



AGENDA

REGULAR CITY COMMISSION MEETING
MONDAY, JUNE 10, 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 SPECIAL COMMISSION MEETING ON APRIL 29, 2019 AND REGULAR COMMISSION MEETING ON MAY 6, 2019
- V. ADDITIONS OR DELETIONS OF THE AGENDA
- VI. CHANGES TO THE ORDER OF TOPICS ON THE AGENDA
- VII. PRESENTATIONS
 - A. Request for Approval of Memorandum of Understanding with the Property Appraiser for Homestead Exemption Audit (Presenter: Eddie Creamer, St. Johns County Property Appraiser)
 - B. Sunshine Bus Service and Request for City Subsidy (Presenter: Becky Yanni, Executive Director)
 - C. Proposal to Change Streetlights to LED Lighting (Presenters: Representatives from Florida Power and Light)
- VIII. PUBLIC HEARINGS
 1. Transmittal to the State of Changes to the City's Comprehensive Plan (Presenter: Janis Fleet, Planning Consultant)
 2. Request for Conditional Use Permit to Construct Five Houses in the Commercial Land Use District on North Side of 7th Street, Opposite Marriott Hotel (Lots 5, 7, 8, 9 and 10, Block 15, Chautauqua Beach Subdivision) Mr. James Whitehouse, Agent for MSB Hotels of Ormond Beach, Florida (Presenter: Brian Law, Building Official)

3. Consideration of Request to Vacate Alley on East Side of Boulevard in Block 9, Chautauqua Beach Subdivision, between 2nd and 3rd Streets (Presenter: Jim Wilson, City Attorney)
4. Ordinance 19-06, Second Public Hearing and Final Reading, to Allow the Setting of Building Permit and Related Fees by Resolution, and Resolution 19-02, to Adopt the Fees (Presenter: Brian Law, Building Official)
5. Ordinance 19-07, Public Hearing and Final Reading, Regarding Business Tax Receipts: Updating Classification Titles and Increasing Fees (Presenter: Beverly Raddatz, City Clerk)

IX. CONSENT

6. Resolution 19-05, to Amend the Format for Commission Meetings in the City's Policies and Procedures Manual

X. PUBLIC COMMENTS

XI. COMMISSIONER COMMENTS

XII. OLD BUSINESS

7. Ordinances Related to Parking: Ordinance 19-08, First Reading, to Establish Resident Only Parking Permit System, and Ordinance 19-09, First Reading, to Change Parking Regulations in Chapter 19 of the City Code and to Prohibit Overnight Parking on Public Property in certain areas (Presenter Jim Wilson, City Attorney)
8. Plastic Bag Ban Ordinance: Requested by Ms. Jane West for the Commission to Consider it Again (Presenter: Max Royle, City Manager)
9. Resolution 19-01, to Amend Section XI.21 of the Personnel Manual Regarding Worker's Compensation (Presenter: Jim Wilson, City Attorney)
10. Strategic Plan: Review of Suggested Procedures to Update (Presenter: Max Royle, City Manager)

XIII. NEW BUSINESS

11. Cigarette Butts and Tobacco-Related Products: Request to Add Them to City's Definition of Litter (Presenter: Nana Royer or Capt. Adam Morley)
12. Tree Board/Beautification Advisory Committee: Review of Resolution to Change Name to the Sustainability and Environmental Planning Advisory Committee (Presenters: Members of the Tree Board / BAC)
13. Florida League of Cities Annual Conference: Selection of City's Voting Delegate (Presenter: Max Royle, City Manager)

XIV. STAFF COMMENTS

XV. ADJOURNMENT

NOTICES TO THE PUBLIC

1. **CITY COMMISSION SPECIAL MEETING.** It will be held on Monday, June 17, 2019, starting at 5:30 p.m. Topics on the agenda will include interviewing candidates for the position of City Attorney, presentation of the audit report for Fiscal Year 2018 and discussion / decisions concerning other budget-related matters.
2. **COMPREHENSIVE PLANNING AND ZONING BOARD.** It will hold its monthly meeting on Tuesday, June 18, 2019, at 6:00 p.m. in the Commission meeting room at city hall. Topics on the agenda may include: a. request for variance for pool screen enclosure at 525 Weeping Willow Lane in the Sea Grove subdivision; b. request to amend the final development order for the Anastasia Dunes subdivision to increase lot coverage and impervious surface ratio.

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

SPECIAL CITY COMMISSION MEETING MONDAY, APRIL 29, 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 Commissioner Rumrell to lead the Pledge of Allegiance.

III. ROLL CALL

Present: Mayor George, Vice Mayor England, Commissioner Kostka, Commissioner Rumrell, and Commissioner Samora.

Also present: City Manager Royle, City Attorney Mulligan, Police Chief Hardwick, Chief Financial Officer Burns, and City Clerk Raddatz.

IV. TOPICS

NOTE: BECAUSE THIS IS A SPECIAL MEETING, THERE IS NO SEPARATE SECTION FOR GENERAL PUBLIC COMMENTS. IN ACCORDANCE WITH CITY COMMISSION POLICY, PERSONS CAN HAVE TWO MINUTES TO COMMENT ON EACH TOPIC LISTED BELOW.

1. Decorative Painting of Waste Receptacles: Request by the Tree Board / Beautification Advisory Committee for Commission Approval (Presenters: Representative from the Board/Committee)

Mayor George introduced Item 1 and asked Ms. Ann Palmquist, Tree Board / Beautification Advisory Committee member to the podium.

Ms. Palmquist introduced the representatives from Art Galleries of St. Augustine.

Laura McNeal, Vice President of Art Galleries of St. Augustine, commented that Art Galleries of St. Augustine distributes brochures that represents individual artists. She explained that the cans were Ms. Palmquist's idea and she contacted her because she represents several local artists. Ms. McNeal has been working with Tom Large in Public Works to complete the project. Six artists decorated the six cans with beach friendly, family orientated decorations. She explained that the six cans will be placed in the public and six more will be done with the Commission's approval.

Ann Palmquist, 213 10th Street, St. Augustine Beach, FL, advised that things happen for a reason and commented that the Commission wanted beautified garbage cans, so she thought of this. She thanked the group for their response and work on the project.

Mayor George thanked the artists too.

Commissioner Kostka asked how many cans the artists will do.

Ms. McNeal advised about 50. She left brochures for the public.

Vice Mayor England asked City Manager Royle for pictures of the cans and to have it posted on the City's Facebook account.

City Manager Royle advised that Communication and Event Coordinator Walker would work on that posting it on Facebook and the City's webpage.

Mayor George opened the Public Comments section. Being none, Mayor George moved on to Item 2.

2. Recycling Service: Consideration of Whether to Change from Bins to Wheeled Carts (Presenter: Max Royle, City Manager; Melissa Burns, Chief Financial Officer; and Representatives from Advanced Disposal)

Mayor George introduced Item 2 and asked for a staff report.

City Manager Royle advised that Greg Huntington representing Advanced Disposal was here to answer any questions.

Mr. Greg Huntington, Municipal Marketing and Government Affairs Manager, 7580 Phillips Highway, Jacksonville, FL, advised that recycling materials have gone down in value and Advanced Disposal and the City are not making any profit margin. He explained that China is not accepting the recycling materials they used to. He commented that a lot of the recycling materials received are contaminated and that St. Johns County recyclables are showing a 22% contamination rate and advised that the smaller bins are less contaminated because people are more likely to be more discriminative on what they put in the smaller bins. He explained that the processing fees have gone up \$50 a ton and if the City decides to go with the larger bins, then the alleyways will be a problem with collection due to their narrow size.

Discussion ensued regarding the residents can use as many small bins as they want; having Advanced Disposal look into a cart that could stack the smaller bins for the residents; what the costs would be for the stackable carts at a wholesale price; whether the costs will continue to rise, and recyclables would stop being collected; the recycling plant puts the contaminated waste into the landfill; Advanced Disposal working with the City's Communication and Events Coordinator on educating the public on what can and cannot be recycled; Advanced Disposal handing out magnets to the residents on what can and cannot be recycled; Advanced Disposal being bought by Waste Management, but not affecting the current contract with the City; glass items being deleted from the recyclable list; tipping fees would increase in the landfill if glass is not recycled; and whether the City should go out to bid or not.

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

Sonia Kudlik, 114 13th Street, St. Augustine Beach, FL, requested an educational program on what can and cannot be recycled.

Angel Kwokel-Folland, 931 Deer Hammock Circle, St. Augustine Beach, FL, advised that she was in support of the stackable carts.

Denny Dean, 205 A Street, St. Augustine Beach, FL, asked for the bigger bins because they are more efficient and requested the Commission investigate all the options.

Tom Reynolds, 880 A1A Beach Blvd., St. Augustine Beach, FL, advised that it is hard to get people to recycle and asked Advanced Disposal to charge the City the same price as St. Johns County.

Martha Buck, 117 Seagrove Main Street, St. Augustine Beach, FL, asked what the residents can do to stop contamination and how can the residents do a better job recycling.

Ed Slavin, P.O. Box 3084, St. Augustine, FL, explained that he supports the bigger carts because they work for St. Johns County. He advised that all the solid waste companies are mob-owned. He requested that the City have St. Johns County pick up the recyclables.

Mayor George closed the Public Comments section and asked if there was any further Commission discussion.

Mr. Huntington explained what recyclables were of the most value. He explained that any food products on cardboard or oils are contaminated. He advised that if the City goes with St. Johns County, the City would have to do the solid waste through them as well and advised that St. Johns County's contract expires in 2024. He explained that Advanced Disposal was not mob-owned and is on the New York Stock Exchange.

Commissioner Samora advised that he likes Vice Mayor England's suggestion of the stackable carts and suggested keeping with the current contract for now and revisit this issue in two years when the contract is expiring. He explained that the Commission could investigate a non-ad valorem fee at that time.

Commissioner Kostka agreed with Commissioner Samora and suggested looking into the option with piggybacking off the St. Johns County's contract at that time because we need to prioritize the City's money.

Commissioner Rumrell agreed with the stackable carts and suggested staying with the current Advanced Disposal contract.

Vice Mayor England agree with the other Commissioners to keep the contract as it is, but to see about the costs of the carts. She requested that staff to research the true costs of trash pickup, disposal fees, and recyclables to the City versus a private firm. She would also like staff to find out the wholesale cost of the stackable bin carts.

Mayor George advised that she agreed with staying with the current contract due to the increases in costs for recyclables. She commented that the new Public Works Director should research all the options and come to the Commission with more information.

Motion: to maintain the existing contract terms and not amend the contract to change from bins to carts. **Moved by** Mayor George.

City Attorney Mulligan asked to amend the motion to not extend the option.

Motion: amended the motion to not exercise the option of the contract. **Moved by** Mayor George, **Seconded by** Kostka. Motion passed unanimously.

Mayor George moved on Item 3.

3. Legal Services: Review of Draft Request for Proposals for New City Attorney and Setting Date for Special Meeting to Interview Candidates (Presenter: Max Royle, City Manager)

Mayor George introduced Item 2 and asked for a staff report.

City Manager Royle explained that since City Attorney Wilson decided to leave the City, he composed a Request for Proposal (RFP) for legal services but needed to get the Commission's direction on the timeline, where the Commission wanted to advertise, and if there were any changes the Commission wanted to the RFP.

Mayor George asked whether to give a priority to the geographic location. She advised that it is important regarding the impact of the costs to the City but didn't want to limit the responses of those attorneys who have municipal experience.

Vice Mayor England advised that the statement regarding the main office location could be removed and agreed with Mayor George.

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

Ed Slavin, P.O. Box 3084, St. Augustine, FL, commended the City on their process and thanked City Attorney Wilson for his service; advised that City Attorney Wilson commented that the parking issue was a waste of time; and asked for a full equal opportunity employment search with no geographical restrictions and the attorney knows Fourth Amendment law, not board certification.

Tom Reynolds, 880 A1A Beach Blvd., St. Augustine Beach, FL, requested that the attorney hired know the public comment law and advised that City Attorney Wilson was not a good attorney.

Mayor George closed the Public Comments section and asked if there was any further Commission discussion.

Mayor George asked staff to advertise in Florida Bar Journal, Government Municipal Law Newsletter, and Florida Association for Women Lawyers.

City Manager Royle advised that he advertised in the Florida League of Cities.

Mayor George asked staff about the timeline.

City Manager Royle commented that he would like a Special Commission meeting in May in order to have an attorney before the budget season begins.

After discussion, it was the consensus of the Commission to have a Special Commission meeting on June 17, 2019 at 5:30 p.m. to interview City Attorney candidates, to receive the auditors report and to discuss budget related matters.

Mayor George moved on Item 4.

4. Televising and Streaming City Meetings: Review of Options and Costs (Presenters: Max Royle, City Manager and Anthony Johns, Information Technology Manager)

Mayor George introduced Item 4 and asked for a staff report.

City Manager Royle advised that Comcast will charge \$408 a month to continue televising the Commission and the Comprehensive Planning and Zoning meetings, which would allow for 25 megabits per second (MBPS). The costs to have 50 MBPS would be \$531. He asked the

Commission if they want to do the televising or not. He explained that Anthony Johns, IT Manager, would explained the City's streaming.

IT Manager Johns explained his memo to the Commission regarding streaming with closed captioning in order to be in compliance with ADA. He advised that the Commission and the Comprehensive Planning and Zoning Board have a little over 25 meetings per year. He explained that St. Johns County and the City of St. Augustine did a Request for Proposals for closed captioning televising firms, which the City could piggyback off their contract with Swagit Productions LLC or HGMI. He commented that some staff recommended discontinuing some meetings. He explained that to have the City own the equipment is approximately \$82,000, which includes the equipment and the third-party labor, and the other proposal was Swagit, which they would own the equipment and do the close captioning for \$25,000 upfront costs and for 23 meetings a year it would be \$23,000 a year. For 50 meetings it would be \$32,000 a year. He explained that the fee for 50 meetings a year was reduced because Swagit knows we stream approximately 30 meetings a year. He recommended not keeping the Comcast service because the City provides the content for Comcast and now Comcast wants the City to pay for the service.

Mayor George asked about the four-day delayed option.

IT Manager Johns advised that there is a four-day delay option, which would drop the price significantly. He explained that when he spoke with the vendor, they advised that it is usually one to two-day delay but for a meeting lasting over two hours is usually a four-day delay.

Discussion ensued regarding people call in when the live streaming goes out; residents who have Comcast are not watching as frequently as previously, most watch YouTube; staff has received complaints since live streaming has stopped; whether radio would be an option for the meetings; the differences in the live streaming equipment and the close captioning delay equipment; whether the City would own the live streaming equipment; the life of the captioning equipment would be approximately five years; to use the 50 meeting option, since 25 meetings would not meet the City's needs; whether the City should have its own Request for Proposals instead of piggybacking off St. Johns County or the City of St. Augustine; necessity to broadcast the meetings; Building Department funds cannot be used to pay for broadcasting the meetings; and whether to cap the broadcasting of meetings to 25 a year.

Commissioner Kostka requested that the City do its own Request for Proposals (RFP) because of the costs involved.

Mayor George advised that she wants broadcasting, so the public is informed and should have the most competitive bids.

Vice Mayor England advised that staff need guidelines for the RFP's.

IT Manager Johns asked for clarification on whether to continue with Comcast or streaming and whether staff would purchase equipment or have a company do the streaming source. He explained that it would take a lot of staff time to work with a third-party to install the equipment that would fit the City's equipment.

Mayor George advised that she liked the provider to provide the service and equipment. She asked whether the RFP should have both options.

Vice Mayor England explained that she is concerned with the extra staff time this takes and would prefer a service provider instead of staff having to manage it because staff is maxed out.

Mayor George agreed with Vice Mayor England that having a service provider for everything would be ideal. She withdrew having the two options in the RFP and to eliminate Comcast.

It was the consensus of the Commission to eliminate Comcast and to do an RFP.

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

Ed Slavin, P.O. Box 3084, St. Augustine, FL, advised that an RFP is the right thing to do and mentioned that he likes Swagit because the viewer can find the topic they want without searching for it. He asked for the City Attorney to review the contract with Comcast to see if they are in breach of their contract and requested that the City Manager be let go.

Tom Reynolds, 880 A1A Beach Blvd., St. Augustine Beach, FL, requested to stop broadcasting so the City can save the money. He suggested having the public come to the meetings.

Discussion ensued regarding the Comcast contract status.

Mayor George asked City Attorney Mulligan to review the Comcast contract.

Vice Mayor England confirmed that staff direction of the RFP would be to have a service provider with equipment, to be ADA compliant, to have close caption streaming, and to cover the Comprehensive Planning and Zoning Board and all Commission meetings.

Mayor George asked in the RFP the costs with or without delay of close captioning.

Commissioner Samora asked what the term of the contract would be.

Mayor George suggested no more than a one to three-year contract.

Mayor George moved on Item 5.

5. Parking Related Matters: Ordinance 19-08, First Reading, to Establish Resident Only Parking Permit System; Ordinance 19-09, First Reading, to Change Parking Regulations in Chapter 19 of the City Code; Discussion of Joining with County to Have a Uniform Parking Management System; and Review of Possibility of Leasing Property between 4th and 5th Streets, West of the Boulevard, as a Temporary Parking Lot (Presenter: Max Royle, City Manager)

Mayor George introduced Item 5 and asked City Manager Royle for a staff report.

City Manager Royle advised Ordinance 19-08 is to adopt a resident parking permit system, which can be enforced by the City's Parking Enforcement Specialist, when hired. He asked the Commission to decide whether they would want permits for visitors, which he does not recommend.

Discussion ensued regarding that the Commission agrees to have a residential parking permit system; to delete visitor permits in the ordinance; remove the word decal(s) in Ordinance 19-08; the definition of what a permit is on Page 2; on Page 5 new language be included that permits must be forfeited or be invalidated when there is a change to residency; allowing residents one permit per vehicle; only two permits would be allowed per residency for parking in the right-of-way; to redraft Ordinance 19-08 and bring the ordinance back at the Regular Commission meeting in June; direct City Manager Royle to research whether beach renourishment or any other grants would be effected in any way; correct typo on Page 6; on Page 2 correcting the program year to the same year; and on Page 2, remove paragraph 2.

City Manager Royle advised that Ordinance 19-09 would be brought back to the Commission at the Regular Commission meeting on June 10th by City Attorney Mulligan. He then advised that Commissioner Samora, Chief Financial Officer Burns and he had a meeting with Mr. Wanchick, County Administrator, to discuss a seamless paid parking management system at Pier Park as well as throughout the City. He explained that he answered questions for Mr. Dunn, Budget and Management Director for St. Johns County, and asked when this would be accomplished. Mr. Dunn advised that the plan for the County would not be done until March 2020. City Manager Royle advised that the County is considering Republic Parking. He explained that the County agreed to have the City be a part of the negotiations with Republic Parking. He advised that one of the key questions was what revenues the City would receive. He explained that Republic Parking is a turnkey system and Republic Parking would handle everything for the County and the City.

Mayor George advised that the County had a 3 to 2 vote and that the County wanted to negotiate with Republic Parking, but she asked if this would be a guarantee that the County would implement the paid parking.

City Manager Royle advised that he couldn't speculate on what the County will do.

Commissioner Samora advised that at the County meeting, the County wants a seamless plan so paid parking would not be confusing to residents and visitors. He explained that there are some drastic differences from the City's plan and the County's plan, so in order to work those difference out, there needs to be meetings to negotiate with Republic Parking and the County. He suggested meeting with the County before they negotiate with Republic Parking to work out the differences.

Mayor George asked if the City could negotiate directly with the vendor.

Commissioner Samora advised yes.

City Manager Royle advised that the Commission needs to give staff a timeline to follow.

Mayor George advised that she liked the turnkey service and the infrastructure for implementation. She suggested that once the City learns about the enforcement aspect, the City could take it over in the future. She commented that she was concerned about the delay of paid parking for the residents, but she was in favor of discussing the option with Republic Parking.

Commissioner Samora advised that he wants to move together with the County in unison.

Commissioner Kostka remarked that \$400,000 was budgeted as revenue in this budget, which decreases our revenues for spending. She asked if that issue has been solved or not.

Vice Mayor England advised that she was not as concerned about the delay as much as getting the parking system right. She commented that she was also concerned about losing grants or beach renourishment if paid parking is implemented. She suggested that at the Special Commission meeting on June 17th that we discuss the budget issues and to contact every stakeholder regarding the grants and the beach renourishment.

Commissioner Rumrell advised that his main concern is having residential parking system in effect before the paid parking system goes into effect. He asked if the \$2.50 per hour fee has changed and when negotiating with the County and Republic Parking it should be addressed. He suggested marking the lots by colors or sea animals so visitors know where they parked. He agreed that there needs to be a revenue stream parking.

Commissioner Kostka asked if the "No Parking" signs worked on 14th Street.

Police Chief Hardwick advised that the residents say the signs are working but want to wait until the beach season happens to make sure that they really work. He advised that he'd get the Commissioners the data for 13th Street.

Mayor George advised that there was Commission consensus to wait for the County; however, in the mean time staff should do outreach with the County and find out if there are more detailed questions to ask. She also requested City Manager Royle to check with the grants and the beach renourishment project to see if they would be in jeopardy if paid parking is implemented.

Mayor George asked if the City would be opening up any liabilities by contracting Republic Parking since they did not submit a Request for Proposal when the City selected Passport.

City Attorney Mulligan advised that there could be a potential liability and may want to consider sending out another Request for Proposal, so Republic Parking could send a bid.

It was the consensus of the Commission to have staff engage with the County regarding the negotiations with Republic Parking.

Mayor George recognized two County Commissioners that were in the audience and then moved on to the lot that may be available to the City for parking.

City Manager Royle explained that Mayor George and he met with Mr. Bhoola who is the owner of the Marriott lot that the City would consider it for a parking lot. He advised that Mr. Bhoola may lease the lot south of the Marriot to the City for three to five years with the understanding that the City would pay the taxes of the property and pay rent for the lease. He went over his memo to the Commission and explained that the parking revenue estimate for the 92 parking spaces at \$5.00 per day would be \$50,239. He advised that if the City charges \$2.50 per hour, the City would receive \$226,205. He advised that the breakdown of the costs to build and maintain the lot over a five-year lease would be approximately \$28,381 per year. He explained that this is only a discussion at this time. He advised that this could be an option.

Discussion ensued regarding whether it would be possible for the City to borrow the lease and maintenance costs yearly.

Chief Financial Officer Burns advised that it was possible.

Vice Mayor England advised that there would be a lot of visitors, which could be a good thing for the restaurants and businesses along A1A Beach Boulevard, but we need to wait and see.

Mayor George explained that construction of the parking lot would only be on the commercial lots and it would be buffered from the residential properties.

Commissioner Kostka advised that the City's codes do not address overnight parking in the parking lots. She asked that this be addressed.

