m. Friday deadline, and you can decide to overrule the Manager's deadline; b) Ms. Longstreet's letter of interest and resume were received within a reasonable time (less than 24 hours) after the deadline; and c) in December 2017, when the Commission last filled a vacancy, there was an anomaly to the process. It was that Mrs. Jane West submitted a letter of interest on behalf of a candidate, Mr. David Bradfield, who was out of the City on the day of the deadline. The Commission accepted Mrs. West's letter as a substitute for one from Mr. Bradfield and interviewed him.

SUGGESTED PROCEDURE

It is the same as the Commission used at its December 4, 2017, meeting:

- Interview the candidates in alphabetical order.
- At the conclusion of the interviews, have public comments. We suggest that you allow three minutes for each member of the public who wants to comment.
- Commission then votes on the candidates. Ballots will be prepared before your meeting and given to you at the meeting.
- Citizen selected by you is then sworn in by the City Attorney.
- Citizen selected takes Mr. O'Brien's seat at the dais.

SUPPLEMENTAL INFORMATION

First, we have kept the agenda for the regular part of your April 1st meeting as simple as possible. This means that some topics that would have been scheduled for that meeting, such as the strategic plan and the presentation of the annual audit report, have been postponed to your May 6th meeting. The reason is that we don't know who you will select as the Interim Commissioner. That person will need time to study topics, such as the strategic plan, so that he or she can participate fully in the discussion of them at your May meeting. However, there are a couple of public hearings that must be scheduled for your April 1st meeting. The postponement of other topics, as well the need for you to review the long-range financial plan and changes to the Comprehensive Plan with the planning consultant, may make long the agenda for your May 6th meeting. Several presentations are also scheduled for that meeting. This could require continuing that meeting to Tuesday, May 7th, or holding a continuation meeting later in May, along with a special meeting to discuss matters concerning the Fiscal Year 2019 and 2020 budgets.

Second, as possible guidelines for your selection of the Interim Commissioner, we noticed during the deliberations by St. Augustine's City Commission when it recently considered candidates for appointment as Interim Mayor, Commissioner John Valdes suggested the following criteria for evaluating the candidates:

1. Chemistry
2. Communication skills

3. Short learning curve
4. Familiarity with the important issues facing St. Augustine

We would add to the above list the following: a) which candidates do you find from their respective resume and presentation to you are forward looking, positive thinking and committed to helping the City solve problems and deal with issues in constructive ways; and b) which candidates will commit to a schedule of possibly two or more meetings a month.

PLEASE NOTE: Paid parking is not on the agenda for your April 1st meeting. On the agenda is the suggestion that you hold a special meeting later in April for that topic. By then, you may know what the County Commission has decided concerning paid parking at its April 2nd meeting and you can decide whether to adopt the County's plan, or have the City develop its own plan. Also, there is the Resident Only parking permit ordinance that you need to adopt, so the Police Department will have a legal basis for enforcing it, and you need to review an ordinance from the City Attorney to amend the parking regulations in Chapter 19 of the City Code. Also, by the date of the special meeting, the Interim Commissioner you select will have had time to become familiar with the paid parking issues.

Also, a key topic for you to consider at the special meeting in April is approving the purchase of equipment, costing possibly \$40,000-plus, that will correctly caption the streaming of City meetings, so that the City will be ADA compliant. Once we have the equipment, the streaming of Commission and Planning Board meetings can be resumed. A related issue for you to decide will be whether to discontinue having the meetings broadcast over Comcast's system. The broadcasting has been free; Comcast now says it will charge the City up to \$500 a month to connect to its system. The question will be whether the City needs to provide both streaming and cable transmission of its meetings, or whether it's more cost-effective for the City to spend its limited revenue to make its streaming service ADA complaint and forego spending up to \$6,000 annually for the cable service.

V. FILLING VACANCY ON THE CITY COMMISSION

Mayor O'Brien explained the rules for the candidates and Commission. He remarked that he was delighted that so many residents were interested in being a Commissioner.

Vice Mayor George proposed that the Commission create a short list of five candidates tonight and hear their three minute presentations. She suggested then that the Commission could submit questions to those candidates, which the candidates could write their answers and bring them back for more discussions in a week or so. She advised that then the Commission could make a decision and give the process the respect needed to select a Commissioner. She advised that she contacted all the candidates with this proposal and only two candidates did not call her back, but everyone else agreed with the proposed process.

Mayor O'Brien explained that the Commission has had the candidates' applications for five days and this would be one of the most important decisions the Commission will have to agree upon. He remarked that he did not want to delay the process and wants to make a decision tonight and move on. He advised that the Commission is fully capable to make a decision tonight.

Vice Mayor George advised that she didn't see it as a delay, but her proposed process would allow the Commission to make a seasoned decision. She remarked that she did not want to go through the full special election process.

Commissioner England commented that she was familiar with the candidates and came fully prepared to interview and start a selection process tonight. She advised that the candidates are qualified and she wanted to move forward, but if the Commission becomes deadlocked on the selection, then maybe the Commission could discuss alternatives.

Discussion ensued regarding the voting and selecting procedures, which Mayor O'Brien explained as voting on the top three candidates and if there were multiple ties, to pick a name from a hat.

City Attorney Wilson advised that all the candidates were allowed to be interviewed and none have been excluded due to requirements from the notice.

Commissioner Kostka remarked that she was pleasantly surprised by the number of candidates and applauded all of the candidates for wanting to be an active participant. She remarked that she was surprised that this item was not given the importance it should have been given and that a special meeting was not suggested.

A. Interview of Candidates in Alphabetical Order

- 1) Ms. Rosetta Bailey

Ms. Bailey advised Vice Mayor George that she didn't receive a phone call from her. She explained that she has applied formally with the Supervisor of Election in October for this position. She then presented her background as a Vice President Regional Manager of a bank over three states and her experience since 1999 as a mortgage broker/loan processor to the Commission. She remarked that she believes in the Bill of Rights, transparency, and accountability in government, respecting residents' rights on items like building height restrictions, protecting and preserving the trees and wetlands, enforcing codes, disaster planning, reducing debt, against taxation without representation, and preserving the beach. She explained that she does her homework, will ask questions, and would preserve and protect our democracy to comply with the Florida Constitution. She advised that problems are opportunities and it would be an honor to serve with the Commission.

Mayor O'Brien asked what Ms. Bailey's opinion on Pier Park and St. Johns County's offer to transfer the parking area to the City.

Ms. Bailey advised that she would have to review the whole situation before giving an answer.

Commissioner England asked Ms. Bailey what are the essential services that the City should be providing for the residents and what proposed revenue sources would be used to support those essential services.

Ms. Bailey advised that she would like to see the financial report with pie charts in order to see what the biggest part of the money is going to. She advised that the Commission took \$10,000 from the Youth Programs budget and would like people to be more involved. She commented that it was important to listen to the people.

Commissioner Kostka asked Ms. Bailey what the most beneficial attribute she would bring to the table for the Commission.

Ms. Bailey advised that she would bring financial experience, management skills, and making personnel decisions.

2) Mr. David Bradfield

Mr. Bradfield advised that he served six years on the Comprehensive Planning and Zoning Board and understands the City's codes very well. He explained that after talking with City Manager Royle he decided to participate on the Comprehensive Planning and Zoning Board due to issues at that time with Salt Life Restaurant and other issues in the City. He remarked that he felt the Comprehensive Planning and Zoning Board members have been ignored and not listened to by the Commission through his years of service. He explained that issues needing to be addressed are parking, maintenance of the parking and the pier, and doesn't feel that the City should take over the maintenance of the pier. He commented that Embassy Suites would be interested in building a seawall behind the hotel to protect it and suggested to discuss with Embassy Suites owners to participate with the City to maintain Pier Park. He advised that the City does not address on the top 10 list the parking,

congestion, overbuilding, oversizing, overscaling, and Land Development Regulations (LDR's).

Vice Mayor George asked Mr. Bradfield what his number one strength that separates him from the other candidates.

Mr. Bradfield advised that he has given six years of volunteering on the Comprehensive Planning and Zoning Board, background in business and logistics, did site acquisition, redevelopment and designs for Sea Colony and Anastasia Dunes subdivisions, which were from economic models that made sense. He remarked that there are many opportunities to use public and private funding for various public works projects.

Commissioner England thanked Mr. Bradfield for his service on the Comprehensive Planning and Zoning Board and mentioned that knowing the City's ordinances is important. She asked Mr. Bradfield how he would get the LDR's completed.

Mr. Bradfield advised that the City codes should be followed first before modifying them. He mentioned that there is a lack of consistency in following the ordinances. He remarked that he has been concerned about modifying the ordinances when they have not been enforced or followed in the first place. He commented that the codes are made by professional engineers and land planners and shouldn't be changed by non-professionals.

Vice Mayor George asked Mr. Bradfield what he would suggest going forward.

Mr. Bradfield advised that hiring the new Building Official who knows drainage, County codes, maps, etc. was the correct way to handle moving forward, instead of modifying the old codes.

Commissioner Kostka asked Mr. Bradfield what single change would benefit the City the most.

Mr. Bradfield answered having an intelligent understanding of the LDR's and enforcing them to the letter of the law.

Commissioner Kostka advised Mr. Bradfield that there was unease from the public on how he applied to be a candidate and asked if he would like to clear that up.

Mr. Bradfield explained that he found out that Commissioner Snodgrass resigned and then went out of the country to Costa Rica and did not know procedurally how to apply for the position before he left. He didn't have access to faxes and had limited phone text accessed, so he asked Ms. Jane West to apply for him. He advised that he intended to run for the Commission seat after leaving the Comprehensive Planning and Zoning Board and apologized for not being able to apply in his absence. He advised that he has a lot to offer the City with his experience and has lived here for 30 years.

3) Dr. Patricia Gill

Dr. Patricia Gill thanked the Commission for all their work and welcomed the new Building Official. She gave her resident history and then explained her active role in the community, such as being the Polk County President, the State Financial Director, Environmental Chairman and presently the Coordinator for St. Johns County for the League of Women Voters. She explained that she is interested in the state parks and advised that the City needs to open their parks for people to use. She remarked that she wouldn't develop them, but have picnicking, educational tours for students, etc. in the parks. She explained that she was on the Comprehensive Planning and Zoning Board for nine years and was involved in getting the meetings televised for those who would not be able to attend publicly. She remarked that she was on the Code Enforcement Board previous to joining the Comprehensive Planning and Zoning Board and has a financial background.

Vice Mayor George asked Dr. Gill what her greatest strength.

Dr. Gill advised that her greatest strength is really listening to the people hearing what they are saying between their words.

Commissioner England thanked Dr. Gill for all the years of service she has done for the City and the community. She asked Dr. Gill how she would balance the budget and lower debt while at the same time increasing the budget for parks.

Dr. Gill advised that the parks have been bought by the City and now the City should apply for grants. She explained that she wrote a grant, but it was stopped. She suggested applying for grants in relation to native plants, education, and the Audubon Society to improve the parks. She commented that the budget has five percent for environmental issues and with a core group of volunteers the City could do what they can to improve the parks.

4) Mr. Jeff Holleran

Mr. Holleran gave a synopsis of his experience and education as a Flagler College graduate. He explained that he has lived in beach communities all his life and has knowledge of what beach community concerns are. He commented that top skills that he brings to the Commission seat would be being fair, open minded, a good listener, knowledge of issues and ordinances, communication, financial analysis, and making professional decisions.

Mayor O'Brien asked Mr. Holleran how taking the Commission seat would affect his ability to attend meetings in regard to his family life.

Mr. Holleran advised that he was a single father who puts his family first, but has made arrangements to be able to attend the meetings.

Commissioner Kostka asked Mr. Holleran what the single most area of opportunity facing the City today.

Mr. Holleran advised parking. He commented that he would like to correct the limited parking and right-of-way parking, especially with the new hotels coming to the City.

Vice Mayor George asked Mr. Holleran what solutions he would do to correct the parking problem.

Mr. Holleran explained that he would purchase empty lots next to businesses and have a shuttle bus to bring the people in. He commented that he would charge people to park in the City.

Commissioner England asked Mr. Holleran how he would balance the budget when it came to the City's essential services.

Mr. Holleran advised that it would be a tough process, but the Commission would have to analyze the problem and try to come out with the best solution. He explained that the Commission should ask the people what they want, work together as one group and come up with an educated decision to find a solution to the problem.

5) Dr. James Kaye

Dr. Kaye thanked the Commission for allowing him to speak today and advising them on why he would like to be a Commissioner. He explained that he has been on the road to help physicians throughout the country and has recently decided to continue that work only on a part-time basis. He commented that he wanted to be elected because it was an extremely important position and when the opportunity arose he advised that he wanted to give back to this community. He explained that he does not have any political enemies or political agendas, but would like to assist the Commission in moving the City forward in every way possible and to give taxpayers the services and low taxes that they deserve. He pledged to do no harm to the environment and explained that the City should keep the taxes down by getting tourists to come back to the area.

Mayor O'Brien asked Dr. Kaye if he would be able to attend all the meetings and if he was totally retired.

Dr. Kaye advised that he was 90% retired and that he would attend all meetings, unless it would prevent him from attending medical conferences in order to keep his medical license.

Vice Mayor George asked Dr. Kaye how his personal and professional life prepared him to become a City Commissioner.

Dr. Kaye advised that he is a retired medical examiner and has worked with many governmental agencies. He explained that he couldn't give direction on the budget

because he has not been able to study it as of yet. He commented that he would look at fundraisers and public / private partnerships in order to get the money for crucial services that the people need and ask for.

Commissioner England asked Dr. Kaye if his main concern would be safety and health issues regarding the City's infrastructure.

Dr. Kaye explained that public health is a concern and would bring his in-depth skill set to the Commission. He advised that he has a lot of experience in law and public safety due to his background.

6) Mr. Kevin Kincaid

Mr. Kincaid advised that he was honored to be considered for this appointment. He explained that he had 30 years in public safety and public service as a Firefighter / Paramedic. He advised that it is important for government to serve the citizens. He commented that he brings a knowledge of operations, problem solving, and solutions in a timely manner. He explained that he has served as an alternate on the Comprehensive Planning and Zoning Board and has retired in St. Augustine Beach.

Mayor O'Brien asked Mr. Kincaid what his professional life as a Firefighter / Paramedic brings to the Commission.

Mr. Kincaid advised that the Fire Department has to serve the citizens and be very active in the community. He explained that he consistently interacts with citizens in a positive manner, which is very important. He advised that he has done budgets, acquisitions, hiring and firing in his career in administration and has interacted with several branches of government through the years. He commented that he seeks solutions for the most people and that would do the best for everyone concerned.

Vice Mayor George asked Mr. Kincaid what the City could do to improve relations with respect to the Comprehensive Planning and Zoning Board.

Mr. Kincaid commented that he has been on the Board to learn and there are incredible talented people on the Board. He explained that he has no agendas and does not come to the Commission with complaints or wanting to change anything, but to serve.

Vice Mayor George asked Mr. Kincaid asked him about notice when property rights are being impacted.

He advised that he believes that the property owners should be able to develop in a way that they want to on their own land, as long as it is for the greater good.

Commissioner Kostka asked Mr. Kincaid what he thought the most important issue was facing the City currently.

Mr. Kincaid advised that he hears that the City of St. Augustine Beach has a lot of complaints and the citizenry is not celebrating as they should be. He explained that he wants to bring the citizenry together with a positive attitude instead of tug-of-wars.

7) Ms. Patricia Wittman Kreis

Ms. Kreis thanked the Commission for allowing all the citizens to apply for this position. She advised that she applied for the position in order to have a voice in the policies and regulations and preserve the City that is currently here. She explained that she would like to promote small businesses, but balance that with the needs of the residents and would like to help redefine the Vision Plan and the Strategic Plan. She commented that enforcing the LDR's would help to preserve the City.

Commissioner England asked Ms. Kreis what her Vision Plan would be for the City.

Ms. Kreis advised that she would like to hear more from the citizenry before answering that question. She mentioned that she would ask questions if the citizenry would like to be invested in the arts or tourism as a City. She advised that if she had the money, she would have to provide the services first and then look at the priorities that needed to be addressed.

Vice Mayor George asked Ms. Kreis what has prepared her in her personal and professional life to become a Commissioner.

Ms. Kreis explained that professionally she can work with others and to listen to both sides of the story.

Vice Mayor George asked Ms. Kreis if she has been exposed to the City's LDR's or any of the meetings.

Ms. Kreis advised yes, but she did not know all the LDR's. She explained that she is building a home in the City now and is somewhat familiar with the codes.

Commissioner Kostka asked Ms. Kreis what attributes would she bring to the table that would be most beneficial for the Commission.

Ms. Kreis advised that she would be able to reach across the aisle and work with other people and Commissioners to understand their points of view.

Mayor O'Brien asked Ms. Kreis what experience would be added to the Commission if she would be appointed.

Ms. Kreis advised that she has been in management for 12 years and has done budgets, performance appraisals, worked with management teams, and have set goals for her companies.

8) Mr. Michael Longstreet

Mr. Longstreet gave his history on why he and his wife decided to move to St. Augustine Beach 24 years ago. He advised that he served on the Beautification Advisory Committee and then as a Commissioner between 2003 – 2006 and advised that he has stayed involved ever since. He explained that he works for St. Johns County School District and has a Master's Degree in Education. He commented that he would work his schedule so that he would be available for meetings. He explained that he supports local businesses and tourism, but the foremost concern should be for the residents.

Vice Mayor George asked what Mr. Longstreet has done to stay current with the issues and what would be the most important issue current for the City.

Mr. Longstreet advised that he doesn't always coming to the meetings, but does look at the book online and speaks with City Manager Royle and staff often. He explained that changes in the Overlay District and building developments are important to him.

Commissioner England asked Mr. Longstreet for an item that has peaked his interest.

Mr. Longstreet advised that he has a concern with the Pier Park area and the lack of maintenance St. Johns County has done. He explained that Pier Park is what brings tourist to the beach and before the City takes it over, St. Johns County should bring the property into compliance with repairs.

9) Ms. Roberta Odom

Ms. Odom advised she was born and raised in St. Johns County and had been here before the City was incorporated. She explained that she has 30 years in business. She explained all her community service, such as a Board member for the South Beach Council and the Chairperson of the Chamber of Commerce. She commented that she is the Realtor Pack Chairman and Federal Political Coordinator for the Sixth District. She commented that she is used to government and knows where to go to get things done in the community. She advised that the quality of life is important and that the City needs to grow, but the City needs to be smart about it. She advised that she wants to be a part of the solutions.

Mayor O'Brien asked Ms. Odom how being a member of the Planning and Zoning Board has helped to prepare her to be a Commissioner.

Ms. Odom advised that she has been a member of the Planning and Zoning Board for eight years and volunteers her time to make the best decisions possible. She suggested Planning and Zoning Board members should come to address the Commission once a month in case the Commission has questions. She advised that

some feel slighted because there is a lot of research that the Planning and Zoning Board has done before it goes to the Commission.

Commission England thanked Ms. Odom for her service and having a representative from the Planning and Zoning Board would be greatly appreciated.

Commissioner Kostka asked Ms. Odom what attribute that she would bring to the table would be most beneficial

Ms. Odom advised that she was an independent thinker and had no agendas except for what is best for the City.

10) Mr. Thomas Reynolds

Mr. Reynolds advised that he knows the issues. He explained that he wants recreation for the City's children, honesty, openness, transparency, accountability, and obeying the rules. He commented that none of the candidates were asked about tonight's agenda, which he suggested was the most important agenda of the year. He remarked that safety is important and Pier Park is a good opportunity for the City. He suggested sponsorships for Pier Park, not public / private partnerships. He commented that he was the most qualified person.

Vice Mayor George advised that Mr. Reynolds has been a watchdog for the City, which has extended beyond the City. She asked how he would continue balancing the role of a watchdog with his role as a Commissioner.

Mr. Reynolds advised he is prepared for the Commission seat more than any other candidate.

Vice Mayor George asked how Mr. Reynolds would enhance utilizing and enhancing relationships with other intragovernmental agencies.

Mr. Reynolds advised that the other government agencies would prefer that they were on his good side because he would investigate them or praise them if they do something correctly.

11) Mr. Dylan Rumrell

Mr. Rumrell advised that he is a Flagler College graduate and has been here since 1999. He explained that he has worked in government for eight to nine years. He explained that he was a member that worked on the Mobility and Concurrency studies which did public / private partnerships. He advised that he was also involved in reestablishing a community by helping put a Publix in Vilano Beach with recovery zone bonds.

Mayor O'Brien asked Mr. Rumrell his knowledge on the City's LDR's.

Mr. Rumrell advised that he would have to learn the LDR's with the Planning and Zoning Board's help to familiarize himself with the codes. He explained that he has understanding of St. Johns County codes and his background is in public / private sectors.

Vice Mayor George asked how familiar he was with the upcoming agenda.

Mr. Rumrell advised that he has read the background information and is willing to listen, be patient, and stay until late hours of the evening to complete the agenda. He explained that everyone has a right to say what they want to say respectfully and for the Commission to listen to them.

Commissioner England asked about the Town Center in Vilano Beach.

Mr. Rumrell explained that the Community Redevelopment Agency (CRA) was done before he got involved. He commented that he represented the Industrial Development Authority of St. Johns County in dealing with recovery zone bonds, which is a conduit for businesses that are trying to get tax exempt bonds to bring in businesses. He explained how he worked with other agencies to get the bonds to establish infrastructure so that a Publix or other businesses could be established in at Vilano Beach.

Commissioner England advised that there had to be consensus building in order to do that.

Mr. Rumrell advised yes, and that is what he likes to do and would be one of his skills for the Commission.

Mayor O'Brien asked Mr. Rumrell how being a Commission fit with his family life.

Mr. Rumrell advised that his family is in agreement and he did not foresee any issues with attending meetings. He explained that his kids are growing up in St. Augustine Beach and wants a better place for them to live.

12) Mr. Donald Samora

Mr. Samora explained that he has been a resident of St. Augustine Beach since 2010, but did move back to the area in 2003 and lived on Anastasia Island. He commented that he traveled as a business owner for 15 years in Florida and found a home in St. Augustine Beach. He remarked that he has his Master's Degree in Business and has an Engineering Degree and has 25 years in experience. He explained that he is a District Manager for a \$10 million territory and is part owner of the Beachcomber Restaurant. He further explained that he has served on community boards, such as his homeowner's association, architecture review board, and was the President of Toastmasters. He commented that he is a fact-based person and believes in building consensus. He explained that he has a young

daughter going to school and one daughter in FSU. He remarked that this will be his home for many years to come.

Mayor O'Brien asked Mr. Samora as a business owner and professional, what could he contribute to the Commission.

Mr. Samora advised that he has skills in strategic planning and a proven track record of executing the strategic plan.

Vice Mayor George advised if he has read the agenda book.

Mr. Samora advised yes and he has highlighted points of the book electronically.

Vice Mayor George asked what experience he had to dig into the LDR's.

Mr. Samora explained that he has a 25-year career in residential engineering and uses the Florida building codes constantly. He advised that he served two years as Chairman of the Administrative Review Board.

Commissioner Kostka asked how Mr. Samora would be able to balance his professional career with the Commission seat.

Mr. Samora explained that his career has flexibility and the business partners for the Beachcomber can run the restaurant. He commented that now that his one daughter at FSU and the daughter in school, he has time to commit to the City.

Commissioner England asked Mr. Samora if he had any suggestions in the operations of the City.

Mr. Samora suggested identifying the strategic goals and then follow up on them. He suggested committing the time necessary to complete the goals and meet with staff quarterly to make sure that they are working on the goals. He commented that implementation is the hardest part.

Commissioner England asked Mr. Samora if he knows what other business owners would like to see in St. Augustine Beach.

Mr. Samora advised that he has not had conversations with other business owners in that capacity, but he believes that the infrastructure is important to plan for in order to welcome the guests to St. Augustine Beach, but without disturbing the residents in the City.

13) Mr. Ernesto Torres

Mr. Torres advised that he was retiring from the military and wants to serve the community of St. Augustine Beach. He explained his background as being in charge of soldiers' training, having a vision, and strategic thinking. He commented that he has been the Chairperson for the Code Enforcement Board, which deals with

many issues. He explained that he believes in fiscal planning and transparency. He advised that he believes in leading by example.

Mayor O'Brien asked Mr. Torres about balancing the Commission role with his home life.

Mr. Torres advised that his family is very supportive and is used to him being away from them during his career.

Vice Mayor George advised that Mr. Torres has enforced the codes, but asked if he was up to the challenge of drafting codes.

Mr. Torres advised yes. He explained that he is a voice of reason and common sense. He explained that he has experience in codes via purchases of several homes.

Vice Mayor George asked if he read tonight's backup materials.

Mr. Torres advised yes.

Commissioner England asked Mr. Torres what are the top issues as Chairman of the Code Enforcement Board that he wants to go after.

Mr. Torres advised that the Code Enforcement Board does a great job in treating people fairly and being consistent on the rulings. He explained that there is flexibility on the fines and the Board has gotten the job done.

Commissioner England asked Mr. Torres if the Board reacts to a complaint or are they proactive as a Board with discussions with the Planning and Zoning Board.

Mr. Torres advised that he would like to be proactive; however, his Board receives the cases by complaints and the Board makes a decision regarding that complaint.

Commissioner Kostka asked Mr. Torres how the changing of LDR's affect the Code Enforcement Board and how would he recommend to bridge the gap between the old and new ordinances.

Mr. Torres advised that it would take patience, but enforcing the standards when published is important and should not move into gray areas.

14) Ms. Kay Watkins

Ms. Watkins gave the history of her career in the Navy and laboratory in Jacksonville. She explained that this was the first time she has put down roots in a community and advised that she has no business connections or agendas and her objective was to take over the Commission seat and get things moving. She advised that she is loyal to the community. She explained that her biggest asset is knowing how to be an asset and she does her homework.

Mayor O'Brien asked Ms. Watkins if she has served on any City boards.

Ms. Watkins advised no, but she did apply for the Beautification Advisory Board.

Vice Mayor George asked Ms. Watkins if she was prepared for tonight's agenda.

Ms. Watkins advised she reviewed it, but will do her homework if she is approved.

Vice Mayor George asked Ms. Watkins what in her professional life prepares her for the Commission.

Ms. Watkins advised that being a resident prepares her for the Commission seat and seeing the fine balance between tourism, residents, and small business within the community.

Commissioner England asked Ms. Watkins about writing policies and procedures.

Mr. Watkins advised that she rewrote the lab manager procedures and policies and organized the lab.

Mayor O'Brien opened the Public Comments Section. The following addressed the Commission:

Lennard Tricia, 7 F Street, St. Augustine Beach, FL, suggested a candidate who can work together, expert knowledge, and can bring continuity within the Commission.

Ed Slavin, P.O. Box 3084, St. Augustine, FL, requested a second round of interviews to ask candidates open ended questions; knowledge of sexual harassment violations; teaching the Sunshine Laws; request Form 1 from candidates; not allowing lobbying; and one candidate not following the procedures.

Dr. Michel Pawlowski, 109 Kings Quarry Lane, St. Augustine Beach, FL, requested that the Commission use the same standards as the Supervisor of Election when filling a Commission vacancy.

Todd Neville, 5 Arredondo Avenue, St. Augustine, FL, advised that Mr. Samora is a ten-year friend who is active in business and the community and who is very unique candidate with a balance of different interests as a business owner, resident, and father of a six-year-old. He listed Mr. Samora's attributes and explained that he will help the City move forward.

Tim Neville, 1058 Makarios Drive, St. Augustine Beach, FL, advised that he was in support of Mr. Samora and have known him for ten years. He has a logical background from his engineering training with a Master's Degree in Finance.

Grant Misterly, 3 Alfred Street, St. Augustine, FL, happy to see so many candidates, but is supporting Mr. Samora as a Commissioner. He explained that he is qualified, intelligent, and thinks through scenarios and their impacts.

Bruce Wright, 118 15th Street, St. Augustine Beach, FL, supported Dr. Gill because of her knowledge.

Ann Palmquist, 213 10th Street, St. Augustine Beach, FL, supported Dr. Gill because of her energy, knowledge of the City, and lifetime of service for the City.

Mayor O'Brien closed the Public Comment section and asked City Attorney Wilson what the procedures were for tallying the votes.

City Attorney Wilson passed the tally sheets to the Commission and requested they list their top five candidates. He also instructed them to sign their tally sheet for the public record.

Discussion ensued regarding whether Form 1 should be done for the chosen candidate.

City Attorney Wilson advised after January 1st, the chosen candidate can complete the Form 1.

Vice Mayor George advised that one candidate cannot be chosen more than one time.

City Attorney Wilson and City Clerk Raddatz tallied the votes.

City Attorney Wilson advised that the top three candidates were: Dr. James Kaye, Roberta Odom, and Donald Samora, which each had three votes. He explained that the following candidates had two votes each: Dr. Patricia Gill, Dylan Rumrell, and Ernesto Torres.

Discussion ensued regarding voting for three candidates out of the six top candidates.

City Attorney Wilson gave the Commission tally sheets to select the top three candidates.

City Attorney Wilson and City Clerk Raddatz tallied the sheets for the second vote.