Mayor George advised that she like the no parking overnight code in Ordinance 19-09.

Commissioner Samora advised that this is a good example of how to solve the parking problems and thinks it is fantastic.

Vice Mayor England asked for funding options for the parking lot to be included in the backup materials for the budget for the June 17th Special Commission meeting.

Discussion ensued regarding whether the City has a no overnight parking ordinance.

Police Chief Hardwick advised that City Code Section 19-32 has extended parking and requested City Attorney Mulligan to investigate that code.

City Attorney Mulligan asked if staff could put “No Overnight Parking” signs in designated parking areas.

Commission agreed and asked City Manager Royle to discuss putting “No Overnight Parking” signs at Pier Park as well.

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

Gail Devries, 200 4th Street, St. Augustine Beach, FL, advised that her question was answered regarding only having the parking on the commercial lots and would like transient rental parking to be enforced.

Tom Reynolds, 880 A1A Beach Blvd., St. Augustine Beach, FL, asked the Commission to vote no on leasing the lot; signage for no overnight parking doesn’t work; and asked to stop paid parking and just charge for the waste fee.

Ed Slavin, P.O. Box 3084, St. Augustine, FL, asked the Commission to put paid parking on the ballot as a referendum; to have a joint meeting with the County; and the City Manager should be fired.

Laurel Dean, 205 A Street, St. Augustine Beach, FL, advised that the residents don’t want paid parking on residential rights-of-way; advised that the Commission is stealing residents’ parking rights; need to find another way for revenue streams; and use SurveyMonkey to see what the residents want regarding parking or revenues.

Denny Dean, 205 A Street, St. Augustine Beach, FL, advised that the parking lot was a good idea; allowing the public to go to the beach changes the public’s quality of life and he welcomes all the public in all life stages.

Rick Maciejewski, 200 9th Street, St. Augustine Beach, FL, asked the Commission to only use one parking lot instead of the whole City and to put paid parking on a referendum to have the residents decide what they want to do.

Mayor George closed the Public Comments section and asked if there was any further Commission discussion.

Mayor George advised that Mr. Bhoola is interested in leasing the property for three to five years.

Commissioner Samora advised that Mayor George was the one who met with Mr. Bhoola, not him.

Mayor George advised that these ordinances would be brought back to the June 10, 2019 Regular Commission meeting.

Mayor George moved on Item 6.

6. Resolution 19-03, to Ban Certain Plastic Items, and Resolution 19-04, to State City’s Opposition to Offshore Drilling (Presenter: Mayor George)

Mayor George introduced Item 6 and advised the City has been looking to implement an ordinance to ban plastic items; however, other cities have used resolutions to request the public, business owners, etc., give up straws, coffee stirrs, and plastic items voluntarily. She asked if the Commission would like to add Styrofoam to these resolutions too.

Commissioner Kostka agreed that she would like to add Styrofoam.

The Commission agreed to add Styrofoam after drinking straws in the resolution.

Mayor George explained the resolution regarding offshore drilling.

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

Ed Slavin, P.O. Box 3084, St. Augustine, FL, he supports the resolutions if the ordinances come back to the Commission and asked items not to be combined so public comments could be heard on each item.

Mayor George closed the Public Comments section and asked if there was any further Commission discussion.

Mayor George asked for a motion.

Motion: to approve Resolution 19-03 with earlier stated amendment and to approve Resolution 19-04. **Moved by** Mayor George, **Seconded by** Commissioner Samora. Motion passed unanimously.

Mayor George moved on Item 7.

7. Discussion of Changing Order of Topics on Regular City Commission Agendas (Presenter: Mayor George)

Mayor George introduced Item 7 and advised it's the Commission's job to update the residents and wanted to bring this back to the Commission for discussion.

Commissioner Rumrell agreed with having Commissioner Comments at the beginning of the meeting so that the residents know what the Commission is doing for them.

Commissioner Samora suggested putting Commissioner Comments prior to the Public Comments section.

Mayor George advised that if the Commission puts the Public Comments section before Commissioner Comments, then the Commission could address some of the residents' questions. She advised that the public could not speak during Commissioner Comments.

Vice Mayor England suggested putting the consent items before the Commissioner Comments section and does not care if the Commissioner Comments comes before or after the Public Comments.

Commissioner Kostka advised that she doesn't have a strong feeling either way on whether to have Public Comments before or after Commission Comments.

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

Nickolas Binder, 232 Big Magnolia Court, St. Augustine Beach, FL, thanked the Commission for addressing his request from previous meeting and explained that he would like it in two parts, have Commission Comments on what the Commission has been doing first and at the end the meeting have Commission Comments and Staff Comments.

Ed Slavin, P.O. Box 3084, St. Augustine, FL, explained that the public have a right to public comments and they want a dialogue in real time.

Mayor George closed the Public Comments section and suggested that the following order of the agenda:

Presentations
Public Hearings
Consent
Public Comments
Commissioner Comments
Old Business
New Business
Staff Comments

The Commission agreed.

She explained that the Commission could comment at the end again under Staff Comments if they want to. Mayor George asked if this could be brought back to the Commission on June 10th.

City Clerk Raddatz advised yes.

Mayor George moved on Item V.

V. ADJOURNMENT

Mayor George asked for a motion to adjourn.

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

Mayor George adjourned the meeting at 8:50 p.m.

Undine C. George, Mayor

ATTEST:

City Clerk



MINUTES
REGULAR CITY COMMISSION MEETING
MONDAY, MAY 6, 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 Vice Mayor England lead the Pledge of Allegiance.

III. ROLL CALL

Present: Mayor George, Vice Mayor England, Commissioner Rumrell, and Commissioner Samora.

Commissioner Kostka was absent.

Also present: City Manager Royle, City Attorney Mulligan, Police Chief Hardwick, Chief Financial Officer Burns, City Clerk Raddatz, Building Official Law, and Public Works Director Tredik.

IV. APPROVAL OF MINUTES OF REGULAR CITY COMMISSION MEETING, APRIL 1, 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 April 1, 2019. **Moved by** Commissioner Samora, **Seconded by** Commissioner Rumrell. Motion passed unanimously.

V. ADDITIONS OR DELETIONS OF THE AGENDA

Mayor George asked if there were any additions or deletions of the agenda. Being none, Mayor George moved on to Item VI.

VI. CHANGES TO THE 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 asked City Manager Royle to introduce Mr. Tredik as the new Public Works Director.

City Manager Royle introduced William Tredik, Public Works Director, and advised that he started on May 1, 2019. He advised that Mr. Tredik welcomes the chance to meet with the Commissioners individually to bring the Commission up-to-date on the Public Works Department.

Mr. Tredik thanked the Commission for the opportunity. He advised that he lived in the City of St. Augustine Beach for some time and likes the opportunity to contribute in his home town.

VII. PRESENTATIONS

A. Proclamations:

1. To Declare May 2019 as Older Americans Month (Presenters: Pat O'Connell and Tom Torretta from the Council on Aging)

Mayor George introduced Item VII.A.1. and asked Pat O'Connell and Tom Torretta to come to the podium.

Tom Torretta, Council on Aging, 180 Marine Street, St. Augustine, FL, explained that the Council on Aging helps elderly residents to stay in their homes and helps them to be socially engaged. He thanked the Commission for bringing attention to older Americans and for declaring the month of May as Older Americans Month.

Mayor George asked for a motion to approve Older Americans Month proclamation.

Motion: to approve Older Americans Month proclamation. **Moved by** Mayor George, **Seconded by** Vice Mayor England. Motion passed unanimously.

2. To Celebrate the 50th Annual Municipal Clerks Week (Presenter: Beverly Raddatz, City Clerk)

Mayor George introduced Item VII.A.2. and asked City Clerk Raddatz to come to the podium.

City Clerk Raddatz advised that municipal clerks are very important for local government and this was the 50th Anniversary of the Municipal Clerks Week, which is sponsored by the International Institute of Municipal Clerks. She commented that she loves her profession and has been in government 30 years. She explained that municipal clerks believe in public service and help serve the Commission, Boards, and the public. She thanked the Commission for giving her the opportunity to be the City Clerk for the City of St. Augustine Beach.

Mayor George opened the Public Comments section. Being none, Mayor George asked for any discussion.

Commissioner Rumrell advised that in the short time he has been here, he appreciates all that Ms. Raddatz does.

Mayor George advised that Ms. Raddatz does the public records requests and she has heard of no complaints. She remarked that Ms. Raddatz is doing a good job in a tough environment.

Mayor George asked for a motion to approve Municipal Clerks Week proclamation.

Motion: to approve the proclamation for Municipal Clerks Week. **Moved by** Vice Mayor England, **Seconded by** Commissioner Samora. Motion passed unanimously.

- B. Request for City to Participate in the Property Appraiser's Homestead Exemption Audit (Presenter: Eddie Creamer, St. Johns County Property Appraiser)

Mayor George introduced Item VII.B and asked Eddie Creamer to come to the podium.

Mr. Creamer, St. Johns County Property Appraiser, 4030 Lewis Speedway B, St. Augustine, FL, advised that he would like to speak to the Commission regarding a homestead exemption audit. He thanked City Manager Royle for scheduling this discussion tonight. He explained that his office manages the exemption process and there are over 70,000 homestead exemptions in St. Johns County. He remarked that homestead exemptions are the gateway to other exemptions, such as senior and veterans' exemptions. He advised that his office takes about 8,500 new exemptions each year either online or in the office. He explained that the exemptions have never seen a comprehensive review and he would like to do a review of all the exemptions in St. Johns County. He commented that his staff is filing exemptions properly by getting the applicant's Florida driver's license; however, the exemption is out-of-date tomorrow because a lot of changes can happen. He commented that St. Johns County does not have a good system to monitor changes, such as deaths, divorce, remarriage, trusts, purchase of property, or a voter's registration outside of Florida. He is proposing a comprehensive audit of the exemptions through a firm that would use national data. He explained that his office would be in control of the data and the firm would advise his office of the possible illegal homestead exemptions. His office would then investigate the information and give their findings back to the firm. Once the investigation is complete, his office would send a notice of intent to lien to the homeowner and the homeowner has 30 days to fix the homestead exemption or they will be fined. State Statutes says that his office would fine the homeowner for penalties and back taxes with 15% interest of the property of this assessed value for the number of years that it has been improperly claimed. The firm works under the Property Appraiser's control and they work on a percentage of what is collected from penalties and interest. He explained that no monies would be given to the firm unless funds are collected. He asked the Commission to approve a Memorandum of Understanding with the auditing firm, once they are selected by the Property Appraiser's Office. He advised that he needs the local communities to agree to this, so he could start the selection process with an auditing firm within the next two weeks.

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

Ann Palmquist, 213 10th Street, St. Augustine Beach, FL asked if other counties have done this before because the penalties are severe and advised that this will change the real estate market within the City.

Merrill Roland, 6281 Old Dixie Drive, St. Augustine, FL, gave an example of an illegal rental that had homestead exemption ten years ago and he supports the audit.

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

Discussion ensued regarding the Florida State Statute penalties will not change; the three percent cap on homestead properties are a benefit to homeowners, but those claiming illegal exemptions should not receive that benefit; residents have to be living at the property for at least six months and one day to claim homestead exemptions; several counties have done the audits because it is an issue state wide; counties have found between one and five percent of homestead exemptions audited are out of compliance; the cap would be assessed as well, if the homeowner is found to have an illegal exemption; audit firm being on a contingency basis; homeowners who have questions on illegal exemptions can call the Property Appraiser's Office; qualifications for homestead exemptions are that it is the homeowner's primary residence, the homeowner is not allowed any other exemption in the United States, must occupy the home on January 1st of the tax year, and cannot rent the home more than 180 days in a given tax year or rent the home more than 30 days in two consecutive tax years; can

reapply for homestead exemption if circumstances change; auditors will be researching Zillow, websites, divorces, etc. to see if the homeowner qualifies for homestead exemption; Property Appraiser's Office gives the homeowners 30 days to comply; if a person dies, the probate or estate normally defines how the property passes and are filed with the Clerk of the Court, which then the Property Appraiser's Office changes the records; St. Johns County has not done an external audit before; auditors would be investigating homestead exemptions only; the auditor's contract will be one year only per Florida Statutes, but will continue monitoring; no cost to the City or St. Johns County for the auditing firm; audit would start in 90 days and would have impact in 2019 slightly and 2020 would increase; the contract would not be a vehicle to collect bed taxes; however, the Property Appraiser's Office would provide the Tax Collector's Office with information when they found a transient rental that is homesteaded illegally; and the homeowner cannot claim homestead exemption if they rent more than six months or more than three times in one year.

City Attorney Mulligan asked if the redline contract given was an example.

Mr. Creamer advised yes, and that the Memorandum of Understanding will come back to the Commission to approve later.

City Attorney Mulligan asked if Mr. Creamer is looking for the Commission's approval to continue the process.

Mr. Creamer advised yes. He explained that he wanted to be transparent, so he did not waste the other jurisdiction's time with the full process if a municipality in St. Johns County does not want this to move forward. He commented that every taxing authority will receive the same Memorandum of Understanding. He explained that the Memorandum of Understanding can be cancelled at any time and will always be under the direction of the Property Appraiser's Office.

Mayor George asked if there was any reason for the City not to sign.

Mr. Creamer advised not in his opinion. He explained that the notice of lien letters would be coming from his office and not the auditing firm.

Mayor George asked for a motion.

Motion: to approve in concept the auditing services proposed by the St. Johns County Property Appraisers Office subject to final approval of the contract. **Moved by** Vice Mayor England, **Seconded by** Commissioner Rumrell. Motion passed unanimously.

City Manager Royle advised that the next Commission meeting will be on June 10th and asked if that would be a problem for Mr. Creamer.

Mr. Creamer advised that he like to start by June 1st; however, it would not be a problem. He explained that he would have the final contract in the City's hands within two weeks if not sooner. He advised that June 10th would be fine.

Mayor George moved on to Item VII.C.

C. Review of Five-Year Transportation Improvement Program (Presenter: Wanda Forrest, Transportation Planning Manager for the Northeast Florida Transportation Planning Organization)

Mayor George introduced Item VII.C. and asked Ms. Forrest to come to the podium.

Ms. Forrest, Transportation Planning Manager, 980 N. Jefferson Street, Jacksonville, FL, showed a PowerPoint program (See Exhibit 1).

Discussion ensued regarding concerns for pedestrian safety on A1A Beach Boulevard; Police Chief Hardwick would email Ms. Forrest with all the concerns regarding bicycle and pedestrian safety; safety flags for pedestrians took 18 months to get authorization for a bucket to hold flags to be installed at the light on A1A South; vehicle concerns; curve cuts being a problem for vehicle site requirements; and bicycle lanes on A1A Beach Boulevard.

Ms. Forrest advised that she would speak to the Executive Director regarding the City's concerns.

Vice Mayor England advised that the Northeast Florida Transportation Planning Organization has the expertise to help the City with their concerns and asked if they would please help us with the City's safety concerns.

Commissioner Samora advised that this is the second year that the City has not had any funding and asked if they could please research these safety concerns.

Ms. Forrest advised that she would be in touch with Police Chief Hardwick for the concerns and bring them back to the Executive Director.

Mayor George moved to Item VIII.

VIII. PUBLIC COMMENTS

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

Ann Palmquist, 213 10th Street, St. Augustine Beach, FL, asked for an update on the televised streaming.

Mayor George advised that the Commission decided not to continue with Comcast because of the ADA compliance issue as well as the costs and that the Commission wanted to go out to bid for a new services provider that would be ADA compliant.

City Manager Royle advised that the meetings are being recorded and DVD's will be given out for free for those who request it.

Nick Binder, 232 Big Magnolia Court, St. Augustine Beach, FL, asked about the change in the agenda; need six lights for lighting on A1A South; need to address the budgetary issues; and if the City can apply for the Hammock Dunes grant.

Merrill Roland, 6281 Old Dixie Hwy, St. Augustine, FL, advised that he was falsely charge with a crime which involved Officer Smith and he will be filing a lawsuit regarding it.

Jim Cochran, 228 S Forest Dune Drive, St. Augustine Beach, FL, stated facts that didn't come up during the conditional use permit process on 5th Street regarding a transient rental. He advised that he and his wife follow all the rules and was told by staff that there would be no problem getting a business tax receipt in a commercial area (Exhibit 2). He advised that ordinances should be followed. He explained that the property has no use as a commercial venture and he advised that he should not have the burden of attorney fees for an appeal.

Mayor George advised that City Manager Royle will follow up on the A1A Street lighting and asked City Manager Royle to research the Hammock Dune Park grant.

City Manager Royle advised that the City didn't apply because there was not enough money to make it worth the City's time.

Mayor George advised that staff should apply regardless or bring it back to the Commission for them to decide if it is worth applying. She explained that the deadlines should have not been missed.

City Manager Royle explained that the City did apply years ago, and staff would have to research whether there is a deadline on when the City acquired the property and how many years after the City acquired it can it apply for the grant.

Mayor George advised that it would not be appropriate to speak on Mr. Roland or Mr. Cochran's comments because they may be filing a lawsuit.

Mayor George closed the Public Comments section and moved on to Item 1.

IX. PUBLIC HEARINGS

1. Request by Laurie Sage Royal for City to Vacate Alley on East Side of Boulevard between 2nd and 3rd Streets; Block 9, Chautauqua Beach Subdivision (Presenter: Brian Law, Building Official)

Mayor George introduced Item 1 and asked Building Official Law to give a staff report.

Building Official Law explained that this application is to vacate a portion of the alleyway, but he recommends denial based on the City's code. He explained that the public cannot go through the alleyway from A1A Beach Boulevard and provided the Commission with the Comprehensive Plan and the City's codes on vacating alleyways. He commented that the Comprehensive Planning and Zoning Board recommended 7 to 0 to vacate the alleyway.

Mayor George asked what makes the lot permanently not an alleyway.

Building Official Law advised that lot 13 was already vacated, which is behind the lot in question. He commented that the public cannot walk from the sidewalk easterly. He explained that the public would have to go through private property to continue down the alleyway.

Mayor George asked how it was vacated backwards.

Building Official Law explained that the lot proposed was not in the Property Appraiser's description of the property of the vacated alleyway, but the building was built in 1991 and it predates the City's codes.

Mayor George advised that the building is not on the alleyway.

Building Official Law agreed; however, he said he would question it if it came through the permitting process because he is not sure of the rear lot line. He commented that the City Code is very clear that no alleys be vacated if it leads to the beach, but in this case, the public would not be able to get through without going on private property.

Commissioner Samora asked if a portion of the alleyway has been vacated.

Building Official Law advised no, just one property.

Mayor George remarked that if there is no official conveyance on record the property owners have no legal entitlement, then it would not be the property owners.

Building Official Law advised that the GIS system runs off the Property Appraiser's records and usually it would have an ordinance associated with the conveyance, but this property does not.

Vice Mayor England asked if the permanent structure encroached into the alley.

Building Official Law advised based on the aerial picture, it does not. The Commission would have to make the determination whether the alleyway had been vacated back in 1991 or not.

Mayor George commented that she does not mind considering the request; however, she is not comfortable making a policy decision of opening the possibilities of vacating alleys in contradiction to our current code or acting upon a guess as to whether there is actual vacation of the alley. She suggested having City Attorney Mulligan to research whether the property owners have ownership of that portion of the alleyway.

City Attorney Mulligan explained that a quick title search on his phone revealed that the Property Appraiser's Office did start to include a vacated portion of the road, but it looks inconsistent in his opinion.

Commissioner Rumrell advised that he walked the alleyway and he would have had to walk on private property to get through.

Mayor George advised that she was not clear whether the property owners own the alleyway. She suggested tabling this item until more research can be done on who owns that portion of the alleyway. She also explained that she would not want to jeopardize the beach renourishment grant by starting to vacate alleyways that leads to the beach, unless the Commission wants to rethink the policy of prohibiting vacating alleys east of the Boulevard but advised that that subject was not in front of the Commission at this meeting.

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

Laurie Sage Royal, 1729 Old Beach Road, St. Augustine Beach, FL, advised that she owns the property at 10 2nd Street. She explained that she asked to vacate the alleyway because she had been maintaining it. She remarked that when she found out that part of it may have been vacated or never was a part of the alley, she thought it might have a chance in passing. She commented that if the public could not get through the alleyway, then she would like to maintain it.

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

Commissioner Rumrell agreed with Mayor George in tabling the item until research could be done on who owns the property.

It was the consensus of the Commission to table this until City Attorney Mulligan can research the property to see who owns the alleyway.

Mayor George moved on to Item 2.

2. Ordinance 19-06, First Public Hearing and Second Reading: to Allow the Setting of Building Permit and Related Fees by Resolution (Presenter: Brian Law, Building Official)

Mayor George introduced Item 2 and asked for a staff report from Building Official Law.

Building Official Law advised that there have been no changes to this ordinance since the first reading and the Comprehensive Planning and Zoning Board recommends approval.

Mayor George opened the Public Comments section. Being none, Mayor George asked if there were any questions from the Commission. Being none, Mayor George asked City Attorney Mulligan to regard the title of the ordinance.

City Attorney Mulligan read the title of Ordinance 19-06.

Mayor George asked for a motion.

Motion: to approve Ordinance 19-06. **Moved by** Commissioner Samora, **Seconded by** Vice Mayor England. Motion passed unanimously.

Mayor George moved on to Item 3.

X. CONSENT

3. Resolution 19-05, to Declare Items of City Property as Surplus and to Authorize Their Disposal

4. Budget Resolutions:

A. 19-02, to Amend the FY 19 General Fund Budget to Recognize \$25,000 in Additional Revenue from Tourist Development Council Money for the Sea Oats Project; and to Recognize Additional Revenue from Arbor Day Event Sponsorships; and to Appropriate Additional Funds for the Planning Consultant's Work on Addressing Comments and Attending Meetings for Changes to the Comprehensive Plan

B. 19-03, to Move \$34,506 from the Sinking Fund Contribution of the Debt Services Fund to the Loan Interest Account of the Debt Services Fund

Mayor George asked if any Commissioner would like to pull any items from the Consent Agenda for discussion. Being none, Mayor George asked for a motion to approve the Consent Agenda.

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

Mayor George moved on to Item 5.

XI. OLD BUSINESS

5. Urban Forestry Management Plan: Award of Bid to Legacy Arborist Services of Tallahassee for \$19,450 (Presenter: Ms. Alex Farr, Vice Chair, Tree Board / Beautification Advisory Committee)

Mayor George introduced Item 5 and asked Ms. Alex Farr for her report.

Ms. Farr, 3 7th Lane, St. Augustine Beach, FL, Vice Chair of the Tree Board, advised she was representing the Tree Board and explained that they did receive a grant of \$8,750, which was a little less than the Board requested. She commented that the Board also budgeted \$10,000 for the matching grant, which totals \$18,750. She explained that the Board would pay for the rest of the costs out of the Board's budget. She explained that the deadline date was changed from December 31, 2019 to August 31, 2019. She commented that the Board is hoping that Legacy Arbor Services can complete the task in time and advised that Legacy Arbor Services will be able to complete all the Board's scope of work.

Commissioner Samora asked if there was a contract for Legacy Arbor Services.

Mayor George advised no, because they just did the Request for Proposal, so it would be up to the staff to proceed if the Commission approves the contract.

Commissioner Samora asked if Legacy Arbor Services could get the requirements done by August 31, 2019.

Ms. Farr remarked that she was waiting on Legacy Arbor Services to see if they could complete the project in that short of time.

Sandra Krempasky, 7 C Street, St. Augustine Beach, FL, Tree Board Chair, advised that the Board may have the potential to ask for an extension. She explained that Legacy Arbor Services said that they could do the project in three months and asked City Manager Royle how long would it take to get a contract.

City Manager Royle advised that City Attorney Mulligan could draft a contract based on the Request for Proposal and the Commission could approve it pending his review and drafting. He advised that the Commission could approve the award of the bid depending upon Legacy Arbor Services meeting the deadline of August 31, 2019.

Mayor George agreed and advised that Legacy Arbor Services needs to meet the deadline or the extended deadline if it is granted.

Ms. Farr explained that this is an important issue because of the sea level rise issue. She commented that trees are one of the main components for being resilient against sea level rise.

Mayor George opened the Public Comments section. Being none, Mayor George thanked Ms. Farr and Ms. Krempasky for there efforts on this project. Mayor George then made a motion.

Motion: to award the bid to Legacy Arbor Services in Tallahassee and to direct staff to get a contract finalized as soon as possible making the contract contingent upon meeting the deadlines required by the Florida Department of Agriculture and Consumer Services Urban and Community Forestry Grant for fiscal year 2019 and to adhere to its deadline and any extended deadline.
Moved by Mayor George, **Seconded by** Vice Mayor England. Motion passed unanimously.

Ms. Krempasky thanked Vice Mayor England for preparing the Request for Proposal.

XII. NEW BUSINESS

6. Business Tax Receipts: Ordinance 19-07, First Reading, to Update Classification Titles and Increase Fees (Presenter: Beverly Raddatz, City Clerk)

Mayor George introduced Item 6 and asked City Clerk Raddatz for a staff report.

City Clerk Raddatz gave an account of previous Commission discussions regarding business tax receipts and explained that this ordinance is to increase the business tax receipts by five percent and to update the business tax receipt categories. She explained that the increase would be \$12,000 not \$2,000 as stated in her memo and advised that staff recommends approval.

Commissioner Rumrell commented that he went over this with City Manager Royle and advised that this process needs to be done and appreciates that staff will continue to do this as appropriate.

Commissioner Samora advised that there was one typo in Category 15, word should be billiards not billboards.

Vice Mayor England questioned why some of the categories were deleted.

Discussion ensued regarding some categories not being deleted.

Mayor George suggested keeping all the deleted categories that were over \$26.25, but anything under that amount delete.

The Commission agreed.

Mayor George opened the Public Comments section. Being none, Mayor George closed the Public Comments section and asked City Attorney Mulligan to read the title of the ordinance.

City Attorney Mulligan read the title of the ordinance.

Mayor George asked for a motion.

Motion: to approve Ordinance 19-07 with the stated changes. **Moved by** Commissioner Rumrell, **Seconded by** Commissioner Samora. Motion passed unanimously.

Mayor George moved on to Item 7.

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

Mayor George introduced Item 7 and asked for a staff report from City Clerk Raddatz.

City Clerk Raddatz advised that staff felt the City is not following the typical practices that other municipalities are doing regarding workers' compensation. She explained that the insurance company is paying 66 ⅔ percent to the injured employee and the City is paying the other 33 ⅓ percent without taking any sick, vacation, or overtime from the employee. She explained that this encourages the employees not to come back to work as soon as possible.

Discussion ensued regarding the language in the ordinance they says the employee may use sick, vacation, or overtime leave if they want to get a full paycheck; the City Manager and Police Chief have discretion to change the policy as they deem fit; whether Paragraph B would be legally defensible; workers' compensation employees would be receiving more benefits than employees who are on working status under the current policy; and the City pays for the first seven days the employee is out on workers' compensation unless the employee is out more than 21 days, in which case the insurance company will pay the seven days of salary percentage.

Mayor George agrees that there is a need to make the change. She asked if other cities have a policy that when on workers' compensation the employee would not be entitled to sick and vacation leave.

City Attorney Mulligan advised that he does not feel the City can take away the employees benefits while on workers' compensation.

Chief Financial Officer Burns advised that there is a cap of six months if the employee does not return to work.

City Attorney Mulligan explained that the language could be clearer in Paragraph B and if benefits are unintentionally paid to the employees, they must return those benefits to the City. He advised that he is satisfied with the language if that what it is trying to relate.

Commissioner Samora asked in Paragraph B whether the word shall should be changed to may.

City Clerk Raddatz advised it should be may because it would be under the discretion of the City Manager and Police Chief.

Mayor George agreed because it would be nice to give the employee the option.

Vice Mayor England explained that workers' compensation is an area where there are disagreements and she would like City Attorney Mulligan to review it further and tighten up the language before it is approved. She requested this come back to the June 10, 2019, Commission meeting.

The Commission agreed.

Mayor George opened the Public Comments section. Being none, Mayor George moved on to Item XIII.

XIII. COMMISSIONER / STAFF COMMENTS

Mayor George asked City Manager Royle for any staff comments.

City Manager Royle thanked Communications and Event Coordinator Walker, the Tree Board, and volunteers for a successful Arbor Day. He also thanked Commissioner Kostka for donating ice cream for the event.

Building Official Law advised it has been a busy month with residential permits and that Panama Hatties is near completion.

Public Works Director Tredik commented that he took notes but did not have anything to report.

Police Chief Hardwick advised that he received Ms. Wanda Forrest's email address to send her the City's concerns from Florida Department of Transportation and St. Johns County, which will include the lighting on A1A South. He advised that he will notify the Commission when he receives word back from Ms. Forrest. He explained that he has a long relationship with Mr. Roland on a professional level and all cases are documented. He explained that Mr. Roland was not arrested by his office, but the charges were forwarded to the State Attorney's Office which decided not to go forward with the them. He clarified again that Mr. Roland was not arrested by the St. Augustine Beach Police Department. He remarked that Mr. Roland is not the only person who has gone through this process.

City Clerk Raddatz announced that Christine Raddatz, her daughter, just graduated from the University of South Florida and is now a Microbiologist and wished her all the best.

The Commission applauded for her achievement.

Commissioner Samora advised that he was not able to attend the St. Johns County Visitors and Convention Bureau (VCB) meeting; however, he did meet with Richard Goldman, CEO of the Bureau, to get up to speed. He explained that the main topic of conversation was funding for Forever Florida which was in jeopardy of not being approved in the last legislative session. He advised that the Governor stepped in and funded \$50 million for one more year. He explained that the funding eliminates some of the costs that the VCB would have to fund. He also requested that the striping on the improved parking lots be restriped.

Commissioner Rumrell explained that he went to the St. Johns County Chamber of Commerce meeting and remarked that Kilo was there to show what he can do, which was very informative. He advised that Kilo searched for substances and did very well. He also thanked Commissioner Kostka for donating the ice cream at the Arbor Day event. He commented that he likes it so much that the public gets excited about Arbor Day and it is nice to see that. He advised that he is working with Commissioner Kline from the City of St. Augustine regarding their city limiting their hours when bars may serve alcohol and is working with Police Chief Hardwick on that issue, so our City

does not get blindsided. He advised that internet cafés have caused some problems and he didn't want them to proliferate here at the City, so he is working with Police Chief Hardwick to see what could be done.

Police Chief Hardwick advised that these types internet cafés have been investigated by the State Attorney's Office and the State Attorney's Office has made them a criminal offense.

Vice Mayor England advised that there will be a North Florida Transportation Planning Organization meeting on Thursday and she will try to speak to the Executive Director to get some help on the concerns for the City.

Mayor George explained that Sunday – Tuesday there is an international conference about sea level rise at Flagler College. She explained that when she tried to get a ticket for it, it was sold out. She remarked that the City should have had a representative there and it is an embarrassment that we didn't. She also advised that in Jacksonville on Monday – Wednesday there is an international conference on the rights of a child and asked the Commission to be aware of this movement in government. She explained that there is only one school in our jurisdiction, but this is to bring in the thinking of government for children's needs. She advised that Mr. Binder's request regarding Commissioner Comments would be up for discussion at the June Commission meeting. Lastly, she advised that there was a House bill that passed which prohibits local government from banning plastic straws. She remarked that she still would like to request City Attorney Mulligan to give her a briefing at the next meeting on the House bill's effective date and whether it focuses exclusively on plastic straws and whether the City could move forward on Styrofoam, plastic bags, or plastic containers. She explained that she received an email regarding a flood planning grant.

City Manager Royle advised that staff is meeting tomorrow regarding the flood planning grant.

Mayor George advised that she had a meeting with PRIA, an insurance company, which is competing with the Florida League of Cities for general liability, property, workers' compensation, and medical insurances. She explained that she has received complaints that the City has not gotten competitive bidding for these insurances for several years because the City uses one agent. She explained that the City is getting competitive billing from the agent and the FLC, but this is another competitive bidder that the City could meet with.

Commissioner Rumrell asked City Manager Royle to compose an agreement with the City of St. Augustine, the University Florida, or Flagler College to have two seats always reserved for two City Commissioners for seminars or conferences on sea level rise or climate change and our City would do the same in our jurisdiction.

Mayor George advised that this would not be a standard practice to hear public comment during Commissioner Comments but allowed Ms. Palmquist to speak.

Ann Palmquist, 213 10th Street, St. Augustine Beach, FL, asked if the City would be interested in an update on the climate change conference that recently was held and invite the speakers to attend a City Commission meeting.

Mayor George agreed with Ms. Palmquist and asked City Manager Royle to investigate that.

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 8:20 p.m.

Undine C. George, Mayor

ATTEST:

City Clerk

MEMORANDUM

TO: Mayor George
Vice Mayor England
Commissioner Kostka
Commissioner Samora
Commissioner Rumrell

FROM: Max Royle, City Manager 

DATE: May 30, 2019

SUBJECT: Presentations:

- A. Request for Approval of Agreement with the Property Appraiser and Tax Collector for Homestead Exemption Audit
- B. Sunshine Bus Service and Request for City Subsidy
- C. Proposal to Change Streetlights to LED Lighting

ITEM A. AUDIT

At your May 6th meeting, the Property Appraiser, Mr. Eddie Creamer, told you about his proposal to engage a firm to do an audit of homestead exemptions claimed by property owners in the County. After his explanation of the proposal, you approved the auditing services in concept, subject to final approval of the contract.

Attached for your review is the following information:

- Pages 1-3, the minutes of that part of your May 6th meeting when Mr. Creamer explained the proposal.
- Pages 4-10, letter from Mr. Creamer with the proposal from the firm he has selected to do the audit, The Exemption Project.
- Pages 11-16, a copy of the agreement between the City, the Property Appraiser and the Tax Collector, authorizing the Tax Collector to deduct the fee charged by The Exemption Project from any money owed to the City as a result of the audit.

Action Requested

It is that you review the agreement and decide whether to authorize the Mayor to sign it.

Mr. Creamer will be at your meeting to answer any questions you may have about the audit and the agreement.

ITEM B. BUS SUBSIDY

In early April, the County Administrator sent a letter to the City Manager, requesting that the City support public transportation in the County. "Support" was defined as an annual contribution from the City of \$49,000, based on an average ridership originating or ending in the City of 3,400 rides per month. He

made a similar request to St. Augustine for a higher subsidy based on that city's higher monthly ridership number.

Mr. Wanchick noted that the County already subsidizes the Sunshine Bus Company. He explained the need for a subsidy from both cities is the result of decreased federal funding for the bus system and an increase in operating costs combined with a change in the sovereign immunity status of the Company, which has resulted in much higher insurance costs. Further, he noted that the Company is pursuing ways to get more revenue, such as increasing fares and the County's subsidy, and obtaining more money from federal sources and from advertising.

Mr. Wanchick's letter is attached as pages 17-18, along with pages 19-20, a summary of the Company's ridership from May 2000 to April 2019.

Also, attached behind pages 19-20 is a 2017 analysis of the public bus system in the County prepared by the Center for Urban Transportation Research (CUTR) for the County and the Sunshine Bus Company. It provides a comprehensive overview of the system, its routes and ridership. Perhaps most revealing is the report's last paragraph on the report's last page (55). It states:

"The current status quo of the Sunshine Bus System is providing lifeline service to residents [who] have no other alternative. At 2+ hour service frequencies on all routes except one, there is zero incentive for residents to choose to ride the fixed route. While the Sunshine Bus has been able to grow their ridership over time, this is almost entirely the result of population and economic growth in the area. This year [2017], ridership has actually started to level off and has even been down some months versus 2016 ridership. This trend could be seen as continuing without any additional service requirements."

On May 3rd, the City's Chief Financial Officer, Ms. Melissa Burns, and the City Manager attended a meeting at Mr. Wanchick's office with him, some members of his staff, the St. Augustine City Manager John Regan and his Mobility Coordinator, Mr. Reuben Franklin, and Ms. Becky Yanni, Executive Director of the Sunshine Bus Company and some of her staff members. The purpose was to discuss Mr. Wanchick's request and for Ms. Yanni to explain the revenue difficulties the bus system is having. Two conclusions of the meeting were:

1. The need to provide money now so that the system in its current configuration can continue to operate; and
2. That service enhancements, such as increasing routes or lessening wait times, could be done later.

Key Point

Who in our City is served by the Sunshine Bus Company and thus would benefit from the City's \$49,000 subsidy? Residents, tourists, or others, or a combination? The answer is in the first sentence quoted above of the last paragraph on page 55 of the CUTR study: "The current status quo of the Sunshine Bus System is providing lifeline services to residents [who] have no other alternative," meaning the system is essential transportation for those who do not have their own vehicle or a family member or neighbor to rely on for transportation, or who cannot carpool, or cannot afford a taxi or Uber, or who live too far away from St. Augustine Beach to walk or bicycle to destinations in the City. It appears that the system is essential transportation for persons working for hotels/motels or restaurants in the City because these persons

have been seen waiting along the Boulevard for a Green Line route Sunshine Bus to pick them up. It is unlikely that City residents use the system. The paragraph from page 19 of CUTR quoted above notes that with a wait of two-plus hours, "there is zero incentive for residents to choose to ride the fixed route [the Sunshine Bus system]."

Tourists staying at the City's hotels and motels who choose not to drive to St. Augustine can use the trolley bus that serves the hotels and motels.

Ms. Yanni will be at your meeting and can explain the subsidy request in more detail and answer your questions.

Action Requested

It is that you discuss Ms. Yanni's request with her and decide whether to provide the subsidy in the FY 2020 budget.

For your discussion, you may want to consider: As the hospitality industry is the key component of the City's tourist economy, and as workers are essential to keeping such businesses open, and as the Sunshine Bus Company is essential for some of those workers get to and from their jobs in our City, then the City should provide the subsidy for FY 2020.

If you are inclined to provide the subsidy, then we suggest your approval be based on the following:

1. That the County increase its subsidy in 2020.
2. That St. Augustine provide a subsidy.
3. That by the start of the fiscal year, October 1, 2019, the Sunshine Bus Company increase its fares and provide a report to you by the end of October of what additional revenue, such as from advertising, it has arranged to get for its operations.
4. That you require the County and the Sunshine Bus Company during FY 2020 to work with the two cities on analyzing whether the current model for a public bus system is right for the County and should be continued or whether it needs to be changed. For example, would a subsidized Uber-style transit system work here and be cheaper? Innisfil, a town in Ontario, Canada, has used such a system and found it to be popular and successful. As an April 29, 2019, article in CityLab noted:

"...ride-hailing partnerships in dozens of communities across North America [are] testing the notion that companies like Uber and Lyft can supplement or substitute for traditional [bus] service in some fashion. In certain cases, ride-hailing is replacing bus routes wholesale. In others, it's responding to 911 calls, paratransit needs, and commuters travelling the last leg of a transit trip. Innisfil's program was unique, in that the city branded the Uber partnership not as a complement to public transit, but as transit itself in a town without existing bus lines."

Or, maybe an Innisfil-type transit system works best for more rural, spaced-out routes so that the Sunshine Bus Company can spend its money on providing service to more populated areas of the County. In any event, time may be the time for a coordinated review of the existing bus service system and consideration of a different model for the future.

ITEM C. LED LIGHTS

The City's 386 streetlights are currently High-Pressure Sodium (HPS) lights, for which the City a monthly charge of \$3,484.94. FPL is proposing that you consider changing the HPS lights to LED lights, which last longer and use less energy.

Attached are photos and a narrative of the PowerPoint presentation that FPL representatives will make to you at your June 10th meeting. You'll note there three options (pages 18-24). The first one, changing all 386 streetlights in the City to LED lights using the standard light fixtures will save the City nearly \$300 a month. The other two options are for a more decorative style of light fixture along A1A Beach Boulevard:

- Option 2: change 41 lights along the Boulevard between Pope Road to F Street to LEDs using the Decorative Memphis Teardrop Style lighting fixture. Extra monthly cost: \$775.85
The rest of the streetlights in the City would be changed to LEDs with the standard lighting fixture.
- Option 3: change 62 lights along the Boulevard between Pope Road and the shopping center using the Decorative Memphis Teardrop style lighting fixture. Extra monthly cost: \$1,327.40

Action Requested

There are two decisions: First, whether you want the City's 386 streetlights to be changed from High Pressure Sodium to LED lights; and second, whether you want one of the options for decorative lighting fixtures along the Boulevard.

FROM MINUTES OF CITY COMMISSION MEETING, MAY 6, 2019

- B. Request for City to Participate in the Property Appraiser's Homestead Exemption Audit (Presenter: Eddie Creamer, St. Johns County Property Appraiser)**

Mayor George introduced Item VII.B and asked Eddie Creamer to come to the podium.

Mr. Creamer, St. Johns County Property Appraiser, 4030 Lewis Speedway B, St. Augustine, FL, advised that he would like to speak to the Commission regarding a homestead exemption audit. He thanked City Manager Royle for scheduling this discussion tonight. He explained that his office manages the exemption process and there are over 70,000 homestead exemptions in St. Johns County. He remarked that homestead exemptions are the gateway to other exemptions, such as senior and veterans' exemptions. He advised that his office takes about 8,500 new exemptions each year either online or in the office. He explained that the exemptions have never seen a comprehensive review and he would like to do a review of all the exemptions in St. Johns County. He commented that his staff is filing exemptions properly by getting the applicant's Florida driver's license; however, the exemption is out-of-date tomorrow because a lot of changes can happen. He commented that St. Johns County does not have a good system to monitor changes, such as deaths, divorce, remarriage, trusts, purchase of property, or a voter's registration outside of Florida. He is proposing a comprehensive audit of the exemptions through a firm that would use national data. He explained that his office would be in control of the data and the firm would advise his office of the possible illegal homestead exemptions. His office would then investigate the information and give their findings back to the firm. Once the investigation is complete, his office would send a notice of intent to lien to the homeowner and the homeowner has 30 days to fix the homestead exemption or they will be fined. State Statutes says that his office would fine the homeowner for penalties and back taxes with 15% interest of the property of this assessed value for the number of years that it has been improperly claimed. The firm works under the Property Appraiser's control and they work on a percentage of what is collected from penalties and interest. He explained that no monies would be given to the firm unless funds are collected. He asked the Commission to approve a Memorandum of Understanding with the auditing firm, once they are selected by the Property Appraiser's Office. He advised that he needs the local communities to agree to this, so he could start the selection process with an auditing firm within the next two weeks.

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

Ann Palmquist, 213 10th Street, St. Augustine Beach, FL asked if other counties have done this before because the penalties are severe and advised that this will change the real estate market within the City.

Merrill Roland, 6281 Old Dixie Drive, St. Augustine, FL, gave an example of an illegal rental that had homestead exemption ten years ago and he supports the audit.

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

Discussion ensued regarding the Florida State Statute penalties will not change; the three percent cap on homestead properties are a benefit to homeowners, but those claiming illegal exemptions should not receive that benefit; residents have to be living at the property for at least six months and one day to claim homestead exemptions; several counties have done the audits because it is an issue state wide; counties have found between one and five percent of homestead exemptions audited are out of compliance; the cap would be assessed as well, if the homeowner is found to have an illegal exemption; audit firm being on a contingency basis; homeowners who have questions on illegal exemptions can call the Property Appraiser's Office; qualifications for homestead exemptions are that it is the homeowner's primary residence, the homeowner is not allowed any other exemption in the United States, must occupy the home on January 1st of the tax year, and cannot rent the home more than 180 days in a given tax year or rent the home more than 30 days in two consecutive tax years; can

reapply for homestead exemption if circumstances change; auditors will be researching Zillow, websites, divorces, etc. to see if the homeowner qualifies for homestead exemption; Property Appraiser's Office gives the homeowners 30 days to comply; if a person dies, the probate or estate normally defines how the property passes and are filed with the Clerk of the Court, which then the Property Appraiser's Office changes the records; St. Johns County has not done an external audit before; auditors would be investigating homestead exemptions only; the auditor's contract will be one year only per Florida Statutes, but will continue monitoring; no cost to the City or St. Johns County for the auditing firm; audit would start in 90 days and would have impact in 2019 slightly and 2020 would increase; the contract would not be a vehicle to collect bed taxes; however, the Property Appraiser's Office would provide the Tax Collector's Office with information when they found a transient rental that is homesteaded illegally; and the homeowner cannot claim homestead exemption if they rent more than six months or more than three times in one year.

City Attorney Mulligan asked if the redline contract given was an example.

Mr. Creamer advised yes, and that the Memorandum of Understanding will come back to the Commission to approve later.

City Attorney Mulligan asked if Mr. Creamer is looking for the Commission's approval to continue the process.

Mr. Creamer advised yes. He explained that he wanted to be transparent, so he did not waste the other jurisdiction's time with the full process if a municipality in St. Johns County does not want this to move forward. He commented that every taxing authority will receive the same Memorandum of Understanding. He explained that the Memorandum of Understanding can be cancelled at any time and will always be under the direction of the Property Appraiser's Office.

Mayor George asked if there was any reason for the City not to sign.

Mr. Creamer advised not in his opinion. He explained that the notice of lien letters would be coming from his office and not the auditing firm.

Mayor George asked for a motion.

Motion: to approve in concept the auditing services proposed by the St. Johns County Property Appraisers Office subject to final approval of the contract. **Moved by** Vice Mayor England, **Seconded by** Commissioner Rumrell. Motion passed unanimously.

City Manager Royle advised that the next Commission meeting will be on June 10th and asked if that would be a problem for Mr. Creamer.