City Attorney Wilson advised that there were three votes for Roberta Odom and Donald Samora and two votes each for Dr. James Kaye and Dylan Rumrell.

Discussion ensued regarding the next step of voting, whether to allow another presentation from Roberta Odom and Donald Samora, and whether the top candidates had any conflict of interests.

It was the consensus of the Commission to interview the top two candidates again.

Mayor O'Brien asked Ms. Odom and Mr. Samora to the podium for an additional interview.

Vice Mayor George asked both candidates if they had any conflict of interest with the City.

Ms. Odom and Mr. Samora both said no. They both advised that they own property in the City.

Vice Mayor George asked if Ms. Odom and Mr. Samora would voluntarily hold themselves to the standards of an elected official.

Ms. Odom and Mr. Samora advised yes.

Vice Mayor George asked both candidates why they are qualified to serve.

Ms. Odom advised that she is well-rounded, managed people for 30 years, operations background with 450 agents for State Farm Insurance, involved with the community via being a real estate agent, and would submerge herself in this Commission if appointed.

Mr. Samora explained that he has experience in business, fact-based decision knowledge as an engineer, and would listen to the citizenry and open communications with them.

Commissioner Kostka advised the candidates their opinions on helping to create or use a performance evaluation for the City Manager and Chief of Police and asked what their directional thoughts would be.

Mr. Samora advised that he would like to tie the performance to the strategic goals. He suggested semi-annually or quarterly reviews from each of the Commissioners to make sure the City Manager or Chief of Police are on track with the set goals. He explained that the forms would work to achieve that.

Ms. Odom advised that the forms are complete and need to hold the standards for both of professionals. She advised that she didn't think either one would object to being evaluated on a quarterly basis.

Commissioner England had a concern about voting on a candidate based on how the candidate is voting on an item on the agenda.

Mayor O'Brien closed the discussion and asked City Attorney Wilson to give the tally sheets to the Commission.

City Attorney Wilson and City Clerk Raddatz tallied the third voting sheets for final selection.

City Attorney Wilson advised that Donald Samora received the most votes to become the appointed Commissioner.

B. Swearing in of Candidate Elected

City Attorney Wilson swore in Commissioner Donald Samora.

Mr. Samora took his Commissioner's chair.

City Manager Royle advised all the candidates that there are always openings on City Boards.

Tadzia Alexander
112 F Street
St. Augustine, FL 32080
904-669-4650
tadziaa@gmail.com

March 22, 2019

City Commission
City of St. Augustine Beach
2200 SR A1A South
St. Augustine Beach, FL 32080
By Electronic Mail Only to braddatz@cityofsab.org

Dear Commissioners:

I am interested in the Commission seat recently vacated by Richard O'Brien.

I am a resident of St. Augustine Beach and have held the position of office manager at the Alexander Law Firm for ten years. I have attached a resume hereto for your review and included references should you like to make further inquiries.

As the manager of a law firm, I am tasked with managerial duties, staff supervision, customer relations, and reviewing legal documents, contracts, and ordinances. I am actively involved in several service organizations and have held leadership roles at both the Club and District level.

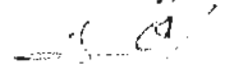
As a life-long resident and homeowner at St. Augustine Beach, I deeply care about the present and future of our City.

I believe I have the skills required to effectively lead our City with diligence and integrity.

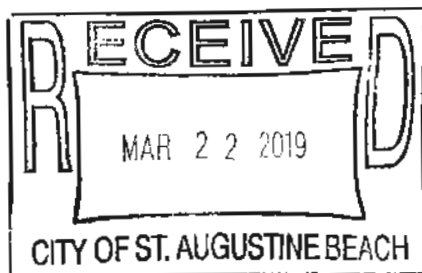
I hope I am allotted the opportunity to work with you on the Commission.

I thank you for your time and consideration.

Sincerely,



Tadzia Alexander



Tadzia Alexander
112 F Street
St. Augustine, FL 32080
(904) 669-4650
tadzian@gmail.com

QUALIFICATION HIGHLIGHTS

- Problem solver
- Diplomatic communication skills
- Organized
- Thorough
- Excellent research skills
- Timely
- Prepared

EXPERIENCE

Alexander Law Firm, LLC 2002 to Present
Office Manager

- Manage staff and law firm needs
- Staff development and training
- Customer support
- Accounting
- Purchasing
- Review and Preparation of Legal Documents
- Research Case Law

EDUCATION

Florida State University 1993 to 1997
English Literature, Major

ORGANIZATIONS

United Way 2014 to Present
Allocations Committee Member

Pilot International 2014 to Present
District Chaplain
District Fundraising Chairperson
Club President

Rotary International 2014 to Present


REFERENCES

- Jessica Bonnevier, 309 High Tide Drive, St. Augustine, FL 32080, 904-540-2551, jamrph74@bellsouth.net
- Nicholas Marniclaus, 2204 Makarios Way, St. Augustine, FL 32080, 904-460-0535, marniclaus@aol.com
- Kathryn Duggan, 1144 Overdale Road, St. Augustine, FL 32080, 570-640-8721 katzu79@gmail.com

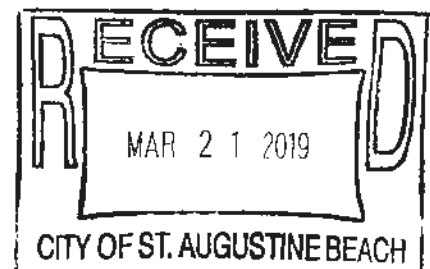
Rosetta V. Bailey
403 A Street
St Augustine, Fl 32080

Consider this your acknowledgement that I am submitting my resume for consideration for the vacant seat of Commissioner Rich O'brien being that he has resigned from the post.

Sincerely,


Rosetta V. Bailey
www.rvbailey@aol.com

3/18/19



Rosetta V. Bailey
403 A Street
St Augustine, Florida 32080
904/770-7450
rvbailey@aol.com

Professional & dedicated individual with multiple years experience in commercial banking and strong customer service skills, business loans, mortgage loans. Mortgage broker license, processor of mortgage applications was part of the work schedule. On sight market calls, interpersonal and communication skills, effective computer knowledge combined with strong phone etiquette.

EXPERIENCE

*DILLY DALLY DELI Owner/Operator, St Augustine, FL - 2015 -2018

*Self Employed Consultant, Speaking engagements East Coast of Florida - 2009 - 2015

*Foreclosure Daily;Account Executive Independent Contractor - 2008 - 2009

Daily file research at Palm Beach Court House Lis Pendens, update data base with new case information, attend auction sales, attend investor club meetings.

*Realestate Incorporated; Account Executive, 2007 - 2008

Daily research at several South Florida county court houses, research final judgment amount and sale date of those properties, data input collected entered on web site.

*King's College, Financial Aid Department, Charlotte, NC 2006 - 2007

Managed all aspects of the parent/student loan approvals, reviewed credit denials via contacting parent & Sallie Mae, gain confidence of parents in order to obtain loan approval

*RealEstat Incorporated, Account Executive, 2004 - 2006

Daily research at South Florida court houses, research final judgment amount and sale date, data input collected and submitted

*Fidelity Federal Bank & Trust, Loan Production Assistant, West Palm Beach, Florida 2003 -2004

Assisted with mortgage packaging from submission to closing, processed loan decisions through LP/ DU indicator score,, organized files for construction builders and submitted for approval.

*Riverside National Bank, Mortgage Originator, Ft. Pierce, Florida 2000-2003

Process residential & construction loans via personal interviews, determined underwriting decision through LP/DU an indicator score, responsible for all aspects regarding the process of the mortgage application.

*PNC National Bank, Direct underwriter/Vice President Regional Manager 1992 - 1999

Responsible for all aspects of the underwriting department, assigned branches, collection of accounts, employee performance reviews. Region encompassed three (3) states and sixty-two (62) branches.

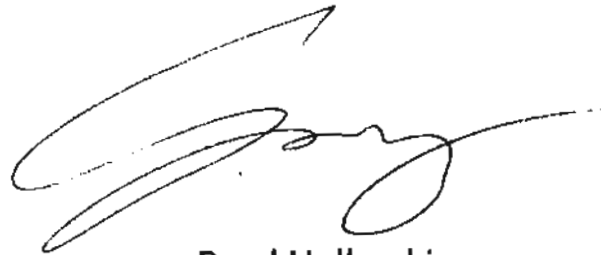
EDUCATION - LaRoche College, Pittsburgh, PA., BS degree in business May 1988

March 13, 2019

Commissioners,

I am writing to express my interest in filling the vacated Seat 2 on the City of St. Augustine Beach City Commission. Please see my attached Resume'. I believe my previous experience on both the planning board and the city commission will be an asset during this transitional period.

Sincerely,

A handwritten signature in black ink, appearing to read 'Brud Helhoski', with a large, sweeping initial 'B' and a long horizontal stroke extending to the right.

Brud Helhoski

SYLVESTER V. HELHOSKI (BRUD)

6 A Atlantic Oaks Circle, St. Augustine Fl. 32080
904-392-9666 Brudventure@msn.com

SUMMARY

I have been self-employed since I was 23 years old. I purchased Jacks Bar-B-Que in 1994 and have had various other business ventures while still owning Jacks. I am Seeking the vacated Commission seat.

EXPERIENCE

8/94-present

Owner, Brudventure Inc. DBA Jacks Bar B Que

- Owner and operator of busy beach restaurant. Responsible for all aspects of operation from cooking to bookkeeping, budgeting, maintenance, marketing, inventory, ordering, permitting, licensing, construction, customer service, personnel management, insurance purchasing including health coverage

11/07-present

Owner, Suds of St. Augustine Inc.

- Owner and operator of three self- service car wash locations. Responsible for All aspects of operation. Maintenance, Repairs bookkeeping, budgeting, inventory, ordering, licensing, permitting personnel management, general oversight

1/2006-12/2014

Commissioner, City of St. Augustine Beach

- Mayor, 2013, Vice Mayor, 2012, 2011. Commissioner for police relations 2010-2014 Intergovernmental Committee 2006-2014, Chairman St. Johns County Intergovernmental Committee 2010-2014
- Responsible for setting city policy and procedures, attend and schedule meetings, approve budgets, set millage rates, approve variances, negotiate and approve healthcare coverage for city employees and their families, Public relations, intergovernmental relations

2005-2006

Board Member, City Of St. Augustine Beach Planning and Zoning

- Read and understand architectural and Mechanical drawings, approve, decline, recommend zoning exceptions and variances

EDUCATION

1988-1989

Attended Orange County Community College, General Studies

1989-1990

Attended Onondaga Community College, General Studies

1991-1992

Graduate, Syracuse University, B.A. Sociology

2007

Completed Florida League of Cities School for Newly Elected Officials

2008

Completed National Incident Management Systems Training for FEMA

Jeffrey M Holleran - 12 B Street - Saint Augustine, FL 32080 - jeff.holleran@outlook.com

March 13, 2019

To Whom It May Concern,

I am writing to express my strong interest in the empty position of City Commissioner of St. Augustine Beach, Florida. I am active member of the Planning and Zoning Board and have been a resident/home owner for 30 plus years. I am a graduate of Flagler College and I have owned and operated several businesses in St. Johns County including St. Augustine Beach. I have been approached by several pillars of our community to apply for the position of commissioner because they believe my business experience, patience and ability to communicate to people in a professional way would be an asset to the board.

I am passionate about our community and pride myself on being versed on all the current affairs pertaining to our city. I am very familiar with all the LDRs and issues that are a constant concern within our community.

I believe that my experience on the PZB, communication skills, business experience and listening skills would make a strong fit for this position. I look forward to speaking to the commission more about my qualifications and how I would be an asset to their board.

Sincerely,

Jeffrey M. Holleran

Proven dynamic serial entrepreneur who utilizes creativity, leadership and teamwork to design and execute businesses which create community value. I am an effective communicator with the ability to create marketing materials that convey value for both clients and residents alike.

MY VISION: Seeking to fill the empty Saint Augustine Beach Commission seat. Today I see tremendous growth in St. John's county especially St. Augustine Beach where I have lived for over thirty years. I have been a resident and owner of several successful businesses in St. Augustine Beach and St. Augustine. I am an active board member on several local non-profits as well as government and educational institutions. I feel this participation would bring great vision as well as the ability to add to the prosperity and beautification of our growing community. As a business owner for over thirty years, I realize that the Commissioner Seat is also a governing business and my experience in budgets, goals and development would add great value. I have been an active member of the Planning and Zoning board for the past three years. I have gained experience and knowledge in this role--a great understanding of our beach community, thus preparing me to be a choice candidate for the Commission Seat.

LEADERSHIP AND ACTIVE BOARDS:

- Saint Augustine Beach Planning and Zoning Board Member
- YMCA Board of Directors Member
- Flagler College Hospitality Management Guest Lecturer
- Champlain College of Business Advisory Board
- House of Friendship/Honduras Medical Mission Board Member
- Surf Rider Foundation Member
- Sea Turtle Rescue Volunteer
- Saint Augustine Beach Clean-up Volunteer
- Champlain College of Business Alumni Board Member
- Flagler College Alumni Board Member

EMPLOYMENT HISTORY:

Stogie's Cigar Emporium, Inc. President/CEO, Creator	Saint Augustine, FL 1997 - present
Ripe Bistro & Social Lounge, LLC President/CEO, Creator <i>(sold for profit)</i>	Saint Augustine Beach, FL 2013 - 2016
Spy Snshi & Sakeini Lounge, LLC President/CEO, Creator <i>(sold for profit)</i>	Saint Augustine, FL 2011 - 2012
Sangria's Wine & Tapas Bar, Inc. President/CEO, Creator <i>(sold for profit)</i>	Saint Augustine, FL 2008 - 2009
Stogie's Wine & Smoke Shop, Inc. President/CEO, Creator <i>(sold for profit)</i>	Saint Augustine, FL 2000 - 2009
Rare Cargo International, Inc. Co-founder/Vice President	Saint Augustine, FL 1993 - 1996

EDUCATION:

Flagler College, Saint Augustine, FL
Bachelor of Arts in Communication with an emphasis in Public Relations and Advertising
Bachelor of Science in Business Administration with an emphasis in Business Law

Champlain College of Business, Burlington, VT
University of Vermont
Degree in Entrepreneurial Business

ACCOMPLISHMENTS AND ACTIVITIES:

- Featured Bar on the First Coast in Travel & Leisure magazine
- Featured as Top 5 must see places on the First Coast in Southwest Airline Magazine
- Folio Weekly Best of Winner for Best Bar 10 years plus
- Saint Augustine Record Best of Winner for Best Bar and Smoke Shop 10 years plus
- Captain of University of Vermont's Soccer Team
- National Champion Boys 16's and 18's National Platform Tennis, Kalamazoo, Michigan
- Taste of St. Augustine Beach Entre 1st Place Winner

Max Royle

From: Hester Longstreet <hesterlongstreet@gmail.com>
Sent: Friday, March 22, 2019 5:19 PM
To: Comm George; Comm England; Comm Samora; Comm Kostka; Max Royle
Subject: Open commission Position

Dear Commission.

Let this letter be my interest and intent to interview for the open seat of City Commissioner. I have a vested interest in our community, having lived here since 1994, raised 4 handsome and amazing young men, and continued to remain here into my retirement years.

I have worked in the education field in Dade and St. Johns Counties and had a business in historic Downtown St. Augustine for 5 years. I am retired and currently give time to my city on the Planning and Zoning Board. Prior to that I was on the code enforcement board and the Beautification / Art in Public Places / Tree committee.

I am NOT a realtor, developer or a business owner in our city. I am a homeowner, so I have no hidden agendas or conflicts or interests that might put in question my ability to be objective. My job would be to work for the best interests of our city and the citizens of St. Augustine Beach.

Please let me know if I am considered for interview on April 1, 2019

Thank you for your consideration,

Hester Wagner Longstreet

HESTER W. LONGSTREET

11 13TH Street, St. Augustine, Florida 32080-3849

904-814-7178

hesterlongstreet@gmail.com

EMPLOYMENT

Owner of The Starving Artist Art Consignment Shop

28 Cuna Street, St Augustine, Fl

Oct 2012-2017

St. Johns County School District

Sept 2003 – 2012

Teacher/Substitute Teacher Kindergarten – 12th Grade

St. Johns County School District

Oct 1997 – May 2001

Teacher/Substitute Teacher Kindergarten – 12th Grade

Dade County Public Schools

Aug 1992 – May 1995

Music Teacher, Elementary K -6th grade

Miami, Florida

Miramar Church of God

1990 – 1992

Miramar, Florida

Music Secretary and Youth Assistant

- attendance records, rehearsal scheduling, music transcription

EDUCATION

Certifications In: Elementary Grades 1-6, English Grades 6-12,
Music Education Grades Kindergarten-12

University of South Florida

Aug 1999

Tampa, Florida

24 Credits earned towards certification in Technical Ed.

Nova Southeastern University

June 1994

Fort Lauderdale, Florida Certification in Elementary Ed.

30 Credit Hours towards Masters Degree in Elementary Ed.

Florida International University

1990 – 1992

Miami, Florida

12 Credit Hours earned toward Master of Science Degree in
Guidance Counseling

Florida International University

April 1988

Miami, Florida

Bachelor of Science Degree in Music Education

University of Miami

1983 – 1985

Coral Gables, Florida

Music

HESTER W. LONGSTREET

11 13TH Street, St. Augustine, Florida 32080-3849

904-814-7178

hesterlongstreet@gmail.com

**PROFESSIONAL
AFFILIATIONS**

St. Augustine Beach Planning and Zoning Board

St Augustine Beach Code Enforcement Board

St. Augustine Beach Beautification Committee /Art In Public
Spaces/Tree Board

St. Augustine Beach Arbor Day Chairperson 2008-2011

St. Johns Cultural Council

Boy Scouts of America, Troop 243 – Committee member

**COMMUNITY
SERVICE**

BSA Order of the Arrow

SAC Member, St. Augustine High School

St Augustine Beach Civic Association

Chorus Boosters, St. Augustine High School

Wrestling Boosters, St. Augustine High School

Football Boosters, St. Augustine High School

Band Boosters, St. Augustine High School

Dance Boosters, St. Augustine High School

St. Augustine Amphitheatre volunteer

Limelight Guild

BPOE 829

16 Sandpiper Drive
St. Augustine, FL 32080
(904)293-7623
jrmullins7@gmail.com

March 22, 2019

City Commission
City of St. Augustine Beach
2200 A1A South
St. Augustine Beach, FL

City of St. Augustine Beach:

As a resident of this community with an interest in contributing my skills to the betterment of society and as a psychologist who has had a history of helping other people and communities, I am applying for the vacant position on the St. Augustine Beach City Commission. I have been contributing towards healthier individuals, families, and communities. I have contribute towards policies for the wellbeing of others and communities and am interested in this position.

As a psychologist, I feel that listening to others, learning about issues in communities, and using effective methods and strategies can bring about positive outcomes in communities. I am committed to helping people and communities in protecting individuals and the natural resources.

Living in St. Augustine, I have daily opportunities to meet and hear what members of the community are concerned about. One of my current volunteer positions is being a docent and having the pleasure of meeting people from all over the world and individuals living in this community and sharing with them the beauty and history of the culture in this area and listening to their perspective of our community.

I am interested in this position on the St. Augustine Beach City Commission. Please let me know if you would like any further information.

Respectfully,

Janet Mullins

Curriculum Vitae
Janet R. Mullins, Psy.D.
16 Sandpiper Drive
Saint Augustine, Florida 32080
(904) 293-7623
jrmullins7@gmail.com

EDUCATION

Psy.D. in Clinical Psychology, Florida Institute of Technology, Melbourne, Florida.
M.A. in Psychology/Social Science, Pacific Lutheran University, Tacoma, Washington.
B.A. in Education, Eastern Washington University, Cheney, Washington
B.A. in Sociology, University of Washington, Seattle, Washington

LICENSE:

Licensed Psychologist in the State of Florida
Licensed Psychologist in the State of Washington
Licensed Psychologist in the State of Colorado
Served on the Colorado Governor's Board of Psychological Examiners

CLINICAL EXPERIENCE AS A PSYCHOLOGIST:

2018	Independent Psychology Practice in Saint Augustine, Florida
2014-2016	Contract Psychologist for the Army, Grafenwoehr, Germany
2012-2014	Contract Psychologist for the Navy, Jacksonville, Florida
2004-2012	Contract Psychologist for the Navy, Bremerton, Washington
1998-2003	Psychologist at Washington Corrections Center for Women, Gig Harbor, Washington
1997-1998	Psychologist at Group Practice, Bremerton, Washington
1991-1994	Independent Psychology Practice in Grand Junction, Colorado
1990-1991	Hilltop Rehabilitation Hospital Grand Junction, Colorado
1985-1990	Independent Psychology Practice, Grand Junction, Colorado (Supervised from 1985 -1988 while completing supervised experience for licensure).

EARLIER EXPERIENCE BEFORE BECOMING A LICENSED PSYCHOLOGIST

1978-1985	Orlando Regional Medical Center, Orlando Florida
1973-1978	Kitsap County Juvenile Court

DOCTORAL RESEARCH

Relationship of Intellectual Processing Skills of the Child with Spina Bifida to Degree of Physical Impairment.

Terrie Noland

325 Ocean Forest Drive, Anastasia Dunes
St. Augustine Beach, FL 32080
904-461-0196
fsugrads@gmail.com

March 12, 2019

Mr. Max Royle

St. Augustine Beach City Manager
St. Augustine Beach City Commission
2000 A1A S.
St. Augustine Beach, FL 32080

Dear Mr. Max Royle:

I am applying for the St. Augustine Beach Commission seat recently vacated by Mr. Rich O'Brien. I believe that I have the background, experience, and the time needed to be an asset to the community in this position.

I am a "native" of St. Augustine/ St. Augustine Beach, born at Flagler Hospital, and raised on Anastasia Island. I was educated K-12 in the St. Johns County School System. As someone born and raised here, I have witnessed the beach area grow from just a beach with a few motels and restaurants to the destination that it is today. Having lived my adult life in a larger beach town, I have a unique understanding on what works and doesn't work when the town is growing exponentially.

Since moving back to St. Augustine in 2011, I have gained a renewed appreciation for the beach and all it has to offer our residents and visitors. I have the time and energy to devote to serving our community as well as experience serving on various boards and committees noted in my resume. I enjoy working in a team environment, and maintain an open mind while considering all opinions and possible solutions before making a decision.

In closing, I would bring a new perspective to today's issues based on my background and my love for St. Augustine Beach.

Thank you for your time and consideration.

Sincerely,



Terrie Noland

Terrie Noland

325 Ocean Forest Drive, Anastasia Dunes, St. Augustine Beach, Florida 32080
Phone: 904-461-0196 E-Mail: fsugrads@gmail.com

Experience

Architectural Review Board- Anastasia Dunes Homeowners Association 2011-Present

- Members are responsible for maintaining the aesthetic and structural integrity of the neighborhood and enforcing the design code. The guidelines have been designed to encourage the growth of the neighborhood while preserving the natural setting.

Board of Directors - Boca Bath and Tennis Club 2009-2011

- Being familiar with the declaration or CC &R's, bylaws and other documents, which form a contract among the homeowners within the HOA.

Architectural Review Board- Boca Bath and Tennis Club 1997-2011

- Responsible for maintaining the architectural integrity of the neighborhood.
- The development had 247 homes in a mature neighborhood, therefore, many homes were knocked down and others had extensive remodeling.
- The homes in this gated community ranged from \$750,000 to \$3,500,000.

Property Management

- General Property Manager for 500 Congress Associates in West Palm Beach, Florida
- 216 residential units on 9 acres
 - Dispute resolution
 - Facilities and maintenance
 - Financial matters
 - HOA rules
 - Legal compliance
 - Security and safety for residents
 - Responsible for 12 employees and sub-contractors

Community Service

Council on Aging St. Johns County

Junior League of Boca Raton

Boca Historical Society

Education

Florida State University, Tallahassee Florida 1970-1974

Bachelor of Science- Education

St. Joseph Academy, St. Augustine Florida 1967-1969

March 21, 2019

Mr. Max Royle
City Manager
2200 A1A South
St. Augustine Beach, FL 32080

Re: City Commissioner Vacancy

Dear Mr. Royle:

I am interested in the City Commissioner seat that Rich O'Brien is vacating. My wife and I moved to St. Augustine Beach in January 2014, and since that time our family has grown through the addition of two sons. We are homeowners in the community and intend to raise our family here.

During the time I have lived in St. Augustine Beach, I have witnessed the growing pains of the community, be it more visitors, the increased amount of short term rentals, or development. As a resident of the community, I am interested in assisting with smart growth, while maintaining the character of the area. With that said, I am comfortable making difficult and, potentially, unpopular decisions if it is in the long term best interests of the residents and city. In addition, I have a flexible work schedule, allowing me to dedicate the necessary time to the Commission.

I believe that my education and experience makes me a good fit to serve on the City Commission. I am a licensed Florida attorney with experience in finance. Through my legal education, I have a heightened level of understanding of the Florida Constitution and the requirements and limitations for local governments. My experience in finance complements what I learned in law school regarding issuing bonds, and other funding issues for community maintenance and growth. In addition, while I have not held an elected office in government, I have participated in statewide issue advocacy through the Florida Chamber of Commerce.

For the above reasons, I believe I could contribute positively to the Commission during this time of change and growth for the City of St. Augustine Beach. I am here for the long term, and I am interested in long term solutions for the future. I look forward to discussing this further at the upcoming meeting.

Sincerely,

William Oglesby
208 7th Street
St. Augustine, FL 32080

LICENSURE

Florida State Bar License # 91905

2011 to present

WORK HISTORY

St. Augustine Beach Law

January 2018 to present

Attorney and Founder

- Assisting residents of St. Johns county with legal issues.
- StAugustineBeachLaw.com

McGlinchey Stafford, PLLC

May 2014 to January 2018

Commercial Litigation Attorney

- Management role for in house special project.
- Responsible for oversight of firm team members and providing reporting to firm partners.
- Negotiated settlements, drafted, revised and reviewed legal documents, and conducted legal research and analysis for each case.

Bank of America Merrill Lynch

November 2013 to May 2014

Analyst, Audit and Control

- Spearheaded ongoing research project analyzing online trading platform errors that result in large financial losses to the firm. Presented findings and recommendations to Directors and Senior Vice Presidents.
- Drafted and reviewed new procedures, forms and work flow changes with an emphasis on best practices, as well as audited current processes for compliance with federal law, SEC regulations and firm policies.
- Identified and presented trends regarding compliance issues to senior management.

Bank of America, N.A.

July 2012 to November 2013

Mortgage Resolution Specialist II, Mortgage Resolution Team

- Managed a portfolio of over 150 residential real estate cases, ranging from wrongful foreclosure and other mortgage issues to loss mitigation, TILA, and FDCPA violations.
- Presented analysis of and recommendations for pursuing litigation in complex cases.

Bank of America Merrill Lynch

August 2011 to July 2012

Senior Operations Representative, Legal and Estates

- Focused on asset retention during transfer and legal distributions. Reviewed and processed legal and other documents in accordance with Merrill Lynch procedures and guidelines.

EDUCATION

Florida Coastal School of Law; Jacksonville, FL

2011

Degree: J.D. (Top 15% of class)

Georgia State University; Atlanta, GA

2007

Degree: B.A., History

March 22, 2019

Good afternoon, Mr. Royle.

I am applying for the recently vacated seat on the St. Augustine Beach City Commission. I have been a resident of St. Augustine Beach since 2009 and my family and I consider it home. We first moved here when my husband was stationed in St. Augustine in order to build and open the National Marine Training Center for Customs and Border Protection. It was our intention to stay only until the Center was opened, but the kindness and the welcoming nature of the people of St. Augustine Beach won us over and here we are 10 years later.

It has always been important to my family to be a part of the community in which we live. I come from a family of teachers and coaches and married into a family of law enforcement and fire fighters. I was taught from a very young age to keep my eyes pointing forward and to look for solutions that will serve everyone, not just those in power.

With that upbringing in mind, I would like to offer my service to my community. What I would bring to the table is willingness to listen to all sides of a discussion and to then work with those people to find a practical solution. I know that there is often more than one workable answer to a problem. Sometimes both sides are right, and I believe that is the duty of public servants to facilitate all sides getting a place at the table so that, in the end, the decision is a community based one. Now, everyone might not be happy with the decision, but that's politics. What is important is that no one feel that he or she is being left out of the debate.

My work history is one service. I am a coach by trade, but have spent the last nine years as what my family calls a "professional volunteer". In my role as community volunteer, I have worked to raise funds for our local schools, I have learned that pragmatism must weigh equally with enthusiasm when deciding where our money will be best spent, I have even been in the dunk tank. But, it isn't the specifics of the job that have prepared me to be a City Commissioner. What prepares me is what I have learned working with and for the amazing people of this community. I have learned that the people in the back of the meeting, or those that don't even show up, often have great ideas, they are just waiting for someone to invite them to speak. I have learned to listen to all the people, not just the ones with the loudest voices. I have learned that a person's level of education does not indicate his or her level of dedication to a cause. I have learned that people, above all else, have a need to feel a part of something bigger than they are, to be seen. And, most importantly, I have learned that when I am the one with the microphone, it is my duty to ensure that the needs of those with no voices be heard.