Mr. Creamer advised that he like to start by June 1st; however, it would not be a problem. He explained that he would have the final contract in the City's hands within two weeks if not sooner. He advised that June 10th would be fine.

Mayor George moved on to Item VII.C.



May 14, 2019

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

Re: Homestead Exemption Audit

Dear Max:

I am very pleased to inform you that I have selected a firm to assist our office with a full comprehensive audit of homestead exemptions in St. Johns County. I received proposals from Tax Management Associates, Name2Homes, Assessure Systems, and The Exemption Project, all highly qualified to perform this audit. After careful consideration, I have selected The Exemption Project. I believe their data sources, the methods in which they analyze the data, and their use of bespoke local data sources best suit our needs.

In addition to identifying improperly claimed exemptions, we will also use the data to identify unclaimed exemptions, i.e., those property owners who very likely qualify for exemptions but have not applied. This could be very important to seniors in our county. With The Exemption Project, we will also be able to identify rental properties in the County.

I have attached my proposal with The Exemption Project, as well as the Memorandum of Understanding ("MOU") that the taxing authority will execute. As you will see, I have been able to negotiate a price of 18% of taxes, penalties and interest paid as a result of improperly claimed exemptions identified by the audit. This is significantly less than the 30% previously discussed.

Please review and execute the MOU as soon as possible and return to me in the self-addressed stamped envelope. Should you have any additional questions, please do not hesitate to contact me.

Sincerely yours,

Eddie Creamer
Property Appraiser

EC:ccr

EDDIE CREAMER, Property Appraiser

The Exemption Project

World class homestead fraud identification using real time data science automation

St. Johns County Property Appraiser's Office

Unqualified & Unclaimed Homestead Exemption Audit Proposal

5-5-2019



Provided to:

Eddie Creamer, C.F.A.

Property Appraiser

4030 Lewis Speedway, Suite 203

Saint Augustine, Florida 32084

Phone: (904) 827-5520

Fax: (904) 827-5580

Provided By:

Tyler Masterson

Chief Customer Officer

The Exemption Project, Inc.

400 w Ontario Suite 504

Chicago, IL 60654

Phone: (410) 960-1153

Email: tyler@theexemptionproject.com



Project Objectives

The St. Johns Property Appraiser's Office aims to apply its motto of "Fair, Equitable, Accurate" to their exemption tax roll and wishes to undertake an Unqualified & Unclaimed Homestead Exemption Audit project to ensure that:

1. Unqualified homeowners are removed from the tax roll and requisite revenues are returned to the county jurisdictions.
2. Qualified homeowners are aware of and receiving all homeowner tax benefits afforded to them.
3. The County's Investment in the homestead audit is maximized by maintaining the fairness and accuracy of the exemption tax roll through real-time monitoring.
4. The audit causes minimal disruption to citizens and the St. Johns Property Appraiser's Office operations.

Proposed Services

To accomplish the project objectives listed above, The Exemption Project recommends the following capabilities and services:

Capability	Description
Discovery of Unqualified and Unclaimed Exemptions Includes: Initial batch and real time Identification	Using proprietary data science algorithms, The Exemption Project will use our <i>Data Mesh</i> of over 60 data sources, specifically chosen for unqualified and unclaimed exemption identification, along with 75 rules to discover cases of both unqualified and unclaimed homestead exemptions. This identification process will be performed during the initial batch and ongoing monitoring phases of the project. In addition to the delivery of the standard ruleset, The Exemption Project will work with the St. Johns Appraiser's Office to tune the rulebase to incorporate local characteristics of the data and homestead exemption statute interpretations to meet the discovery needs of the project.
Bespoke Data Processing Includes: 2 additional bespoke sources for non-contingency	Bespoke data sources like local MLS services, popular local rental listing services (outside of the included long term rental services), or partner utility records are great sources for unqualified and unclaimed exemption discovery. The Exemption Project will work with the St. Johns Property Appraiser's Office to identify and incorporate additional customer-specific data



projects. No limit on additional sources for contingency projects.

sources and discovery rules into the Data Mesh to maximize unqualified and unclaimed exemption identification.

Candidate Management Platform

A secure cloud-based web platform enables end-to-end management of unqualified and unclaimed exemption candidates. Features of the Candidate Management Platform include:

Includes: Up to 10 user accounts.

- Dynamic confidence rankings of identified unqualified and unclaimed exemption candidates
- Rich candidate detail including parcel history, situs details, and descriptive reasons for why candidates were flagged for review
- Candidate case management workflows for exemption determination (remove, add, send questionnaire, investigate, snooze, etc)
- Investigation case building capabilities (add documents, notes, recommendations, etc)
- Maintained candidate case history for all activity
- Inter- and intra-government collaboration capabilities
- Out-of-the-box analytics on exemptions, users, reclaimed revenue, etc,
- User account management
- Secure AWS hosting environment with at-rest data encryption and https protocols

Investigation & Candidate Review Services

Includes: Review of unqualified exemption candidates, and final recommendations

To minimize the burden on client resources, The Exemption Project has partnered with a Texas-based Private Investigator Group with expertise in residency determination to review unqualified exemption candidates prior to the citizen questionnaire process. Historically in Florida, between 5-8 % of the audited tax roll will be flagged as unqualified exemption candidates for further review. That percentage is reduced prior to citizen questionnaires through this candidate review process.

The Exemption Project will work with The St. Johns Property Appraiser's Office to understand its specific requirements around burden-of-proof, primary residency, and homestead statute interpretations as inputs to the investigation and candidate review processes.

After citizen questionnaire responses have been returned, final recommendations will be made by The Exemption Project investigation team.

St. Johns Property Appraiser's Office will have final say on all exemption determinations and lien proceedings with no influence or objection from The Exemption Project.

**Citizen
Questionnaire and
Pre-filled Form
Delivery and
Tracking**

Includes: One
questionnaire per
Identified
candidate and one
merged notification
form

Template Citizen Questionnaires will be used to gather further information on a selection of candidate investigations. These questionnaires will be mail merged with candidate-specific information, printed, stuffed, postmarked, and prepared for shipment from the St. John Property Appraiser's Office by The Exemption Project and our mail solutions partner. Returned mail and returned questionnaires will be gathered by the St. Johns Property Appraiser's Office and provided to The Exemption Project for system upload and final recommendation.

(Optional capability) As an additional and convenient response option, citizens may use their unique mobile code and securegovforms.com to respond to the citizen questionnaire, which is then automatically associated to candidate cases upon submission.

**Implementation &
Training**

Includes: Project
management,
training, and
consultation
through the project
lifecycle

Implementation will include professional delivery of all project phases including: discovery, data processing, tuning, candidate review, questionnaires, response assimilation, investigation & recommendation, training, outcome determination, and ongoing monitoring.

Training includes remote or in-person sessions delivered to the St. Johns Property Appraisal Office team.

**Ongoing
Enhancements**

Includes: One year
subscription access
to web-platform
enhancements

The Exemption Project provides an ongoing, real-time monitoring service delivered via a cloud-based web application. As such, when enhancements are made to the application interface or the *Data Mesh* rule base, they will be delivered seamlessly to the customer via the cloud.



Pricing

The Exemption Project believes in shared benefits and aligned incentives associated with Homestead Audit projects and offers a comprehensive service on a contingency basis. This form of payment ensures that fees are only paid when additional revenues are earned. The Exemption Project retains the financial risk of the project with no upfront costs from the customer. The Exemption Project's fees are inclusive of all expenses, including travel.

The contingency option for Homestead & Unclaimed Exemption Audit services is **18%**¹ of all taxes, penalties, and interest collected as additional revenue resulting from each unqualified exemption candidate identified during this project.

¹ The Exemption Project's contingency fee is traditionally 20% and has been reduced for St. Johns Property Appraiser's Office only.

The St Johns Project Team

Our team and your team will work together to become one team. We strive to blur the lines between our resources and yours and focus as one on accomplishing the project objectives. From our on-site project kickoff to no-such-thing-as-during-business-hours-only support, we're here to make you successful however we can.



Tyler

Chief Customer Officer - Project Management Lead

Tyler has worked as a strategic advisor for public sector leaders in the area of data transparency, data access, and performance management movements for over a decade. He led the adoption and development of innovative data-centric solutions within Chicago, New York City, Montgomery County MD, Cook County IL, the State of Michigan, and the State of New York. Tyler holds an Engineering degree from the University of Illinois and lives in Chicago.



Joe

Chief Data Scientist - Project Tech Lead

As the lead Data Scientist with the Data Science for Social Good program at the University of Chicago, Joe has overseen 20-plus projects that apply modern data science techniques. These include building early intervention systems for police departments and reducing harassment of New York City rental housing tenants. Joe holds a Doctor of Philosophy (PhD) in International Relations, American Politics, and Econometrics from the University of Alabama.



Rebecca

Data Scientist - Project Tech

Rebecca is a general wiz with data and scripts which allows our projects to be customer-specific without going over time or over budget. She has a degree in physics, a master's in education, a master's in data science, and ran her own mathematics tutoring business for 7 years prior to going back to school for data science and then joining The Exemption Project. Rebecca's role is to incorporate your jurisdiction's unique data, legislative interpretations, and local nuance into our data science process for custom-fit results that meet your goal.



Jim

Fraud Investigator - Exemptions Investigation Lead

Jim runs a Texas private investigations firm specializing in fraud and location investigation services. He is an ex-FBI Agent and a Certified Fraud Examiner, who oversees a full staff of investigators ready to assist his partners and clients. Jim's team of licensed investigators work in coordination with The Exemption Project to understand your "burden of proof" and documentation requirements relating to Florida homestead laws and anticipated Value Adjustment Board hearings. Jim's firm uses The Exemption Project's web application to document all cases and recommendations to create a seamless partnership for your homestead audit initiative.



AGREEMENT FOR USE OF PROPERTY TAX COLLECTIONS TO FUND HOMESTEAD EXEMPTION AUDIT SERVICES

THIS AGREEMENT ("Agreement") is made and entered into as of this _____ day of _____, 2019, by and between the ST. JOHNS COUNTY PROPERTY APPRAISER ("PROPERTY APPRAISER"), ST. JOHNS COUNTY TAX COLLECTOR ("TAX COLLECTOR"), and the undersigned Local Governing Boards of the TAXING AUTHORITIES of St. Johns County, hereinafter referred to collectively as the "TAXING AUTHORITIES."

WHEREAS, the PROPERTY APPRAISER is responsible, under Florida law, for the administration of ad valorem property tax exemptions, including homestead exemption, and the preparing and filing of tax liens for back taxes related to the removal of improper exemptions; and

WHEREAS, the TAX COLLECTOR is responsible, under Florida law, for the collection and distribution of ad valorem property taxes, including back taxes and tax liens, and associated penalties, fees, and interest; and

WHEREAS, the TAXING AUTHORITIES receive local property tax revenue to fund essential public services; and

WHEREAS, the Parties to this Agreement recognize that there may be property owners on the St. Johns County tax roll claiming improper and/or fraudulent personal exemptions from ad valorem property tax, such as the homestead exemption, (hereinafter collectively referred to as "Personal Exemptions"), which reduces property tax revenue and unfairly shifts the property tax burden to other property owners; and

WHEREAS, the PROPERTY APPRAISER intends to contract with THE EXEMPTION PROJECT ("TEP") for audit services to identify properties with improper Personal Exemptions for the purpose of collecting taxes due on those properties, which funds would otherwise be unavailable to the TAXING AUTHORITIES (hereinafter the "TEP Audit Agreement"); and

WHEREAS, TEP shall provide said audit services in exchange for the fee established in the TEP Audit Agreement, which consists of an amount equal to eighteen percent (18%) of any tax, penalties, and interest collected from back taxes assessed or tax liens filed by the PROPERTY APPRAISER on parcels identified through a TEP Audit as having improper Personal Exemption(s) (hereinafter, the "Fee"); and

WHEREAS, the Fee shall be paid exclusively from the taxes, penalties, and interest collected in relation to the removal of Personal Exemptions as a result of audits performed by TEP, and shall not constitute a pledge or general obligation of tax funds or create an obligation on the TAXING AUTHORITIES to appropriate or make monies available for the purpose of this Agreement beyond the fiscal year in which the Agreement is executed; and

NOW, THEREFORE, the PROPERTY APPRAISER, TAX COLLECTOR, and undersigned TAXING AUTHORITY for and in consideration of the mutual promises, covenants, and conditions herein contained and other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, agree as follows:

TERMS

1. **Incorporation of Recitals.** The recitals set forth above are hereby incorporated into and deemed a part of this Agreement.

2. **Authorization of Reduced Collections for Fee Payment:**

The undersigned TAXING AUTHORITY authorizes the TAX COLLECTOR to deduct TEP's Fee, as established in the TEP Audit Agreement, from the total property tax, penalties and interest collected as the result of the removal of Personal Exemption(s) pursuant to TEP audits. The TAX COLLECTOR shall distribute the remaining tax revenue to the undersigned TAXING AUTHORITY according to governing Florida law.

This Agreement does not constitute a pledge or general obligation of ad valorem taxation, or create any obligation on any TAXING AUTHORITY to appropriate or make monies available for any tax year, and does not create the right in any party to compel the exercise of the ad valorem taxing power of any TAXING AUTHORITY.

The TAX COLLECTOR shall annually make available to each TAXING AUTHORITY an accounting of all tax proceeds collected pursuant to the TEP Audit Agreement, the Fees paid to TEP, and the total funds distributed to each TAXING AUTHORITY.

3. **Term & Termination:** This Agreement shall be effective as of the date of execution for an initial term of twelve (12) months. Thereafter, the Agreement shall renew automatically on an annual basis until such time as the TEP Audit Agreement is terminated or otherwise expires. Upon termination or expiration of the TEP Audit Agreement, this Agreement automatically expires except for such provisions as survive termination as further agreed herein.

Any TAXING AUTHORITY may opt out of this Agreement provided it notifies the PROPERTY APPRAISER and TAX COLLECTOR in writing at least ninety (90) days before the end of a fiscal year. The option shall be effective upon the first day of the following fiscal year.

The parties acknowledge that TEP audit services shall not be provided for any parcel in a specific tax district if any TAXING AUTHORITY in that tax district does not sign, or subsequently withdraws from an agreement or memorandum of understanding for use of property tax collections to fund exemption audit services.

Upon termination of this Agreement, Fees for all audits completed by TEP in effected tax districts up to the date of the notification of termination shall be payable in accordance with the terms provided by the TEP Audit Agreement. Because tax liens may not be paid within the term of this Agreement, the authorization of reduced collections for Fee payment shall survive the termination of the Agreement, and shall terminate upon the later of the collection and payment of all liens related to TEP audits, or the expiration of such liens as a matter of Florida law.

4. Severability: Should any provision, portion, or application of this Agreement be determined by a court of competent jurisdiction to be illegal, unenforceable, or in conflict with any applicable law or constitutional provision, or should future changes to Florida law conflict with any portion of this Agreement, the parties shall negotiate an equitable adjustment in the affected provisions of this Agreement with a view toward effecting the purpose of this Agreement, and the validity and enforceability of the remaining provisions, portions, or applications thereof, shall not be impaired. If a future change to Florida law conflicts with or preempts the entirety of this Agreement, the Agreement will be immediately terminated, subject to the termination provisions herein.

5. Public Records: The parties are public agencies subject to Florida's public records laws, including records retention, production, and confidentiality provisions. The PROPERTY APPRAISER and TAX COLLECTOR agree to retain all records maintained by their agencies and associated with the performance of this Agreement in compliance with applicable Florida records retention schedules, and to make all non-confidential or exempt records available for inspection or copying upon request and in compliance with Florida's public records laws.

IF THE EXEMPTION PROJECT ("TEP") HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TEP'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (904) 827-5500, EXT. 4523, *publicrecords@sjcpa.us*, St. Johns County Property Appraiser's Office, 4030 Lewis Speedway, Suite 203, St. Augustine, Florida 32084.

TEP agrees to comply with the provisions of Chapter 119, Florida Statutes (2018), and to:

- (a) Keep and maintain public records as required by the public agency to perform the service.
- (b) Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119, Florida Statutes (2018), or as otherwise provided by law.

- (c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.
- (d) Upon completion of the contract transfer, at no cost, to the public agency all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

6. Liability: The PROPERTY APPRAISER retains sole discretion and authority to grant, deny or remove exemptions, or file liens for improper Personal Exemptions in accordance with Florida law. All legal costs involving appeals of the removal of Personal Exemptions resulting from audits shall be the responsibility of the PROPERTY APPRAISER. The undersigned TAXING AUTHORITY has no decision-making authority in relation to exemptions or liens under this Agreement and assumes no liability for any claims, damages, losses, or expenses, direct, indirect or consequential, arising out of or resulting from the actions of TEP, or the PROPERTY APPRAISER, under this Agreement or the TEP Audit Agreement.

7. Notice: Any notice required to be given under this Agreement shall be made in writing and sent by first class mail, postage paid, or by hand delivery, to the contact and address for the party as it appears on the signatory page of this Agreement.

8. Applicable Law: The terms and conditions of this Agreement shall be governed by the laws of the State of Florida.

9. Sole Benefit: This Agreement is for the sole benefit of the parties hereto, and in no event shall this Agreement be construed to be for the benefit of any third party, nor shall any party be liable for any loss, liability, damages or expenses to any person not a party to this Agreement.

10. Headings: Headings herein are for convenience of reference only and shall not be considered in any interpretation of this Agreement.

11. Execution: The parties agree that this Agreement may be signed in counterparts.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by the proper officer of each, as of the date first written above.

PROPERTY APPRAISER:

EDDIE CREAMER
PROPERTY APPRAISER
4030 LEWIS SPEEDWAY, SUITE 203
ST. AUGUSTINE, FL 32084
904-827-5500

AUTHORIZED SIGNATURE: _____



PRINT NAME: _____

Eddie Creamer

TITLE: _____

St. Johns County Property Appraiser

DATE SIGNED: _____

5-14-19

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by the proper officer of each, as of the date first written above.

TAXING AUTHORITY NAME: _____

AUTHORIZED SIGNATURE: _____

PRINT NAME: _____

TITLE: _____

DATE SIGNED: _____

PRIMARY CONTACT: _____

ADDRESS 1: _____

ADDRESS 2: _____

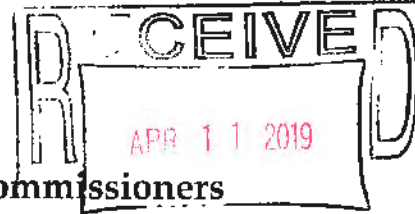
CITY, STATE, ZIP: _____

PHONE: _____

EMAIL: _____



St. Johns County Board of County Commissioners



Office of the County Administrator
Michael D. Wanchick, County Administrator

April 9, 2019

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

Dear Mr. Royle,

On behalf of the St Johns County Board of County Commissioners, this letter serves as a request to the City of St. Augustine Beach, for support of public transportation in St Johns County. The Sunshine Bus Company provides a vital lifeline to those in our communities who rely on public transportation and paratransit services, including the elderly, disabled and disadvantaged. A growing number of residents and visitors enjoy a better quality of life as transit alleviates traffic congestion and parking concerns.

The Sunshine Bus provides well over 300,000 rides throughout the County each year, with almost half of those rides originating or ending in the City of St. Augustine and the City of St. Augustine Beach. In 2017, average ridership within the City of St Augustine was 8,700 rides per month, peaking in at over 10,000 rides in August. Service to St. Augustine Beach averages 3,400 rides per month.

As you know, the County has provided leadership in supporting our growing transit needs for more than 13 years as the recipient of federal and state grants, contributing over \$276,000 annually, and providing staffing support and oversight through our budget, finance and administrative offices. Unfortunately, due to a combination of factors, the system is facing a recurring annual budget shortfall of \$550,000. Some of these factors include losses in federal funding, a change in the sovereign immunity status of Councils on Aging, and increased operating costs.

The state and federal funding sources that previously supported the system are no longer sustainable. The County and COA are pursuing various funding options to fill the gap through increases in fare box rates, increased federal funding, and enhancing on-bus advertisements as well as increasing the County's contribution. There will continue to be a shortfall if current levels of service are to be maintained. Due to the significant percentage of ridership that originates or ends within the City, the Board of County Commissioners is requesting annual financial support from the City of St. Augustine Beach. An annual contribution of \$49,000 would represent the City's proportionate ridership share of the unidentified funding shortfall of \$350,000. This request is made in anticipation of it being incorporated into your 2020 annual budget process.

The Sunshine Bus provides critical services to our community, helping those who have no other means of transportation, especially for our service industry employees who rely on transit to travel to and from their place of employment. With the combined cooperation of the County and its two municipalities and

increased funding, we can retain this vital service. Thank you for your consideration of this matter, please do not hesitate to contact me directly if you would like to discuss it in more detail.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mike", with a long horizontal flourish extending to the right.