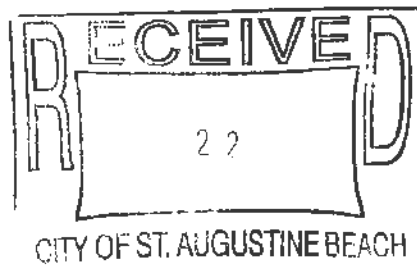
Having said all of this, I am also aware and sensitive to the fact that, even with the most ardent community support of something, it all comes down to money. We cannot do what we cannot afford. Community members are sometimes under the impression that there are endless streams of money to be tapped. Because of this, it is often the job of the City Commission to tell people what they do not want to hear – we can't afford that. In my work with public schools, the church, and even my swim teams, I have had lots of experience working with people who have big dreams, but limited budgets. In order for the City to work successfully with the community, we need to arrive at mutually agreed upon, valid expectations. My solution to that is always education. The more people know, the more they're expectations will match the possible outcomes. Equal parts pragmatism and empathy go a long way to getting the community on board.

I love my little town. If given the chance, I know I can be of service.

Sincerely,

Jo Ellen Parkey

JO ELLEN PARKEY
3 COQUINA BLVD
ST. AUGUSTINE, FLORIDA 32080
904-347-3240 THEPARKEYS@MSN.COM



RELEVANT EXPERIENCE

St. Augustine High School

Volunteer Coordinator, 2018 to present

- Coordinate and document volunteer activities.
- Encourage parents and community members to take an active role in school activities.

Sebastian Middle School

PTO Vice President, beginning May 2019

Murray Middle School

Volunteer Coordinator, 2015 to 2017

- Encouraged parents and community members to take an active role in school activities.
- Coordinated and documented volunteer activities.

Theater Liaison to the Board, 2015 to 2018

- Communicated the needs of the Theatre Department to the Board of the St. John's County Center for the Arts at Murray Middle School.
- Organized volunteers for Theater Department of the SJCCA. Duties included coordinating with other departments at the school as well as coordination with the staff at the St. Augustine Amphitheatre.

R. B. Hunt Elementary School

PTAO Membership Chair, 2016 to 2018

- Served families by encouraging their active participation in the events offered by our community school.

PTAO President, 2015 to 2016

- Served the students and staff of the school by focusing the enthusiasm of volunteers and community business partners through the lens of the school's Parent Teacher Advisory Organization.

Volunteer Coordinator, 2012 to 2016

- Assessed and served the PTAO's needs through the recruitment, placement and retention of parent and community volunteers.
- Encouraged parents and community members to take an active role in school activities.
- Coordinated and documented volunteer activities.

Event Chair, 2009 to 2018

- Responsible for the organization, and execution of school events, including: Book Fair (15), Fall Carnival (1), Breakfast with Santa (3), Festival of Trees (3), Holiday Shop (8), Teacher Appreciation Week (5), Camp and Summer Events Expo (4).

St. Anastasia Catholic Church

Parish Pastoral Council Member, 2016 to 2018

- Worked with the Pastor to ensure that the spiritual, social, material, and financial needs of the Parish were being met.

PROFESSIONAL EXPERIENCE

St. Augustine High School

Swim Coach, 2018 to present

- Assistant to Head Coach providing support and expertise to all levels of swimmers.

R. B. Hunt Elementary School

Receptionist, October 2012 to April 2015

- Provided excellent customer service to students, parents, and staff.
- Created a welcoming front office where parents, students, and visitors felt safe and heard.

First Coast YMCA

Head Coach, April 2010 to August 2015

- Head Coach for a competitive summer swim team of over 90 swimmers.
- Managed practices, meets, volunteers, and the supervision of assistant coaches.

EDUCATION

Associate of Arts, Palm Beach Community College, 2002

March 18th, 2019
Max Royle, City Manager
City of St. Augustine Beach
2200 A1A South
St. Augustine Beach, Florida 32080

Dear Mr. Royle,


I am writing to express my strong interest in filling the current vacancy on the St. Augustine Beach Board of Commissioners. I have been a resident of SAB since 2013 and have been very active in the community during this time and wish to continue to do so by serving on the Board of Commissioners.

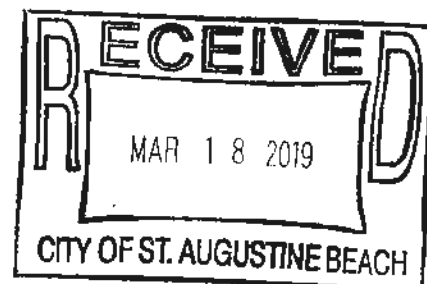
I have over 20 years of experience in positions of responsibility working for Marion County, Florida. I served as a Licensing Investigator with the responsibility of verifying work licenses for the County. Subsequently I was promoted and worked as a project and office manager with responsibility for the daily operation and maintenance for the 4 community centers and 3 community pools.

Additionally, I served as an Auxiliary Florida State Trooper for 22 years. During that time I attained the rank of Unit Commander and retired with the rank of Captain.

I am a current Board member for the SeaGrove HOA and also serve on the City's Code Enforcement Board. Through these positions I have made numerous contacts at the local, county and state levels and have been instrumental in affecting positive change for the SeaGrove community. I have improved community relations with the SABPD and was the driving force in having the orange safety flags installed at the dangerous intersection of SR A1A and A street known as SeaGrove Main.

I am looking forward to this opportunity to continue to serve the SAB community and look forward to speaking with you about my qualifications and abilities.

Sincerely,

Edward (Ed) Pritchett



1121 Overdale Rd. St. Augustine Beach , Florida 32080

(352) 454-9565

edprithpa@yahoo.com

Professional Summary

A motivated life long public servant seeking to contribute to the growth and well being of the City of St. Augustine Beach and all of its residents. Posses the knowledge and ability from past experiences to be an immediate asset to the St. Augustine Beach Board of Commissioners.

Core Qualifications

- *knowledge of codes and regulations
- *experience in local and county government
- *management experience
- *budgetary and fiscal responsibility experience
- *interpersonal skills
- *decision making ability

Experience

- *Plans Examiner, Marion County, Florida
- *Licensing Investigator, Marion County, Florida
- *MTSU Project Manager, Marion County, Florida
- *Florida Highway Patrol Auxiliary Trooper, Ocala, Florida 1974 - 1993
- *Florida Highway Patrol Auxiliary Captain, Ocala, Florida 1993 - 1996
- *SeaGrove HOA Board Member, St. Augustine Beach, Florida 2014 - present
- *City of St. Augustine Beech Code Enforcement Board, St. Augustine Beach, Florida 2016 - present

Accomplishments

- *certificate of service
- *certificate of training in background investigations
- *meritorious service award
- *Florida DMV commendation of merit

Max Royle

From: Tom Reynolds <thomasfreynolds@yahoo.com>
Sent: Friday, March 15, 2019 3:08 PM
To: Max Royle; Beverly Raddatz
Subject: Applying for Commission

hi Max hi Beverly, hope all is well today. Please use my last application for the current opening on the Commission.

for the City Commission seat.

Thank you,
Tom Reynolds

From: Tom Reynolds <thomasfreynolds@yahoo.com>
Sent: Tuesday, November 21, 2017 1:40 PM
To: Max Royle
Subject: Letter of Interest

To: Bruce Max Royle, City Manager of St Augustine Beach Fl

From: Tom Reynolds, a St Augustine Beach Resident
Re: Letter of Interest to apply for Interim
Commissioner/St Augustine Beach City Commissioner
vacant Seat 5

I, Tom Reynolds, want to be a City of St Augustine Beach Interim Commissioner and or a City of St Augustine Beach Commissioner for the following reasons:

1) I fully understand the current issues and most future issues that have been discussed over the last several years in St Augustine Beach. I also have a lot of County Government Knowledge and State Government Knowledge. All making my addition to the City Commission an easy one

2) I fully understand the Laws, Rules, and Meeting procedures. As this current Commission is well aware, I

ALWAYS FOLLOW THE RULES, LAWS, and REGULATIONS. Thus making my addition to the City Commission an easy one.

3) I want to be a St Augustine Beach City Commissioner to serve the people of St Augustine Beach.

Thank you,
Tom Reynolds

Max Royle

From: Tom Reynolds <thomasfreynolds@yahoo.com>
Sent: Wednesday, November 22, 2017 8:20 AM
to: Max Royle
Subject: RESUME FOR COMMISSION

RESUME for the ST Augustine Beach Commission

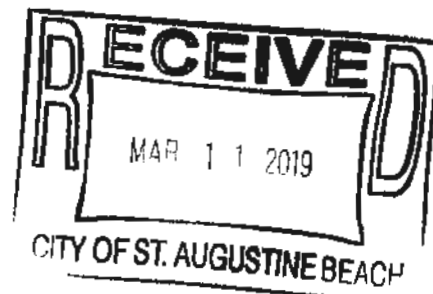
Tom Reynolds
880 A1A Beach Blvd Unit 1106
St Augustine Beach Blvd Unit 1106

WORK and Studies History

From June 2008 till present
Stay at home widowed father of two boys.
Government Watcher
Activist
From 2-2004 until June 2008
a Commercial Pick-up and delivery driver, class b
From 7-1979 till 2- 2004
Aerospace industry
Food and Beverage Industry
Acting industry
College studies
From 6-1975 till 7-1979
Aerospace and Defense Industry
Food and Beverage Industry started in High School in 1971

Goal: To Be The Best I Can Be Every Day!

Thank You,
Tom Reynolds



March 12, 2019

City of Saint Augustine Beach, Florida
Mayor, Commissioners, City Manager
2200 A1A South
Saint Augustine Beach, FL 32080

Dear Mayor, City Commissioners, City Manager of Saint Augustine Beach,

My name is Dylan Rumrell and I am interested in being appointed Commissioner of Saint Augustine Beach. When Commissioner O'Brien resigned, I reflected on whether my background and experience would benefit the community of Saint Augustine Beach. I discussed with my family and others who encouraged me to submit my name to be considered to fill the term of the resigning commissioner. I believe that if the timing is right, we all should be willing to serve in a public capacity to our community. I now feel being a public servant is next in my life. I want to see Saint Augustine Beach move in the right direction and be part of making important decisions that not only effect me and my family, but the great residents of Saint Augustine Beach.

Very truly yours,

A handwritten signature in dark ink, appearing to read "Dylan Rumrell", written over a horizontal line.

Dylan Rumrell

Drumrellsab@gmail.com

CURRICULUM VITAE

DYLAN RUMRELL

EDUCATION

Flagler College, St. Augustine, Florida
Bachelor of Arts, December 2001
Major: Communications Minor: Public Relations

EXPERIENCE

2005-Present

**Real Estate Professional
Saint Augustine, FL**

- Commercial and Residential Sales person

2017-Present

**Saint Augustine Songwriters Festival
Saint Augustine, FL**

- Bringing Grammy nominated and awarded songwriters from Nashville and beyond to the nations oldest city for a free community event around downtown Saint Augustine.

2014-Prosent

**Ancient City Brewing
Saint Augustine, FL**

- Creating the finest Craft Beer in N.E. Florida

2012-Present

**Southern Cross Consulting Company
Saint Augustine, FL**

- A company that specializes in economic development, public – private partnerships and Governmental relations.

**French Fry Heaven
Saint Augustine, FL**

2012-2015

- Serving the Greatest Fries on Earth

2008 – 2012

**Infinity Global Solutions
Jacksonville, FL**

- A company that specializes in economic development, public – private partnerships and Governmental relations; helped procured funding for the Vilano Beach Publix through recovery zone bonds as the consultant for the Industrial Development Authority of St. Johns County

May 2011

St Johns County Chamber of Commerce

Member

**Nominating Committee
St. Augustine, FL**

- Participate in selecting Chamber Board members that represent various industries and areas of the county.

2006 – 2010

**Real Florida Real Estate Company, Inc.
St. Augustine, FL**

- Real Estate sales
- Developed and published St. Augustine's only walking tour map as advertising tool
- Developed marketing plan, designed advertisements and created copy

2003- 2004

**S.P.A.M.
Las Vegas, NV**

- Developed radio show S.P.A.M. (Sports, Power And Money) for XM Satellite Radio

CV

Dylan A. Rumrell p. 2

2003

**WFOY – AM 1240
St. Augustine, FL**

- “Monday Night Sports Jam” - host/producer of 2hr. sports talk show
- Sports Director – produce and host studio and live remote sports programs
- Account Executive – advertising sales

2002 – 2003

“The Show”

WFXJ - AM 930

**The Fox – All Sports Talk
Jacksonville, FL**

- Reporter and on-air personality
- Produced own packages

2003

Gator Bowl

ESPN

Jacksonville, FL

- Stringer for Gator Bowl;

2001 – 2002

WFOY - AM 1240

Host of “Thursday Night Sports Blitz”

St. Augustine, FL

- Developed and organized sports news department for station
- Created “Thursday Night Sports Blitz”; one hour live call-in sports talk show
- Researched sports news; interviewed players and coaches to obtain sound bites; scheduled guest appearances; wrote and recorded program promos

1999 - 2001

WFCF FM 88.5

Color Commentator-Flagler College Sports**St. Augustine, FL**

- Provided live color commentary for Flagler College sports
- Responsible for setting up remote equipment
- Provided half-time and post game commentary; conducted post game coach/players interviews

1999 – Fall 2001**Head of Sports Department****WFCF FM 88.5****St. Augustine, FL**

- Organized and supervised sports department of Flagler College radio
- Attended meetings and reported on department activities
- Scheduled and planned live remote coverage of college games

2000 and 2001**Intern - PGA Tournament Players Championship
At Sawgrass****Golf Channel****Orlando, FL**

- Assisted cameraman; shot footage of selected sites; assisted in production as required
- Assigned to follow one of the players and report activities

CV**Dylan Rumrell p.3****2000****Intern - First Coast News, Sports Department****WTLV-TV 12****Jacksonville, FL**

- Learned aspects of production including camera and editing
- Researched and wrote scripts for sports director's review
- Assisted cameramen in field as required
- Conducted player interviews for use on air
- Regularly covered Jacksonville Suns baseball and Tomcats arena football
- Produced Sunday night "Sports Final"

1999 – 2000**Music DJ – Flagler College Radio****WFCF FM 88.5****St. Augustine, FL**

- Responsible for providing weekly, three hour alternative rock program
- Selected music and engineered show; recorded promos and public service announcements

VOLUNTEER EXPERIENCE**September 2009-2016
Member****Rotary International
St. Augustine, FL****May 2011-2013
Board Member****Stetson Kennedy Foundation
St. Augustine, FL****2009 – 2011
Member****St. Johns County Cultural Committee
St. Augustine, FL****2002-2003-2016****Sheriff Campaign
St. Augustine, FL**

- Walked neighborhoods with candidate; canvassing

2002 and 2003**Regalos Festival**

- Annual festival celebrating Spanish culture -- art, music and cuisine
2002 **Super Bowl Host Committee**
Jacksonville, FL
- Set up booths at special community events; promote membership purchases
Guest speaker **St. Augustine Sports Club**
St. Augustine, FL
- Requested by president to speak about sports related issues

CONTACT INFORMATION

dnurrellsab@gmail.com

REFERENCES UPON REQUEST

ERNESTO J. TORRES, BA, MBA, LTC (USA Retired)

1104 Laughing Gull Lane
Saint Augustine, FL 32080
(904)295-5714
Email: ernestojtorres@gmail.com

March 20, 2019

City of Saint Augustine
Beach 2200 SRA1A
South
Saint Augustine Beach, FL

32080 Dear City Manager,

Mr. Royle:

Please accept this letter and the enclosed resume as my formal request to be considered for the open City Commissioner's seat. My 30 years of military service and now District Manager of 12 Community Development Districts provides me with the leadership, and organizational skills required to serve as Commissioner O'Brien's successor.

I recognize, if appointed, the residents of Saint Augustine Beach did not have a choice but will rather be the result of the current Commissioners appointing the best candidate to fill this open seat. My intent is to represent the residents and citizens of Saint Augustine Beach with the same vigor, devotion, and resolute commitment, as if they had voted for me. Navigating through this transition may present challenges and opportunities, neither of which are foreign to me. During my military career, I served with many leaders and advised on strategic decisions involving organization, human resources, planning, operations, logistics, budgets, and finance, affecting thousands of Soldiers and their families. I am confident that my leadership skills will yield the same success as I achieved throughout my career, while serving on the Saint Augustine Beach Commission.

Sincerely,

Ernesto J. Torres

ERNESTO J. TORRES, BA, MBA, LTC, (USA Retired)
1104 Laughing Gull Lane
Saint Augustine, FL 32080
(904) 295-5714
E-mail: ernestojtorres@gmail.com

COMMUNITY DEVELOPMENT DISTRICT MANAGER

District Manager of 12 Community Development Districts. Districts that are a special-purpose unit of local government in St Johns, Duval, Clay, and Nassau Counties. Oversight of District's annual budget and meeting annual requirements for budget approval and adoption. Ensure Districts are in compliance with administrative and financial reporting for CDD required by each County or State. Correspond and communicate with Board of Supervisors and staff when responding to various needs of the District or communities. Review and approve agendas for circulation to the Board of Supervisors. Provide guidance for public notices when advertising for a public hearing.

PROFESSIONAL EXPERIENCE & ACCOMPLISHMENTS

U.S. Army 1987 to 2018

- **Promoted rapidly** through roles of increasing leadership and as a strategy advisor to top management
- **Accomplishments include leading 500 soldiers as Squadron Commander**
- **Achieved the enlisted rank—Sergeant First Class/E-7**
- **Achieved the officer rank—Lieutenant Colonel**
- **Secret Security Clearance; Top Secret eligibility**

Key CAREER PROGRESSION:

CHIEF OF OPERATIONS, Florida Army National Guard Joint Force Headquarters, St. Augustine, FL [2012 – 2018]

Superior record of executive leadership, management, turnaround, project manager, military financial expert, initiative thinker.

Award-winning natural leader focused on excellence, accomplished in operational planning, administrator of major training events and programs, problem solving and financial management. Provider of visionary perspective to multiple large-scale operations; fully capable of managing intricate details of diverse, concurrent initiatives. Achieve performance advances in demanding arenas by clearly communicating vision, instilling team culture, and igniting a spirit of cooperation. Steady advisor, able to influence all organizational levels from executive to subordinate, simultaneously in multiple programs. Accelerated performer in high pressure, crisis situations; energized by "impossible" challenges

"Led several combat operations with distinction ranging from mounted and dismounted patrols, static defense, and medical evacuations in Iraq, ensuring the company's success in combat."— (Source: Official USA Performance Evaluation)

"One of our very best; an elite warrior who consistently demonstrates a comprehensive knowledge of operations, force structure, training and resource management."— (Source: Official USA Performance Evaluation)

SQUADRON/ COMMANDER, 1-153rd Cavalry Regiment, Panama City, FL [2016-2018] Operational advisor to the Company Commander charged with preparing more than 500 Soldiers for worldwide deployment in response to situations involving security, peacekeeping, disaster, and/or humanitarian assistance. Served military lead planner, during Hurricane Irma in Okeechobee, DeSoto, Sarasota,

Monroe counties. Build highly trained operations, logistics, command/control, security, and training teams capable of operating over areas of up to 500 square miles.

INSPECTOR GENERAL, CHIEF OF INVESTIGATIONS, Joint Force Headquarters, Saint Augustine, FL [2008-2012]

Led a team responsible for compliance and risk assessments, inspections, investigations, ombudsman assistance, organizational initiatives and strategies, change management, process and system analysis and improvement and implementation training throughout Florida National Guard. Meticulously conduct investigative analysis of personnel when there is alleged misconduct; personnel, fraud, theft, or conduct unbecoming a Soldier and member of the Armed Forces of the United States. Deliver sensitive information to superior officers regarding wrongdoing of personnel assigned to their command. Brief trend developed by Inspector General investigation or assistance cases to senior leaders of the command.

COMPANY COMMANDER, 2nd Battalion 124 Infantry, Orlando, FL [2004 - 2006]

Responsible for the readiness of 120 Soldiers with planning and executing training. Accountable for the ability of the company to fight and win in combat while simultaneously prepared to conduct State Active Duty in support of humanitarian missions after catastrophic State emergency. Responsible for sustaining mission readiness of materials and United States Army property valued at over \$4 million. Responsible for the operation and maintenance of a National Guard facilities totaling over 80,000 square feet of office and shop space.

PROFESSIONAL DEVELOPMENT

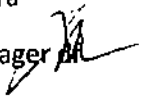
- Chairman of Saint Augustine Beach Code Enforcement Board [2017 - Present]
- Board of Directors, Anastasia Dunes Association [2017 - Present]
- Member of Saint Augustine Beach Code Enforcement Board [2015 - 2017]
- Vice President of Army United States Association - First Militia Chapter
- Army Budget and Accounting Fiscal Law [2017, 2014, 2011]
- Army Advance Operations Course [2012 - 2014]

EDUCATION

- | | |
|---|--|
| ▪ Masters of Business Administration [2014]
Touro University, California | ▪ Bachelor of Arts in General Studies [1999]
Columbia College, Missouri |
|---|--|

MEMORANDUM

TO: Mayor George
Vice Mayor England
Commissioner Kostka
Commissioner Samora

FROM: Max Royle, City Manager 

DATE: March 19, 2019

SUBJECT: Presentations:
A. Proclamations

1. To Declare Friday, April 26, 2019, as Arbor Day in the City
2. To Declare April 2019 as Sexual Assault Awareness Month
3. To Declare April 2019 as Water Conservation Month

Ms. Kristin Thomas about Alpha-Omega Miracle Home's Family Fun Fest on April 27, 2019, and the Programs/Services Provided for Residents by the Organization

ITEM A. PROCLAMATIONS

They are attached as pages 1-4. The particulars about each are:

- Each year you approve a proclamation to declare the Tree Board's Arbor Day celebration in late April in the City.
- Each year the Betty Griffin Center requests the Sexual Assault Awareness Month proclamation.
- Mr. Geoffrey Sample, Intergovernmental Coordinator for the St. Johns River Water Management District, has requested the Water Conservation Month proclamation.

Representatives may be at your meeting to speak in support of their respective proclamation.

Action Requested

It is that you approved each proclamation.

ITEM B. MS. KRISTIN THOMAS

Information from Ms. Thomas about the Family Fun Fest and the Alpha-Omega programs and services is attached as pages 5-8. Ms. Thomas will be at your meeting to make her presentation.

PROCLAMATION

WHEREAS, the people of St. Augustine Beach gain great joy from trees, experiencing connections with them beyond gratitude for their utilitarian value; and

WHEREAS, the City will hold its annual Arbor Day celebration on April 26, 2019; and

WHEREAS, the Tree Board/Beautification Advisory Committee will host an Arbor Day celebration at the St. Augustine Beach City Hall with exhibits, music, and an opportunity for tree lovers to have light refreshments together; and

WHEREAS, the Tree Board/Beautification Advisory Committee has continued its project to make up for the loss of the City's tree canopy in the plazas with the planting of live oaks and sabal palm trees; and

WHEREAS, the Tree Board/Beautification Advisory Committee has continued the Avenue of Palms project by planting new palm trees along with the City's "Main Street", A1A Beach Boulevard; and

NOW, THEREFORE, I, Undine C. George, by the authority vested in me as Mayor of the City of St. Augustine Beach, do hereby proclaim Friday, April 26, 2019 as:

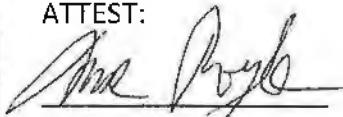
ARBOR DAY

in the City of St. Augustine Beach and invite all our citizens to join me in appreciating the blessings of trees.

IN WITNESS WHEREOF I have hereunto set my hand and caused to be affixed the official seal of the City of St. Augustine Beach, Florida; this 1st day of April, 2019.


Mayor Undine C. George

ATTEST:


City Manager

PROCLAMATION

WHEREAS, Sexual Assault Awareness Month (SAAM) calls attention to the fact that sexual violence is widespread and impacts every person in this community and the goal of SAAM is to raise public awareness about sexual violence and educate communities on how to prevent it; and

WHEREAS, rape, sexual assault, and sexual harassment harms our community, and that statistics show one in five women and one in 67 men will be raped at some point in their lives (Smith et al., 2017); and

WHEREAS, child sexual abuse prevention must be a priority to confront the reality that one in six boys and one in four girls will experience sexual assault before age 18 (Dube et al., 2005); and

WHEREAS, on campus, one in five women and one in 16 men are sexually assaulted during their time in college (Krebs, Lindquist, Warner, Fisher, & Martin, 2007); and

WHEREAS, Sexual Assault Awareness Month is about embracing your voice and how to inform individuals on how they can use their words to stop sexual violence before it happens by promoting safety, respect, and equality and whether you speak out against locker room talk, or help someone better understand these issues, or ask for consent, your voice is powerful and necessary in this conversation, and

WHEREAS, individuals can embrace their voices to show their support for survivors, stand up to victim blaming, shut down rape jokes, correct harmful misconceptions, promote everyday consent, and practice healthy communication with kids; and

WHEREAS, the City of St. Augustine Beach join advocates and communities across the country in taking action to prevent sexual violence.

NOW, THEREFORE, BE IT PROCLAIMED, by the City of St. Augustine Beach does hereby designate the month of April 2019 as **Sexual Assault Awareness Month** in the City of St. Augustine Beach and remember that each day of the year is an opportunity to create change for the future.

PASSED AND ADOPTED in regular session this 1st day of April, 2019.

ATTEST:

City Manager

Undine C. George, Mayor

Max Royle

From: Geoffrey Sample <GSample@sjrwmd.com>
Sent: Thursday, February 28, 2019 12:59 PM
To: Bill Young (byoung@sjcfl.us); Max Royle; 'RHorvath@citystaug.com'; dlocklear@sjcfl.us
Cc: John P. Regan (jregan@citystaug.com); Mike Cullum; 'Melissa Lundquist'; Comm George
Subject: Water Conservation Month - April 2019
Attachments: Water Conservation Month 2019 - draft proclamation.doc

APRIL IS WATER CONSERVATION MONTH IN FLORIDA

2019 marks the 21-year anniversary since April was first established as Water Conservation Month in Florida. SJRWMD along with DEP and the American Water Works Association are again teaming up to promote April as Water Conservation month. The District Governing Board will consider a proclamation recognizing April as Water Conservation Month at an upcoming meeting. I'd like to ask you to consider a similar proclamation for your local government or agency. I have attached the standard proclamation to this email. You may edit as you see fit, to better reflect local efforts or initiatives (particularly, check *Whereas* clause #4, highlighted in the draft).

In addition to requesting the adoption of proclamations, local governments and utilities may want to conduct water use audits of their own facilities. One example of a self-audit guide available for your use is located at https://floridawaterstar.com/pdfs/water_efficiency_improvement_self_assess_guide.pdf

If you need more information or assistance, please contact me. Also, if you adopt a proclamation, please let me know; a statewide list will be compiled, and we would like to recognize you on our website and social media, to acknowledge and support your efforts. You may want to ask a local citizen or representative of a group interested in water conservation issues to attend the meeting where the proclamation is considered to be recognized in support of the proclamation.

Thanks,

Geoffrey Sample
Intergovernmental Coordinator
Office of Communications and Intergovernmental Affairs
St. Johns River Water Management District
Jacksonville Service Center
7775 Baymeadows Way, Suite 102 • Jacksonville, FL 32256
Office: (904) 448-7904 • Cell: (904) 545-4902
Email: gsample@sjrwmd.com
Website: floridaswater.com
Connect with us: [Newsletter](#), [Facebook](#), [Twitter](#), [YouTube](#)



floridaswater.com/epermitting

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

Proclamation

City of St. Augustine Beach St. Augustine Beach, FL

WHEREAS, water is a basic and essential need of every living creature; and

WHEREAS, the State of Florida, Water Management Districts and the City of St. Augustine Beach are working together to increase awareness about the importance of water conservation; and

WHEREAS, the City of St. Augustine Beach and the State of Florida has designated April, typically a dry month when water demands are most acute, Florida's Water Conservation Month, to educate citizens about how they can help save Florida's precious water resources; and

WHEREAS, the City of St. Augustine Beach has always encouraged and supported water conservation, through various educational programs and special events; and

WHEREAS, every business, industry, school and citizen can make a difference when it comes to conserving water; and

WHEREAS, every business, industry, school and citizen can help by saving water and thus promote a healthy economy and community; and

NOW, THEREFORE, BE IT PROCLAIMED by the City Commission of the City of St. Augustine Beach, Florida that the month of April 2019 is hereby officially designated as:

Water Conservation Month

St. Augustine Beach, Florida is calling upon each citizen and business to help protect our precious resource by practicing water saving measures and becoming more aware of the need to save water.

PASSED AND ADOPTED by the City Commission of the City of St. Augustine Beach, St. Johns County, Florida this 1st day of April, 2019.