Michael D. Wanchick
County Administrator

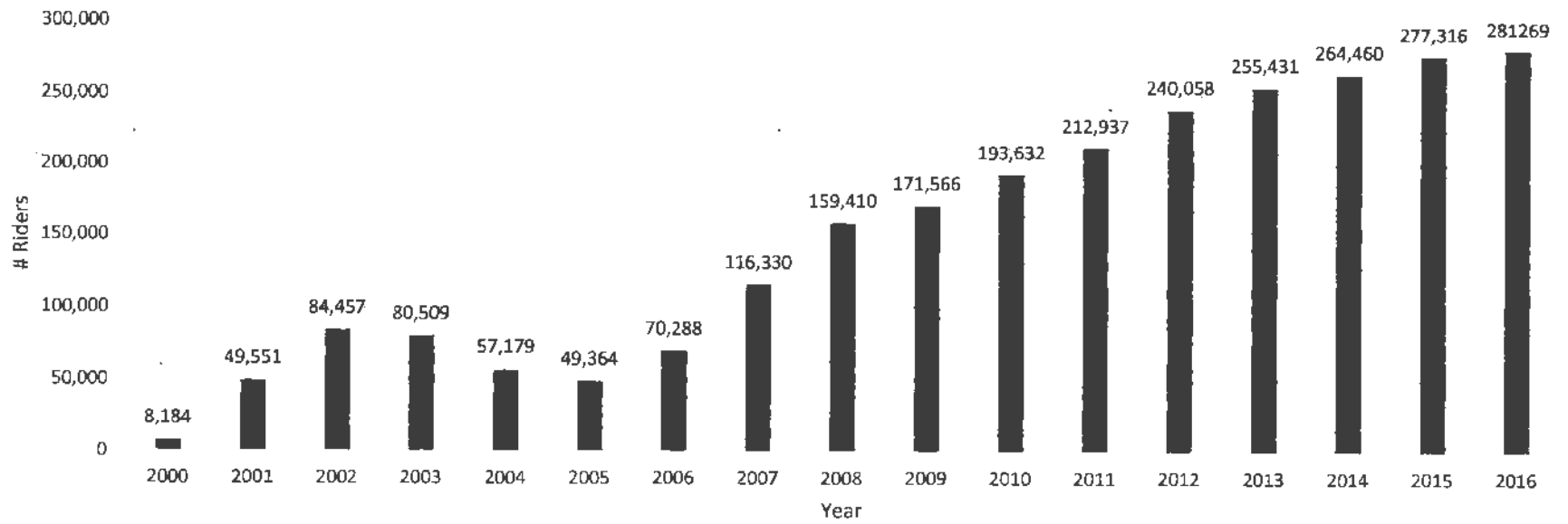
Cc: Rebecca Yanni, Executive Director Council on Aging

Sunshine Bus Rider Count 2000 - 2018

	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
January		2,180	6,555	5,992	6,854	3,549	4,890	7201	10,872	12,968	14,567	15,234	19,844	21,645	20,300	23,584	22,464	22,306	23,761	22,759
February		2,945	6,593	6,072	6,471	3,653	4,482	7169	10,696	11,986	13,906	15,476	19,238	20,043	20,590	20,100	23,989	21,908	24,349	21,515
March		3,510	9,556	6,377	8,154	4,007	4,871	8650	12,071	13,441	15,771	17,876	22,037	22,188	21,312	21,750	26,169	23,625	26,317	23,597
April		3,904	7,336	6,906	7,058	3,895	4,435	7889	13,535	13,845	16,658	17,014	19,882	21,882	22,112	22,388	24,678	21,851	23,540	22,738
May	414	4,015	7,251	6,380	3,270	3,725	6,342	11,482	14,568	12,956	16,615	17,333	20,097	21,846	23,674	22,766	23,847	24,668	26,524	
June	676	4,072	6,693	6,700	3,588	4,256	5,759	10,224	14,447	14,549	17,295	17,510	20,270	20,828	21,738	22,822	24,265	24,995	25,943	
July	819	4,520	7,853	6,534	3,795	4,122	5,860	9747	15,619	14,734	17,885	17,093	18,987	21,559	22,833	22,820	23,972	24,439	25,214	
August	989	5,324	7,782	6,523	4,156	4,565	7,239	12,062	13,698	15,451	18,224	19,704	20,174	23,236	22,822	25,001	24,937	25,966	27,834	
September	814	3,655	6,508	7,514	3,104	4,437	6,235	10,450	13,474	14,703	15,783	17,723	18,849	19,540	20,886	23,987	21,371	19,679	22,802	
October	1,193	4,976	6,858	7,660	3,314	4,408	6,876	11,288	14,825	16,956	16,232	19,243	21,314	22,019	24,531	25,569	19,897	25,374	24,015	
November	1,430	4,612	5,876	6,961	3,667	4,283	6,636	10,132	12,416	14,242	15,472	18,814	19,627	19,721	20,642	22,231	22,694	24,722	23,526	
December	1,849	5,838	5,596	6,890	3,748	4,464	6,663	10,036	13,189	15,735	15,224	19,917	19,739	20,924	23,020	24,298	22,986	24,076	21,605	
TOTAL	8,184	49,551	84,457	80,509	57,179	49,364	70,288	116,330	159,410	171,566	193,632	212,937	240,058	255,431	264,460	277,316	281,269	283,609	295,430	90,609

Deviated Fixed Route Ridership

Sunshine Bus Company





CUTR

CENTER for URBAN
TRANSPORTATION
RESEARCH

Comprehensive Operations Analysis (COA) for the Sunshine Bus Company

**Prepared for
St. Johns County
(August 2017)**



Center for Urban Transportation Research
University of South Florida
4202 E. Fowler Ave., CUT100, Tampa, FL 33620-5375

Prepared for:

The logo for The Sunshine Bus Company features a stylized sun with rays in the background. The text "The Sunshine Bus Company" is written in a bold, sans-serif font, with "The" in a smaller size above "Sunshine Bus", and "Company" below it.

**The
Sunshine Bus
Company**

**St. Johns County and the
Sunshine Bus Company**

Prepared by:



USF Center for Urban Transportation Research

August 2017

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Project Overview

The main purpose of a Comprehensive Operations Analysis (COA) is to identify comprehensive improvements that could be made to a transit system over a five-year implementation period. CUTR was tasked to evaluate the Sunshine Bus Company (the fixed route transit system in St. Johns County). The last comprehensive review of the Sunshine Bus Company's system was conducted over 10 years ago.

St. Johns County has experienced significant population growth over the past 16 years (almost doubling). The estimated total population of the county is shown in Table 1. The population growth, coupled with increased popularity of the beaches and historic attractions and very little change to the public transportation system over this time period, has led to the current situation of latent demand for increased transit service.

Year	Population
2000	123,134
2005	161,525
2010	190,039
2016	235,087 (estimate)

Table 1. St. John's County Population Growth 2000-2016

Source: US Census

Background Information

Sunshine Bus Routes

The current fixed route transit system consists of seven routes that serve St. Augustine, St. Augustine Beach, Hastings, and a connection to Southeast Duval County. Of these seven routes, one route serves St. Augustine Beach (Green), and three routes connect the Green route to the City of St. Augustine (Blue, Orange, and Red). Figure 1 shows the relative location of these routes.

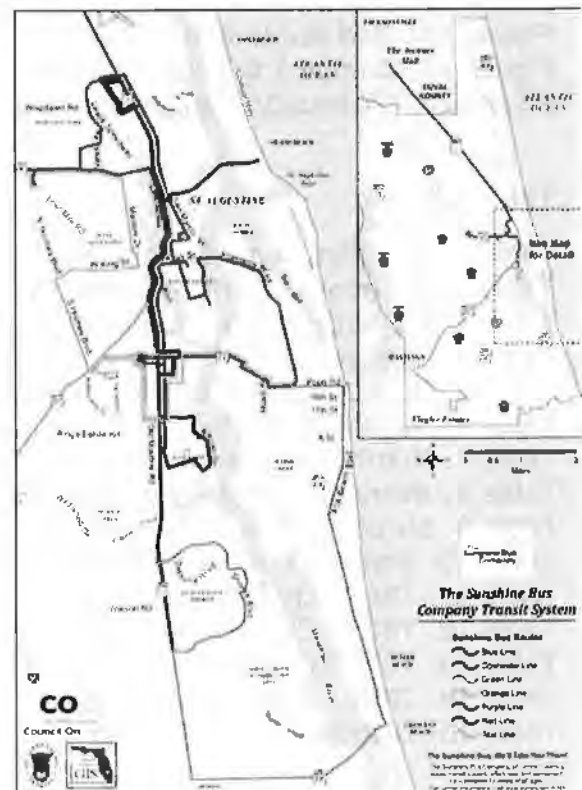


Figure 1. Sunshine Bus Routes

Employment Travel Demand

Both the City of St. Augustine and the City of St. Augustine Beach are major employment and population centers in St. Johns County. With the close proximity of these two cities, many residents live in one city and work in the other. Figure 2 depicts the number of City of St. Augustine and the City of St. Augustine Beach residents working in the neighboring city.

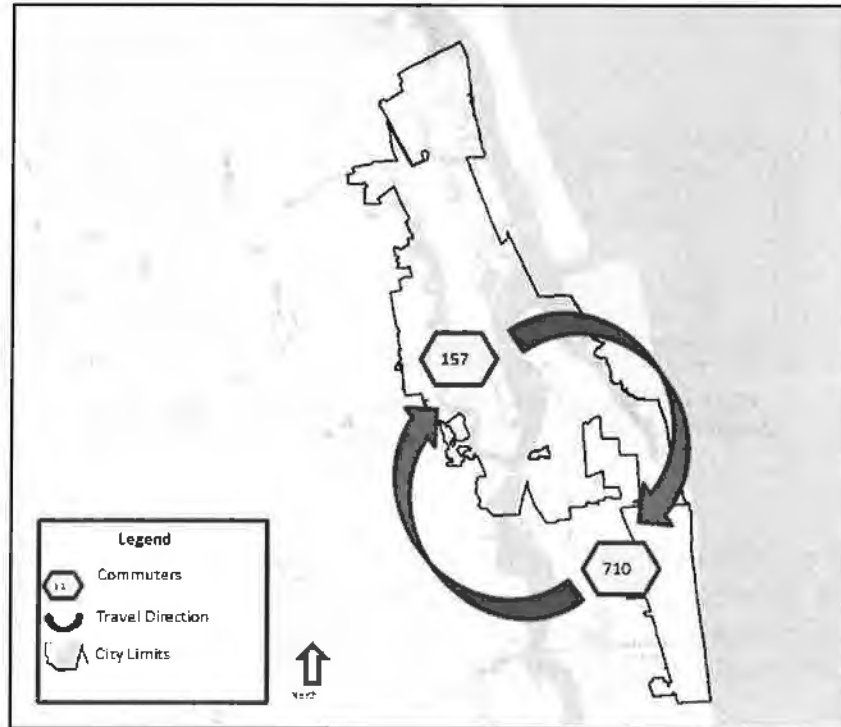


Figure 2. Number of Commuters Traveling between [Source: 2014 US Census: Longitudinal Employer-Household]

According to the U.S. Census, in 2014, 710 (4.1 percent) of all commute trips ending in the City of St. Augustine Beach originated in the City of St. Augustine. In that same year, 157 (7 percent) of all commute trips ending in the City of St. Augustine originated in the City of St. Augustine Beach.

Employment Distribution

Both the City of St. Augustine and the City of St. Augustine Beach have relatively high densities of employment. Figure 3 depicts the spatial distribution of employment in the two cities.

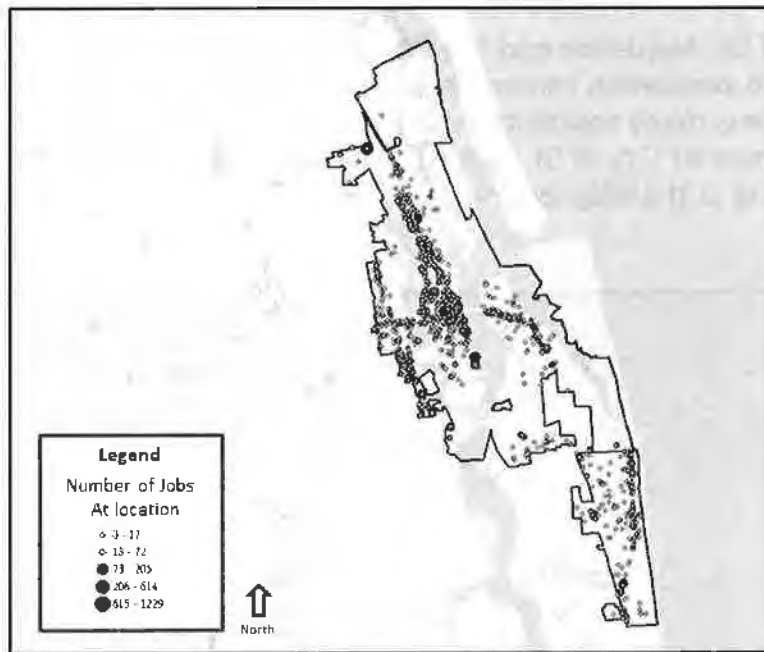


Figure 3. Location of Employers within the City of St. Augustine and the City of St. Augustine Beach [Source: InfoUSA 2014]

In the City of St. Augustine Beach, much of the employment is located along the Atlantic Coast. This can be attributed to resorts, hotels, and restaurants. The five largest employment sites are Coastal Realty & Property Management, Caldwell Bank Premier Properties, Coquina Beach Surf Club, Holiday Isle Oceanfront Resort, and Sunset Grille.

In the City of St. Augustine, most of the employment is located within the historic city and north along US Hwy 1. The five largest employment sites are St Johns County Personnel Board, Florida School for the Deaf and Blind, St John's Welfare Foundation, Flagler College, and Bayview-Samantha Wilson Care.

City of St. Augustine/St. Augustine Beach Feasibility Study

As an integral part of this COA, CUTR was tasked to specifically assess the feasibility of increased transit service between the City of St. Augustine and the City of St. Augustine Beach. The impetus for this task was due to strong interest from both St. Augustine and St. Augustine Beach officials. This strong interest in potential public transportation service improvements has several underlying factors including population growth of the County, increased traffic congestion, limited parking, and a lack of transportation options for residents, commuters, and tourists seeking access to/from the beach.

The goal of this task was a recommended routing alignment (including alternative route operational configurations) that would meet certain community and public transportation objectives as outlined below:

- Enhanced transit system design providing greater level of service in high demand locations
- Support for mobility needs of tourists
- Connectivity between parking and recreation, attractions, and housing destinations
- Reduction of traffic during the peak tourism season
- Reduction of the need for parking at high demand destinations
- Increased safety

Route Alignment Development

Stakeholders from the City of St. Augustine, St. Augustine Beach, St. Johns County, and the Sunshine Bus Company formed an advisory group to provide input and guidance during this COA task. Officials from both cities provided local expertise and potential objectives for increased transit service between the two areas.

Meetings were conducted with the advisory group and organized into the following topics:

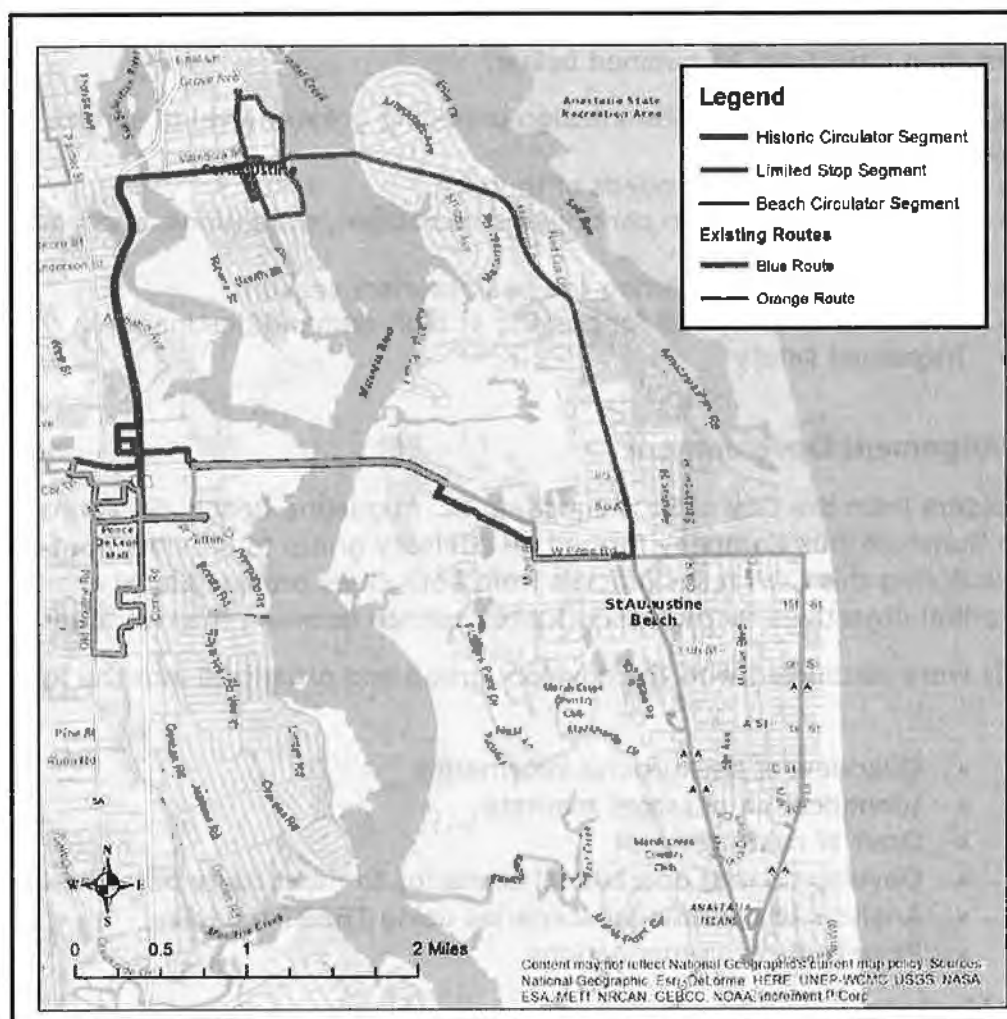
- Overview of background information
- Identification of target markets
- Draft of route concept
- Development of operational scenarios to meet route objectives
- Analysis of operational scenarios using TBEST modeling
- Review of recommendations

Target Markets

The various potential target markets for increased service between the two cities were examined and discussed. The advisory group recognized the importance of all potential target markets, but chose to focus on the tourist market because they expected it would have the most impact on constrained parking and roadways during high tourism periods such as weekends and evenings.

Route Concept

The preferred service alignment included a "limited route" segment and two new "circulator" route segments (one segment servicing St. Augustine, the other St. Augustine Beach). During the development of this route concept, officials of the advisory group for each city developed their preferred routing and stop locations for their respective circulator segments. Figure 4 depicts the overall route concept:



Route Concept Descriptions

Limited Stop Segment (Figure 5): The length of the limited stop segment is approximately 4.1 miles in one direction. This segment would connect with each of the circulator segments at key locations. The limited stop segment would connect within the City of St. Augustine Beach circulator segment at the Depot transfer location on Pope Rd. and A1A. After leaving the Depot, it would travel north along A1A potentially stopping at major destinations, such as the Lighthouse or the Amphitheatre. The segment would continue northwest to the Bridge of Lions where it would cross the Matanzas River into the City of St. Augustine. Once in the Historic area, it would travel west along Cathedral Place and turn north at Cordova Street. The segment would continue north until it reaches its endpoint at the Visitor Information Center where it would connect with the City of St. Augustine Circulator. Plenty of parking is available in the historic downtown parking garage. Optionally, the segment may also stop at the Plaza de la Constitución closer to the Bridge of Lions. The return southbound trip would follow a nearly identical path except it would traverse King Street instead of Cathedral Place on the way to the Bridge of Lions.

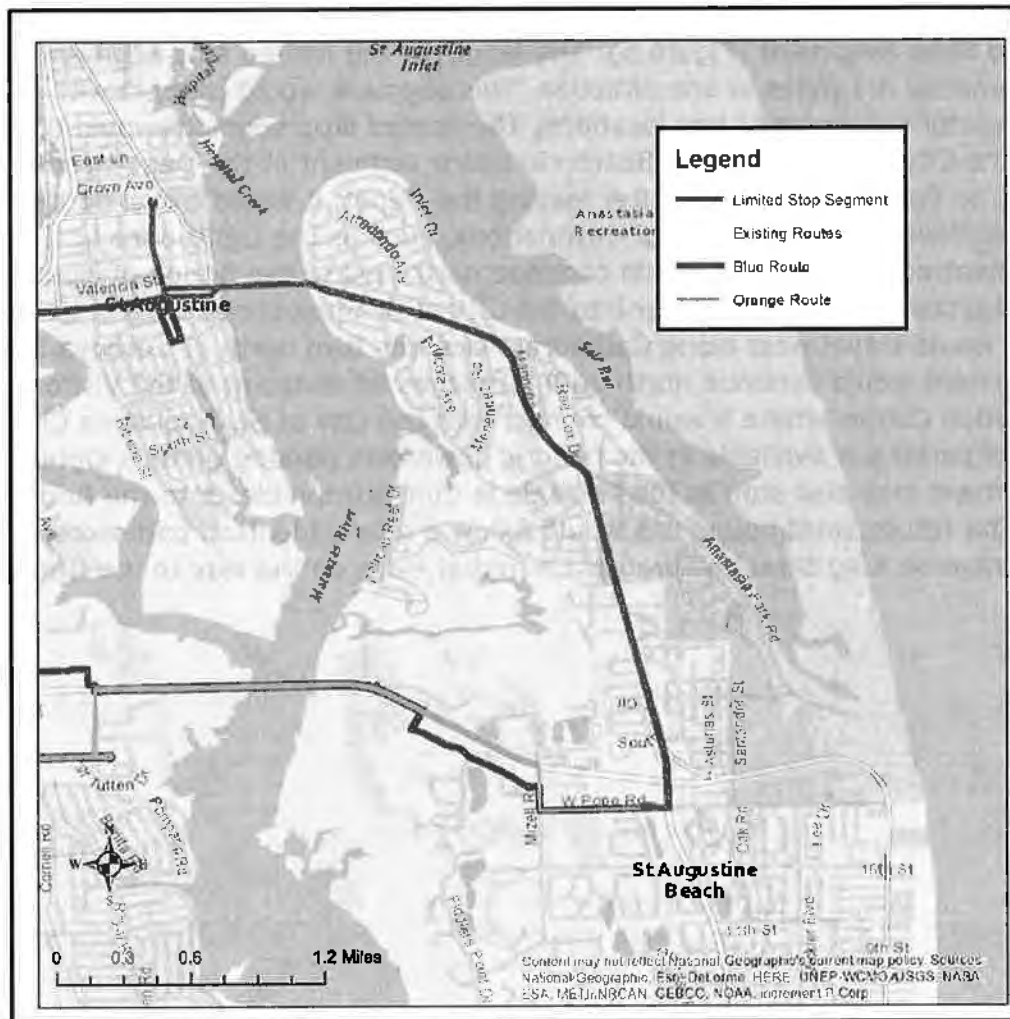


Figure 5. Limited Stop Route Segment

City of St. Augustine Historic Circulator Segment (Figure 6): This circulator segment is approximately 2 miles in length. The circulator segment would travel in a clockwise direction and was modeled with seven evenly spaced major stops. The bus could also stop at various locations in between the major stops to pick up passengers. Beginning at the Visitor Information Center, the circulator would travel east along Orange Street until reaching San Marco Avenue. There, it would head south on San Marco Avenue stopping at Hypolita Street, passing the Bridge of Lions, and stopping at King Street. The circulator segment would continue to St. Francis Street where it would turn west, stopping at the Oldest House Museum, until it reaches Cordova Street. It would head north on Cordova Street, stopping at the Lightner Museum and then continue on to King Street where it would turn east. It would turn north on St. George Street for one block, stopping at the Plaza de la Constitución. It would turn west on Cathedral Place for one block until turning north

onto Cordova Street. The circulator segment would continue along Cordova Street until it ends at the drop off circle at the Visitor Information Center.



Figure 6. City of St. Augustine Historic Circulator Segment

St. Augustine Beach Circulator Segment (Figure 7): This segment is approximately 6.7 miles in length. It could travel either clockwise or counterclockwise. If clockwise, it would travel along Pope Road to A1A stopping at: Ron Parker Road, Lakeshore Drive, Lee Drive, and St. Augustine Power House along the south side of Pope Road. It would turn south on A1A Beach Boulevard, serving the Pier and several hotels and restaurants on the eastside including: Hilton Garden, Sunburst Trading, Cafe Eleven, Best Western, Sunshine Shop, Dune's Cracker House, Jack's BBQ, and Quality Inn Suites. The segment would also serve F Street, Ocean Walk Drive, and Anastasia Plaza (Publix) and continue through the intersection of A1A Beach Boulevard and SR A1A into the Winn Dixie shopping

center. After leaving the Winn Dixie shopping center, the clockwise Circulator would turn north along SR A1A stopping at Madrid Street, Magnolia Dunes, Seagrove Town Center (Post Office and Library), Florida Avenue, and the City of St. Augustine Beach City Hall (Police Department). The segment would continue along SR A1A until reaching Pope Road where it would turn west and return to the Depot where it began.

If designed counterclockwise, the circulator segment would begin at the Depot and head east on Pope Road until reaching the intersection with SR A1A. From that intersection, it would turn south along SR A1A, stopping at several businesses, government services, and residential neighborhoods, including: City Hall (Police Department), Cedar Ridge Circle, Unitarian Church, Seagrove Town Center (Post Office and Library), Ace Hardware, Anastasia Lane, Marsh Creek, Sunset Drive Southbound, and the Winn Dixie shopping center. After leaving the Winn Dixie shopping center, the circulator segment would cross SR A1A onto A1A Beach Boulevard and turn left into Anastasia Plaza (Publix). After leaving Anastasia Plaza, it would stop at Ocean Hammock Park, which offers public beach access. The circulator segment could serve several hotels and restaurants on the east side of A1A Beach Blvd, including St. Augustine Ocean & Racquet Club, Ocean Villas, La Fiesta, Mango Mangos, Castillo Real, and the Hampton Inn. The segment's last stop on A1A Beach Boulevard (before reaching Pope Road) would be the Pier. Once at Pope Road, the Circulator would turn west until it turns in to the Family YMCA. After exiting the Family YMCA, the segment would return to the Depot where it began.

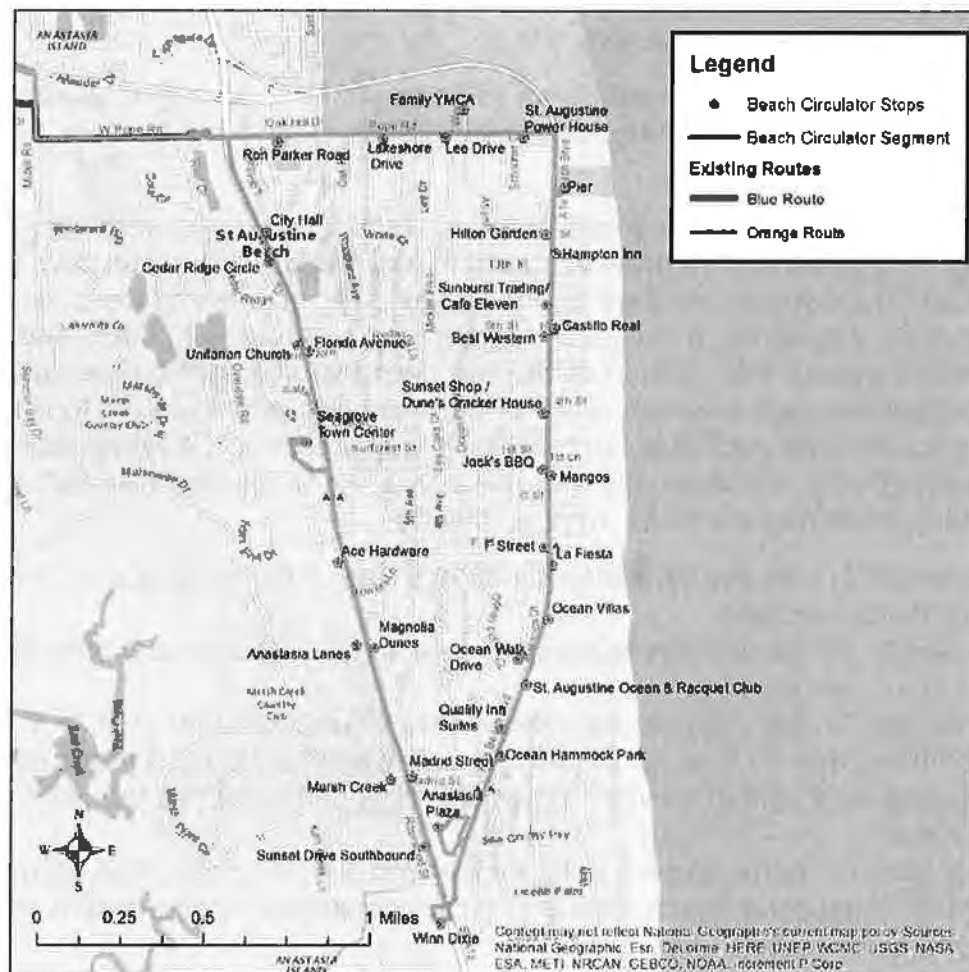


Figure 7. Beach Circulator Segment

TBEST Route Analysis

The preferred route alignment (which included all segments) was analyzed in TBEST to compare the estimated cost, frequency, and ridership productivity. TBEST, or Transit Boardings Estimation and Simulation Tool, is a comprehensive transit analysis and ridership-forecasting software that is capable of simulating travel demand at the individual stop-level while accounting for network connectivity, spatial and temporal accessibility, time-of-day variations, and route competition and complementarity. TBEST provides various maps and reports of ridership and cost data based on demographics and route and stop characteristics such as service span, length of route, frequency, and accessibility. TBEST was utilized to determine service feasibility and determine alternative operational scenarios for the proposed service between the cities. TBEST performs well with inputs of data previously discussed in the background section of this report, specifically socio-economic data

(population, employment, land-use, etc.) and operational variables (route design, mileage, frequency, span of service, etc.)

The first set of TBEST runs treated each route segment as an individual route in order to provide an understanding of characteristics, ridership estimates and cost for each segment.

At the request of the advisory group, three operational scenarios with varying spans of service were evaluated to provide alternative operational characteristics and costs. Each of these scenarios were modeled as three segments (a circulator segment in St. Augustine, a circulator segment in St. Augustine beach, and a limited stop segment that connected the two circulator segments) requiring transfers between each segment. Each of the scenarios would require four buses to operate (one on each circulator, and two for the limited stop). A fourth scenario was developed after the meetings with the advisory group had concluded. The parameters of the four scenarios were as follows:

- Scenario 1: Service operating six days a week - 6 a.m. to 8 p.m. Mon-Sat (14 hours per day)
- Scenario 2: Service operating six days a week - 10 a.m. to 6 p.m. Mon-Sat (8 hours per day)
- Scenario 3: Service operating three days a week - 3 p.m. to 11 a.m. Friday (8 hours) and 10 a.m. to 11 p.m. Saturday and Sunday (13 hours each) – to operate as a limited service that would focus on tourists as the main target market.
- Scenario 4: Same service span as Scenario 1. The limited stop segment and the St. Augustine Beach Circulator were combined and modeled as one continuous route.

Each operational scenario assumed 30-minute headways consistent with the advisory group's target of 20-30 minutes. This level of service is widely accepted in the transit service industry as the minimum of quality service as 30 minute headways make it fairly easy for customers to plan their trips. The estimated run times for each route segment ranged from 20-25 minutes based on actual test runs, so factoring in layover time, 30 minutes is a reasonable headway for these operational scenarios. The operating cost rate was assumed to be \$44 per hour based on current costs of the Sunshine Bus Company fixed route service.

Table 2 displays Operational Scenario 1, which represents complete compatible coverage of the current Sunshine Bus schedule (six days of the week and 14 hours a day). Its annual cost would be approximately \$644,000. Scenario 1 has an estimated annual ridership of 112,300.

Table 2. St. Augustine Historic and Beach Transit Operational Scenario 1

Route Name	Daily Boardings (Weekday)	Daily Boardings (Sat)	Annual Revenue Hours	Annual Revenue Miles	Annual Boardings	Boardings / Revenue Hour	Annual Cost
St. Augustine Circulator	156	94	3,380.9	16,509	45,449	13.4	\$148,760
Beach Circulator	122	83	4,182.2	55,462	36,045	8.6	\$184,017
Limited stop	108	52	7,072.2	70,946	30,806	4.4	\$311,177
Totals	386	229	14,635.3	142,917	112,300	7.7	\$643,954
Avg. Sunshine Route	131	118	4,027.6	79,437	50,753	12.6	\$152,870

Note: 6 a.m. to 8 p.m. Mon-Sat (14 hours per day)

Table 3 displays Operational Scenario 2. Like Scenario 1, this service would also span six days a week. However, it would operate for eight hours a day instead of fourteen. Its total cost is 42.8 percent less. The estimated annual ridership for Scenario 2 is 33.5 percent less than Scenario 1, while boardings per revenue hour increased 19.4 percent.

Table 3. St. Augustine Historic and Beach Transit Operational Scenario 2

Route Name	Daily Boardings (Weekday)	Daily Boardings (Sat)	Annual Revenue Hours	Annual Revenue Miles	Annual Boardings	Boardings / Revenue Hour	Annual Cost
St. Augustine Circulator	101	79	1,709.1	9,434	30,390	15.7	\$85,008
Beach Circulator	80	70	2,389.9	31,692	24,303	10.2	\$105,156
Limited stop	68	44	4,041.2	40,541	20,003	4.9	\$177,813
Totals	249	193	8,140.2	81,667	74,696	9.2	\$367,977
Avg. Sunshine Route	131	118	4,027.6	79,437	50,753	12.6	\$152,870

Note: 10 a.m. to 6 p.m. Mon-Sat (8 hours per day)

Table 4 displays Operational Scenario 3. This scenario focused exclusively on the tourist market by shifting the span of service to Friday evenings and weekends only. This reduced the cost of the service to approximately \$273,000. Note that the estimated ridership is lower in this scenario, as catering specifically to evening hours results in fewer potential local resident riders for employment and shopping trips during the day. As a result, the overall projected boardings per revenue hour of Scenario 4 was 7.6.

Table 4. St. Augustine Historic and Beach Transit Operational Scenario 3

Route Name	Daily Boardings (Weekday)	Daily Boardings (Sat)	Daily Boardings (Sunday)	Annual Revenue Hours	Annual Revenue Miles	Annual Boardings	Boardings/Revenue Hour	Annual Cost
St. Augustine Circulator	62	93	69	1,430	6,420	19,300	13.5	\$62,920
Beach Circulator	44	82	62	1,780	21,590	16,600	9.3	\$78,335
Limited stop	43	52	41	3,005	27,615	11,450	3.8	\$132,220
Totals	149	227	172	6,215	55,625	47,350	7.6	\$273,475
Avg. Sunshine Route	131	118	n/a	4,027.6	79,437	50,753	12.6	\$152,870

Note: 3 p.m. to 11 p.m. Friday (8 hours) and 10 a.m. to 11 p.m. Saturday and Sunday (13 hours each)

Table 5 displays Operational Scenario 4, which represents the same service span as Operational Scenario 1. This scenario consists of two distinct routes instead of three (by combining the limited stop segment and the St. Augustine Beach Circulator segment into one route). The total annual cost for this service alternative would be approximately \$558,000, which represents a savings of about \$85,000 versus Scenario 1. Estimated ridership for Scenario 4 is 109,769, which represents a small 2.2 percent decrease from Scenario 1. Another benefit of combining routes is to prevent the need for customers to transfer buses.

Table 5. St. Augustine Historic and Beach Transit Operational Scenario 4

Route Name	Daily Boardings (Weekday)	Daily Boardings (Sat)	Annual Revenue Hours	Annual Revenue Miles	Annual Boardings	Boardings/Revenue Hour	Annual Cost
St. Augustine Circulator	138	103	3,501.6	17,099	41,252	11.8	\$154,070
Beach Circulator/Limited stop	228	180	9,193.8	133,743	68,517	7.5	\$404,527
Totals	366	283	12,695.4	150,842	109,769	8.6	\$558,597
Avg. Sunshine Route	131	118	4,027.6	79,437	50,753	12.6	\$152,870

Note: 6 a.m. to 8 p.m. Mon-Sat (14 hours per day)

Partnerships

During the various advisory committee meetings there was much discussion about community partnerships along with potential local government investments to develop this new public transportation service.

Some preliminary potential partners identified are community organizations and businesses that have complimentary transportation-related missions or have members who stand to benefit from additional transit service. Three such entities are:

- St. Johns Convention Bureau (St. Augustine, Ponte Vedra, and the Beaches)
- Flagler College
- Florida School for the Deaf and Blind

Three types of businesses within the community that could potentially benefit from increased transit service in the City of St. Augustine and St. Augustine Beach and may be approached as potential partners include:

- Hotels as an added service benefit to their guests
- Restaurants and shops located along the route would get more exposure
- Attractions (e.g. lighthouse, Ripley's museum, amphitheater, Castillo de San Marcos, etc.)

Recommendations

Operational Scenarios

Scenario 4 of the analysis of improved public transportation service within and between the cities of St. Augustine and St. Augustine Beach represents the most comprehensive and effective solution. It is preferred to Scenario 1 as it would require fewer transfers and would cost almost \$100,000 less. This alternative maximizes the opportunity for ridership and attracts various trip purpose markets (work, home, shopping, tourist, etc.). This scenario also offers the best span of service and correlates with Sunshine Bus service times affording attractive countywide connectivity. The St. Augustine Circulator performs above the average of most performance measures when compared to the system wide averages of service throughout the County. The Beach Circulator/Limited stop provides a more frequent and direct connection between the City of St. Augustine and St. Augustine Beach with 30-minute headways, which is a vastly superior service level compared to the current Red route that operates on 120-minute intervals and is not as direct. In addition, the Beach Circulator serves a new area on A1A not currently served. While the ridership estimates for this route would not currently outperform the system average, with buy-in from the community and employing marketing strategies, the route should far outperform its estimates in the future.

Scenario 2 is simply a modified scenario 1 operating fewer hours each day. This scenario was examined to test another operating option that would require less service at a lower cost.

Scenario 3 was developed to address the advisory group's interest in a route focused on the tourist market. It again maintained the same routing configuration but provided alternative operational parameters. Scenario 3 was preferred by the advisory group as a strong consideration for a pilot service with a lower operating cost than scenario 2 (although scenario 2 captured more boardings per hour thus being more productive per dollar invested).

Scenario 4 is the recommended alternative as it can be considered as part of the overall Comprehensive Operational Analysis to be implemented in phases over a 5-year period by adjusting coverage, span of service and frequency. Cost savings and/or redistribution of services that will increase ridership in other areas can be achieved by implementing Scenario 4 as it operates during the same service span as the current system.

Implementation Strategies

After the review of the preferred routing and various feasibility operational scenarios, the advisory committee was interested in pursuing a path toward implementation. The following section provides some observations and strategies that could be considered for defining a specific implementation program.

The St. Johns Board of County Commissioners (BoCC) is the governing Board of Public Transportation services provided by utilizing Federal Transit Administration (FTA) Section 5307 Urban Area formula funds and Florida State Block Grant funds. The BoCC contracts with the St. Johns Council on Aging (COA) which serves as the Community Transportation Coordinator (CTC), administrator of FTA Section 5311 Rural Funding, and recipient of FTA Section 5310 Senior and Persons with Disabilities transportation funding. The COA is the operator of public transportation services in St. Johns County. These institutional relationships are briefly explained here to set the foundation for possible partnerships with the local municipalities and perhaps local interest groups in developing and implementing the new services presented in this feasibility analysis.

A simple organizational approach would be the BoCC and COA coordinating their overall responsibilities and transportation resources in partnership with the cities of St. Augustine and St. Augustine Beach, to establish an Advisory Board charged with the responsibility of developing necessary implementation activities and proposing local agreements to establish the new services discussed herein.

Step 1: Establish a focus group to develop the feasibility scenarios into a refined program

- A diverse representation of local government, business and community representation should be considered for the composition of this group

-
- This group would regularly meet to coordinate implementation activities and provide outreach for community partnerships and support.
 - This would require adequate resources to conduct further analysis, studies and professional services.

Step 2: Refine a service operational plan and associated capital needs plan

- Specific routing, access stops, customer amenities, signage, scheduling and capital needs would need to be developed including more refined total costs
- There are two private companies that operate a tram service in historic St. Augustine: Red Train Tours and Old Town Trolley Tours. The primary purpose of the tram service is historic interpretation of points of interest in St. Augustine through a narrated tour. Outreach and coordination with these services should be considered, as new public transportation services can be mutually beneficial to maximize visitor accessibility.
- The operational scenarios presented would require either the purchase of three or four additional buses in order to meet the desired headways of 30 minutes. Sunshine Bus Company would have to acquire these vehicles because their current fleet size will not accommodate any new service. A cost of a new bus could range from \$75,000 to \$125,000 depending on the size and type of the vehicle as well as the vehicle amenities desired.
- Existing public transportation infrastructure should be considered, recognizing additional capital requirements such as specific vehicles for the new service. Federal and State eligibility and compliance issues must be addressed.

Step 3: Developing professional marketing and branding elements to create awareness and promote utilization of the service

- A marketing plan is recommended to raise awareness in the community of the new service and to target visitors. This would require informational support from the visitor's bureau, hotels, restaurants, and attractions through display and distribution of print materials and orientation of visitors to the service. Social media and other online advertising is also a component to spread the word about the new service.
- Special branding of transit service has several benefits. It raises awareness of the service and guides customers to easily recognize and use the service. Some examples of special branding include:
 - The Riverside Avondale Night Trolley (JTA) runs the first full weekend of each month at 15 to 20 minute frequency from 6 p.m. to midnight and every 40 minutes midnight to 2 a.m.



-
- Ft. Myers Beach Trolley (Lee County) is a Monday-Sunday service (6:00 a.m. to 9:00 p.m.) that provides rides along Estero Island in Ft. Myers.



Step 4: Refining a financial plan that incorporates a local funding partnership and contractual arrangements for the operator of the service.

- Existing public transportation infrastructure and institutional arrangement previously mentioned provides an opportunity for efficient and coordinated use of resources.
- Establishment of a multi-year budget will appropriately allow adequate time for new services to mature and adjust to market demands.
- Fare structure and policy and procedures will need to be established to consider attracting ridership and perhaps sponsoring support of service by local partners (restaurants, hotels, employers, etc.).

Step 5: Procurement of identified capital needs

- As part of an overall implementation program, capital components may need a specific lead-time for acquisition and/or installation. A refined capital improvement program will be required.
- Assuming procurements will be conducted under the BoCC auspices; local policies and procedures will be required along with Federal and State requirements.

Step 6: Service Start-up will need special attention to operating requirements and community awareness

- A detailed schedule of activities will be necessary for labor and equipment to be in place in conformance with the Operations Plan for service initiation.
- Branding and Marketing is a crucial element for public awareness and a service kick off with activities could include ribbon cutting, promotions, community activities, etc.

Review of Existing System

Historical Ridership Trends

Annual ridership and average monthly ridership trends are shown in Figures 8 and 9. Since 2005, ridership has increased every year. The increases between 2006 and 2008 are primarily due to the addition of the Connector and Teal routes as well as extension of the Purple route to the Avenues Mall in Jacksonville. Over the past several years, ridership increases have slowed to less than 10 percent per year. From FY 2015 to FY 2016, the increase was just 1.4 percent. So far, in FY 2017, the ridership is tracking at a decrease from FY 2016. This is par for the course for transit agencies across the country, as national ridership has been down this year.

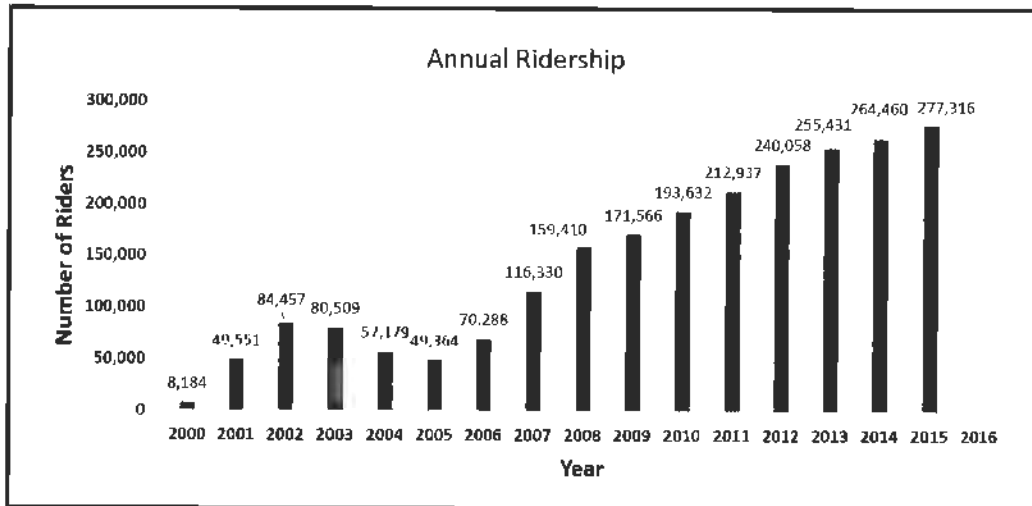


Figure 8. Sunshine Bus Annual Ridership, 2000-2016

Based on the average monthly ridership data from 2011 to 2015, February is the lowest ridership month, while October and August are the highest ridership months. In 2016, the highest ridership month was March with a record 26,169 passengers. The low of 19,897 passengers was actually in October 2016. This month is normally a high ridership month, but ridership was low because the Sunshine Bus was forced to close due to the damage caused by Hurricane Matthew.

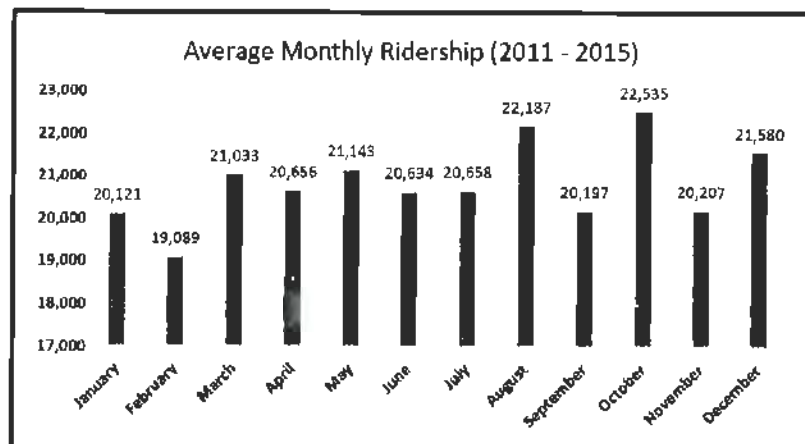


Figure 9. Average Monthly Ridership, 2011-2015

Table 6 shows the average monthly and daily ridership of Sunshine Bus routes from October 2015 through January 2016. Excluding the Connector, which is a North-South route serving US1; the routes that provide access to the Depot which connects to the Green Route that serves St. Augustine Beach (indicated by the red box) have the highest average daily ridership.