ATTEST

Mayor Undine George

City Manager Max Royle

Max Royle

From: Cindy Walker
Sent: Tuesday, March 12, 2019 10:23 AM
To: Max Royle
Cc: Kristin Thomas
Subject: FW: Family Fun Fest
Attachments: 2019 Family Fun Fest Press Release Final 2.28.19.docx; Fun Fest 2019 square ad (1).jpg

Hi Max!

Ms. Kristin Thomas of Alpha Omega requested to present for 10 minutes at our April 1st Commission Meeting. She wants to discuss both programs and services available to our residents and an upcoming event (please see attached.)

Is there any way we can get her on the agenda?

Thank you!

Cindy Walker

Communications & Events Coordinator
City of St. Augustine Beach
2200 A1A South
St. Augustine Beach, FL 32080
(904) 471-2122 x112 Office
(904) 295-2271 Cell
(904) 471-4108 Fax
cwalker@cityofsab.org
www.sabevents.com

PLEASE NOTE: Under Florida Law, most communications to and from the City are public record. Your e-mails, including your e-mail address, may be subject to public record.

From: Kristin Thomas <kristin@aomh.org>
Sent: Tuesday, March 12, 2019 10:17 AM
To: Cindy Walker <cwalker@cityofsab.org>
Subject: Family Fun Fest

Hi Cindy,

It was so fabulous to celebrate International Women's Day with you on Friday! Thank you very much for inviting me to the EWLI luncheon. I've attached the press release and a square ad for our 2019 Family Fun Fest April 27th, 2019. I'm sorry I didn't send it to you on Friday, it's been a whirlwind around here the last few days. If it is still possible to share at the Beach Meeting it would be greatly appreciated. However, I completely understand if I've missed the deadline. Please advise.

p.s. I hope you and Bella are enjoying this cool weather ☺



Press Release
For 2019 "Family Fun Fest"

Orthopaedic Associates of St. Augustine is hosting the 4th Annual Family Fun Fest at Francis Field on Saturday, April 27, 2019 from 10:00 am – 8:00 pm. This dynamic all day festival is packed with activities for the KIDS and the KID IN YOU!

There will be live community entertainment including: "Be the Hamster" Snow Cones, Jumperama, Face Painting, Clowns, Games, Golf activities, appearances by Local Law Enforcement and Military, Fire Trucks, Costumed Characters, Community Education, Crafts, Vendors, Beer, Food Trucks and MORE!

Be a part of the action and cheer for our incredible local athletes in The Team Obstacle Challenge Course. Twenty teams of eight members push themselves to the limits to beat the clock battling for the ultimate title! A few featured obstacles include: Rock Wall, Jump Boxes, Tarp Pull, Row Boat and the Warped Wall. Defending the titles for The Team Obstacle Challenge Course are: 1st Marines, 2nd Bozard Ford, 3rd Anastasia Fitness and Top Fundraiser: Nettles Fine Jewelry.

The Family Fun Fest Mission:

- Educational and networking opportunities for non-profits in our community
- Showcasing St. Johns County local talent to share their joyful gifts
- Raise awareness and money for Alpha-Omega Miracle Home

Orthopaedic Associates of St. Augustine hosts the event for all ages as a fundraiser for Alpha-Omega Miracle Home, a local non-profit, which provides housing and supportive services for young mothers, their children, and senior women.

General admission is \$5 adults, \$3 seniors, \$3 military and \$3 first responders, youth under 12 are free. Kid Zone wristband tickets for Jumperama bounce houses and Extreme Nerf Battle will be sold at the event for \$10 to enjoy all day play.

The outpouring of support from our business partners, large and small, attest to the broad range of appeal this event delivers to the community of St. Augustine. We would be unable to deliver spectacular family fun to benefit vulnerable single mothers, their children and senior women without our AMAZING SPONSORS!

City of St. Augustine Beach Presentation
(10 minutes)
Alpha-Omega Miracle Home
www.aomh.org

Introduction: My name is Kristin Thomas and I am the Community Liaison at Alpha-Omega Miracle Home (AOMH). I am a lifetime resident of St. Augustine, Anastasia Island.

Resident Testimony Video Opening (approximately 3min)

AOMH Mission: Alpha-Omega Miracle Home (AOMH) provides shelter support and hope to those most vulnerable- single mothers their children and senior women. AOMH's objective is to guide individuals from homelessness to self-sufficiency. Our goals for each participant are to grow and gain education, employment, life skills, spiritual and physical health and to grasp one's importance and impact with the community.

Target Population: Alpha-Omega Miracle Home's (AOMH) provides housing and supportive services for homeless single mothers, ages eighteen to twenty-eight (18-28), their children, and homeless senior women, ages sixty (60) and older.

Community Need w/ Data Support: According to the 2018 Point-In-Time count survey, there are 342 homeless individuals in our community. If all of these individuals stayed in emergency shelters, the cost per individual is approximately \$69.00 per day. The cost to provide the same individuals with affordable housing and supportive services would be approximately \$31.00 per day. The short-term solution is costing St. Johns County twice as much and creating an unnecessary financial burden on our community. Providing a warm meal and shelter is crucial, although it does not break the cycle of homelessness. Providing shelter, mental health services, life skills, and education does. We understand that shelter is essential. Without it, an individual is unable to move out of living in the moment. We also understand that the supportive services are what breaks the cycle of homelessness. We believe that an individual needs to be supported with guidance to improve his or her health, with education and as a result, increase the probability for financial stability. AOMH is doing just that through stable and safe housing, as well as resources and tools to increase education, health and finances. According to the National Center on Family Homelessness, research shows that homeless children are hungry and sick more often than those in stable homes. Additionally, up to 25% of homeless preschool children have mental health problems requiring clinical evaluation; this increases to 40% among homeless school age children. AOMH provides counseling through a licensed mental health professional. Most importantly Alpha-Omega provides a safe place for children, allowing them the opportunity to grow today and contribute tomorrow.

Long Term Community Impact: We believe that providing the basic physiological needs (shelter, electricity, water and food) allow individuals and families to begin to grow past simple survival. Not only does AOMH give a homeless mother, her children and senior women a stable, warm and safe environment, food, clothing and the ability to increase; we help participants discover and work through poor choices of the past that are still causing a negative ripple effect. We help mothers create solutions to past problems and obstacles so that the ripple effect will shift from negative to positive, for both her and her children. Through Alpha-Omega G.R.O.W. Program, mothers gain the ability to change their lives one choice at a time. Side by side, AOMH provides crucial physiological needs while moving participants towards valuable education, life skills, healthcare, career skills and mental health counseling that enable her to break the cycle of poverty and homelessness for her and her children. Stronger families make stronger community. Our program also offers the same crucial physiological needs for senior women moving them to breaking the same cycles.

2019 Family Fun Fest: Orthopaedic Associates of St. Augustine is hosting the 4th Annual Family Fun Fest at Francis Field on Saturday, April 27, 2019 from 10:00 am – 8:00 pm. This dynamic all day festival is packed with activities for the KIDS and the KID IN YOU!

There will be live community entertainment including: “Be the Hamster” Snow Cones, Jumperama, Face Painting, Clowns, Games, Golf activities, appearances by Local Law Enforcement and Military, Fire Trucks, Costumed Characters, Community Education, Crafts, Vendors, Beer, Food Trucks and MORE!

Be a part of the action and cheer for our incredible local athletes in The Team Obstacle Challenge Course. Twenty teams of eight members push themselves to the limits to beat the clock battling for the ultimate title! A few featured obstacles include: Rock Wall, Jump Boxes, Tarp Pull, Row Boat and the Warped Wall. Defending the titles for The Team Obstacle Challenge Course are: 1st Marines, 2nd Bozard Ford, 3rd Anastasia Fitness and Top Fundraiser: Nettles Fine Jewelry.


Orthopaedic Associates of St. Augustine hosts the event for all ages as a fundraiser for Alpha-Omega Miracle Home, a local non-profit, which provides housing and supportive services for young mothers, their children, and senior women.

General admission is \$5 adults, \$3 seniors, \$3 military and \$3 first responders, youth under 12 are free. Kid Zone wristband tickets for Jumperama bounce houses and Extreme Nerf Battle will be sold at the event for \$10 to enjoy all day play.

The outpouring of support from our business partners, large and small, attest to the broad range of appeal this event delivers to the community of St. Augustine. We would be unable to deliver spectacular family fun to benefit vulnerable single mothers, their children and senior women without our AMAZING SPONSORS!

MEMORANDUM

TO: Mayor George
 Vice Mayor England
 Commissioner Kostka
 Commissioner Samora

FROM: Max Royle, City Manager 

DATE: March 20, 2019

SUBJECT: Request for Conditional Use Permit to Build a Single-Family Residence in a Commercial Land Use District at 16 5th Street (Lot 18, St. Augustine Beach Subdivision, James and Kimberly Cochran, Applicants)

INTRODUCTION

Lot 18 of the St. Augustine Beach subdivision is located on the north side of 5th Street, east of A1A Beach Boulevard. Lot 18 is east of Lot 20, which is the lot closest to the Boulevard. Both lots are in the commercial land use district that is 150 feet from the center line of the Boulevard. On the south side of 5th Street is the Island South condo complex, while on the Boulevard's west side is the vacant block owned by the company that owns the Courtyard by Marriott.

As Lot 18 is in a commercial land use district, the owners want to build on it a house that will be a short-term or vacation rental. In order to do so, the City's Land Development Regulations require that they get a conditional use permit from the Commission to build a residence in a commercial land use district.

By way of history, the City Commission has approved a number of residences in the commercial land use district on both sides of the Boulevard. Examples includes the two houses on F Street east of the Boulevard and two adjacent houses on E Street, the small condo complex on the Boulevard's west side between D and E Streets, and a large house on the Boulevard's east side, north of Obi's Fillin' Station restaurant. Most recently, the Commission at its September 10, 2018, meeting, approved a conditional use permit for a house at 17 6th Street in the St. Augustine Beach subdivision, opposite Obi's. Construction of that house hasn't been started.

ATTACHMENTS

Attached for your review is the following:

- a. Pages 1-11, a memo from the Building Official and the application that the Cochrans' submitted to the Planning Board for consideration at its March 19, 2019, meeting.
- b. Page 12, a memo from the Board's secretary, Ms. Lacey Pierotti, in which she states the Board's motion and vote concerning the Cochrans' request. The Board by a 4-2 vote, recommended that:

The permit be approved subject to the condition that gravel or a pervious paver system with greater than 10 percent permeability be installed in lieu of a concrete driveway.

ACTION REQUESTED

It is that you hold the public hearing and decide whether to grant the conditional use permit to construct a house at 16 5th Street (Lot 18 of the St. Augustine Beach subdivision).



City of St. Augustine Beach

2200 A1A SOUTH
ST. AUGUSTINE BEACH, FLORIDA 32080
WWW.STAUGBCH.COM

CITY MGR. (904) 471-2122
FAX (904) 471-4108

BLDG. & ZONING (904) 471-8758
FAX (904) 471-4470

To: Comprehensive Planning & Zoning Board
From: Brian Law
CC: Bonnie Miller, Executive Assistant
Date: 2-28-2019
Re: CU 2019-02 16 5th Street

Conditional Use 2019-02 is for the request to build a single-family residence in the commercial district as required per table 3.02.02 of the cities Land Development Regulation (LDR).

The owners have specified that this property is to be utilized as a transient rental facility, however during initial plan review the contractor/owner were informed that the city has reached the 100 unit cap on transient rentals in the medium density district. The owners have since purchased the lot to the west which lays in the commercial district allowing unlimited transient rentals. The building was designed to the 7.5 feet side setback however on July 2, 2018 the side setbacks for single family were increased to 10' which became effective October 1, 2018. Traditionally the Building and Zoning Department has asked for this scenario to be regulated as a medium density residential property with setbacks, lot coverage and ISR commensurate. The applicant has applied for a variance for a side yard setback reduction to the previous side setback of 7.5 feet (variance 2019-06). The proposed house is to be a 5-bedroom house (as indicated by the plans provided) which shall require 5 parking spots as per table 6.03.02A.

The Building and Zoning Department has no objection the construction of a single-family residence in the commercial district and asks the Comprehensive Planning & Zoning Board consider the applicants request.

Sincerely

Brian Law

Brian Law
Director of Building and Zoning

THE CITY OF ST. AUGUSTINE BEACH
CONDITIONAL USE PERMIT APPLICATION

THE UNDERSIGNED PARTY REQUESTS A CONDITIONAL USE PERMIT:

1. LEGAL DESCRIPTION OF THE PARCEL OF LAND UPON WHICH THE PERMIT IS SOUGHT:

LOT(S): 18 BLOCK: 5th SUBDIVISION: NA

STREET ADDRESS: 16 5th Street St Augustine Beach

2. LOCATION: North SIDE OF 5TH STREET
(North, South, East, or West) (Street Name)

BETWEEN 4th Street and 6TH STREET
(Street Name) (Street Name)

3. REAL ESTATE PARCEL NUMBER(S): 1698900180

4. NAME AND ADDRESS OF OWNER(S) AS SHOWN IN ST. JOHNS COUNTY PUBLIC RECORDS: James & Kimberly Cochrane

5. DESCRIPTION OF CONDITIONAL USE: Request for permit to build a single-family residence on a commercial lot.

6. LAND USE CLASSIFICATION: Commercial

7. SECTION OF THE LAND DEVELOPMENT REGULATIONS FROM WHICH THE PERMIT IS BEING SOUGHT: 3.02.02

8. SUPPORTING DATA WHICH SHOULD BE CONSIDERED BY THE BOARDS:
This application is consistent with other permits issued for the same purpose in this area.

9. HAS AN APPLICATION FOR CONDITIONAL USE PERMIT BEEN SUBMITTED DURING THE PAST YEAR? Yes () or No ☒

IF YES, WHAT WAS THE FINAL RESULT? NA

10. PLEASE CHECK IF THE FOLLOWING INFORMATION HAS BEEN INCLUDED:

- ☒ LEGAL DESCRIPTION OF PARCEL
- ☒ LIST OF ALL PROPERTY OWNERS WITHIN RADIUS OF 300 FEET OF PROPERTY FOR WHICH CONDITIONAL USE PERMIT IS REQUESTED
- ☒ STAMPED AND ADDRESSED LEGAL SIZE ENVELOPES OF PROPERTY OWNERS WITHIN 300 FEET OF CONDITIONAL USE PERMIT LOCATION
- ☒ SURVEY (Not over two years old)
- ☒ OTHER DOCUMENTS OR INFORMATION TO BE CONSIDERED

In filing this application for a Conditional Use Permit, the undersigned understands the application becomes a part of the Official Records of the Comprehensive Planning and Zoning Board and the Board of City Commissioners and does hereby certify that all the information contained herein is true and correct, to the best of his/her knowledge.

11/1/18 James Cochran
(Owner or his/her agent) (Applicant or his/her agent)

328 S. FOREST DUNE DR.
(Owner/agent address) SE AVENUE E (Applicant/agent address)

914 299 4235
(Owner/agent phone number) (Applicant/agent phone number)

12.22.2018
(Date) (Date)

****ALL AGENTS MUST HAVE NOTARIZED WRITTEN AUTHORIZATION****

THE CITY OF ST. AUGUSTINE BEACH
BUILDING AND ZONING DEPARTMENT

PERMIT NO. 012019-02 RECEIPT NO.: 30996 DATE: 2-14-2019
NAME OF APPLICANT: JAMES & Kimberly Cochran
ADDRESS: 328. S FOREST DRIVE DUNES
FOR PERMIT ADVERTISING LOCATED AT: 16 5th Street, St.
Augustine Beach, Florida 32080

CHARGES

PERMIT FEE: \$200.00 (Account #34120)

ZONING SIGN FEE: \$7.50 (Account #50471)

DATE PAID: 2-14-2019

CHECK NO.: 1010

SIGNED BY: BM

DEFINITION - CONDITIONAL USE PERMIT

A use that would not be appropriate generally or without restriction throughout a land use district, but which, if controlled as to number, area, location or relation to the neighborhood, would promote the public health, safety, welfare, order, comfort, convenience, appearance or prosperity. Such uses may be permitted in a land use district only in accordance with the provisions of this Code, and if the Code allows a conditional use in a particular land use category. The application for a conditional use permit shall be the same as for a concept review, except that the Comprehensive Planning and Zoning Board shall make a recommendation to the City Commission, which has final approval. The Building Official may delete submittals required in the concept application outlined in Article XII that are not applicable.

INSTRUCTIONS FOR APPLYING FOR A CONDITIONAL USE PERMIT

The following requirements must be adhered to in applying for a conditional use permit. It is of the utmost importance that all required information be furnished in detail and accurately. Incorrect information can delay or nullify any action on the application. If there is inadequate space for all the necessary information, attach extra sheets with the question numbers clearly marked.

In accordance with Table 3.02.02, which lists permitted and conditional uses for all land use districts, all conditional use permits must be heard by the Comprehensive Planning and Zoning Board, which will make a recommendation to the City Commission, which has final approval.

DOCUMENTATION NEEDED FOR CONDITIONAL USE PERMIT APPLICATION

1. The legal description of the parcel of land for which the permit is requested shall be shown on the deed of the property or as determined on a survey. If the parcel of land is in a recorded subdivision, use lot and block number. Include street address and location by indicating street(s) boundary and side (south, east, etc.) and nearest intersecting street. If the land is a portion of the lot, indicate what portion of the lot: i.e. south 1/2, west 1/3, etc. If the parcel is located in an unrecorded, unplatted subdivision, use the metes and bounds description of the boundaries.
2. Provide the name and address of the owner of the property. This person's name should agree with the public records of St. Johns County as they exist on the application. If the names are different, attach a clarifying statement.
3. Indicate the current land use classification of the parcel under consideration. Current land use maps are on public display in the office of the Building and Zoning Department and the personnel there will assist you in finding the current land use district classification.
4. The person(s) seeking the permit is (are) mandated by law to notify all land and homeowners within a radius of 300 feet of the parcel under consideration in the conditional use permit ap-

plication. The St. Johns County Real Estate and Survey Department, telephone number 904-209-0760, will provide a list of the names and addresses of all property owners within a 300-foot radius of the parcel for which the conditional use permit application is submitted. The list of names and addresses (which must include the applicant), along with stamped, addressed legal-size envelopes are to be included with the permit application. (NOTE: Do not fill in a return address on the envelopes. The Building and Zoning Department will stamp the return address and mail the legal notices to the property owners.) Signatures and approvals of those within 300 feet are not necessary, but their names and addresses must be provided. The person seeking the permit may provide a separate petition containing the signatures of adjoining property owners, but these persons should not sign the application itself. Be sure to provide correct names and addresses, as incorrect information will delay or nullify any action on the application.

5. Provide the section of the Land Use Code from which the permit is being sought. Personnel in the Building Department will assist you in this matter if needed.

A fee of \$207.50 will be charged for the conditional use permit administrative procedure, which includes the zoning notice sign, and legal advertising. The applicant will be required to post the zoning notice sign on the property for which the conditional use permit application is submitted within clear view of the street and not more than 10 feet inside the property line, no later than 15 days before the first meeting date at which the conditional use permit application will be heard.

A final order on each request for a conditional use permit shall be made within thirty (30) days of the last hearing at which such request was considered. Each final order shall contain findings upon which the City Commission's order is based, and may include such conditions and safeguards as prescribed by the Commission as appropriated in the matter, including reasonable time limits which action pursuant to such order shall be begun or completed or both.

Appeal of decisions on conditional use permits granted by the City Commission shall be made to the Circuit Court of St. Johns County, Florida.

The application must be signed by the owner of the property for which the conditional use is requested and/or the owner's authorized agent. All authorized agents must provide notarized written authorization, which must accompany the application, approving such representation.

LIMITATIONS ON GRANTING CONDITIONAL USE PERMITS

Conditional use permits shall be nontransferable and granted to the applicant only, and the use shall be commenced within a period of one (1) year from the effective date of the final order granting same; provided, however, that the City Commission may adopt the following conditions to any permit:

1. That the conditional use permit will be transferable and run with the land when the facts involved warrant same, or where construction or land development is included as part of the permit.
2. The time within which the use shall be commenced may be extended for a period of time longer than one (1) year. Failure to exercise the permit by commencement of the use or action approved thereby within one (1) year or such longer time as approved by the City Commission shall render the permit invalid, and all rights granted thereunder shall terminate. Transfer of the property by the applicant, unless the permit runs with the land, shall terminate the permit.
3. Whenever the City Commission denies an application for a conditional use permit, no further application shall be filed for the same use on any part or all of the same property for a period of one (1) year from the date of such action. In the event that two (2) or more applications for the same use on any part or all of the same property has been denied, no further application shall be filed for this same use on any part or all of the same property for a period of two (2) years from the date of such action denying the last application filed.
4. The time limits in paragraph 3 above may be waived by the affirmative votes of a majority of the City Commission when such action is deemed necessary to prevent injustice or to facilitate proper development of the City.



St. Johns County, FL

Quick Links

[My Tax Bill](#)
[Tax Estimator](#)

2018 TRIM Notice

[2018 TRIM Notice](#)

Summary

Parcel ID 1698900180
Location Address 5TH ST
Neighborhood SAINT AUGUSTINE 32080-0000
Tax Description A1A Beach Boulevard (COM) (717.02)
 3-140 ST AUG BCH LOT 18 OR4650/25
 *The Description above is not to be used on legal documents.
Property Use Code Vacant Commercial (1000)
Subdivision St Augustine Beach
Sec/Twp/Rng 34-7-30
District City of St Augustine Beach (District 551)
Millage Rate 17.0863
Acres 0.120
Homestead N

View Map

Owner

Owner Name Cochran James, Kimberly 100%
 Cochran Kimberly 100%
Mailing Address 328 S FOREST DUNE DR
 SAINT AUGUSTINE, FL 32080-0000

Valuation

Building Value	2019
Extra Features Value	\$0
Total Land Value	\$0
Agricultural (Assessed) Value	\$282,258
Agricultural (Market) Value	\$0
Just (Market) Value	\$0
Total Deferred	\$282,258
Assessed Value	\$0
Total Exemptions	\$282,258
Taxable Value	\$0
	\$282,258

Values listed are from our working tax roll and are subject to change.

Historical Assessments

Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value	Ag (Assessed) Value	Just (Market) Value	Assessed Value	Exempt Value	Taxable Value
\$0	\$0	\$292,712	\$0	\$0	\$292,712	\$292,712	\$0	\$292,712

Land Line

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Vacant Commercial	48	105	5227	SF	\$282,258

Sales

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
12/5/2018	12/4/2018	\$100.00	WD	4650	25	U	V	CAM-ST AUGUSTINE LLC	COCHRAN JAMES, KIMBERLY
6/26/2009	6/25/2009	\$100.00	WD	3210	957	U	V	MILLER GARY A TRUSTEE	CAM-ST AUGUSTINE LLC

Area Sales Report

[Recent Sales in Area](#)

Clerk of Court

[Clerk of Court](#)

Tax Collector

[My Tax Bill](#)

Tax EstimatorTax Estimator**Map**

No data available for the following modules: 2017 TRIM Notice, Exemptions, Building Information, Extra Features, Sketches.

The St. Johns County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein. Its use or interpretation is at the user's discretion.

Last Data Upload: 2/15/2019 11:38:28 PM

Version 2.2.1

Developed by



This instrument was prepared by:

Craig M. Herzog, CLC

Action Title Services of St. Johns County, Inc.

3670 US 1 South, Suite 110, St. Augustine, Florida 32086

File Number: 18-16411

Consideration: \$100.00

Documentary Stamps Paid: \$0.70

This Warranty Deed

Made this December 4, 2018 A.D. By

Cam-St. Augustine LLC, a Florida Limited Liability Company hereinafter called the grantor,
to James Cochrane and Kimberly Cochrane, husband and wife, whose post office address
is: 328 S. Forest Duane Drive, St. Augustine, FL 32080

hereinafter called the grantee:

(Whenever used herein the term "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations)

Witnesseth, that Grantor, for the sum of Ten Dollars and no cents (\$10.00) and other good and valuable consideration, the receipt of which is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto Grantee the following described property:

Lot 18, St. Augustine Beach, according to the map or plat thereof, as recorded in Plat Book 3, Page(s) 140, of the Public Records of St. Johns County, Florida.

Parcel ID Number: 169890-0180

Said property is not the homestead of the Grantor(s) under the laws and constitution of the State of Florida in that neither Grantor(s) or any members of the household of Grantor(s) reside thereon as defined by Article X, Section 4 of the Florida Constitution, nor is it adjacent to or contiguous with any of his/their homestead(s) and that the property described herein is not now, nor has it ever been, the primary residence/homestead of the owner or the owner's spouse or dependent child, if any.

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

SUBJECT TO covenants, restrictions, easements, limitations and reservations of record, if any. However, this reference does not reimpose same. Subject to all applicable zoning ordinances and/or restrictions and prohibitions imposed by governmental authorities, if any.

To Have and to Hold, the same in fee simple forever.

And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances except taxes and assessments accruing subsequent to December 31, 2018.

In Witness Whereof, the said grantor has signed and sealed these presents the day and year first above written.

TWO DIFFERENT WITNESSES HAVE SIGNED BELOW (THE NOTARY MAY BE ONE OF THE TWO WITNESSES) AND NEITHER WITNESS NOR THE NOTARY IS RELATED TO THE GRANTOR(S) OR HAS A BENEFICIAL INTEREST IN THE SALE OF THIS PROPERTY DESCRIBED HEREIN.

Cam-St. Augustine LLC, a Florida Limited Liability Company

Signed, sealed and delivered in our presence:

✓ Nicole M. Zillmer

✓ Witness Printed Name Nicole M Zillmer

✓ Witness Printed

Name Jennifer R Grell

✓ State of FLORIDA

County of Clay

✓ The foregoing instrument was acknowledged before me this December 4, 2018, by Gary A. Miller, as the Managing Member Cam-St. Augustine LLC, a Florida Limited Liability Company, who ☐ is | are personally known to me or ☒ who has | have produced DRIVER'S LICENSE(S) as identification.

Gary A Miller (Seal)
By Gary A. Miller
Its Managing Member
Address: 6891 Old Church Rd., Fleming Island, FL 32003

✓ Jennifer R Grell

Nicole M. Zillmer

Notary Public

Print Name: Nicole M. Zillmer

My Commission Expires: 11/17/2019

✓ [NOTARY SEAL]



MEMO

To: Max Royle, City Manager
From: Bonnie Miller, Executive Assistant
Subject: Conditional Use File No. CU 2019-02
Date: Wednesday, March 20, 2019


Please be advised that at its regular monthly meeting held Tuesday, March 19, 2019, the City of St. Augustine Beach Comprehensive Planning and Zoning Board voted to recommend the City Commission approve a conditional use application submitted for proposed new construction of a single-family residence in a commercial land use district at 16 5th Street, St. Augustine Beach, Florida, 32080.

The application was filed by James and Kimberly Cochrane, 328 South Forest Dune Drive, St. Augustine Beach, Florida, 32080, per Sections 3.02.02 and 10.03.00-10.03.03 of the City of St. Augustine Beach Land Development Regulations, PERTAINING TO ST. AUGUSTINE BEACH LOT 18, REAL ESTATE PARCEL NUMBER 1698900180, AKA 16 5TH STREET, SECTION 34, TOWNSHIP 7, RANGE 30, AS RECORDED IN MAP BOOK 3, PAGE 140, OF THE PUBLIC RECORDS OF ST. JOHNS COUNTY, FLORIDA.

Mr. Kincaid made the motion to recommend the City Commission approve this conditional use application for new construction of a single-family residence in a commercial land use district subject to the condition that gravel or a pervious paver system with greater than 10 percent permeability be installed in lieu of a concrete driveway. Mr. Kincaid's motion was seconded by Mr. Pranis and passed 4-2 by the Board by voice-vote, with Ms. Longstreet and Mr. Mitherz dissenting.

MEMORANDUM

TO: Mayor George
Vice Mayor England
Commissioner Kostka
Commissioner Samora

FROM: Max Royle, City Manager 

DATE: March 19, 2019

SUBJECT: Ordinance 19-05, Public Hearing and Final Reading: to Repeal Moratorium for Medical Marijuana Dispensing Facilities

At your September 10, 2018, meeting, you approved Ordinance 18-14, which imposed a one-year moratorium on medical marijuana dispensing facilities being located in the City.

Then, at your February 4, 2019, meeting, you adopted Ordinance 19-01 on final reading. This Ordinance allows medical marijuana dispensing facilities in commercial zones along State Road A1A and in the Anastasia Shopping Plaza.

By the passing of Ordinance 19-01, you have allowed such facilities in certain areas of the City, thereby making unnecessary the moratorium on them.

The City Attorney has prepared the attached ordinance, which you requested at a recent meeting. You reviewed it at your March 4th meeting, when you passed it on first reading.

ACTION REQUESTED

It is that you hold the public hearing and adopt Ordinance 19-05 on its second and final reading.