Table 6. Sunshine Bus Ridership

October 2015-January 2016 Avg. Ridership			
Route	Monthly	Daily Average	
	4-Month	Weekday	Saturday
Connector	4,754	187.9	167.0
Orange	3,713	151.1	111.0
Blue	3,444	138.9	108.3
Green	3,349	132.6	116.8
Red	3,298	129.8	118.8
Purple	2,733	106.1	106.2
Teal	2,349	98.9	54.7

Sunshine Bus Riders

As part of the St. Johns County 2016 Transit Development Plan, an onboard survey was conducted. Below are several key characteristics that can be identified to form a profile of current transit customers based on the 2016 Onboard Survey (total number of completed surveys was 84):

- 76.8% walk to the bus stop
- 27.3% of trip purposes were shopping/errands
- 15.8% of trip purposes were work/school
- 7.8% of trip purposes were doctor/dentist
- 5.2% of trip purposes were visiting/recreation
- 66.7% ride Sunshine Line 3+ days a week
- 19.0% ride 1-2 days a week
- 72.4% have a household income of less than \$20,000 a year
- 54.7% pay a reduced fare

Table 7 displays the number of years that surveyed customers reported riding transit. Nearly half of the customers surveyed reported that they had ridden transit for more than three years. About 75 percent of riders reported that they had ridden for one year or more.

Table 7. Number of Years Riding Sunshine Bus

Years Riding	Population
More than 3 years	48.8%
1 to 3 years	25.6%
Less than 1 year	24.4%
First time	1.2%

Source: St. Johns County TDP 2016 Major Update

Table 8 displays the age distribution of customers surveyed. Note that customers are close to evenly distributed among the various age groups.

Table 8. Average Age of Surveyed Riders

Rider Age	Population
65+	20.5%
60-64	9.6%
55-59	18.1%
45-54	16.9%
35-44	15.7%
25-34	10.8%
18-24	8.4%

Source: St. Johns County TDP
2016 Major Update

Route Profiles

The following pages provide a one-page snapshot of each route in the Sunshine Bus System providing key data such as locations served, transfer locations, major destinations, operations and service requirements, and service productivity and rankings.

Connector Route – US 1 / Shores Village /Vilano Beach

The Connector Route operates from Seabridge Square north to Government Center and from Seabridge Square south to St. Augustine Shores. The Connector also serves several medical centers including the Florida Hospital, the VA Clinic, and the Health Department. It serves several Grocery Stores including, Publix, Winn Dixie, and Walmart as well as several shopping centers. It also serves the main St. Johns County library.



Transfer Locations and Routes

Seabridge Square	Blue, Purple and Teal
Government Center	Red, Purple and Teal
St. Augustine Shores	Green
On-street connections	Red and Orange

Current Operational Data (as of March 2016)

Days of Service	Weekday/Saturday
Hours of Operation	5:30 am- 8:05 pm
Frequency (Minutes)	60 (2 buses)
Layover Time	30 min (25%)
Total One-Way Trips	14
Daily Revenue Hours	27.5
Daily Revenue Miles	448
Peak Bus Requirement	2

Major Destinations

Flagler Hospital
Government Center
Lewis Point Plaza
Publix (2)
Seabridge Square
Riverside Center
St. Augustine South
St. Johns County Library
Walmart
Winn Dixie
V. A. Clinic

2015/2016 Route Service Productivity and Rankings

Average Daily Ridership	199	1 st
Avg. Passengers per Revenue Hour	8.9	5 th
Avg. Passengers per Revenue Mile	0.45	5 th
Avg. Passengers per Trip	17.1	1 st
Operating Cost per Revenue Hour	\$45.84	4 th

Blue Route – US 1 / Downtown Areas

The Blue Route operates from the Depot west to Seabridge Square and from Seabridge Square north to the Flagler Auditorium and Historic St. Augustine. The Blue Route also serves several medical centers including the Flagler Hospital and the VA Clinic. It serves several Grocery Stores including, Publix, Winn Dixie, and Walmart as well as several shopping centers.



Transfer Locations and Routes

Depot	Orange, Red and Green
Seabridge Square	Connector, Purple and Teal
On-street connections	Orange, Red, Purple, Teal and Connector

Current Operational Data (as of March 2016)

Days of Service	Weekday/Saturday
Hours of Operation	6:45 am- 7:25 pm
Frequency (Minutes)	130
Layover Time	40 min (31%)
Total One-Way Trips	12
Daily Revenue Hours	12.67
Daily Revenue Miles	123
Peak Bus Requirement	1

Major Destinations

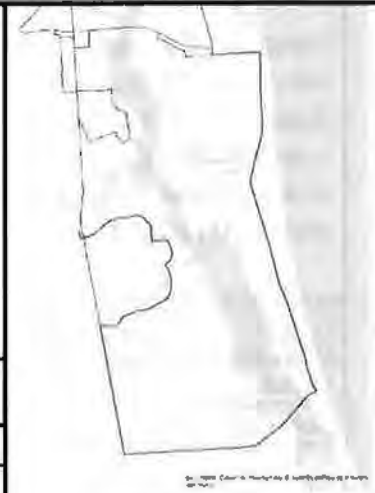
Depot
Flagler Hospital
Flagler Auditorium
Historic St. Augustine
Lewis Point Plaza
Publix
Riverside Center
Seabridge Square
V. A. Clinic
Walmart
Winn Dixie

2015/2016 Route Service Productivity and Rankings

Average Daily Ridership	133	5 th
Avg. Passengers per Revenue Hour	13.6	4 th
Avg. Passengers per Revenue Mile	1.11	1 st
Avg. Passengers per Trip	10.5	7 th
Operating Cost per Revenue Hour	\$29.00	1 st

Green Route – A1A / US1 Areas

The Green Route operates from the Depot South along A1A serving many locations along the beach including the St. Johns County Ocean Pier, the St. Augustine Civic Center, several hotels and restaurants, and a Publix shopping center. After heading west on State Road 206, it serves the St. Johns County Public Library and the Sheriff's Office on South US1. The Green Route serves several Grocery Stores including Publix and Winn Dixie as well as several shopping centers.



Transfer Locations and Routes

Depot	Blue, Orange and Red
St. Augustine Shores	Connector

Current Operational Data (as of March 2016)

Days of Service	Weekday/Saturday
Hours of Operation	6:45 am- 7:25 pm
Frequency (Minutes)	130
Layover Time	40 min (31%)
Total One-Way Trips	12
Daily Revenue Hours	12.67
Daily Revenue Miles	241.5
Peak Bus Requirement	1

Major Destinations

Depot
Publix (2)
Sheriff's Office
St. Augustine Civic Center
St. Augustine Shores
St. Johns County Ocean Pier
St. Johns County Public Library
Winn Dixie

2015/2016 Route Service Productivity and Rankings

Average Daily Ridership	135	4 th
Avg. Passengers per Revenue Hour	13.8	2 nd
Avg. Passengers per Revenue Mile	0.57	4 th
Avg. Passengers per Trip	10.6	5 th
Operating Cost per Revenue Hour	\$56.84	5 th

Orange Route – West St. Augustine

The Orange Route operates from the Depot west to Flagler Hospital then south to Lewis Point Plaza and then north to St. Johns River State College. The Orange Route also serves several medical centers including Flagler Hospital and the VA Clinic. It serves several Grocery Stores including, Publix, Winn Dixie and Walmart as well as several shopping centers.



Transfer Locations and Routes

Depot	Blue, Green and Red
St. Johns River State College	Purple
On-street connections	Connector, Purple and Teal

Current Operational Data (as of March 2016)

Days of Service	Weekday/Saturday
Hours of Operation	6:45 am- 7:25 pm
Frequency (Minutes)	130
Layover Time	40 min (31%)
Total One-Way Trips	12
Daily Revenue Hours	12.67
Daily Revenue Miles	174.1
Peak Bus Requirement	1

Major Destinations

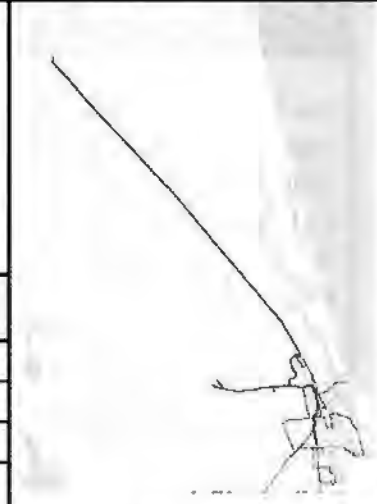
Depot
Flagler Hospital
Lewis Point Plaza
Publix (2)
St. Johns River State College
V. A. Clinic
Walmart
Winn Dixie

2015/2016 Route Service Productivity and Rankings

Average Daily Ridership	147	2 nd
Avg. Passengers per Revenue Hour	14.9	1 st
Avg. Passengers per Revenue Mile	0.85	3 rd
Avg. Passengers per Trip	11.5	4 th
Operating Cost per Revenue Hour	\$40.98	3 rd

Purple Route – SR 16 Outlet Malls / Avenues Mall

The Purple Route operates from Seabridge Square north to the Avenues Mall. It also serves SR 16 to the Outlet Mall area near I-95. The Purple Route serves several grocery stores including Publix and Winn Dixie as well as several shopping centers. It serves the St. Johns County main library and the Government Center.



Transfer Locations and Routes

Seabridge Square	Connector, Blue and Teal
Government Center	Red, Teal, Connector
St. Johns River State College	Orange
On-street connections	Red and Orange

Current Operational Data (as of March 2016)

Days of Service	Weekday/Saturday
Hours of Operation	5:30 am- 7:25 pm
Frequency (Minutes)	215
Layover Time	50 min (23%)
Total One-Way Trips	8
Daily Revenue Hours	13.92
Daily Revenue Miles	330.4
Peak Bus Requirement	1

Major Destinations

Avenues Mall
Government Center
Publix
Seabridge Square
Shoppes of Mission Trace
St. Augustine Outlet Mall
St. Augustine Premium Outlets
St. Johns County Main Library
St. Johns River State College
Winn Dixie

2015/2016 Route Service Productivity and Rankings

Average Daily Ridership	108	6 th
Avg. Passengers per Revenue Hour	8.7	6 th
Avg. Passengers per Revenue Mile	0.34	6 th
Avg. Passengers per Trip	13.6	2 nd
Operating Cost per Revenue Hour	\$62.21	7 th

Red Route – SR 16 Outlet Malls / Avenues Mall

The Red Route operates from the Depot north to the Government Center through Historic St. Augustine. The Red Route also serves the COA Community Center and the San Marco Visitor Center. It serves Winn Dixie and the St. Johns County main library on US1.



Transfer Locations and Routes

Depot	Orange, Blue and Green
Government Center	Connector, Purple and Teal
On-street connections	Connector, Blue, Purple and Teal

Current Operational Data (as of March 2016)

Days of Service	Weekday/Saturday
Hours of Operation	6:45 am- 7:25 pm
Frequency (Minutes)	130
Layover Time	40 min (31%)
Total One-Way Trips	12
Daily Revenue Hours	12.67
Daily Revenue Miles	131.2
Peak Bus Requirement	1

Major Destinations

COA Community Center
 Depot
 Government Center
 Historic St. Augustine
 Main Library
 San Marco Visitor Center
 Winn Dixie

2015/2016 Route Service Productivity and Rankings

Average Daily Ridership	136	3 rd
Avg. Passengers per Revenue Hour	13.7	3 rd
Avg. Passengers per Revenue Mile	1.05	2 nd
Avg. Passengers per Trip	10.6	6 th
Operating Cost per Revenue Hour	\$30.87	2 nd

Teal Route – Hastings / Flagler Estates

The Teal Route operates from Seabridge Square north to the Government Center and from Seabridge Square south to Hastings and Flagler Estates. The Teal Route serves several medical centers including Flagler Hospital and the VA Clinic. It also serves several Grocery Stores including, Publix, Winn Dixie and Walmart as well as several shopping centers.



Transfer Locations and Routes

Seabridge Square	Connector, Purple and Blue
Government Center	Connector, Purple and Red
On-street connections	Orange

Current Operational Data (as of March 2016)

Days of Service	Weekday/Saturday
Hours of Operation	5:30 am- 7:05 pm
Frequency (Minutes)	235
Layover Time	30 min (13%)
Total One-Way Trips	8
Daily Revenue Hours	13.58
Daily Revenue Miles	296.2
Peak Bus Requirement	1

Major Destinations

Government Center
V. A. Clinic
Health Department
Flagler Hospital
Hastings City Hall
Flagler Estates
Main Library
Walmart
Winn Dixie
Publix
Riverside Center
Lewis Point Plaza

2015/2016 Route Service Productivity and Rankings

Average Daily Ridership	94	7 th
Avg. Passengers per Revenue Hour	8.0	7 th
Avg. Passengers per Revenue Mile	0.32	7 th
Avg. Passengers per Trip	11.6	3 rd
Operating Cost per Revenue Hour	\$60.20	6 th

Table 9 shows all of Sunshine Bus Routes performance in comparison with each other. This data is for a full year from October 2015 to September 2016.

Table 9. Sunshine Bus Performance Data - 2015/2016

ROUTE	TOTAL RIDERS	AVG. DAILY RIDERS	AVG. RIDERS/ HR	AVG. RIDERS/ MILE	AVG. RIDERS/ TRIP	COST/ REV HR
Connector	61615	199	8.9	0.45	17.1	\$45.84
Purple	33239	108	8.7	0.34	13.6	\$62.21
Green	41669	135	13.8	0.57	10.6	\$56.84
Red	42140	136	13.7	1.05	10.5	\$30.87
Blue	41235	133	13.6	1.11	10.5	\$29.00
Orange	45297	147	14.9	0.85	11.5	\$40.98
Teal	29088	94	8.0	0.32	11.6	\$60.20
Total	294283	952	10.9	0.55	12	\$46.76

Source: National Transit Database 2015/16

System Ride check

As part of the St. Johns County Transit Development Plan 2016 Major Update that was completed by England-Thims & Miller, Inc. (ETM), there was an onboard survey that was conducted of the Sunshine Bus deviated fixed-route system. This survey provided a wealth of data that was utilized in the decision making of route recommendation in this COA.

Furthermore, CUTR staff visited the system on several occasions and rode each of the routes to get a feel for each route's overall level of utilization, areas of higher utilization, transfer locations served, and the general structure and pattern. Observations were made that also factored into the route recommendations.

Finally, CUTR met with Sunshine Bus operations staff to get their input as to potential areas of interest for expanding service as well as areas of concern with the current route structure. Some specific areas of concern were keeping the buses running on schedule (especially some of the longer routes) and refueling needs (due to the length of the routes).

Transfer Analysis

As part of the larger COA study, a transfer analysis was conducted, sampling a weekday in September 2016. The observed route-to-route transfer movements are shown below in Table 10. Transfer activity on the Sunshine Bus system is very low compared to other transit systems for three reasons. First of all, the bus routes are very long in nature reducing the overall need to transfer. Secondly, there are relatively few locations where customers can transfer in the system and fewer still that are timed transfers (the routes arrive at the same time). Finally, transfers require a second fare unless a passenger is utilizing a day or monthly pass. The

greatest number of transfers occurred between the Red Route (Serving Historic St. Augustine) and the Green Route (Serving St. Augustine Beach), connecting at the Depot transfer center. This reinforces the idea that there is the greatest demand to travel between the historic area and the beach.

Table 10. Transfers between Sunshine Bus Routes

		From						
Route - to		Connector	Purple	Green	Red	Blue	Orange	Teal
To	Connector		0	3	0	0	0	0
	Purple	2		0	2	2	0	0
	Green	0	0		6	2	3	0
	Red	1	0	7		3	3	0
	Blue	1	0	3	3		5	0
	Orange	0	0	1	1	1		1
	Teal	1	0	0	0	1	0	

Transit Center/Facility Analysis

One area in which Sunshine Bus Company needs to address in the short term is the location of an additional transit facility as the current facility is at its maximum capacity. If any additional routes or buses are added to the system (as recommended in the alternatives/recommendations), an additional facility location would need to be secured. One potential strong candidate is the county owned property near the Depot transfer center. This location would provide the ability to utilize county owned facilities including a refueling station.

Demographic Analysis

A demographic analysis identifies particular population groups that represent potential transit markets. These markets represent opportunities for transit to connect workers, seniors, younger and impoverished populations to desirable and life sustaining destinations.

Employment access crosscuts all of the targeted markets; accordingly public transit access to employment areas affects each demographic category. Identifying the location of employment opportunities helps ensure transportation options are available for many of these groups. St. John's County is home to over 60,000 jobs many of which are in Accommodation and Food services (22%). Other large employment categories include, Educational Services, (17.7%) and Health Care and Social assistance (17.1%). Figure 8 illustrates the distribution of the employment locations around the county. Transit services to these areas ensure workers may have access the jobs via public transportation. This access is acutely critical for workers making lower incomes. Twenty-five percent of the jobs located within St. John's County earn below \$1,250 per month.

The distribution and location of population segments may also represent opportunities for transit. St. John's county population is over 210,000 people. The county's median age (42.7) is slightly above the State's median age (41.1) and both are above the national median age of 37.6. The elderly population segment are a potential transit market due to physical and economic conditions that make transit an appealing option. More than 50,000 people in St. John's County are age sixty and above and the areas with higher percentages of over age 60 population are found in Figure 9.

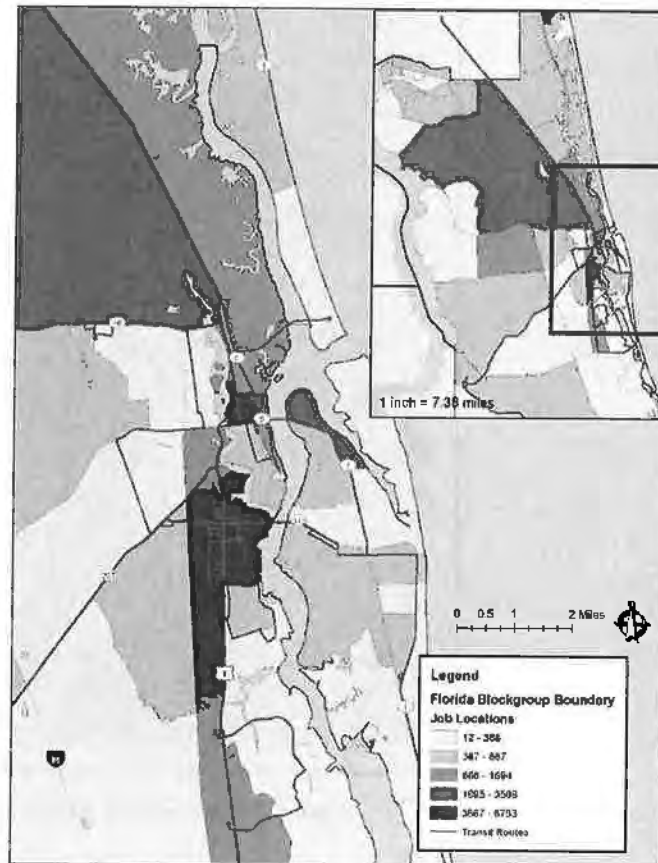


Figure 8. Job Locations

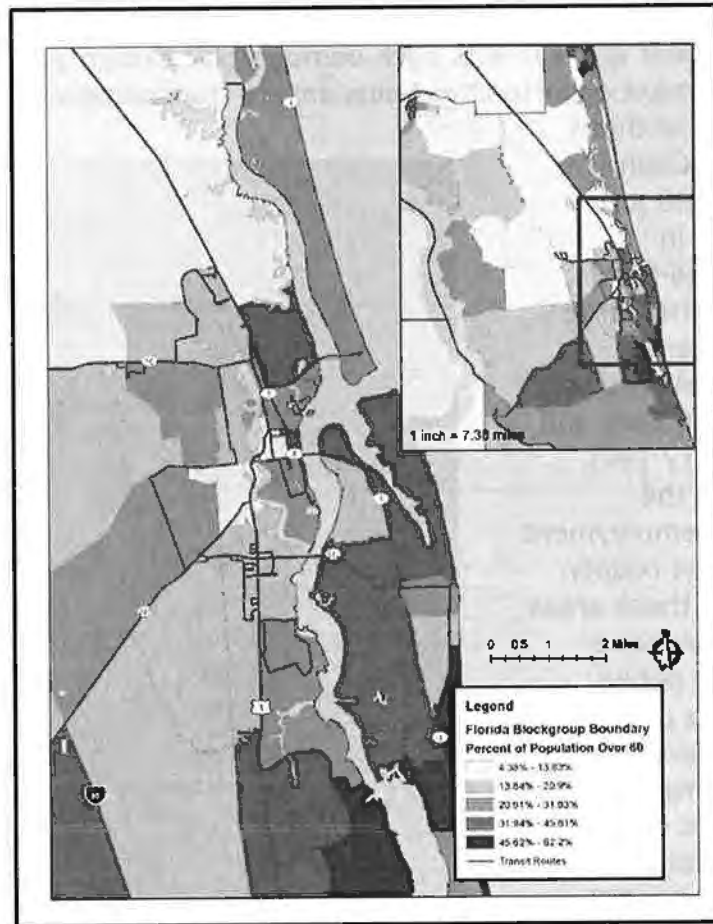


Figure 9. Percent of Population Over 60

Similar to the elderly population, the younger population segment potentially have economic circumstances that make public transportation an appealing option. The distribution of the under 18 population are illustrated in Figure 10.

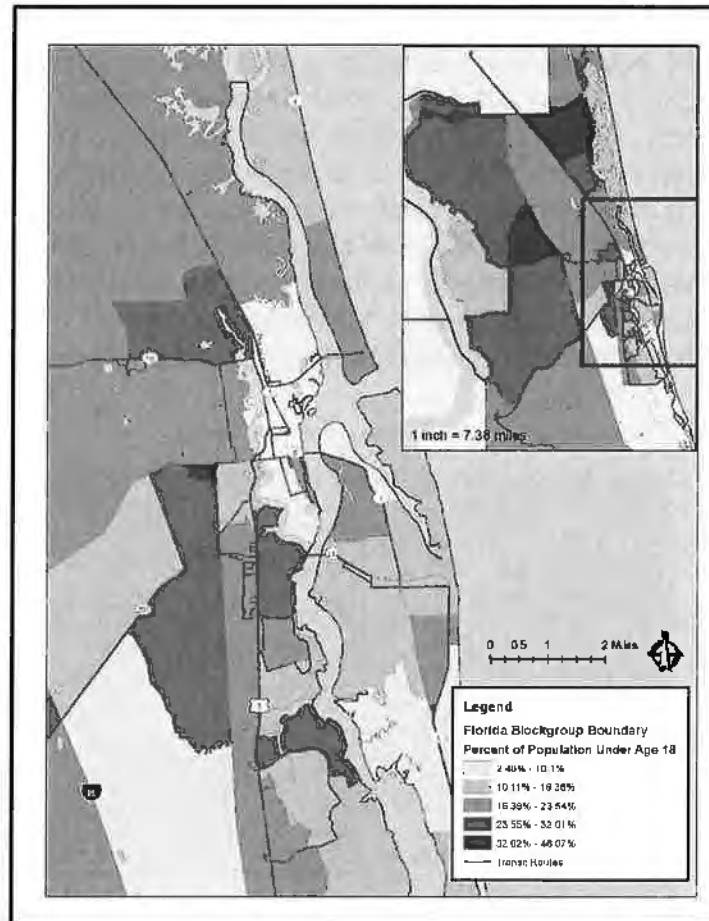


Figure 10. Percent of Population Under 18

The population segment that may rely most on public transportation are those living at or below the poverty line. Access to public transportation is more vital to this segment of the population since access to personal vehicle is less likely for those living in poverty. Consequently, transit service to these areas ensures that people living in poverty have some access to life sustaining activities such as healthcare, food and employment. St. John's County has 9.5% of its population living below the poverty level and 4.3% of the labor force are employed and live under the poverty line. The distribution and location of the persons living under poverty level offers a unique opportunity for transit to support this population and attract them as riders. Figure 11 illustrates the distribution of people living below the poverty line.