ORDINANCE 19-05

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE BEACH, AMENDING CHAPTER 12, OF THE ST. AUGUSTINE BEACH CODE BY REPEALING ARTICLE X, SECTION 12-180 WHICH PROHIBITED MEDICAL MARIJUANA TREATMENT CENTER DISPENSING FACILITIES WITHIN THE BOUNDARIES OF THE CITY AS AUTHORIZED BY SECTION 381.986, FLORIDA STATUTES; PROVIDING FOR SEVERABILITY, CONFLICTS, AND EFFECTIVE DATE.

WHEREAS, the City of St. Augustine Beach, Florida had the authority to adopt an ordinance prohibiting the establishment of marijuana dispensing facilities within the city pursuant to Article VIII of the Constitution of the State of Florida; Chapters 163 & 166, Florida Statutes; and Section 381.986, Florida Statutes; and

WHEREAS, the City has adopted ordinance number 19-01 that allows pharmacies which dispense medicinal drugs which are required by federal or state law to be dispensed only by prescription, including medical marijuana treatment center dispensing facilities within certain areas of the city's commercial district, which directly conflicts with section 12-180 of the Code of the City of St. Augustine Beach; and

WHEREAS, the City finds that this Ordinance is in the best interests of the public health, safety, and welfare.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF ST. AUGUSTINE BEACH, FLORIDA:

Section 1. Recitals. The foregoing recitals are hereby ratified and confirmed as being true and correct and are hereby made a part of this Ordinance and adopted as legislative findings.

Section 2. Amendment of City Code. Chapter 12, Article X, Section 12-180 of the City of St. Augustine Beach Code is hereby repealed.

Section 3. Severability. If any section, subsection, sentence, clause, phrase, word or provision of this Ordinance is for any reason held invalid or unconstitutional by any court or competent jurisdiction, whether for substantive, procedural, or any other reason, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this Ordinance.

Section 4. Conflicts. In the event of a conflict or conflicts between this Ordinance and any other ordinance or provision of law, this Ordinance controls to the extent of the conflict, as allowable under the law.

ADOPTED on this ____th day of _____, 2019 by the City Commission of the City of St. Augustine Beach, Florida.

Attest: _____

Max Royle, City Manager


Undine C. George, Mayor

First Reading: March 4, 2019

Second Reading:

MEMORANDUM

TO: Mayor George
Vice Mayor England
Commissioner Kostka
Commissioner Samora

FROM: Max Royle, City Manager 

DATE: March 25, 2019

SUBJECT: Additional Information for Agenda Item # 3: Ordinance to Allow Building Department and Related Fees to be Adopted by Resolution

After the material for your agenda books had been copied, Mr. Wilson provided the ordinance that we reference in the earlier memo that's in the books. The ordinance is attached for your review.

ORDINANCE NO. 19 -06

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE BEACH, FLORIDA, AMENDING THE LAND DEVELOPMENT CODES OF THE CITY AS CONTAINED WITHIN ARTICLE III, SECTION 3.09.00 I. TRANSIENT LODGING ESTABLISHMENTS WITHIN MEDIUM DENSITY LAND USE DISTRICTS; AND ARTICLE XIII, SECTION 13.00.00 B. BUILDING PERMIT FEES BY PROVIDING THAT FEES SET FORTH IN THOSE SECTIONS BE ESTABLISHED BY RESOLUTION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF ST. AUGUSTINE BEACH FLORIDA:

Section 1 Article III, Section 3.09.00 I. of the Land Development Regulations for the City of St. Augustine Beach, Florida, Transient Lodging Establishments Within Medium Density Land Use Districts is hereby amended to read in its entirety as follows:

Section 3.09.00 I. Fee schedule. Application fees and inspection fees shall be established by resolution adopted by the city commission.

Section 2 Article XIII, section 13.00.00 B. of the Land Development Regulations for the City of St. Augustine Beach Florida, Building Permit Fees, shall be amended to read in its entirety as follows:

Section 13.00.00 B. Building Permit Fees. All fees for building permits, tree removal, planning and zoning applications, comprehensive plan amendments, final development plans, mixed-use developments, and storm water management review shall be established by resolution adopted by the city commission.

Section 3 SEVERABILITY. It is the intent of the City Commission of the City of St. Augustine Beach, and is hereby provided, that if any section, subsection, sentence, clause, phrase or provision of this Ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not be construed as to render invalid or unconstitutional the remaining provisions of this Ordinance.

Section 4 CODIFICATION. This ordinance shall be incorporated into the Code of the City of St. Augustine Beach and a copy hereof shall be maintained in the office of the City Clerk.

Section 5 EFFECTIVE DATE. This ordinance shall take effect upon adoption.

PASSED by the City Commission of the City of St. Augustine Beach, Florida upon Second Reading this _____ day of _____ 2019.

**CITY COMMISSION OF THE
CITY OF ST. AUGUSTINE BEACH**

ATTEST: _____

City Manager, Max Royle

BY: _____


Undine C. George, Mayor

First Reading: _____

Second Reading: _____

MEMORANDUM

TO: Mayor George
Vice Mayor England
Commissioner Kostka
Commissioner Samora

FROM: Max Royle, City Manager 

DATE: March 20, 2019

SUBJECT: Building Department and Related Fees: Review of Ordinance to Allow Them to be Changed by Resolution

In the past, fees charged by the City have been adopted by ordinance. Any changes to them have required the adoption of another ordinance. This has meant additional expenses to the City for legal advertising.

Mr. Law proposes that the fees charged by his department be adopted by resolution. Attached is a brief memo from him in which he explains his proposal.

We have asked the City Attorney to prepare an ordinance for first reading. As of the date of this memo to you, we have not received the ordinance. We expect that it will be provided before or at your April 1st meeting.

ACTION REQUESTED

It is that you discuss Mr. Law's proposal with him, and, if it meets with your approval, that you pass the ordinance on first reading. Its number will be:

19-06



City of St. Augustine Beach

2200 A1A SOUTH
ST. AUGUSTINE BEACH, FLORIDA 32080
WWW.STAUGBCH.COM

CITY MGR. (904) 471-2122
FAX (904) 471-4108

BLDG. & ZONING (904) 471-8758
FAX (904) 471-4470

To: Max Royle
From: Brian Law
CC:
Date: 3-14-2019
Re: City fee schedule

It is my intent to remove the city fee schedule from the Land Development Regulations (LDR) to maximize operational efficiency. Removing the fee schedule from the LDR will allow us to change fees in a more efficient manner as it will be done by resolution rather than an ordinance. During this process some fees will be removed from various chapters of the LDR and consolidated on one document for ease of use and publishing. During this conversion it is also my intent to bring the planning and zoning fees to a current level commensurate with the surrounding jurisdictions and to increase the transient rental inspection fee to one that adequately covers operational costs.

Sincerely,

Brian Law

Brian Law CBO, CFM, MCP
Director of Building and Zoning

MEMORANDUM

TO: Mayor George
Vice Mayor England
Commissioner Kostka
Commissioner Samora

FROM: Max Royle, City Manager df

DATE: March 19, 2019

SUBJECT: Paid Parking and Related Matters: Consideration of Special Meeting in April to Consider County's Decision and Related Parking Issues

On April 2nd, the County Commission is scheduled to receive from the Administrator a proposed paid parking plan. Though this memo is being written before the County Commission's decision is made, we thought that you might want to schedule a special meeting later in April to review it and to decide whether you want our City to adopt the same plan or have a different one.

There are two other reasons for the special meeting: First, so that you can decide whether to proceed with an ordinance to adopt a resident parking permit system. You discussed the system at your March 5th meeting. You agreed by consensus to have the Police Department use 14th Street as a trial for the permit system and to provide a report to you in 60 days. However, the 14th Street Resident Only parking system has no ordinance to support it. You may want to consider that ordinance at the special meeting.

The second reason for the special meeting is that the agenda for your regular meeting on May 6th is long because of a number of new topics, such as the presentation of the annual audit report, and because of ongoing topics that have had to be postponed from your April 1st meeting due to the need to select a new Commissioner to fill a vacancy. If you have a special meeting later in April, you can have only one topic on it, paid parking and related matters. This will free time for other agenda items at your May 6th meeting.

**BOARD AND DEPARTMENTAL REPORT FOR CITY COMMISSION MEETING
APRIL 1, 2019**

CODE ENFORCEMENT/BUILDING/ZONING

The report is attached as pages 1-2.

COMPREHENSIVE PLANNING AND ZONING BOARD

The minutes of the Board's February 18, 2019, meeting, are attached as pages 3-9

TREE BOARD/BEAUTIFICATION ADVISORY COMMITTEE

The minutes of the Beautification Committee Advisory Committee's January 10th and February 14, 2019 meetings are attached as pages 10-21

POLICE DEPARTMENT

Please see page 23.

PUBLIC WORKS DEPARTMENT

Please see information below under Drainage Improvements.

FINANCE/ADMINISTRATION

The report from Ms. Melissa Burns, the City's Chief Financial Officer, is attached as pages 24-25.

CITY MANAGER

1. Complaints
2. Major Projects
 - A. Road/Sidewalk Improvements
 - 1) Pedestrian Safety at Crosswalks on A1A Beach Boulevard

Residents have requested pedestrian flags at the 8th and 13th streets crosswalks. The Acting Public Works Director is reviewing these requests. The County, as it owns the Boulevard, has said a survey at each intersection is required. The City Manager has questioned that requirement.

He has also asked the County for approval to put a crosswalk at A Street and 2nd Avenue.

- 2) Opening 2nd Street West of 2nd Avenue

There has been no action by the owners of the lots on 2nd Street west of 2nd Avenue to open that street. The owners would have to sign an agreement and pay in advance the costs to construct the utilities and the road, just as the owners of the lots adjacent to 8th Street between the Boulevard and 2nd Avenue did.

3) Sidewalk on A Street

A resident has suggested that a sidewalk is needed on A Street between the beach and the Boulevard because of the traffic and number of pedestrians and bicyclists along that section of A Street. The Public Works Director obtained a survey of this section of A Street. It appears that the right-of-way is wider along the north side of the street. The Director and the City Manager held a meeting on May 21st with the residents and property owners, to explain the project to them and learn whether they are in favor of it. Twelve persons attended. Most were not in favor of the sidewalk but asked that a speed bump be put on this section of A Street and that drainage improvements be done. As A Street is owned by the County, the Public Works Director will ask the County whether it will approve these proposals. At its June 12th meeting, the City Commission approved submitting the sidewalk and two other projects to the Tourist Development Council for funding by bed tax revenue. However, according to the County Administrator, Mr. Michael Wanchick, it is unlikely that bed tax funds for projects will be provided to our City and to St. Augustine.

4) Repair of 16th Street

16th Street between the state highway and A1A Beach Boulevard is owned by the County. A drainage pipe, 72 inches in diameter, was put under the street in 1996 as part of the County's drainage system for a three-lane A1A Beach Boulevard. Over the years, the pipe has sunk, causing the street's surface to sink. The County is cleaning the pipe of sand. The repair of the street surface should be completed by the middle of May 2019.

B. Beach Matters

1) Off-Beach Parking

In response to the Commission's request, the Planning Board has recommended a residential parking permit plan. Though discussion of the parking plan was on the agenda for the City Commission's June 5, 2017 meeting, the Commission decided to postpone the topic to a future joint meeting in the spring with the Planning Board. The Commission held a special meeting on Monday, March 19, 2018, with the Planning Board to discuss the parking plan. Mayor George at the meeting spoke of Gainesville's pay by phone parking system and suggested the City explore having a similar system. The Commission reviewed the information obtained from Gainesville at its April 2nd meeting and authorized the advertising of a Request for Proposals for a pay-by-phone system. Six proposals were received by the April 20th deadline. At its continuation meeting, the Commission decided to let St. Augustine implement its pay-by-phone system first, which will likely happen early in 2019. St. Augustine is using one of the six vendors, Passport, that responded to the City's Request for Proposals. In the meantime, the County is also researching a pay-by-phone system for its parking lots, including the pier park in our City. The County Administrator suggested to the City Manager that the County and the City should have the same pay-by-phone system because the pier park is in the City's limits. The County is in the process of receiving proposals for a pay-by-phone system. However, the City Commission has decided that the City should have the same system St. Augustine has because that city is further along in its plans to adopt a system. The Commission discussed the details about the pay-by-phone parking system offered by Passport Parking at its November

13th meeting and held a special meeting December 17, 2018. A representative from Passport, Ms. Kelsey Owens, explained the system and the City's Information Technical Manager, Mr. Anthony Johns, provided answers to the questions the Commission had raised at its November 13th meeting. The Commission made a number of decisions, such as agreeing that the per-hour parking fee will be 50 cents for residents, \$1.25 for St. Augustine residents, if that city allows St. Augustine Beach residents to park in St. Augustine for its discounted parking fee; and \$2.50 for non-residents. The Commission scheduled a special meeting on Tuesday, January 8, 2019, to review the proposed contract with Passport and consider an ordinance adopting the per-hour parking fees. However, at the meeting, the Commission decided that the City should be a partner with the County and use the same pay-to-park system that the County adopts for the pier park and other off-beach parking areas. The County advertised for Request for Proposals. The deadline was February 21st. The County staff reviewed them on March 7th and will provide a recommendation to the County Commission at the Commission's April 2nd meeting.

In the meantime, Mayor George held a town hall meeting on Thursday, February 28th, at the Courtyard Marriott, from 5:30 p.m. to 7:00 p.m. Its purpose was to receive suggestions from the public about paid parking, how to protect the residential neighborhoods from becoming parking lots, and how to enforce the City's parking regulations. The City Commission then held a special meeting on Tuesday, March 5th, starting at 6 p.m., to discuss paid parking options with the residents. The Commission decided the following at that meeting:

- Hourly parking fee: \$2.00
- Discount for County residents: 50 cents
- St. Augustine Beach residents: no charge if resident registers at city hall for free parking
- Ocean Hammock Park: \$1 an hour
- Maximum fee per day: \$15
- Hours when paid parking would be in effect: 9 a.m. – 5 p.m.
- Days of year paid parking in effect: 365
- Paid parking locations: improved parking lots along A1A Beach Boulevard. No paid parking in residential areas, especially along 2nd Avenue.
- Parking areas shared with businesses: remain as unpaid areas

The Commission reviewed an ordinance for a Resident Only parking system, but postponed any decision concerning it.

C. Parks

1) Ocean Hammock Park

This Park is located on the east side of A1A Beach Boulevard between the Bermuda Run and Sea Colony subdivisions. It was originally part of an 18-acre vacant tract. Two acres were given to the City by the original owners for conservation purposes and for where the boardwalk to the beach is now located. The City purchased 11.5 acres in 2009 for \$5,380,000 and received a Florida Communities Trust grant to reimburse it for part of the purchase price. The remaining 4.5 acres were left in private ownership. In 2015, The Trust for Public Land purchased the 4.5 acres for the appraised value of \$4.5 million. The City gave the Trust a down payment of \$1,000,000. Thanks to a grant application prepared by the City's Chief Financial Officer, Ms. Melissa Burns, and to the presentation by then-Mayor Rich O'Brien at a Florida Communities Trust board meeting in February 2017, the City was awarded \$1.5 million from the state to

help it pay for the remaining debt to The Trust for Public Land. The City received the check for \$1.5 million in October 2018. For the remaining amount owed to The Trust for Public Land, the Commission at public hearings in September 2018 raised the voter-approved property tax debt millage to half a mill. What remains to be done are improvements to the Park, such as restrooms.

2) Hammock Dunes Park

This 6.1-acre park is on the west side of A1A Beach Boulevard between the shopping plaza and the Whispering Oaks subdivision. The County purchased the property in 2005 for \$2.5 million. By written agreement, the City reimbursed the County half the purchase price, or \$1,250,000, plus interest. At its July 26 2016, meeting, the County Commission approved the transfer of the property's title to the City, with the condition that if the City ever decided to sell the property, it would revert back to the County. Such a sale is very unlikely, as the City Charter requires that the Commission by a vote of four members approve the sale, and then the voters in a referendum must approve it. At this time, the City does not have the money to develop any trails or other amenities in the Park.

D. Drainage Improvements

1) Piping of Mickler Boulevard Ditch between Pope Road and 16th Street

The City's civil engineering consultant, Stone Engineering, has done the plans and the Florida Department of Environmental Protection has approved the permit. Bid documents have been prepared. The City is now advertising for bids. The deadline for bids was February 14th. Ten bids were received. The lowest bid was AWA Contracting of Jacksonville for \$379,243. The City's civil engineering consultant recommended that this bid be accepted. The City Commission awarded the bid to AWA at its March 4th meeting.

2) Repair of Weir at City's Mizell Road Retention Pond

A weir is a low dam built across a river or pond to raise the level of water upstream or to regulate its flow. The City's Mizell Road retention pond has a weir attached to its pumping station. It regulates the height of the water in the pond. During Hurricane Irma, a portion of the weir collapsed. The City has constructed and installed two bypass pipes so that excess water can be pumped from the pond to the canal that goes to the Intracoastal Waterway. The City has applied for a federal grant to reimburse 75% of the engineering costs to construct a new weir. The City will later apply for a grant to pay the costs to construct the new weir. The City Commission approved at its March 4th meeting a proposal for design and permitting work by its civil engineering consultant.

3. 3rd Street Ditch.

The ditch is in an alley located behind the homes on the south side of 3rd Street west of 2nd Avenue. Two of the homeowners want the City either to vacate the alley or fill in the ditch. The City staff has proposed piping the ditch. The City Commission has approved an appropriation in the FY 19 budget for engineering and design work. Money for construction will be requested in the FY 20 budget. The first step will be to have a topographic survey done, which will show the elevations of the properties along the north and south sides of the ditch. At its January 7th meeting, the City Commission approved an amendment to the contract with Stone Engineering to have the survey and related work done.

E. Review of Comprehensive Plan/Land Development Regulations

Information about this topic is provided under Item 9.B, strategic plan update, below.

4. Construction in the City

As of Thursday, March 21, 2019, there were 48 permits active for single-family residences in the City.

SUBDIVISION	ADDRESS	DATE PERMIT ISSUED	
Anastasia Dunes	904 Sandy Beach Drive	04/06/2018	Active building permit #13872
	414 Ocean Forest Drive	12/31/2018	Active building permit #14344
	446 Ocean Forest Drive	07/24/2018	Active building permit #14064
	1017 Sea Forest Lane	08/21/2018	Active building permit #14116
	701 Ocean Gate Lane	10/05/2018	Active building permit #14198
	512 Ocean Forest Drive	10/09/2018	Active building permit #14205
Anastasia Park	601 11 th St	07/27/2018	Active building permit #14072
	491 Pyrus Street	10/01.2018	Active building permit #14180
Atlantic Beach	7 16 th Street	07/05/2018	Active building permit #14035
Chautauqua Beach	4 5th Street	02/02/2017	Active building permit #13092
	4 8 th Street	04/13/2018	Active building permit #13888
	6 6 th Street	01/30/2019	Active building permit #14397
Coquina Gables	313 B Street	07/05/2018	Active building permit #14034
	310 D Street	09/17/2018	Active building permit #14156
	401 B Street	10/08/2018	Active building permit #14200
	311 A Street	11/13/2018	Active building permit #14268
	6 F Street	11/14/2018	Active building permit #14270
Kings Quarry	617 Old Beach Road	06/28/2018	Active building permit #14022
	613 Old Beach Road	01/16/2019	Active building permit #14368
Lake Sienna	132 Kings Quarry Lane	10/15/2018	Active building permit #14214
Linda Mar			
Magnolia Dunes			
Minorca	134 14 th Street	09/17/2018	Active building permit #14156
Ocean Oaks			
Raintree			

SUBDIVISION	ADDRESS	DATE PERMIT ISSUED	
Sandpiper West	103 Sandpiper Boulevard	02/04/2019	Active building permit #14404
Sea Colony	612 Ocean Palm Way	02/01/2018	Active building permit #13740
	887 Ocean Palm Drive	07/17/2018	Active building permit #14053
	325 South Forest Dune Drive	11/19/2108	Active building permit #14278 for completion of permit #8627
	332 South Forest Dune Drive	01/17/2019	Active building permit #14373
	892 Ocean Palm Way	02/07/2019	Active building permit #14417
Sea Grove	752 Tides End Drive	07/06/2018	Active building permit #14039
	744 Tides End Drive	10/15/2018	Active building permit #14215
	1308 Smiling Fish Lane	10/22/2018	Active building permit #14224
Sea Oaks	32 Ocean Pines Drive	4/19/2018	Active building permit #13895
Sevilla Gardens	8 Lisbon Street	01/31/2017	Active building permit #13733
The Ridge	36 High Dune Drive	03/13/2018	Active building permit #13813
	276 Ridgeway Road	07/06/2018	Active building permit #14037
	82 High Dune Drive	07/06/2018	Active building permit #14038
	327 Ridgeway Road	08/10/2018	Active building permit #14100
	304 Ridgeway Road	08/15/2018	Active building permit #14106
	477 Ridgeway Road	09/10/2018	Active building permit #14138
	270 Ridgeway Road	10/02/2018	Active building permit #14193
	490 Ridgeway Road	10/02/2018	Active building permit #14194
	156 Ridgeway Road	01/04/2019	Active building permit #14352
	22 High Dune Drive	01/18/2019	Active building permit #14376
	48 High Dune Drive	01/23/2019	Active building permit #14382
	94 High Dune Drive	01/24/2019	Active building permit #14385
	170 Ridgeway Road	03/15/2019	Active building permit #14483
	226 Ridgeway Road	03/15/2019	Active building permit #14484

SUBDIVISION	ADDRESS	DATE PERMIT ISSUED	
Whispering Oaks	252 Big Magnolia Court	08/30/2018	Active building permit # 14131
	208 Big Magnolia Court	08/30/2018	Active building permit #14132
Woodland			

Underlined addresses are a result of inspections not being performed in a 180-day period contrary to Chapter 1 of the Florida Building Code. In this event further review and actions are to take place as per the Florida Building Code.

COMMERCIAL CONSTRUCTION

Concerning the vacate property between 5th and 6th Streets on the east side of A1A Beach Boulevard: At its October 16, 2018, meeting, the Planning Board approved a variance to reduce the minimum lot size required for a mixed used development from 8,500 square feet to 6,195 square feet. A two-story building will be constructed on one lot. It will have commercial use on the ground floor and residential use on the second floor. The address will be 602 A1A Beach Boulevard.

The Planning Board approved a similar commercial/residential building at its January 15th meeting. The building's address will be 610 A1A Beach Boulevard.

At its March 20, 2018, meeting, the Planning Board held a concept review hearing on a proposal 4,960-foot commercial building on the east side of State Road A1A, between the Verizon and Savage Swimwear stores. The Planning Board reviewed the proposed final development plan at its November 20th meeting and recommended that the Commission approve the plan. The Commission approved the plan at its December 3rd meeting. A permit for the project hasn't been issued yet.

5. Finance and Budget

A. Fiscal Year 2018 Budget

The next step concerning the FY 18 budget is the audit of it. The City's auditing firm, James Moore, began its field work in the City in October. It returned for final field work in January 2019. The audit report will be submitted to the City Commission at its May 6th meeting.

B. Fiscal Year 2019 Budget

The City Commission reviewed the proposed FY 19 budget at a special meeting on July 31st, and approved a millage levy of 2.5000 mills, or \$2.50 for every \$1,000 of a property's assessed value. Employee health insurance and adjustments to employee pay were also discussed. At another special meeting on September 10th, the Commission reviewed medical insurance plans and costs again and by majority vote

agreed again to the operating millage levy of 2.5000 mills. The Commission held a special meeting September 24, 2018, and lowered the operating millage to 2.3992 mills, or about \$2.40 for every \$1,000 of the assessed value of a property. This millage is the same that's been levied since Fiscal Year 2011. The City also approved a debt millage of 0.50 mills, or 50 cents for every \$1,000 of a property's assessed value. The debt millage provides money to pay the bond debt the City has for the purchase of the 16 acres of Ocean Hammock Park. The FY 19 budget went into effect on October 1, 2018.

February 28, 2019, marked the end of the fifth month of FY 19. In February, the City received the fifth significant payment from its major revenue source, property taxes. The amount was \$365,206. Revenue from this source will be received until May or June 2019. As of February 28th, the City had received \$2,583,951 from property taxes. A year ago, February 28, 2018, the total received from property taxes was \$2,480,423.

Overall, in the first four months of the fiscal year, for its General Fund, the City has received \$3,916,502 and spent \$2,576,267 on operations and projects. The surplus of revenues over expenditures, \$1,340,235, will gradually decline as revenue from property taxes will decline during the remaining months of the fiscal year.

In the budget, \$400,000 was estimated as the revenue to be received from parking fees and \$106,368 was budgeted as the amount to be spent on parking enforcement. These figures were based on money being received in the spring and summer and nine months of expenditures for parking enforcement. Because implementation of the paid parking system has been delayed, the FY 19 General Fund budget will have to be adjusted. This will be done after the mid-point (March 31st) of the fiscal year has passed. City staff will then know whether revenue from other sources may be greater than projected and so can be used to make up for the shortfall from parking fees.

C. Vendor Checks

Please see pages 26-38.

6. Miscellaneous

A. Permits for Upcoming Events

In March, the City Manager approved permits for a. the North Florida Coastal Caretakers/Matanzas Riverkeeper's Great American Cleanup on the beach; b. the Publix Supermarkets Beach Clean Up on April 2, 2019; c. SHPE Beach Clean Up on April 6, 2019; d. the Log Jam surfing contest on April 27, 2019.

B. Strategic Plan

The plan's six tier one objectives adopted by the Commission are: 1. establish a plan for evaluating various events and their impact on the quality of life; 2. review additional revenue sources, including fees, grants, taxes, public/private partnerships, bonds, etc.; 3. review and update City codes and their enforcement: parking, traffic and speed limits, solid waste and land development regulations; 4. advocate for continued funding for beach renourishment (state and federal sources); 5. Increase and improve citizen engagement; and 6. develop a City-wide traffic management plan.

All of the objectives, except the City-wide traffic management plan, have been achieved.

At its January 6, 2018, meeting, the City Commission discussed whether to hire again Mrs. Marilyn Crotty, the facilitator who helped the Commission develop the strategic plan in 2015. Ms. Crotty told the City Manager she would charge \$1,800 for a six-hour session to update the strategic plan. The Commission decided at its February meeting not to hire her, but to consider possibly updating the strategic plan later in 2018, after the adoption of changes to the Land Development Regulations had been completed. In August, the City Manager learned that Ms. Crotty has retired. The Commission decided at its January 7, 2019, meeting that it and the City staff would update the plan. The Commission agreed with the City Manager's suggestions for goals and asked that parking infrastructure be included in the plan. The topic will be brought back to the Commission at its May 6th.

C. Comprehensive Plan Evaluation and Appraisal Report

Every seven years, Florida cities and counties must prepare the report. The City advertised a Request for Proposals. Only one response was received. Because its prices were so high, it had to be rejected. After the proposals had been opened, two Jacksonville planning firms said they were interested in doing the work. However, only one, Fleet and Associates, provided a written proposal. At its May 7th meeting, the Commission approved the hiring of Fleet and Associates. Mr. and Mrs. Fleet held a public hearing on June 26th and a workshop with the Planning Board and the public on July 17th. The Fleets presented the results of those two meetings to the Commission at its August 6th meeting. The next step was a workshop of the Commission with the Planning and Tree boards to review each policy and objective in the current Comprehensive Plan. This was held on October 17th with the planning consultant. The result was that the consultant prepared a revised draft of the Plan, which the Commission reviewed at a special meeting on January 8, 2019. The Comprehensive Planning and Zoning Board reviewed the plan at its February 19th meeting and decided to continue its review at the Board's March 19th meeting. The Board is concerned that many of the proposed changes ceded too much authority to the County and other agencies. However, the Board's discussion be postponed to the Board's April 16th meeting because the Chair, Mrs. Jane West, will be away on March 19th.

MEMO

City of St. Augustine Beach Building & Zoning Department

To: Max Royle, City Manager
From: Brian Law, Building Official
Date: 03-20-2019
Re: Building and Zoning Department Monthly Report

Trees:

1. 02-20-2019—517 Barefoot Trace Circle
Permit issued for removal of dead birch tree
2. 02-20-2019—2888 A1A South
Permit issued for removal of dead and/or hazardous oak trees
3. 02-25-2019—120 Mickler Boulevard
Permit issued for removal of oak tree close to structure and heaving foundation
4. 02-26-2019—1152 Overdale Road
Permit issued for removal of oak tree with tree mitigation fee
5. 03-04-2019—9 Sea Oaks Drive
Permit issued for removal of dead oak tree leaning over fence
6. 03-06-2019—948 Saltwater Circle
Permit issued for removal of oak tree growing over next door neighbor's roof
7. 03/15/2019—457 Ocean Grove Circle
Permit issued for removal of nine palm trees all hazardous to structure
8. 03/18/2019—461 Ocean Grove Circle
Permit issued for removal of six palm trees all hazardous to structure

Planning and Zoning:

1. Planning and Zoning Board continued its review of the proposed amendments to the City's Comprehensive Plan per the Evaluation and Appraisal Report (EAR) of the City's Comprehensive Plan until its next regularly scheduled monthly meeting on Tuesday, April 16, 2019, at 6:00 p.m. at City Hall.
2. Planning and Zoning Board reviewed the Beautification Advisory Committee's proposed amendment to Section 6.06.04.A.2 of the City's Land Development Regulations pertaining to the Avenue of Palms along A1A Beach Boulevard and made a motion that the Board supports and appreciates the efforts and work of the Beautification Advisory Committee and fully supports the concept of the Avenue of Palms.
3. Planning and Zoning Board approved a variance for a rear yard setback reduction from 10 (ten) feet to 7 (seven) feet for proposed construction of 308-square-foot pool addition to an existing single-family residence in a Planned Unit Development in Seagrove St. Augustine Beach Unit 1, Lot 21, at 525 Weeping Willow Lane, Patrick P. and Susan M. Murphy, applicants.
4. Planning and Zoning Board approved a variance for a rear yard setback reduction from 10 (ten) feet to 5 (five) feet for a Lexan roof addition to an existing and proposed new screen addition to an existing single-family townhouse on Tract 5, Parcel 517, St. Augustine Beach

and Tennis Club Townhouses, in a high density residential land use district at 3960 A1A South, Unit 517, Alyce L. Payne, applicant, subject to the condition that the applicant obtain approval from the St. Augustine Beach and Tennis Club Townhouses HOA, per a letter written on the association's official letterhead and signed by the association's property manager.

5. Planning and Zoning Board recommended approval of a conditional use permit to the City Commission for proposed new construction of a single-family residence in a commercial land use district on Lot 18, St. Augustine Beach Subdivision, at 16 5th Street, James and Kimberly Cochrane, applicants, subject to the condition that gravel or a paver system with greater than 10 percent permeability be installed for the driveway, in lieu of concrete. The Board denied the variance application submitted by the applicants to reduce the side yard setbacks of the new single-family residence they propose to build on this lot from 10 (ten) feet to 7.5 (seven-and-one-half) feet.
6. Planning and Zoning Board approved a variance for a rear yard setback reduction from 25 (twenty-five) feet to 20 (twenty) feet and removal of a 31-inch diameter-at-breast-height (DBR) oak tree for proposed new construction of a 1,659-square-foot addition to an existing single-family residence in a low density residential land use district on Lot 16, Block 72, Coquina Gables Estates Unit B Subdivision, at 613 Poinsettia Street, Joseph A. and Deana M. Pessina, applicants.

Code Enforcement:

1. Code Enforcement Board meeting scheduled on Wednesday, March 27, 2019, at 2:00 p.m. at City Hall to discuss compliance made by Pacifica Anastasia LLC and Atlantic Pacific Management, new property management for Seaside Villas, to address multiple complaints and code violations at Seaside Villas Condominiums, off Pope Road on Brigantine Court, Clipper Court and Schooner Court.
2. Onsite inspection conducted on February 25, 2019 at 1 Oak Road, per complaint of renovation in progress without proper permitting. Letter was sent to owner of property requiring contractor to obtain proper permits with double permit fees and fines, which were since issued and paid.
3. Onsite inspection conducted on February 26, 2019 at 307 C Street, per complaint of renovation in progress without proper permitting. Letter was sent to owner of property requiring contractor to obtain proper permits with double permit fees and fines, which were since issued and paid.
4. Complaint filed by property owners of 50 Ocean Woods Drive East, who met with code enforcement and building department staff on March 4, 2019 regarding debris piled on their property by owner of 135 15th Street. Public works was called to remove the debris and the owners of 50 Ocean Woods Drive East were advised to file a police report for trespassing, which they did.
5. Complaint filed on March 12, 2019 pertaining to bright lighting in the parking lot of the Best Western Seaside Inn, 541 A1A Beach Boulevard, shining onto neighboring properties. Second notice of lighting violation sent to owner of Best Western Seaside Inn and if no response or correction is made, possible Code Enforcement Board action may ensue.

Building:

1. Panama Hattie's reconstruction is progressing as expected.
2. Shell Shack renovation is progressing as expected.



MINUTES

PLANNING AND ZONING BOARD REGULAR MONTHLY MEETING

TUESDAY, FEBRUARY 19, 2019, 6:00 P.M.

CITY OF ST. AUGUSTINE BEACH, 2200 A1A SOUTH, ST. AUGUSTINE BEACH, FL 32080

I. CALL TO ORDER

Chairperson Jane West called the meeting to order at 6:01 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

BOARD MEMBERS PRESENT: Chairperson Jane West, Vice-Chairperson Elise Sloan, Jeffrey Holleran, Kevin Kincaid, Hester Longstreet, Steve Mitherz, Roberta Odom, Senior Alternate Chris Pranis, Junior Alternate Dennis King.

BOARD MEMBERS ABSENT: None.

STAFF PRESENT: Building Official Brian Law, City Attorney James Wilson, Recording Secretary Lacey Pierotti, Sergeant Paul Abel.

IV. APPROVAL OF MINUTES OF REGULAR PLANNING AND ZONING BOARD MEETING OF JANUARY 15, 2019

Motion: to approve the minutes of the January 15, 2019 meeting. **Moved** by Mr. Holleran, **seconded** by Ms. Odom, **passed 7-0** by unanimous voice-vote.

V. PUBLIC COMMENT

There was no public comment on anything not on the agenda.

VI. NEW BUSINESS

A. Land Use Variance File No. VAR 2019-02, for a street side yard setback reduction from 15 (fifteen) feet to 10 (ten) feet for a proposed 228-square-foot enclosed porch addition to an existing single-family residence in a medium low-density residential land use district on part of Lot 1 and all of Lot 2, Block 62, Coquina Gables Subdivision, at 301 F Street, Timothy J. and Debra G. Lyman, Applicants

Mr. Law brought up the Geographic Information System (GIS) mapping to show the uniqueness of the lot on which the applicants propose to build a 228-foot enclosed porch addition to their house. The lot has about 26.3 percent impervious surface ratio (ISR) coverage, so there's plenty of room for this addition, as medium low density residential zoning allows 50 percent ISR. The 2017 Florida Building Code has no objection to this regarding fire-rating due to it being in excess of over five feet from the center of the street. All the lots on the south side of F Street have their length parallel to the road, which is not conducive to the traditional way of building. As this property is not in a special flood hazard area, it does not have to be involved with substantial improvement protocols.

Ms. Sloan asked why the front yard setback is being called a street side yard setback.

Mr. Law said in this case a bit of creative thinking is needed because the lots are only 50 feet deep and you would essentially never be able to build a house if you consider the street side of these lots to be the front setback. When the houses on these lots were built in the 1980s, they were designed with the street side yard setback adjacent to the street.

Ms. Sloan said the back of the house is not the rear yard setback, it is also a side setback because it looks like there is only a five-foot setback in the back.

Mr. Law said he can't speak as to how this house was built in 1982. A new house built this way today would be a nonconforming structure per City Code, but the existing structure gets grandfathering status.

Ms. West asked, for the sake of consistency, if there's anything in the City's Land Development Regulations (LDRs) to guide them as to how the calculation of the setbacks were determined on this property.

Mr. Law said this is the only logical way to build on the lot. He's working on a plan to modify the LDRs, including addressing setbacks for the long dimensions of parallel lots, which may just be the result of old-school platting. The applicants' lot is 53 feet deep off the street, so even with the former 20-foot front and rear yard setbacks, which last year per City ordinance went back to 25 feet front and rear, you still couldn't build a house on this lot. The government must find a way to make these lots buildable.

Timothy and Debra Lyman, 301 F Street, St. Augustine Beach, Florida, 32080, applicants, said the porch they currently have is old and inadequate and they want to improve it and built a nice new porch. They have a much bigger lot than all their neighbors' lots, as shown on the photographs they submitted of the location of their house, which is 34 feet from the asphalt, and the location of their adjoining neighbor's house, which is 21 feet from the asphalt. The location of the next neighbor's house down is 22 feet from the asphalt. Their house already sits 12-13 feet further from the asphalt than both houses, which were permitted and built at some point. The addition they're asking to build won't be closer than either of those houses, in fact, it might be further back from the street.

Ms. West said one of the criteria for a variance is the demonstration of a hardship.

Mr. Lyman said they have a very small living room, and the new porch will allow them to open the front of the house into a bigger living room.

Mr. Holleran said asked if the proposed new porch will be heated-and-cooled.

Mr. Lyman said originally the builder was going to build an aluminum screened porch, but they're now asking to build a wooden porch that will really fit in with the aesthetics of the home and neighborhood.

Mr. Holleran said he clearly thinks it will be an improvement, it seems the only issue is the street side setback because of the way the lot was platted.

Ms. Sloan said she likes what the applicants have proposed, but there must be a hardship for a variance, and what's been stated is only that the house has a small living room.

Mr. Kincaid said he thinks the lot configuration is the hardship. Mr. Law explained you can't build a house legally on this lot the way it is platted, so to overcome this hardship you must have some creative thinking for the government to allow people to build and fully use their property for their benefit. The odd config-

ration of the lot size adjacent to the street isn't going to change, and the proposed addition is not encroaching on anyone else's property and is not setting any new precedent, as the other two houses at 305 and 313 F Street, as pointed out by the applicants, are built even closer to the street.

Mr. Lyman said the hardship is due to the configuration of their lot. To allow them to build to improve their home, they need this setback reduction. They've also submitted a petition signed by all their neighbors, who approve of the requested variance.

Ms. West said the Board is tasked with balancing a couple of different factors of legal requirements under the LDRs, one of which is a hardship, another is if there will be any adverse effects on adjacent property owners. The petition submitted by the applicants does factor into the Board's decision-making in a positive way, and it is helpful.

Mr. Holleran asked for staff's recommendation.

Mr. Law said he has no objection to the requested street side yard setback reduction from the standpoint of the Building Department. It's the Board's job to decide whether or not a variance should be granted.

William Crosby, 300 F Street, St. Augustine Beach, Florida, 32080 said he moved here in 2002, and his house has an even smaller footprint on a 50-foot-by-93-foot lot, so he eats at the coffee table, as there's no room for a dining room or a kitchen table. However, this is a good neighborhood, and what the Lymans propose to do will bring higher property values to the area. There are a lot of houses built like the Lymans' house and they don't look much different, so this will be a nice addition, which he supports 100 percent.

Ms. West reminded the Board of what they're tasked with doing in examining the hardship and the precedent effect of issuing a variance. This Board has been extremely hard in the past, so she strongly recommends they refer to Section 10.02.03 of the LDRs, which address limitations on granting variances. In this case she completely agrees the configuration of the lot is a hardship, per this section of the LDRs.

Mr. Mitherz said that F Street's situation kind of recommends itself to the hardship. In some other neighborhoods, he might vote no to this.

Motion: to approve a 10-foot setback for a proposed 228-square-foot porch addition to 301 F Street.
Moved by Mr. Holleran, seconded by Ms. Odom, passed 7-0 by unanimous voice-vote.

B. Land Use Variance File No. VAR 2019-03, for a side yard setback reduction from 10 (ten) feet to 5 (five) feet and to exceed the maximum allowable residential lot coverage ratio of 35 (thirty-five) percent for a proposed 358-square-foot kitchen and bedroom addition to an existing single-family residence in a medium density residential land use district on Lot 26, St. Augustine Beach Subdivision, at 11 4th Street, Bert A. Tavary, Applicant

Mr. Law said this variance is a two-part process, with the first part being to allow an increase in total lot coverage from 35 percent to 36 percent. The second part is that the house is approximately 5.8 feet from the westerly boundary, and the applicant is requesting a variance from a 10-foot side yard setback to 5 feet, which will put the proposed addition in line with the existing house. The Florida Building Code has no objection to a five-foot setback. The building was designed for this addition, which has an existing deck that will be removed. The variance is for a one percent increase in total lot coverage and a side yard setback reduction to 5 feet for continuation of a nonconforming structure.

Bert Tavary, 11 4th Street, St. Augustine Beach, Florida, 32080, applicant, said this house was built without

a master bedroom. There's a small bedroom downstairs and upstairs there's an open loft overlooking the downstairs, so what he wants is to have a bedroom upstairs, and that's what the addition to the west side of the house is for. He wants to redo the old kitchen downstairs and relocate it to where the deck is now. The line of the house would continue straight from the garage, and the addition would fit within the existing footprint of the house. The neighbor who lives on the side next to the proposed addition is here in support of this, and he also submitted a petition signed by other neighbors who support it.

Ms. Odom asked if this was a vacation rental before the applicant bought it last year.

Mr. Tavary said yes.

Tom McGrath, 9 4th Street, St Augustine Beach, Florida, 32080, said he understands the hardship, as his house has a similar design and his wife is constantly complaining about it, so one day he wants to be able to do what Mr. Tavary is doing. He has no problem with what's proposed. He supports this and is looking forward to having the Tavarys as real neighbors instead of the vacation rentals he's dealt with in the past.

Ms. Odom said as a vacation rental, the design of the house probably worked perfectly, but she understands it wouldn't work living in the house full-time. It's no fault of the applicant that he wants to improve it to make it more livable as a permanent residence.

Ms. Longstreet said it is a grandfathered structure and those who live on the east side of A1A Beach Boulevard understand. Her lot is 45-feet-by-95-feet and when she first moved in her home, it had a two-foot setback from the property line to the building wall, so she bought property from her neighbor to have more land because she couldn't even put up a fence. She gets the hardship of not having any space and that the applicant isn't trying to expand but improve the home by adding to the existing exterior wall.

Mr. Kincaid said he supports this, but probably for different reasons. He thinks the hardship is important but it's not black or white, and it's within the Board's scope to give consideration to each application that comes before them. He likes to look for a reason to support anyone trying to improve the beach and not impacting the building code or their neighbors, as any improvements adds to the quality of all their lives.

Ms. West said that's a good point. When she read through the section in the LDRs she referred to earlier it isn't black or white that if an applicant can't demonstrate a hardship, they can't have the variance, but it's a balancing of multiple factors, including the precedent-setting effect, and whether the variance would have negative impacts on adjacent property owners.

Mr. Mitherz said the increase in the lot coverage percentage is problematic. Mr. Kincaid said putting a roof over an existing deck is what is creating the one percent increase. They're not making the footprint bigger, they're just changing it to conditioned space, so he doesn't think this technicality should prevent the proposed improvement.

Ms. West asked why the footprint is the same but the ISR is increased by one percent.

Mr. Law said the lot coverage, not the ISR, is increased by one percent. The difference between lot coverage and ISR are two different entities. The applicant wants to modernize the front of the building and take it even to the side, which is why the reduction to continue the setback at five feet is requested. Decks don't count toward lot coverage because water filters through them. Lot coverage is determined by buildings. Chapter 2 of the Florida Building Code defines a building as a structure with a roof.

John Nock, 580 South Holmes Boulevard, St. Augustine Beach, Florida, 32084 said he had no knowledge

of the 35 percent lot coverage rule at the time he purchased the house and he consulted with Mr. Tavyr before he bought it. Afterwards he helped with the plans and took him to the engineer to draw them. They need the one percent increase in the total lot coverage for the kitchen entry, because if you took a few feet off the side to try to comply with the 35 percent maximum lot coverage, it would be too cramped. They went over and over these percentages to try to bring it into compliance but couldn't make it work.

Ms. Sloan said she agrees with the variance because they are not changing the footprint that has been grandfathered, but she doesn't want to set a precedent with lot coverage.

Ms. West said two of the variance criteria are demonstration of a hardship and whether what is requested will set a precedent. She asked if the property has a paved driveway.

Mr. Law said yes. Pavers currently used throughout the City have a 10.5 percent permeability ratio, with much larger gaps to allow water to filter. The applicant would be granted a 15 percent increase in ISR if he used a greater than 10 percent permeable paver, but lot coverage for all residential property is 35 percent, so they're looking at two different numbers. It makes sense to bring a nonconforming structure into as much compliance as possible, and one thing he always recommends is removing concrete driveways and replacing them with a permeable paver system.

Ms. Sloan suggested the Board recommend a condition that the concrete driveway be removed and replaced with permeable pavers, so the one percent increase in lot coverage isn't needed.

Mr. Law said the one percent increase in lot coverage has nothing to do with the ISR, however, it will be more beneficial for filtering water through the driveway. This would be helpful, but it will not affect lot coverage, which is what is seen as a crow flies over a property, whereas ISR is anything that impedes water from filtering into the ground. If the Board requires the concrete driveway be removed and replaced by pavers, he recommends a 10.5 percent or greater permeable paver be required.

Motion: to approve both portions of the variance requested for 11 4th Street based on the removal of the concrete driveway and the installation of a 10.5% or greater permeable paver system, as recommended by the Building Official. **Moved** by Mr. Kincaid, **seconded** by Ms. West, **passed 7-0** by unanimous voice-vote.

C. Review of Proposed Amendments to the St. Augustine Beach Comprehensive Plan, per the Evaluation and Appraisal Report (EAR) of the City's Comprehensive Plan

Janis Fleet, Fleet & Associates, Architects/Planners Inc., 4041 Sunbeam Road, Jacksonville, Florida, 32257, gave an update and summary as to where the City is and where they need to go regarding the Comprehensive Plan and the EAR. Per Florida State Statutes, the City is required to do a Comprehensive Plan evaluation and report every seven to ten years. The Board needs to recommend any proposed Comprehensive Plan amendments to the City Commission, which will review them, hold a transmittal hearing, and then forward a draft revision of the Comprehensive Plan to the Department of Economic Opportunity (DEO) and all other applicable agencies. To date, some of the changes include policies to update future land use map categories, the City's current drainage plan, short-term transient rentals, sea level rise, implement the water supply plan, and replace the section on greenway policies with work sustainability and a recommendation for a county-wide action plan.

Mr. Mitherz said policy L.1.3.6 has been changed to specify where short-term rental properties shall be allowed, but nowhere does it say where they aren't allowed. The LDRs specify where they're not allowed, so for the sake of consistency, there should be continuity between the LDRs and the Comprehensive Plan.

Ms. Fleet said policy L.1.8.1 specifies the land use districts in the City and what is allowed in each of them. The LDRs implement the Comprehensive Plan, and Mr. Law has been keeping a list of changes that need to be made to the LDRs to make them consistent with the Comprehensive Plan.

Mr. Law said when the DEO accepts the City's revised Comprehensive Plan, they will then have to bring the LDRs into compliance.

Ms. West said there are a tremendous number of inconsistencies and this Board gets the short end of the stick trying to interpret those inconsistencies. Requesting consistency between the LDRs and the Comprehensive Plan will make the job of staff and all the City boards and committees easier.

Ms. Sloan said Ms. Fleet has done a great job removing redundancy, however, she has a lot of concerns about several things that have been removed completely. Evacuation and parking issues, cultural and historic resource development in coastal high hazard areas, and greenway plans have all been removed. Another thing that concerns her is that the City worked so hard to get the 35-foot building height limit in place regardless of where it starts from, and this has been removed. Also, there've been certain instances where the County has not acted in the City's best interests at all, so she doesn't want to give up the City's rules and regulations and allow the County to automatically supersede. Policy CC.4.1.1, which says the Building and Zoning Department shall maintain and update a post-disaster redevelopment plan to reduce the exposure of human life and property to destruction by hurricanes, has also been deleted.

Ms. Fleet said anything can be added back, and this can be part of the Board's recommendation. There was a push to create a post-disaster plan about ten years ago, but St. Johns County did not get the funding from the State to do it. Other communities that have it did it as part of a county-wide post-disaster plan.

Ms. West said the City of Satellite Beach just did all their EAR-based amendments and it has very robust hurricane measures in terms of prioritizing post-disaster relief. She completely concurs with Ms. Sloan that they can't just throw their hands up and hope the County has their back.

Ms. Sloan said Policy CC.4.3.4 also has been removed, pertaining to the City's Local Mitigation Strategy, and while she recognizes a lot of the hurricane shelters are in the County, she still doesn't think they should do away with a local mitigation strategy. She just attended the sea level rise workshop with the City of St. Augustine, which stressed the importance of educating people on the need for flood insurance.

Ms. Fleet said the City does not have a local mitigation strategy. The County has one, and this City participates in it, which is why this was taken out.

Mr. Law said the City participates in meetings at the County's Emergency Operations Center. This is also part of the Community Rating System program for flood insurance and holding public outreaches to inform the public about special flood hazard areas.

Ms. West asked why there isn't a call for the implementation of a sustainability action plan. South Florida is dealing with sea level rise and this City is on a barrier island.

Mr. Law said the City has this to an extent under Section 3109 of the Florida Building Code that says you're going to build all habitable areas to approximately 17 feet.

Ms. Sloan said she'd like time to go through this again and write a list of concerns.

Ms. Longstreet asked if they could individually email Ms. Fleet with their concerns.

Ms. West said for this to be productive, everyone should do it prior to the next meeting and have all their comments submitted to Ms. Fleet a week prior.

Ms. Fleet said she needs time to meet with staff to get answers, so she'd like to have everyone's comments at least two weeks prior to the Board's next meeting. She's here to give the City what everyone wants in the Comprehensive Plan, so the more direction she's given, the better it will be. The Board agreed, by general oral consensus, to continue the review of the EAR-based Comprehensive Plan amendments until the Board's next meeting, on Tuesday, March 19, 2019, and to have all comments submitted by Board members emailed to Mr. Law and/or Ms. Fleet by Tuesday, March 5, 2019.

VII. OLD BUSINESS

There was no old business.

VIII. BOARD COMMENT

Ms. Sloan said she went to the meeting in St. Augustine on sea level rise and wants to let everyone know there is an upcoming international conference called "Keeping History Above Water" on May 5-8, 2019, sponsored by Flagler College and the University of Florida. Although it has a lot to do with the historic areas downtown and flooding, it's going to bring international people here.

Mr. Mitherz asked about the Embassy Suites lawsuit, and when Panama Hattie's is going to reopen.

Mr. Wilson said no the briefs were submitted since the oral arguments were held on January 17, 2019. The City submitted proposed orders to the judge February 1, 2019, and it is now in the judge's hands.

Mr. Law said he doesn't have an exact date, but all the sheetrock is hung, hoods are installed and a lot of work on the outside and rear of the building has been completed. He wouldn't expect Panama Hattie's to open any earlier than the end of March, as they're suffering from labor shortages, but the renovation is turning out nice and he thinks it will do well for the City.

Ms. Longstreet asked about the dirt for the Oceans 13 project on the corner of 13th Street and A1A Beach Boulevard, as she said it looks like this dirt is piled up to 30 feet or higher.

Mr. Law said they've been working on the underground storage and are still waiting on an engineer acceptance letter on the design and installation. The plans are still in fire review at St. John's County, so a building permit hasn't been issued yet, but he's been watching the site.

IX. ADJOURNMENT

The meeting was adjourned at 7:30 p.m.

Jane West, Chairperson

Lacey Pierotti, Recording Secretary

(THIS MEETING HAS BEEN RECORDED IN ITS ENTIRETY. THE RECORDING WILL BE KEPT ON FILE FOR THE REQUIRED RETENTION PERIOD. COMPLETE AUDIO/VIDEO CAN BE OBTAINED BY CONTACTING THE CITY MANAGER'S OFFICE AT 904-471-2122.)



**MINUTES
REGULAR BEAUTIFICATION ADVISORY
COMMITTEE/ TREE BOARD MEETING
CITY OF ST. AUGUSTINE BEACH
THURSDAY, JANUARY 10, 2019 at 6:00 P.M.**

City Hall
2200 A1A South
St. Augustine Beach, FL 32080

I. CALL TO ORDER

Chair Krempasky called the meeting to order at 6:00 p.m.

II. PLEDGE OF ALLEGIANCE

The Committee recited the Pledge of Allegiance.

III. ROLL CALL

Present: Chair Sandra Krempasky, Vice Chair Alex Farr, Members Craig Thomson, Ann Palmquist, Lonnie Kaczmarzsky, Kay Watkins, and Susan Riley; Alternates Jeanette Smith and Lana Bandy.

Also Present: Building and Grounds Foreman Tom Large and Recording Secretary Dariana Fitzgerald.

IV. APPROVAL OF MINUTES OF DECEMBER 5, 2018, WORKSHOP MEETING

Chair Krempasky introduced Item IV and then asked for a motion.

Motion: To approve the Board/Committee minutes for December 5, 2018. **Moved by:** Member Riley. **Seconded by:** Member Kaczmarzsky. Motion passed unanimously.

Member Thomson pointed out that members selected topics to research, but that was not indicated. He stated that he had flooding, Chair Krempasky had erosion, Member Kaczmarzsky had urban deforestation, and someone had public awareness. Alternate Bandy said she believed that was her. Secretary Fitzgerald reported that that information was not on the recording for that meeting and that Committee members must state everything out loud and not just point or raise hands.

Vice Chair Farr commented that she did not mean \$30 for admission to a proposed rain barrel seminar, but for the cost of materials.

V. SELECTION OF CHAIR AND VICE CHAIR

Secretary Fitzgerald stated that the Committee members can make nominations for a new Chair and/or Vice Chair and select each by motion and vote or make a single motion and vote to retain the current Chair and Vice Chair.

Motion: to retain the current Chair and Vice Chair. **Moved by:** Member Thomson. **Seconded by:** Member Watkins. Motion passes unanimously.

Member Watkins commented that she likes the way Chair Krempasky runs the meetings, that it is clean. She also reported that she will be moving out of the City at the end of January, so this will be her last meeting. Vice Chair Farr volunteered to keep up with documenting the Committee's projects for the Commission as Member Watkins did.

VI. PRESENTATION OF REPORTS:

A. Chair Krempasky/Ms. Bandy: Anastasia Island Environmental Stewardship Awards

Secretary Fitzgerald reported that the press release and application have been posted on the website and Facebook, but she has not yet received any submissions. Chair Krempasky asked if Cindy Walker would place it in the newspaper to which Secretary Fitzgerald replied that she had not yet had the tie to speak with Ms. Walker due to Beach blast Off preparations. Alternate Bandy reported that she had spoken with Ms. Walker, who said she would take care of it. Secretary Fitzgerald stated that it is fine if Alternate Bandy works with Ms. Walker, but if she could just copy her on all emails. Alternate Bandy commented on the award's page on the City's website stated that, "form available on the City's website", but the visitor is already there. Secretary Fitzgerald stated that she could correct that to say, "forms are available below".

Member Thomson asked that this item be on the agenda to keep track of the nominations and asked if Committee member could make nominations. Member Palmquist said they could as individuals, not as a Committee. Secretary Fitzgerald stated that she would compile all the nominations and send them to the Committee members after the March 1st due date.

B. Mr. Thomson: Environmental Policy & Planning Recommendations

Member Thomson provided the Committee with his list of topics (Exhibit A). His first topic was a draft of a press release on sea level rise. Vice Chair Farr stated that she was not aware of Member Thomson drafting a press release on this topic. Member Thomson stated that he sent it to Max for review and advice on City policy for press releases and that Secretary Fitzgerald had remarked by email that releases needed Committee approval. Member Thomson read his press release draft (Exhibit B). He asked if Alternate Bandy would be willing to take that draft to clean it up for advertisement. Member Watkins stated that there was no mention of the meeting dates. The Committee discussed the purpose of the release; that perhaps citizens had suggestions and input and where the release could be posted. Secretary Fitzgerald stated that it could be posted on the City's website and Facebook page, but the City would not pay to publish it in the Record. The Committee discussed the wording of the release and granted Alternate Bandy the authority to edit it for publication with Ms. Cindy Walker. Member Thomson recommended including a link to Resolution 18-13.

Member Thomson moved to his second item on a presentation on sea level rise and periodic flooding dangers. He described his intention to identify and illustrate the flood risk areas, the City's drainage plan, and the risks from stormwater, sea level rise, and development. He recommended using the same an aluminum base as the parkette signs for a 24" by 36" sign that could be mounted on a base in the City Hall hallway. It would be portable to display other places. He stated that he would get quotes. Member Kaczmarzsky stated that Hollywood, FL, has signs on the beach that display what would be affected by a rise in sea level. Member Palmquist asked if his presentation would include information about flood zones on insurance rates and requirements. Chair Krempasky reported that Vice Mayor England had asked at a Commission meeting about an updated Master Drainage Plan.

Member Thomson's third topics was the Building Department's tree removal permit. Secretary Fitzgerald remarked that the Committee has no authority to direct City employees or over private property, which tree removal permits apply to. Member Thomson commented that eleven pine trees were removed from a property on C Street and 3rd Avenue and he asked for a copy of the tree removal permit and it only said the trees were dead or dying. He stated that only one permit was issue for the property to remove multiple trees and he believed that the trees should have separate permits showing the location of each tree removed. He wondered if the trees were dying due to salt water intrusion, parasite, or something else. He described a program from Orlando, the One Person, One Tree Initiative (Exhibit C). Member Kaczmarzsky commented that some cities provide funding to nurseries and residents could collect trees from them, so they would not be stored at Public Works. Foreman Large stated that there is no one to care for trees at Public Works. The Committee discussed possible funding sources, including from tree removal permits, donations, and future Urban & Community Forestry Grants.

Member Thomson reported that January 8th on the Comprehensive Plan review. He stated that it still needed to be reviewed by the Comprehensive Planning and Zoning Board and the City Commission one more time before submission to the State. He said that this year the State is requiring an element on sea level rise and he display the proposed Section CC.4.4 in the draft Comprehensive Plan (Exhibit D). He suggested examining the data to ask that it be incorporated into the drainage plan and reviewed bi-yearly. Chair Krempasky reported that CPZB Chair Jane West mentioned a resilience and adaptation plan. She said that could answer a lot of their questions if there was already a plan in place for coastal areas. Vice Chair Farr said that she believes St. Augustine has that. Chair Krempasky offered to look into it.

Vice Chair Farr stated that after speaking with Secretary Fitzgerald and reading the documents related to the Committee's purview, that if the Committee is experiencing roadblocks on certain issues then they should draft a Resolution to

change their duties and submit it to the Commission. The Committee discussed the need for a Committee or Board overseeing the environmental aspects of the community and Member Kaczmarzsky asked for Secretary Fitzgerald's suggestions on how to do this. She replied that their current duties and responsibilities were established by three resolutions and one ordinance, so the Committee would need to develop another resolution detailing what the Committee's duties and responsibilities would be and submit that to the City Commission and City Attorney for review and discussion. She suggested combining a name change, if desired, in the same resolution. Member Thomson asked if anyone would volunteer to write this resolution. Member Kaczmarzsky commented that some cities have sustainability boards and there should be resolutions regarding those that would be public record. Member Thomson suggested the name "Sustainability & Beautification Advisory Committee". Chair Krempasky wondered about the requirement for a Tree Board to meet Tree City USA standards. Secretary Fitzgerald clarified that a Board or Department must be assigned the duties of a Tree Board, but it did not have to specifically use that name. Member Watkins reported that one of the Commissioners expressed that they were tired of hearing about the Avenue of Palms. Secretary Fitzgerald reported that FPL has expressed that some of the trees are threatening the utility lines and that they have a guideline that palm trees should be 20 feet from utility lines. There was discussion on the rights of FPL in the right-of-way.

Member Thomson's final topic was on a change to the Land Development Regulations to say that sabal palms must be planted 2' 6" from the sidewalk. He asked if the Committee would authorize him to take this to the Building Official. Member Watkins stated that she would like to hear from the City Attorney and FPL on where the trees could legally go, since that specific distance may not be possible in all areas.

VII. OTHER TREE BOARD/BEAUTIFICATION ADVISORY COMMITTEE MATTERS

A. Beautification & Holiday Lighting Awards

Chair Krempasky reported that one Commission inquired as to what happened with the Beautification Awards the Committee used to give out annually. She stated that former-Chair Lombardi informed her that it was done for a couple years at the Commission's request but didn't continue and the Environment Stewardship Award was the new attempt at something more sustainable than beautification. She said that Commission also mentioned the Holiday Lighting Awards and wanted to see what the Committee thought. Secretary Fitzgerald reported that the Committee chose to do the Holiday Lighting Awards in the past, but in Resolution 03-21 one of the duties of the Committee was, "Projects such as Arbor Day and the annual beautification awards to raise community awareness of the importance of trees and a beautified community." Vice Chair Farr stated that that sounds like what the Committee is trying to do with the Environmental Stewardship Award. Member Thomson recalled that the Beautification Award

turned into a Florida Friendly award of some kind. Secretary Fitzgerald pointed out that "beautification award" was written in lower case in the resolution.

B. Sarasota's Community Canopy Program

The Committee did not discuss this item.

Member Palmquist reported on the Talking Trash program to have the City's trash cans painted by volunteer artists. She got in contact with the St. Augustine Art Association and Carmen Goldman who managed the Obelisk project for St. Augustine. The concept is to have themes like beach, history, and nature. She asked Foreman Large about seeing a clean trash can, since plastic is non-porous. Foreman Large stated that they have a few extras. Member Palmquist suggested that they could take a couple, paint them, then exchange for another few. Foreman Large reported that they have a few 35-gallon barrels that the artists could possibly experiment on. He stated that along A1A Beach Boulevard, there is probably 20 cans at the most. Member Riley asked how to tell the City from the County cans and Foreman Large responded that the County will have both trash and recycling cans mounted on a post, where the City will only have trash receptacles.

Member Thomson suggested planting a minimum of four palms between B & C Streets west of A1A Beach Boulevard.

Chair Krempasky mentioned the City's long-term contract with Stone Engineering and asked if the City could look into a similar contract with Southern Horticulture, so the Committee would not need to get quotes for each planting project. Secretary Fitzgerald commented that the City issues an Amendment to Stone's contract with details for each specific project. She reported that the Committee would need permission from the Commission to bid for a contract.

Member Thomson also suggested planting three smaller live oaks on each of the D Street and A1A Beach Boulevard parkettes for a total of twelve. He also recommended planting in the parkettes north and south of the 8th Street extension west of A1A Beach Boulevard. He offered to draft a plan for those locations.

Member Kaczmarzsky wondered if areas were paved for new parking spaces, would it be permeable or impervious. Secretary Fitzgerald reported that there is a plan to potentially add pavers to the north side of 4th Street, east of A1A Beach Boulevard, like what was done on 16th and 5th Streets, but she is not aware of any plans to pave any other areas for parking at this time and that the City is not currently considering areas for paid parking except what is already being used for public parking. She reported that there is some misinformation about the paid parking proposal and some citizens were under the impression that parking would be added to every right-of-way in residential neighborhoods. Member Thomson proposed that if new areas are paved for parking that the City should include landscaping consideration at 30%.

Secretary Fitzgerald reported that the Arbor Day Foundation sent notice that the City received Tree City USA status for the thirteenth year and sent stickers to add to our Tree City USA signs with the year.

Member Thomson suggested holding a daytime workshop to brainstorm on the presentation boards. Secretary Fitzgerald said that she does not have time to sit in on a meeting during the day; that it takes away from her duties to the public. The Committee discussed if such a workshop was necessary; that each person could gather their own information and develop their own boards.

Secretary Fitzgerald stated that with Member Watkins leaving the Committee that one of the alternates would need to fill the vacant member position. Senior Alternate Smith declined the position. Junior Alternate Bandy agreed to accept the position.

VIII. ADJOURNMENT

Motion: To adjourn. **Moved by** Member Watkins, **Seconded by** Member Palmquist. Motion passed unanimously.

Chair Krempasky adjourned the meeting at 8:14 p.m.

Sandra Krempasky, Chair

ATTEST

Max Royle, City Manager



**MINUTES
REGULAR TREE BOARD/BEAUTIFICATION
ADVISORY COMMITTEE MEETING
CITY OF ST. AUGUSTINE BEACH
THURSDAY, FEBRUARY 14, 2019 at 6:00 P.M.**

City Hall
2200 A1A South
St. Augustine Beach, FL 32080

I. CALL TO ORDER

Chair Krempasky called the meeting to order at 6:00 p.m.

II. PLEDGE OF ALLEGIANCE

The Committee recited the Pledge of Allegiance.

III. ROLL CALL

Present: Chair Sandra Krempasky, Vice Chair Alex Farr, Members Craig Thomson, Ann Palmquist, Lonnie Kaczmarzsky, and Lana Bandy; Alternates Jeanette Smith and Allen Altman.

Member Susan Riley was absent.

Also Present: Grounds Foreman Tom Large and Recording Secretary Dariana Fitzgerald.

IV. APPROVAL OF MINUTES OF DECEMBER 20, 2018, REGULAR MEETING

Chair Krempasky introduced Item IV and then asked for a motion.

Member Thomson stated that it was difficult to keep up with Committee action when the minutes were a month behind. He asked if it would be possible to record the meetings on a single-camera video. Secretary Fitzgerald stated that she could ask, but it would not be likely, since that would require a member of the IT staff staying overtime to operate the equipment. Chair Krempasky asked about posting audio on the website. Secretary Fitzgerald stated that she could ask, but that the City records on a court reporter system that is not compatible with most systems. Member Thomson stated that there should be a video in case any citizens are interested in sea level rise or other topics. Secretary Fitzgerald asked if the Committee would like to use their budget to pay for overtime, if the IT Department is willing, since only Secretary Fitzgerald and Foreman Large have overtime pay budgeted for Meetings of this Committee. Member Thomson asked for a cost estimate.

Member Thomson commented that he didn't think that Vice Chair Farr was responsible for the public awareness research topic as the minutes state. Vice Chair Farr commented that she couldn't recall if she had or had not, but it sounded more like Member Bandy's specialty. Member Bandy commented that she was not there in December. Chair Krempasky stated that there is a difference on how much the public knows compared to

informing the press, but she believes she does recall Vice Chair Farr offering to work on the public awareness research. Secretary Fitzgerald stated that this was a reflection of what was stated on the recording from the December 20th meeting; that the minutes are based on what is actually said on the recording, not what the speaker may have intended.

Member Thomson commented that the minutes reference letters supplied to him regarding Embassy Suites landscaping complying with City Codes and he believes that is false. He thinks it should be stated that the minutes should state that Embassy Suites was supplied with a variance or sign-off from the City Attorney; that it was not in compliance. Secretary Fitzgerald stated that that is not accurate and also not what she stated at the December 20th meeting. She repeated that the minutes do not reflect what Committee members think should be in them, but what was actually stated based on review of the recording of the meeting. Member Thomson asked if those letters were included as backup. Secretary Fitzgerald replied that they were not, since they were not presented at the meeting, but sent to Member Thomson directly in response to his emails.

Chair Krempasky commented that on page 4, paragraph 2, that it should be “eleven pine trees”, not “palm”. Member Thomson concurred. Secretary Fitzgerald replied that that may be correct and will verify and make the change.

Chair Krempasky stated that unless anyone else had any concerns, the minutes would be approved with the one change from “palm” to “pine” and that Secretary Fitzgerald would check the recording to be sure that the assignment of topics wasn’t stated.

Motion: To approve the Board/Committee minutes for December 20, 2018, with verification and one change. **Moved by:** Member Palmquist. **Seconded by:** Member Farr. Motion passed unanimously.

V. PRESENTATION OF REPORTS:

A. Mr. Allen Altman: Introduction of New Junior Alternate

Chair Krempasky asked Alternate Altman to introduce himself.

Alternate Altman stated that he saw the ad in the newspaper for the vacancy and applied because it seemed interesting. He has a master’s degree from the College of Forestry in New York. Chair Krempasky commented that a great educational background that could be important to the Committee. Alternate Altman stated that he also taught horticulture at Clay High School, worked at Whitney Laboratory, and was on a neighborhood improvement board when he was younger. He joked that he was a junior alternate, so he felt ten years younger.

B. Urban Forestry Grant Award / Finalize RFP for Commission Approval

Chair Krempasky stated that some of the funds they requested were granted and that now they needed to work on the Request for Proposal. Secretary Fitzgerald stated that the Committee would need to finalize the RFP and if it could be done quickly then it could be placed on the March 4th agenda for Commission approval.

She reported that the City was awarded \$8,750, which would need to be matched from the Committee's budget. Member Kaczmarzky commented that the \$8,750 was the amount the Committee asked for a consultant, so the \$1,250 for equipment was not granted. He asked if that was how the grant was meant to be used and Secretary Fitzgerald stated that the letter in their packet was the only response received and that typically award decisions are not explained.

The Committee reviewed the draft RFP. Member Kaczmarzky suggested that there be a requirement that the planner provide training on software and equipment to City staff and maybe the Committee. The Committee discussed where that could be placed in the draft. Member Thomson stated that training should be a minimum of two hours.

Member Kaczmarzky suggested that the RFP specify that the planner should provide recommendations on tree species that are salt tolerant and wind resistant in prioritized locations best suited to provide a windbreak and to help with flood management. The Committee discussed the best way to phrase the requirement and where to add it in the RFP. Member Thomson suggested that the planner appear before the Committee to make a presentation of their findings.

Chair Krempasky asked about the process for the bid. Secretary Fitzgerald stated that the RFP would be broadcast on DemandStar for any interested parties to access and applicants would submit a sealed, written response by the due date, then Public Works would review the submissions and would likely select the best options to present to the Committee. Chair Krempasky asked if the top three applicants would come in for an interview. Secretary Fitzgerald stated that they would not, that interviews are atypical for RFPs like this one. Member Kaczmarzky asked if the RFP could be sent to specific companies and Secretary Fitzgerald replied that they could.

Member Kaczmarzky asked if there was a checklist or outline for RFPs. Secretary Fitzgerald replied that typically RFPs ask for a scope of work, qualifications, licenses, and possibly references or previous projects. She advised against making it too restrictive or asking for too much because that may discourage some bidders. She advised against including a timeline but said there needed to be a due date of at least 30 days from the date it is advertised. She suggested adding a section in the beginning indicating the due date and time at the City's address. The Committee discussed the due date for responses in order to move forward as soon as possible and decided on April 5th, assuming it would be approved at the March 4th Commission meeting. Member Thomson suggested that the RFP state that the final presentation must be due on December 31st and Secretary Fitzgerald recommended instead that the RFP ask the applicant to provide an estimate date of completion in their bid submission. She also suggested that in the paragraph containing the due date, there should be a deadline for questions, since answers would need to be given in an addendum that is sent to all potential applicants to prevent one from having an unfair advantage.

C. Update on Anastasia Island Environmental Stewardship Awards

Secretary Fitzgerald reported that there have been no applications received yet. Chair Krempasky asked if Ms. Cindy Walker could post the ad again on Facebook.

Member Kaczmarzsky asked if Committee members could submit nominations and Secretary Fitzgerald replied that they could as an individual.

Member Bandy reported that it was advertised in the newspaper in January 21st in the Around Anastasia Island column.

D. Mr. Thomson: Environmental Policy & Planning Recommendations

Member Thomson read part of an email from City Attorney Jim Wilson (Exhibit A) regarding the landscaping at Embassy Suites. He stated that he discussed this subject with Building Official Law and recommended that Land Development Regulation Section 6.06.04 be amended to say that sabal palmettos be planted in a linear row approximately 2' 6" from the sidewalk and that the description of hurricane trimmed palm trees be changed to regenerated crown. Vice Chair Farr asked what a regenerated crown was and if everyone would understand what that meant. Member Thomson replied that it was a nursery term that meant there was five or six branches at the top and that landscaping contractor would understand. Chair Krempasky commented that Member Thomson already proposed this and did not receive a second. Member Thomson commented that there were only four members at that meeting. Vice Chair Farr commented that she was completely against hurricane trimming but was still unclear on what a regenerated crown trim looked like. Secretary Fitzgerald conducted an image search on her computer to show Vice Chair Farr (Exhibit B). Vice Chair Farr remarked that she didn't like that cut either and that a substantial number of nursery works have said that if the trees have more fronds that rainwater is more likely to be directed to the roots.

Member Thomson asked to return to the topic of distance from the sidewalk; that that was not specified in the Code. Vice Chair Farr asked what would happen if that interfered with overhead utilities and if Member Thomson knew for sure that two-and-a-half feet would not affect those lines. Secretary Fitzgerald commented that staff would not support that suggestion since it would be an unreasonable restriction due to overhead and underground utilities and inconstant size of the right-of-way. Member Thomson stated that he meant approximately, and Secretary Fitzgerald replied that that would need to be specified otherwise a variance would have to be granted to move it even an inch. Foreman Large concurred and stated that there are many things in the ground and around a planting site that force them to adjust the planting location. The Committee discussed how to phrase the motion to allow for utilities.

The Committee discussed their responsibilities related to commercial landscaping along A1A Beach Boulevard. Secretary Fitzgerald clarified that City Code granted them the right to make recommendations on non-conforming items prior to the final development review.

Motion: To send to the Planning Board the proposal that LDR 6.06.04.A.2 be amended to say that sabal palms be planted in a linear row approximately 2' 6" from the sidewalk with consideration for utilities along A1A Beach Boulevard. **Moved by** Vice Chair Farr, **Seconded by** Chair Krempasky. Motion passed unanimously.

Chair Krempasky asked if Secretary Fitzgerald could speak with the Planning Board's secretary, Ms. Bonnie Miller, about adding this item to the agenda. Secretary Fitzgerald replied that she could and asked if there would be a Committee member at the meeting to discuss the topic and Chair Krempasky stated that there would.

Member Thomson asked if there has been any update on the Comprehensive Plan review and Secretary Fitzgerald replied that to her knowledge, there had not been.

Member Thomson read an email that he sent to City Manager Royle (Exhibit C) regarding using information from a Federal resolution on the New Green Deal in the Committee's Arbor Day presentations. The Committee discussed the presentations. Chair Krempasky expressed concern about presenting the information on a poster, when she was under the impression that this began as a research project. Secretary Fitzgerald noted that Arbor Day is a child-focused event. Member Kaczmarzky reported that he had been working on a rough-draft PowerPoint presentation and the Committee asked to see it.

While the computer was being setup, Chair Krempasky mentioned a climate resilience toolkit that she had found to discover and document climate hazards and develop workable solutions. She stated that it had research and case studies at toolkit.climate.gov.

Member Kaczmarzky displayed his PowerPoint (Exhibit D) for the Committee and stated that he made several slides but would choose a few for a static poster presentation. Member Palmquist enquired about placing this on a loop for people to watch and commented that motion may attract people more than something to read. Member Thomson asked about putting this on the City's website and Facebook. Chair Krempasky asked about the information broadcast before the City Commission meeting video. Secretary Fitzgerald stated that that is controlled by the IT Department and is usually just City announcements. Member Palmquist asked about rights to the images and Secretary Fitzgerald agreed. Member Kaczmarzky commented that he would cite all sources before releasing it to the public. Member Thomson asked that that be posted on the City's website and Facebook page. The Committee discussed this and determined that Member Kaczmarzky would finalize his PowerPoint and cite sources and then it could be posted on the City's website and Facebook.

Member Thomson commented on street lighting and power lines along A1A Beach Boulevard obscuring the view of the Avenue of Palms. He stated that the lights at Pier Park were recently updated to include solar panels. He challenged the Committee to think of one thing the Committee could do to assist with climate

change. Member Palmquist mentioned that she had discussed adding solar panels with the City hall re-roof but was told it was too expensive. She stated they should focus on do-able, see-able change.

Member Thomson brought up the proposal to change the Committee's name and duties. Vice Chair Farr stated there are the past resolutions to use as a guideline.

Chair Krempasky commented that the County has posted a job advertisement for the Environmental Coast Project Manager. She has been looking for information on beach erosion, but most of it is about other beaches, not local. She has also been looking at alternatives to beach renourishment for something more cost effective and sustainable. Vice Chair Farr mentioned the poles Member Kaczmarzsky had suggested at a past meeting showing how high the sea level could rise. Chair Krempasky reported that Ms. Jane West had seen in the Netherlands a method to encourage sand to build up naturally.

VI. OTHER TREE BOARD/BEAUTIFICATION ADVISORY COMMITTEE MATTERS

A. Beautification & Holiday Lighting Awards

Chair Krempasky asked that this topic be removed from the agenda and that the SR-312 entrance landscaping and parkette signage be added to the next agenda.

Foreman Large reported that Acting Public Works Director Howell had submitted the SR-312 permit application to FDOT but have not yet gotten a response.

Foreman Large also distributed a handout regarding trash cans (Exhibit E). He commented that he looked up the wood frame trash containers the Committee has discussed previously, and they would cost \$498.85. He also spoke with Building Foreman Wayne Tichy who said the cost to build it would be similar due to time, labor, and materials. Member Palmquist reported that the Art Association is excited to work with the City on a painting project to beautify the cans.

Secretary Fitzgerald reported that she spoke with Marketing and Events Coordinator Cindy Walker that day who reported that Arbor Day preparations were going well. Several vendors have been booked including the Alligator Farm, a Jamaican food truck will set up to sell meals, Publix will donate two sheet cakes, and she expects Rita's Italian Ice to participate, but they have not yet confirmed. She also reported that the high school poem and elementary school poster contests are underway and that tickets from the Colonial Quarter and Pirate Museum have been donated as prizes.

B. Sarasota's Community Canopy Program

This item was not discussed, but Chair Krempasky asked that it remain on the agenda for now.

VII. ADJOURNMENT

Chair Krempasky adjourned the meeting at 8:17 p.m.

Sandra Krempasky, Chair

ATTEST

Max Royle, City Manager

COMMISSION REPORT

March 2019

TO: MAYOR/COMMISSIONERS

FROM: ROBERT A. HARDWICK, CHIEF OF POLICE

DEPARTMENT STATISTICS – February 20th to March 18th, 2019

CALLS FOR SERVICE 901
OFFENSE REPORTS 48
CITATIONS ISSUED 65
LOCAL ORDINANCE CITATIONS 9
DUI 0
TRAFFIC WARNINGS 437
TRESSPASS WARNINGS 12
ANIMAL COMPLAINTS 14
ARRESTS 6

1 Driving with Suspended/Revoked License
2 Narcotic-Possession
1 Battery
1 Fugitive/Escape
1 Resist Officer w/o Violence

ANIMAL CONTROL:

- St. Johns County Animal Control handled 14 complaints in St. Augustine Beach area.

MONTHLY ACTIVITIES:

- St. Augustine Beach Police Department Blood Drive.
- W.A.V.E Presentation at Trinity Episcopal Church.
- Ofc. Lewis and Ofc. Preston attended the 2019 State Leadership Conference.
- Annual Education Summit at the Florida School of Deaf and Blind.

M E M O R A N D U M

TO: MAX ROYLE, CITY MANAGER
FROM: MELISSA BURNS, CFO *MB*
SUBJECT: MONTHLY REPORT
DATE: 3/20/2019

Finance

Due to the resignation of Commissioner O'Brien the presentation of the audit report as well as the updated financial policies have been moved until the regular Commission Meeting in May for the newly selected commissioner to have time to make themselves familiar with the information.

The new financial software modules were installed this week and staff is working on getting used to the new software and inputting current data. These modules should be fully utilized within the next few weeks.

Communications and Events

Ms. Walker, the Communications and Events Coordinator continues to get the word out on various items happening around the City such as, planting of sea oats, the voluntary plastic bag ban, etc. through Facebook, Instagram as well as timely press releases. I have noticed an increased utilization of the press releases by the various new outlets in the region. The outreach Ms. Walker is doing is working very well.

Plans for the Arbor Day event are coming to a close and is moving toward another successful event. Lessons learned from prior Arbor Day events, including last year's, have been included in the event planning. Ms. Walker has also secured over \$700 in sponsorships for this event!

Parking

The hiring of the Parking Enforcement Specialist is currently on hold until the decision is made to move forward with paid parking and/or hiring the individual to enforce parking regulations around various locations within the City. The development of policies and procedures has also been placed on hold pending a decision.

Technology

At the Commission continuation meeting on March 5th, a decision was made to suspend the live broadcasting of Commission and Planning and Zoning Board meetings to bring the broadcasts into compliance with the Americans with Disabilities Act (ADA), specifically adding closed captioning to the broadcasts. Additionally, documents that were posted after January 1, 2018 that were not ADA compliant were removed from the website. City staff met the following morning and decided to divert the funds allocated for the major IT projects in the FY19 budget to fund the equipment purchase/solutions necessary to add closed captioning to our broadcasted meetings as well as purchasing software to aid staff in producing ADA compliant documents to post on the City's website. IT staff has also been in contact with the vendor selected last fiscal year to upgrade our broadcasting equipment to inquire if they can assist with evaluating the equipment necessary for the City to be able to add closed captioning.

As of the date of this report, some documents have been restored to the website as they are now ADA compliant. Staff will continue to restore documents to the website when they come into compliance, however, staff will focus on those documents that are required to be on the website.

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CITY OF ST. AUGUSTINE BEACH
Check Register By Check Date

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Range of Checking Accts: First to Last Range of Check Dates: 02/01/19 to 02/28/19
Report Type: All Checks Report Format: Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #	Description				Contract
001TDOPERATING					
41562	02/14/19	A1AAL005 A1A ALTERATIONS LLC		02/28/19	1424
19-00824	ALTERATIONS-PD		214.00		
41563	02/14/19	ADVAN010 ADVANCED DISPOSAL		02/28/19	1424
19-00783	RECYCLE SERVICE		12,247.56		
41564	02/14/19	AFLAC005 AFLAC		02/28/19	1424
19-00795	PREMIUMS		664.71		
41565	02/14/19	AMERI145 AMERI-FAX		02/28/19	1424
19-00770	PRINTER PAPER PATROL VEH		120.73		
41566	02/14/19	ATLAN010 ATLANTIC AUTOMOTIVE		02/28/19	1424
19-00786	REPAIR FLAT TIRE #24		28.30		
41567	02/14/19	ATTUV010 AT & T (U-VERSE)		02/28/19	1424
19-00833	INTERNET		89.81		
41568	02/14/19	BOZAR010 BOZARD FORD COMPANY		02/28/19	1424
19-00769	PM/TIRE REPAIR #123		69.98		
19-00798	PM #108		31.99		
			<u>101.97</u>		
41569	02/14/19	BSSIG010 B & S SIGNS INC.		02/28/19	1424
19-00789	REPAIR LIGHTS CITY HALL SIGN		141.85		
41570	02/14/19	BUGOU010 BUG OUT SERVICE INC		02/28/19	1424
19-00845	PEST CONTROL SVC		189.00		
41571	02/14/19	CRAFT010 CRAFT'S TROPHIES & AWARDS INC			1424
19-00792	DECALS-DOOR-PD		10.00		
41572	02/14/19	DANAS010 DANA SAFETY SUPPLY		02/28/19	1424
19-00803	OUTFIT PATROL VEH		1,468.35		
41573	02/14/19	DAVID030 DAVID JENSEN			1424
19-00794	PER DIEM-TRAINING		60.00		
41574	02/14/19	DEBOR010 Deborah K. Christopher		02/28/19	1424
19-00800	27 HOURS @ \$30/HR		810.00		
41575	02/14/19	DEBOW010 DEBOW'S APPLIANCE SERVICE		02/28/19	1424
19-00826	FILTER-ICE MACHINE		55.00		
41576	02/14/19	DUVAL010 DUVAL ASPHALT		02/28/19	1424
19-00384	MISC DRAINAGE PROJECTS 12		29,714.23		
19-00778	PAVING-CHANGE ORDER 1-ADDL MAT		5,057.60		
			<u>34,771.83</u>		

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #	Description				Contract
001TD	OPERATING		Continued		
41577	02/14/19	ENTER005 ENTERPRISE FM TRUST		02/28/19	1424
19-00827	LEASE VEH #125		486.42		
41578	02/14/19	FIRST070 FIRST BANKCARD		02/14/19 VOID	0
41579	02/14/19	FIRST070 FIRST BANKCARD		02/28/19	1424
19-00614	SOFTWARE RENEWAL-ASSET KEEPER		325.00		
19-00620	DOMAIN RENEWAL		184.95		
19-00628	BUSINESS CARDS-CINDY WALKER		16.98		
19-00631	CJIS CONF		220.00		
19-00691	NOTARY-BLDG		99.00		
19-00692	K9 SUPPLIES		109.45		
19-00706	K9 GEAR		180.53		
19-00707	COPY KEY TO OLD CITY HALL		7.64		
19-00714	EVIDENCE TRAINING--JENSEN		495.00		
19-00734	EDC BREAKFAST-SAMORA		40.00		
19-00745	FRAMES-DEPT PICTURES		35.94		
19-00825	K9 FOOD		106.99		
19-00837	PRIME MEMBERSHIP		119.00		
			<u>1,940.48</u>		
41580	02/14/19	FLAGL030 FLAGLER CARE CENTER		02/28/19	1424
19-00780	FIT FOR DUTY PHYSICAL-BOWLAND		70.00		
41581	02/14/19	FLORI170 FLORIDA JANITOR & PAPER SUPPLY		02/28/19	1424
19-00790	CLEANING SUPPLIES		251.41		
19-00820	CLEANING SUPPLIES		99.58		
			<u>350.99</u>		
41582	02/14/19	FLORI190 FLORIDA MUNICIPAL INSURANCE TR		02/28/19	1424
19-00774	W/C AUDIT		2,227.00		
41583	02/14/19	FLORI250 FLORIDA POWER & LIGHT COMPANY		02/28/19	1424
19-00775	ELECTRICITY		2,729.59		
41584	02/14/19	FOPLO005 FOP LODGE 113		02/28/19	1424
19-00854	MEMBERSHIP DUES CONTRIB		14.00		
41585	02/14/19	GALLS010 GALLS AN ARAMARK COMPANY		02/28/19	1424
19-00821	SHIRTS-BEAUDOIN		93.28		
41586	02/14/19	HAGAN020 HAGAN ACE HARDWARE		02/28/19	1424
19-00796	RESPIRATOR-CODE ENF SAFETY		14.99		
19-00801	LIGHT BULB-RANGE HOOD		2.49		
19-00814	SHOWER HEAD REPAIR		5.59		
19-00843	REPAIRS		3.74		
19-00844	REPLACEMENT KEY		2.19		
			<u>29.00</u>		
41587	02/14/19	HEATH010 HEATH ELECTRIC		02/28/19	1424
19-00791	MATERIALS-LIGHTS IN STORAGE RM		394.50		

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #	Description				Contract
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41587	HEATH ELECTRIC	Continued			
19-00839	REPAIRS		<u>334.70</u>		
			729.20		
41588	02/14/19 HICKS101 HICK'S LAND CLEARING & INCINER			02/28/19	1424
19-00804	DISPOSAL FEES		300.00		
19-00850	DISPOSAL FEES		<u>270.00</u>		
			570.00		
41589	02/14/19 INDIA010 INDIANHEAD BIOMASS SERVICES			02/28/19	1424
19-00782	DISPOSAL FEES		137.48		
41590	02/14/19 JAMES010 JAMES MOORE & CO P.L.			02/28/19	1424
19-00813	AUDIT FIELDWORK		13,000.00		
41591	02/14/19 JESSI005 JESSIE LEWIS			02/28/19	1424
19-00793	PER DIEM-TRAINING		60.00		
41592	02/14/19 LOWES005 LOWES			02/28/19	1424
19-00809	KITCHEN REPAIRS-PD		128.25		
19-00810	BAL DUE-SMALL TOOLS		<u>236.63</u>		
			364.88		
41593	02/14/19 NATIO090 NATIONWIDE RETIREMENT SOLUTION			02/28/19	1424
19-00853	DEFERRED COMP		1,713.05		
41594	02/14/19 PUBLI020 PUBLIX			02/28/19	1424
19-00787	CARDS-AWARDS		59.78		
19-00799	REPL STOCK/COMMUNITY RELATIONS		<u>52.55</u>		
			112.33		
41595	02/14/19 QUILL010 QUILL CORPORATION			02/28/19	1424
19-00732	TAX FORMS		37.97		
41596	02/14/19 SAFET010 SAFETY KLEEN CORP.			02/28/19	1424
19-00811	PARTS CLEANER		134.19		
41597	02/14/19 SHI00005 SHI			02/28/19	1424
19-00777	PHOTOSHOP FOR EC		94.00		
41598	02/14/19 SHRM0005 SHRM			02/28/19	1424
19-00822	MEMBERSHIP RENEWAL		189.00		
41599	02/14/19 SJRSC005 SJRSC			02/28/19	1424
19-00763	SPONSORSHIP-TUITION		653.33		
41600	02/14/19 SMITH010 SMITH BROS. PEST CONTROL			02/28/19	1424
19-00812	PEST CONTROL		184.00		
41601	02/14/19 STADV010 STAPLES ADVANTAGE			02/28/19	1424
19-00784	RETURN OFFICE SUPPLIES		13.98-		

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
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41601		STAPLES ADVANTAGE	Continued		
19-00785		OFFICE SUPPLIES	<u>34.71</u>		
			20.73		
41602	02/14/19	STJOH110 ST. JOHNS COUNTY SOLID WASTE		02/28/19	1424
19-00838		DISPOSAL FEES	13,014.71		
41603	02/14/19	STJOH140 ST. JOHNS COUNTY UTILITY DEPAR		02/28/19	1424
19-00832		WATER SERVICES	892.22		
41604	02/14/19	STONE010 STONE ENGINEERING GROUP		02/28/19	1424
19-00283		AMENDMENT #28 MIZELL POND	5,660.00		
19-00841		DRAINAGE IMPR PROF SVC	<u>270.00</u>		
			5,930.00		
41605	02/14/19	SUNLI010 SUN LIFE FINANCIAL		02/28/19	1424
19-00788		LIFE INS	515.87		
41606	02/14/19	SUPEL010 VICKY OAKES		02/28/19	1424
19-00834		ELECTION EXP	298.54		
41607	02/14/19	TAMPA010 TAMPA CRANE & BODY, INC		02/28/19	1424
19-00817		RELAY REPAIR	143.58		
41608	02/14/19	TURNB005 TURNBULL ENVIRONMENTAL, INC		02/28/19	1424
19-00320		MISC DRAINAGE IMPR-CARRY OVER	28,163.75		
41609	02/14/19	TURN005 TURNER PLUMBING		02/28/19	1424
19-00847		BACKFLOW TEST	375.00		
41610	02/14/19	UNITE020 UNITED HEALTHCARE INSURANCE CO		02/28/19	1424
19-00852		HEALTH INS PREMIUMS	56,298.44		
41611	02/14/19	USBAN005 US BANK VOYAGER FLEET SYS		02/28/19	1424
19-00851		MONTHLY FUEL USAGE-PD	4,027.65		
41612	02/14/19	USPS0010 USPS-HASLER		02/28/19	1424
19-00831		PREPAID POSTAGE	500.00		
41613	02/14/19	VERIZ010 VERIZON WIRELESS		02/28/19	1424
19-00802		PHONES	829.61		
41614	02/14/19	WILSO010 WILSON MACHINE & WELDING WORKS		02/28/19	1424
19-00779		REPAIR-HYD CYL-#79	950.00		
41615	02/28/19	A1AAU020 A1A AUTO CENTER INC			1425
19-00867		BRAKES, ROTORS, OIL CHG #100	1,209.74		
41616	02/28/19	AFLAC005 AFLAC			1425
19-00892		SUPPLEMENTAL INS	423.46		

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Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
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41617	02/28/19	AMERIO60 AMERICAN HERITAGE LIFE INSURAN			1425
19-00871		DENTAL INS	29.56		
41618	02/28/19	AMERIC10 AMERICAN CROSSROADS APPAREL CO			1425
19-00830		BEEFY-TEES FOR PWD	707.20		
41619	02/28/19	BOZAR010 BOZARD FORD COMPANY			1425
19-00889		BRAKES/PM #129	560.98		
41620	02/28/19	BUILD015 BUILDERS STAINLESS.COM			1425
19-00882		BOLTS-REPAIR BENCHES	16.77		
41621	02/28/19	CANON010 CANON FINANCIAL SERVICES			1425
19-00866		COPIER LEASE/USAGE	554.69		
19-00872		COPIER LEASE-PW	<u>193.36</u>		
			748.05		
41622	02/28/19	CARDIO10 CARDIAC SCIENCE CORP			1425
19-00906		AED ITEMS	412.62		
41623	02/28/19	CINDY005 CINDY WALKER			1425
19-00920		MILEAGE	35.38		
41624	02/28/19	CLERK020 CLERK OF CIRCUIT COURT			1425
19-00858		FILING FEES	27.00		
41625	02/28/19	CLINE010 BRUCE CLINE			1425
19-00917		PER DIEM-TRAINING	100.00		
41626	02/28/19	COLON010 COLONIAL SUPPLEMENTAL INSURANC			1425
19-00873		SUPPLEMENTAL INS	623.58		
41627	02/28/19	COMCA015 COMCAST			1425
19-00861		TELEVISION-CONNECTION NEWS	66.21		
41628	02/28/19	COQUIN005 COQUINA LAW GROUP PA			1425
19-00869		LEGAL EXP-KEYS BEACH	5,775.00		
19-00870		LEGAL FEES	<u>3,000.00</u>		
			8,775.00		
41629	02/28/19	CSAB-030 CSAB - POLICE EDUCATION FUND			1425
19-00914		PE FROM FINES-012019	127.13		
41630	02/28/19	DGGTA010 DGG UNIFORMS & WORK APPAREL			1425
19-00910		TRAINING SHIRTS	695.00		
41631	02/28/19	DONOV005 DONOVAN GREEN			1425
19-00905		REIMB UNIFORM SHOES	67.96		
41632	02/28/19	DRTOW010 DR TOWNSEND & ASSOCIATES P.A.			1425
19-00915		EVAL-ABEL	150.00		

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Check #	Check Date	Vendor	Reconciled/Void	Ref Num
PO #	Description	Amount Paid		Contract
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41633	02/28/19 DYNOM010 DYNOMETER			1425
19-00862	RECALIBRATION #108	25.00		
41634	02/28/19 EWLI0005 EWLI			1425
19-00891	INT'L WOMEN'S DAY LUNCHEON	25.00		
41635	02/28/19 FLORI170 FLORIDA JANITOR & PAPER SUPPLY			1425
19-00897	CLEANING SUPPLIES	126.91		
41636	02/28/19 FOPLO005 FOP LODGE 113			1425
19-00919	MEMBERSHIP FEES-SMITH/WRIGHT	28.00		
41637	02/28/19 HAGAN020 HAGAN ACE HARDWARE			1425
19-00888	PAINT-PUMP REPAIR	9.18		
19-00899	RESTROOMS PARTS-A & 10TH ST	72.94		
		<u>82.12</u>		
41638	02/28/19 HICKS101 HICK'S LAND CLEARING & INCINER			1425
19-00876	DISPOSAL	60.00		
41639	02/28/19 HOMED010 HOME DEPOT			1425
19-00886	REPAIR GARAGE DOOR	202.08		
41640	02/28/19 LEGAL005 LEGALSHIELD			1425
19-00875	PREPAID LEGAL	15.95		
41641	02/28/19 LOWES005 LOWES			1425
19-00903	SIGNS FOR RESTROOMS	27.70		
19-00904	DECKING-CITY HALL REPAIRS	32.56		
		<u>60.26</u>		
41642	02/28/19 LVHIE010 L.V. HIERS INC.			1425
19-00859	259 GALS UNLD, 614 GALS DIESEL	2,070.99		
41643	02/28/19 MARIO010 MARIOTTI'S			1425
19-00874	UNIFORM CLEANING	218.15		
41644	02/28/19 NATIO090 NATIONWIDE RETIREMENT SOLUTION			1425
19-00921	DEFERRED COMP	1,713.05		
41645	02/28/19 NETOP005 NETOP			1425
19-00494	NRC GUEST NOLP RENEWAL	333.00		
41646	02/28/19 PORTO005 PORTOFINO POOLS			1425
19-00716	CPO CERTIFICATIONS	1,112.00		
41647	02/28/19 PUBLI020 PUBLIX			1425
19-00907	FOOD-DEPT TRAINING	18.19		
19-00908	REPLENISH SUPPLIES	15.98		
		<u>34.17</u>		

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Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
001TD	OPERATING		Continued		
41648	02/28/19	SAFAR015 SAFARILAND LLC			1425
19-00912		TRAINING-CLINE	495.00		
41649	02/28/19	SHERW010 SHERWIN WILLIAMS			1425
19-00884		PAINT-PAVILLION-SPLASH PK	318.04		
19-00902		PAINT/SUPPLIES-SPLASH PARK	<u>215.71</u>		
			533.75		
41650	02/28/19	SIGNS010 SIGNS NOW			1425
19-00879		MAG STRIP FOR TRUCKS	103.92		
41651	02/28/19	STAPL010 STAPLES			1425
19-00916		OFFICE SUPPLIES	50.43		
41652	02/28/19	STAUG110 ST AUGUSTINE RECORD			1425
19-00704		P&Z MEETING	255.79		
19-00705		COND USE 2019-01 ADV	80.78		
19-00762		CODE ENF MTG AD	71.80		
19-00797		PZB/COMP PLAN LEGAL ADS	<u>448.75</u>		
			857.12		
41653	02/28/19	STONE010 STONE ENGINEERING GROUP			1425
19-00718		CONSULTING SERVICES-FEMA/DEM	697.50		
19-00848		3RD ALLEY DRAINAGE	3,940.00		
19-00849		MISC DRAINAGE	<u>1,707.60</u>		
			6,345.10		
41654	02/28/19	TAYLO020 TAYLOR RENTAL			1425
19-00881		PRESSURE WASHER	326.25		
41655	02/28/19	TURN005 TURNER PLUMBING			1425
19-00898		BACKFLOW TEST	75.00		
41656	02/28/19	VERIZ010 VERIZON WIRELESS			1425
19-00877		CELL PHONES	583.18		
41657	02/28/19	WILSO010 WILSON MACHINE & WELDING WORKS			1425
19-00857		CYLINDERS FOR #79	900.00		
41658	02/28/19	WINDS005 WINDSTREAM			1425
19-00864		PHONES/INTERNET	2,508.55		
41659	02/28/19	NORTH020 NORTHEAST FLORIDA LEAGUE OF CI			1427
19-00923		DINNER/MTG FEB	75.00		
19-00924		DINNER/MTG 011719	<u>100.00</u>		
			175.00		

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #	Description				Contract

001TDOPERATING

		Paid	Void	Amount Paid	Amount Void
Checking Account Totals					
Checks:	97	1	222,689.02	0.00	
Direct Deposit:	0	0	0.00	0.00	
Total:	97	1	222,689.02	0.00	

002IMPACTFEES

1563	02/28/19	STJOH020 ST JOHNS COUNTY FINANCE DEPT		1428
19-00928		IMPACT FEES-FEB 2018	38,381.14	
1564	02/28/19	CSAB-020 CSAB - GENERAL FUND		1429
19-00927		MOVE NSF FEE TO GF	503.55	

		Paid	Void	Amount Paid	Amount Void
Checking Account Totals					
Checks:	2	0	38,884.69	0.00	
Direct Deposit:	0	0	0.00	0.00	
Total:	2	0	38,884.69	0.00	

101TDBANKRDBRG

20336	02/14/19	ADVAP010 ADVANCED AUTO PARTS	02/28/19	1423
19-00823		CAR WASH	6.25	
20337	02/14/19	BUGOU010 BUG OUT SERVICE INC	02/28/19	1423
19-00846		PEST CONTROL	327.00	
20338	02/14/19	FLORI250 FLORIDA POWER & LIGHT COMPANY	02/14/19 VOID	0
20339	02/14/19	FLORI250 FLORIDA POWER & LIGHT COMPANY	02/28/19	1423
19-00776		ELECTRICITY	7,064.37	
20340	02/14/19	HAGAN020 HAGAN ACE HARDWARE	02/28/19	1423
19-00815		PAINTBRUSH-SUPPLIES	13.99	
20341	02/14/19	LMAS005 L MASTERS, LLC	02/28/19	1423
19-00855		GRASS-ROW REPAIRS	200.00	
20342	02/14/19	LOWES005 LOWES	02/28/19	1423
19-00808		BENCH REPAIRS	64.56	
20343	02/14/19	MUNIC020 MUNICIPAL SUPPLY & SIGN CO.	02/28/19	1423
19-00816		SIGNS	222.00	
20344	02/14/19	SANFO005 SANFORD AND SON AUTO PARTS INC	02/28/19	1423
19-00806		TOOLS	193.54	
20345	02/14/19	STAUG090 ST AUGUSTINE POWER HOUSE	02/28/19	1423
19-00807		REPAIRS TO HEDGE TRIMMER	226.14	
20346	02/14/19	STJOH245 ST JOHNS SALES & SERVICE	02/28/19	1423
19-00840		REPAIRS/TOOLS	341.75	

March 20, 2019
01:39 PM

CITY OF ST. AUGUSTINE BEACH
Check Register By Check Date

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Check # PO #	Check Date	Vendor Description	Amount Paid	Reconciled/Void	Ref Num Contract
101TDBANKRDBRG			Continued		
20347	02/14/19	THELA020 THE LAKE DOCTORS		02/28/19	1423
	19-00781	WATER MGT	595.00		
20348	02/14/19	UNIVE040 UNIVERSITY OF FLORIDA		02/28/19	1423
	19-00842	PUBLIC APPLICATOR LIC	100.00		
20349	02/28/19	BBTRA005 B&B TRAILERS AND ACCESSORIES			1426
	19-00896	HITCH #67	189.24		
20350	02/28/19	EVANS010 EVANS AUTOMOTIVE			1426
	19-00895	ALIGNMENT #67	62.95		
20351	02/28/19	FLDEP015 FL DEPT OF ENVIRONMENTAL PROT			1426
	19-00918	2019 NPDES NOI	5,625.00		
20352	02/28/19	HOMED010 HOME DEPOT			1426
	19-00887	BENCHES	108.60		
	19-00900	WISK BROOMS	39.85		
	19-00901	STRAW-A ST & 8TH ST	195.50		
			343.95		
20353	02/28/19	LEONA010 LEONARDI NURSERY			1426
	19-00880	SOIL	50.00		
20354	02/28/19	LMAST005 L MASTERS, LLC			1426
	19-00883	BERMUDA	100.00		
20355	02/28/19	LOWES005 LOWES			1426
	19-00885	REPLACEMENT MAILBOXES	56.91		
20356	02/28/19	LVHIE010 L.V. HIERS INC.			1426
	19-00860	106 GALS MARINE FUEL	252.97		
20357	02/28/19	MELVI010 MELVIN'S REPAIR SHOP			1426
	19-00890	REPAIR LEAK BUCKET TRK	605.99		
20358	02/28/19	SANFO005 SANFORD AND SON AUTO PARTS INC			1426
	19-00878	SHOCK ABSORB/TIE ROD #67	450.82		
	19-00894	REPAIRS	179.51		
			630.33		

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	22	1	17,271.94	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	22	1	17,271.94	0.00

Check #	Check Date	Vendor	Reconciled/Void		Ref Num
PO #	Description	Amount Paid			Contract
101TDBANKRDBRG					
Report Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	121	2	278,845.65	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	121	2	278,845.65	0.00

Totals by Year-Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	9-001	117,101.49	127.13	144,345.09	261,573.71
ROAD & BRIDGE FUND	9-101	17,271.94	0.00	0.00	17,271.94
Total of All Funds:		134,373.43	127.13	144,345.09	278,845.65

Totals by Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	001	117,101.49	127.13	144,345.09	261,573.71
ROAD & BRIDGE FUND	101	17,271.94	0.00	0.00	17,271.94
Total Of All Funds:		134,373.43	127.13	144,345.09	278,845.65

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
GENERAL FUND	9-001	117,101.49	0.00	0.00	0.00	117,101.49
ROAD & BRIDGE FUND	9-101	17,271.94	0.00	0.00	0.00	17,271.94
Total of All Funds:		<u>134,373.43</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>134,373.43</u>

PENDING ACTIVITIES AND PROJECTS

Revised March 21, 2019

1. PERFORMANCE REVIEW OF POLICE CHIEF AND THE CITY MANAGER. The reviews by individual Commissioners for 2018 have been completed. The Commission will be asked this July to prepare their respective reviews in advance of the discussion of the Fiscal Year 2020 budget.
2. LAND DEVELOPMENT REGULATIONS. No further changes have been proposed.
3. COUNTY PIER PARK. Mayor George has by letter asked the County Administrator to keep the City informed of plans to renovate the park. In early October, Mr. Wanchick in an email listed four Parks and Recreation Department projects: Fiscal Year 2019 impact fees to be used for Pier Shop expansion; deferred maintenance will be done on pier structural/maintenance improvements, including replacement of three beams and wood components; the tennis courts at Ron Parker Park will be replaced; and there'll be routine maintenance on access points to the beach. In early March, the County Beach Services Division provided this update:
 - a. Pier shop expansion: Construction Services and Purchasing departments are coordinating the completion of this project. Engineering is working on drawings; then proposals and pricing will be submitted from contractors. There is no firm timeline for this project.
 - b. Improvements to the pier: Construction Services and Purchasing are coordination the completion of this project. There is no firm timeline for this project.
 - c. Replacing Ron Parker Park tennis courts: Construction Services and Purchasing are coordinating the completion of this project.
 - d. Routine maintenance at beach access points: Maintenance has been done at 1st, 2nd, 7th, D and F streets. The County is working with the Florida Department of Environmental Protection on what can be permitted to repair the retaining wall at the Pope Road access. What can be done will be subject to budget considerations based on the complexity of the repair. At the A Street access, the County is reviewing on to provide better and safer pedestrian access.
4. UPDATING STRATEGIC PLAN. The plan was adopted in the spring of 2015. At its January 6, 2018, meeting, the City Commission discussed whether to hire a facilitator to help update the plan. The Commission decided to delay the updating until it has completing adopting the changes to the Land Development Regulations. As its January 7, 2019, meeting, the City Commission decided to do the update itself with the City staff. The Commission agreed with the City Manager's suggestions for items in the plan and asked him to include in it parking infrastructure. The Manager will bring the topic back to the Commission at its May 6th meeting.
5. PARKING PLAN. An outcome of the City Commission's joint meeting on March 19th with the Comprehensive Planning and Zoning Board is the exploration of a pay-by-phone parking system. Mayor George informed the Commission of Gainesville's use of the technology. The Commission discussed Gainesville's system at its April 2nd meeting, and directed the City staff to prepare and advertise a Request for Proposals for a pay-by-phone system. Six proposals were received by the April 20th deadline. The City staff reviewed them and met with St. Augustine's parking enforcement staff,

as that city is interested in having a similar system and has been exploring the matter longer than our City has. Initially, the City Commission said it favored both cities having the same system St. Augustine is adopting, which is a system offered by a company called Passport Labs. With that system, a person uses a smart phone app to pay to park. However, at a special meeting on January 8, 2018, the Commission learned that St. Johns County planned to advertise for paid parking proposals in January with the possible implementation of paid parking at the pier and two other beach parking lots in April 2019. The City Commission decided to change direction and adopt the same paid parking system that the County decides to adopt. The Commission believes this will be less confusing for residents and visitors. The time table is for the County to advertise for proposals in February, for County staff to review those proposals in March, and for the County staff to present the proposal selected to the County Commission in April. Exactly when the County will implement the proposal recommended by the staff is unknown at this time.

In the meantime, the City Commission has adopted an ordinance to raise the fine for illegal parking from \$20 to \$75, to set the fine for illegal parking in a handicapped space at \$250, and to authorize the City Manager to put parking regulation signs on City streets. The Commission considered adopting regulations for a residential parking permit plan but decided on a trial basis to have Resident Only signs posted on 13th Street, west of the Boulevard, where the residents have requested the signs. The Chief Financial Officer, Ms. Melissa Burns, has included money in the FY 19 budget for nine months of salary, benefits, and other expenses for a parking enforcement officer.

The Commission held a special meeting on January 8th for public comment on the proposal to have paid parking. Nearly all the persons who spoke were not in favor of the proposal.

At the Commission's February 4th meeting, there were two parking-related topics. One was an ordinance on final reading to allow for the establishment of parking meter zones; the second was to be a discussion of residential parking permits. The Commission decided to delay action on both topics and to hold a special meeting on Tuesday, March 5th, with residents to discuss the residents' proposed solutions for how to protect residential neighborhoods from parking by beach visitors. At the Commission's April 1st meeting, the City Manager will suggest that the Commission hold a special meeting later in April, to review whether the County Commission at its April 2nd meeting will accept a paid parking plan for the pier park and other County parks.

6. JOINT MEETING WITH THE COUNTY COMMISSION. No date in 2019 has yet been proposed by either Commission for a joint meeting.
7. STATE-MANDATED COMPREHENSIVE PLAN EVALUATION AND APPRAISAL REPORT. At its January 6, 2018, Commission meeting, the City Manager explained the report that is mandated for cities and counties every seven years, and whether it can be done by a consultant or a staff planner. The Commission agreed to have a request for proposals prepared for planning services with a provision in it requiring full disclosure of any actual or potential conflicts of interest or any appearance thereof. The City advertised for proposals. One was received, but the amount of money requested was so far above what the City could afford that the City Manager sought proposals from other sources. Two firms replied. At its May 7th meeting, the Commission approved the hiring of Fleet and Associates to do the report. The consultant held a public meeting on the Comprehensive Plan on Tuesday, June 26,

2018, at 6:00 p.m. Three citizens and one Commissioner attended. The consultant met with the Comprehensive Planning and Zoning Board at its July 17th meeting, and provided the results of the two meetings to the City Commission at its August 6th meeting. The Commission met with the planning consultants, Fleet and Associates, plus members of the Planning and Tree Boards at a workshop on October 17th to review Ms. Fleet's changes to the policies in the current Comprehensive Plan. At its November 13th meeting, the Commission decided not to hold a special meeting in late November to review the draft of the plan. At its December 17th special meeting, the Commission decided to hold a special meeting on January 8, 2019, to review with the planning consultant the proposed changes to the Comprehensive Plan. On January 8th, Ms. Fleet went through the proposed changes with the Commission. Public comment was provided as well. The Planning Board reviewed the proposed changes at its February 19th meeting and decided to continue a review of the changes at the Board's March 19th meeting. However, at the request of the Board's Chair, Mrs. Jane West, and the planning consultant, Ms. Janis Fleet, the Board's review of the changes has been postponed to its April 21st meeting.

8. **UPDATING PERSONNEL MANUAL.** The City Clerk and Chief Financial Officer have reviewed the Manual for possible changes and forwarded the draft to the City Manager. The Commission will need to schedule a meeting, possibly sometime 2019, to discuss the changes.
9. **SEA OATS PLANTING PROJECT.** In response to Mayor George's request, the St. Augustine Port, Waterway, and Beach Commission at its June 19th meeting approved \$25,000 for the project. The project's estimated cost, including engineering, permitting, and the planting of the sea oats, is \$100,000. The City engaged a coastal engineering consultant, who prepared plans and specs. In response to the City's advertisement for bids, five companies responded with bids ranging from \$32,325 to \$89,217. The Commission will be asked at its November 13th meeting to award the bid to the lowest bidder, Aquatic Plants, for \$32,325. The project must be completed by May 1, 2019, which is when the sea turtle nesting season will start. In the meantime, Vice Mayor England attended the Tourist Development Council's October 15th meeting, to ask for a recommendation to the County Commission that TDC funds be appropriated to help pay the project's costs. The TDC tabled the request to its January 15th meeting. Vice Mayor England and the City Manager attended that meeting. The TDC voted to recommend to the County Commission that \$25,000 be provided to the City. The County Commission reviewed the request at its February 19th meeting and approved a grant of \$25,000.

In the meantime, Mayor George also found a possible grant source of funds for the project. The City Manager submitted an application for it by the October 1st deadline.

At its November 13th meeting, the Commission awarded the bid for this project to Aquatic Plants for \$32,325. The company will grow the sea oats and will plant 43,100 of them on 6,460 linear feet of the beach from 10th Street south to the northern boundary of the Sea Colony subdivision. The sea oats were planted from March 19-22, 2019. The 180-day warranty period for plant survival will begin on March 22nd.

10. **NEW YEAR'S EVE EVENT REPORT.** Ms. Cindy Walker, the City's Marketing and Events Coordinator, provided a report to the Commission at its December 3rd meeting about preparations for the

upcoming event and its revenues, expenditures and sponsorships. Individual Commissioners asked Ms. Walker for a count of the vehicles in the parking lots used by event attendees and for an updated financial report prior to this year's event. Ms. Walker provided an update of the 2018 event at the Commission's March 4, 2019, meeting. She has begun preparations for the 2019 event.

11. **RECREATION PROGRAMS.** The Deputy City Clerk has prepared a summary of the recreation programs that are available to the youth of St. Augustine Beach. She is working with the IT staff to have links to the summary on the City's website and Facebook page. The City Manager has asked one of the Assistant County Administrators whether the City could subsidize some of the County's programs or provide monetary aid to help low income youth in the City participate in some of the programs. No response has been received.
12. **PEDESTRIAN CROSSING FLAGS, STATE ROAD A1A AND A STREET:** A resident requested the flags. As SR-A1A is a state highway, the Florida Department of Transportation must approve the request. The Public Works Director has forwarded it to the DOT. If the request is approved, the City will be responsible for purchasing the flags and the signs. The DOT approved the City's application for a permit.

City residents have asked that the pedestrian safety flag system on A1A Beach Boulevard be provided at 13th and 8th streets. The Acting Public Works Director says that the County will require a survey to be done, to see if pedestrian traffic at the two streets prove the need for the flags. At this time, the County Road and Bridge Department reports that the number of pedestrian crossings at these intersections is limited and that the flag system at these intersections cannot be justified.
13. **NEW REVENUE SOURCE: FRANCHISE FEE FOR SOLID WASTE HAULERS.** The Chief Financial Officer, Ms. Melissa Burns, proposed to the City Commission at its November 13th meeting that the City charge this fee. The discussion concerned the staff finding out how many solid waste haulers operate in the City, the staff investigating how the County enforces its solid waste franchise fee, whether the City should charge the same, having the same fee for demolition waste haulers, etc. Ms. Burns did a presentation at the Commission's December 3rd meeting. The Commission decided it needed more information, which Ms. Burns presented at the Commission's March 4, 2019, regular meeting. That meeting had to be continued to March 5th, when the Commission asked the City Attorney to prepare an ordinance. That will be presented to the Commission at its May 6th meeting. The Commission will discuss then whether to do safety inspections of the haulers' vehicles.
14. **STREETLIGHTS ALONG STATE ROAD A1A.** No information to report.
15. **STREETLIGHT FOR ENTRANCE TO BEACH ACCESS WALKWAY.** A resident has requested that a light be put at the entrance on A1A Beach Boulevard. On January 29th, the Acting Public Works Director and the City Manager met with representatives from Florida Power and Light. The company will change the lighting as part of the conversion of the Boulevard streetlighting to LED lights.
16. **LED STREETLIGHTS.** FPL representatives will present a proposal to the Commission at its May 6th meeting to change the lights along A1A Beach Boulevard to LED lights.

17. CITIZEN SURVEY. The City's Communications and Events Coordinator proposed to the Commission at its March 5th meeting that the survey be done to find out what the Commission and its appointed boards could do better to communicate with and serve the citizens, and to find out what the citizens value most about the City. The survey will be on the City's website and distributed by its Facebook page and newsletter in April. The survey will stop in May, the results will be tabulated in June, and presented to the Commission at its July 1, 2019, meeting. The Commission approved having the survey done and that individual Commissioners could forward their suggestions to Ms. Walker by the end of March.