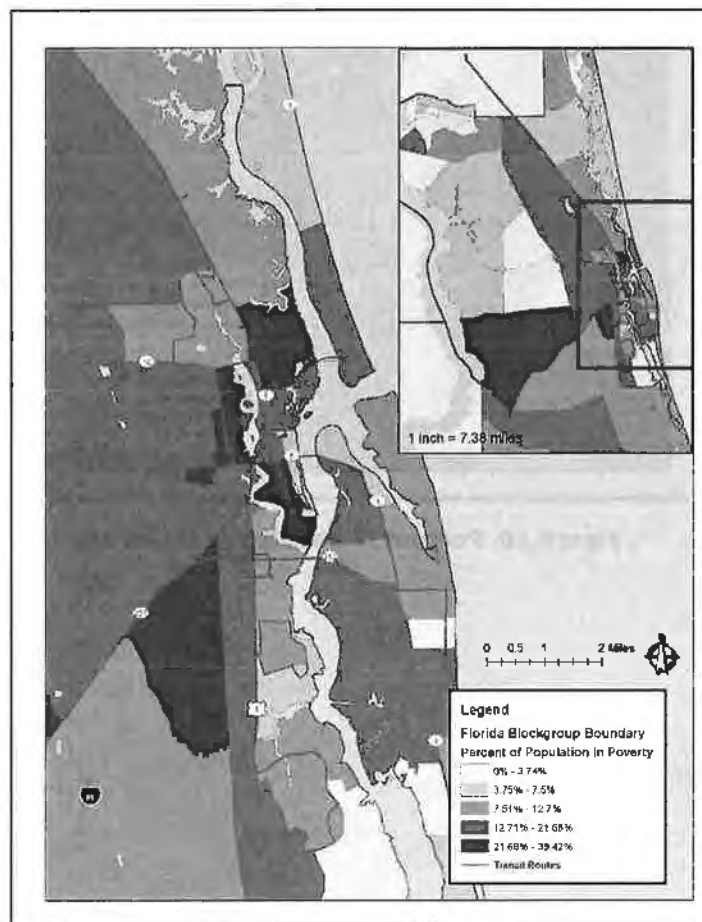


Figure 11. Percent of Population Living Below Poverty Level

Another demographic category includes household characteristics. Households without an available personal vehicle represent a potential transit market. These households may lack a vehicle for a variety of socio-economic reasons, from economic limitations, physical constraints or environmental (e.g. living in a dense areas). Regardless of the reason, households without personal vehicles are a

potential service market for public transportation services. The location of households with zero vehicles available is illustrated in Figure 12.

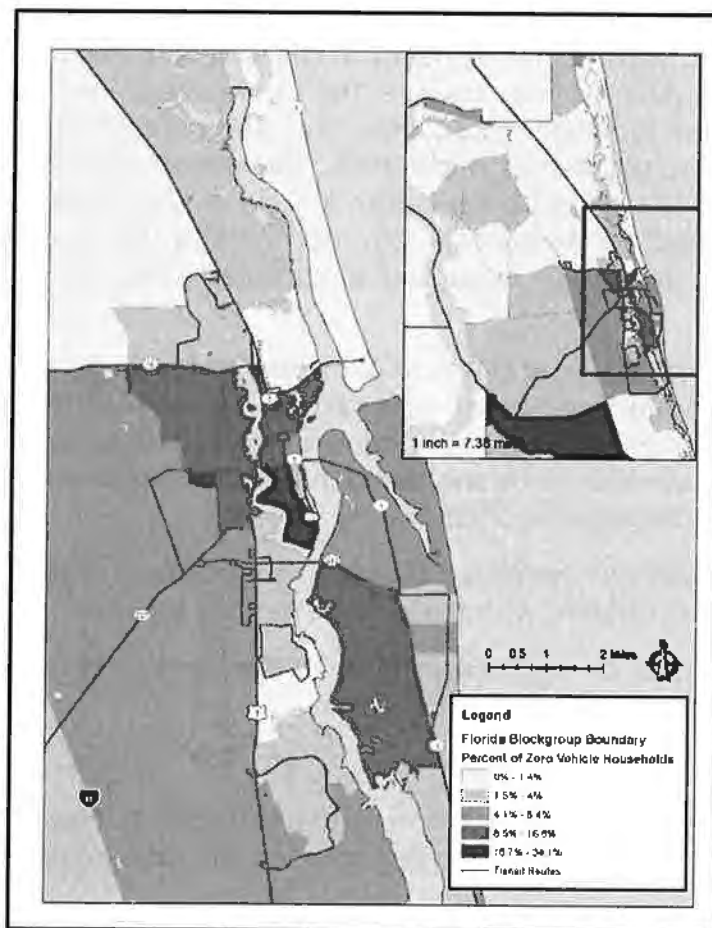


Figure 12. Percent of Households with Zero Vehicles

This analysis ensures that St. Johns County is able to identify demographic segments that serve as potential transit riders. Further, it helps identify population groups that public transportation serves as a vital piece to their access to a life sustaining activities.

Final Alternatives / Recommendations

Concept

The current route structure and frequency of the Sunshine Bus fixed route system is the equivalent of a bare-bones system. The service frequency of 2+ hours on all routes except for the Circulator caters only to customers that have no other choice but to ride the bus to get to their destination. The system values service coverage over service frequency, except there is also a great deal of duplication of service. Several routes overlap on the same roads, most notably US1 and State Road 312. Furthermore, there are certain areas, like Kings Estate, that are not currently served at all.

The overall recommendation of this COA is to convert the route structure from its current form to a "trunk and feeder" type system. This implies that a route (the Connector) is converted to the trunk of the system, and all other routes feed into it. This enables the Connector to be shortened in length, therefore increasing its frequency on the main corridor of US1.

St. Johns County staff recommended that the new Connector route be named the "Main Line" so it is consistent with the current naming scheme.

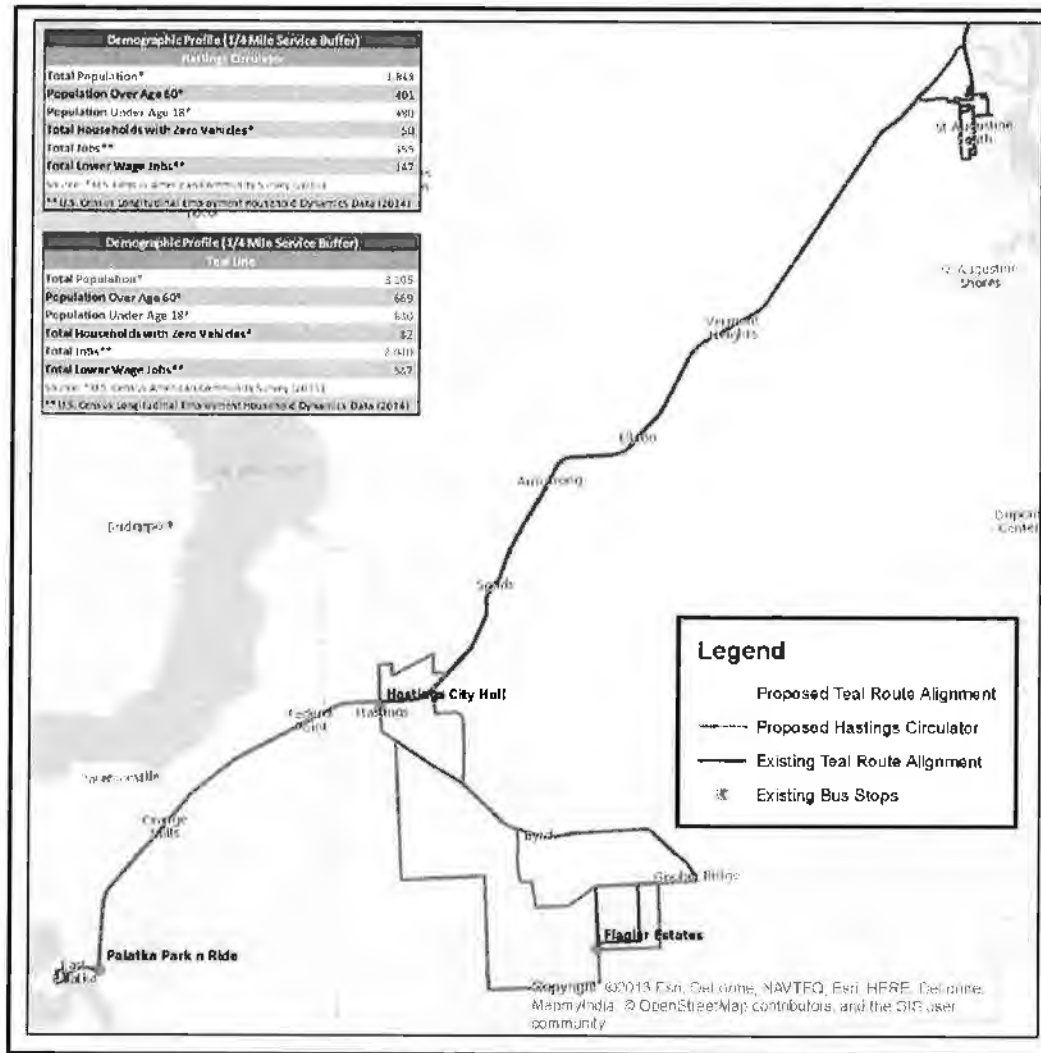
The following is a route by route explanation of the current routes and the recommended changes over the next 5 years.

2019 Changes

The first year that changes are recommended are for 2019. This enables the St. Johns COA ample time to identify funding sources and prepare for service changes.

Hastings Circulator/Teal Route

The new Hastings Circulator route and an adjustment to the Teal route has already been implemented this year (June 1, 2017). The new Hastings Circulator route provides service to Hastings, Flagler Estates, and to Eastern Palatka. It connects with the Teal route in Hastings. As a result, the Teal route has been shortened and the frequency has been improved slightly. A further service frequency improvement to the Teal is recommended as part of a 2019 change to reassign the duplication of service with the Connector on US1. Instead, the Teal Route will terminate at Seabridge square, which will serve as a major transfer location.



Connector – North/South US 1 Corridor "Main Line"

The Connector will become the "Main Line" and offer service from the St. Johns Government Center in the north to the Moultrie Publix in the South. Service to Vilano Beach and St. Augustine South would be reassigned to other routes in the system. With one additional bus added to the route (for a total of three), the frequency would be increased to every 30 minutes. Key transfer locations will exist at Winn Dixie, Seabridge Square, and Lewis Point Plaza. A potential extension to Northrop GRUMMAN on US1 (2 miles north from St. Johns Government Center) has also been discussed, but the effect on the service frequency would need to be further evaluated. This change would be one of the changes recommended for 2019.



Figure 14. Connector Existing and Proposed Alignments

Blue Route – East/West Crosstown – Depot Transfer Center and retail areas on US1

Recommendations to the Blue Route entail shortening the route to terminate at Seabridge Square and focusing on serving the retail areas of St. Augustine in addition to the Flagler Hospital. This change would occur at the same time as the Connector change in 2019. The duplicative section on US1 would be removed, increasing the frequency to every 60 minutes. The section of the route serving Downtown St. Augustine would be reassigned to the new Orange route scheduled to come on line in 2021. Finally, the Blue route could be extended to serve a new facility located on the opposite side of A1A. This short distance would not likely require a change in frequency.

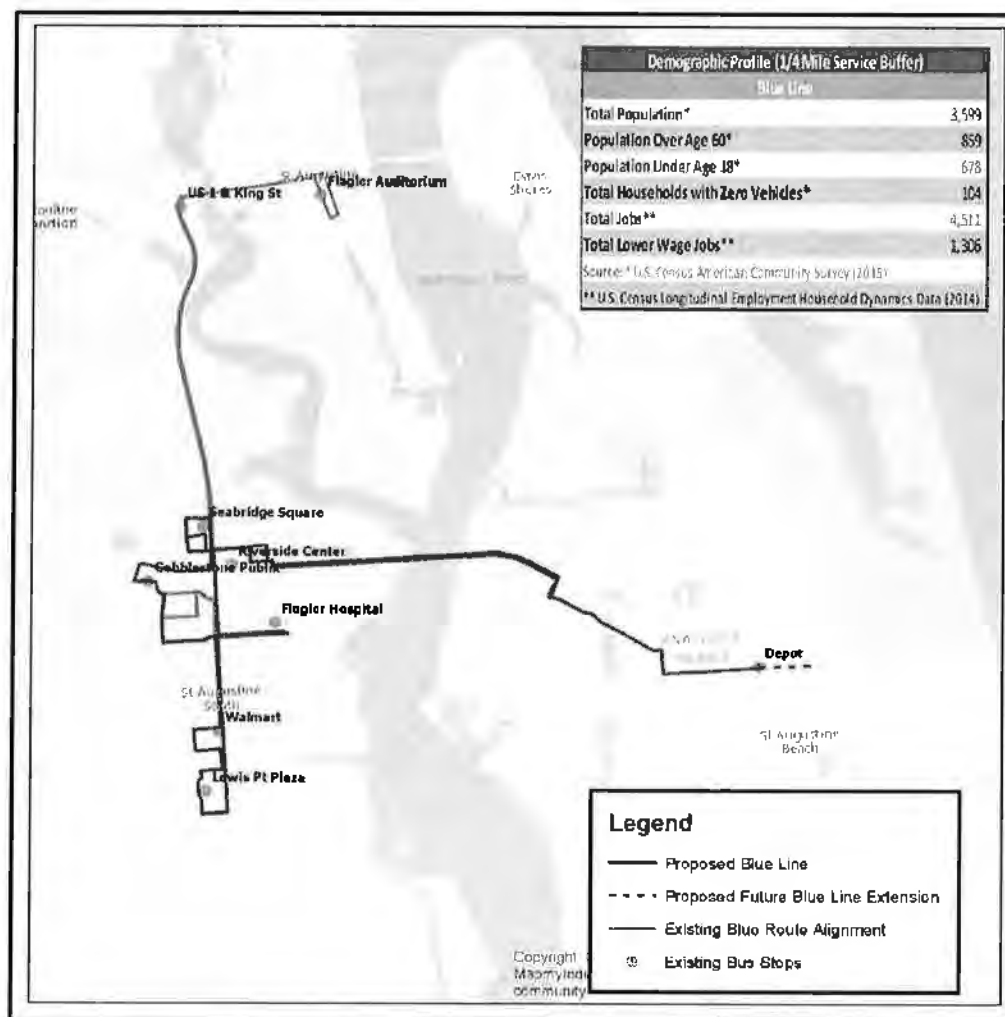


Figure 15. Blue Route Existing and Proposed Alignments

Purple Route 1 – Express Service to Avenues Mall in Jacksonville

The final change to be implemented in the initial series of changes in 2019 would be the splitting of the Purple Route into two distinct routes. The new “Purple 1” would start at Winn Dixie in St. Augustine in the South, serve the Government Center, and head north to the Avenues Mall in Jacksonville. This route would need to be evaluated for performance early on, as TBEST ridership projections were very low. Some other options to consider with this route is to make it an express route only or partner with JTA to move the connection location further South so that the route can be shortened.

Purple Route 2 – East/West Crosstown – Outlet Mall via SR 16

The second route, or “Purple 2”, would serve Vilano Beach (previously served by the Connector), and provide direct service along SR 16 to the Outlet Mall and S.J.R.S.C. The frequency on this route would be every 90 minutes. The transfer location with the new “Main Line” would occur at the Winn Dixie.



Figure 16. Purple 1 & 2 Routes Existing and Proposed Alignments

2020 Changes

The second set of changes, to occur in 2020, involve implementing the St. Augustine Beach Circulator/Limited stop and the St. Augustine Circulator routes that were recommended as part of the increased service frequency between the Cities task of the COA. In addition, adjustments to the Green and Red routes would be made as they provide direct connections with the proposed new service. These changes were pushed out to 2020 to provide ample time for the County to identify funding sources to include each of the City's participation. The City of St. Augustine and St. Augustine Beach Circulator/Limited stop changes are highlighting in an earlier section of this report.

Green Route – South US1 and Beach Connection

Changes to the Green Route include removing service along the beach (now served by the St. Augustine Beach Circulator) and terminating service at the Anastasia Publix where it would connect with the Beach Circulator. The other change to the route would occur on the other end. As the "Main Line" would be shortened in the South, the Green Line would provide service along US1 between the Moultrie Publix and Shores Blvd. The end of the route would operate as a loop, so that it could still serve the St. Augustine Shores area. With these changes, the service frequency could still be improved from 2 hours to 90 minutes.

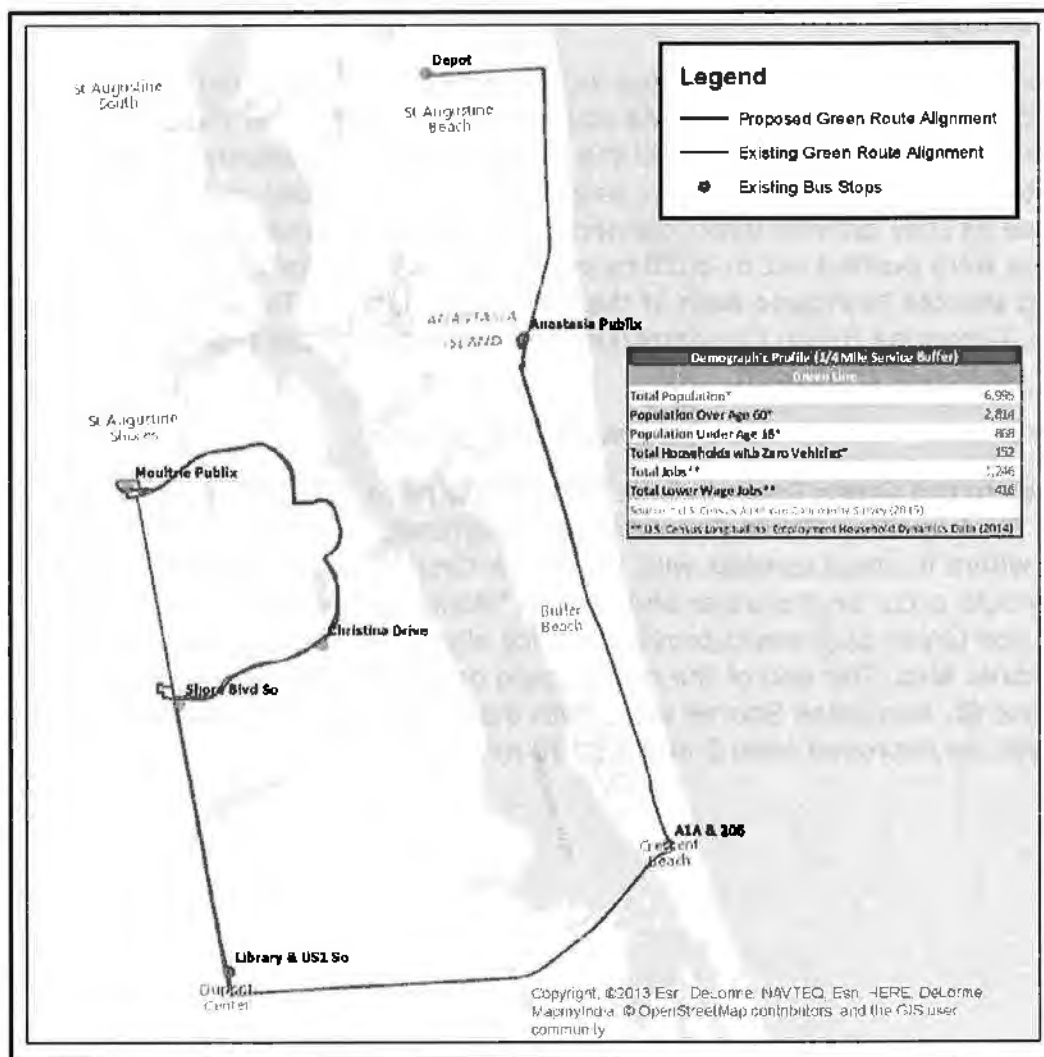


Figure 17. Green Route Existing and Proposed Alignments

Red Route – Historic St. Augustine/City Core

The new Red Route has the potential to benefit greatly from other changes made in the system. With the “Main Line” providing 30 minute service to the Government Center, it is recommended that the Red Line connect with it at the Winn Dixie in the North. The South terminus of the Red Line would take place at the Community Center in Downtown St. Augustine. The section currently operating on the Bridge of Lions would be reassigned to the Beach Circulator/Limited Stop Route. The Red Route can then focus on serving the Downtown and city core areas with a frequency of every 60 minutes.



Figure 18. Red Route Existing and Proposed Alignments

2021 Changes

Changes in the 4th year of the COA involve splitting the Orange Route into two separate routes in order to provide more direct service to certain areas in St. Augustine.

Orange Route 1 – North/South Crosstown

Orange Route 1 would see a significant change to service. Firstly, duplicative service with the blue route would be removed. This would enable the route to start at Seabridge Square in the South and immediately head west. The route keeps its remaining structure until it reaches SR 16 (with a slight re-routing on Kings Street to avoid multiple stoppages from the railroad). On SR 16, it would head north to the Government Center (replacing the section that the Purple Route was operating on). This new structure would result in a service frequency of 90 minutes.

Orange Route 2 – East/West King St. to S.J.R.S.C

The Orange Route 2 would be a completely new route (although providing service along part of King St. that was originally provided by the Blue Route). It would provide a direct East-West route along Kings St and then head north to S.J.R.S.C and Mission Trace. This route would be one of the shortest in the system and could provide service frequencies of every 45 minutes with only one bus.

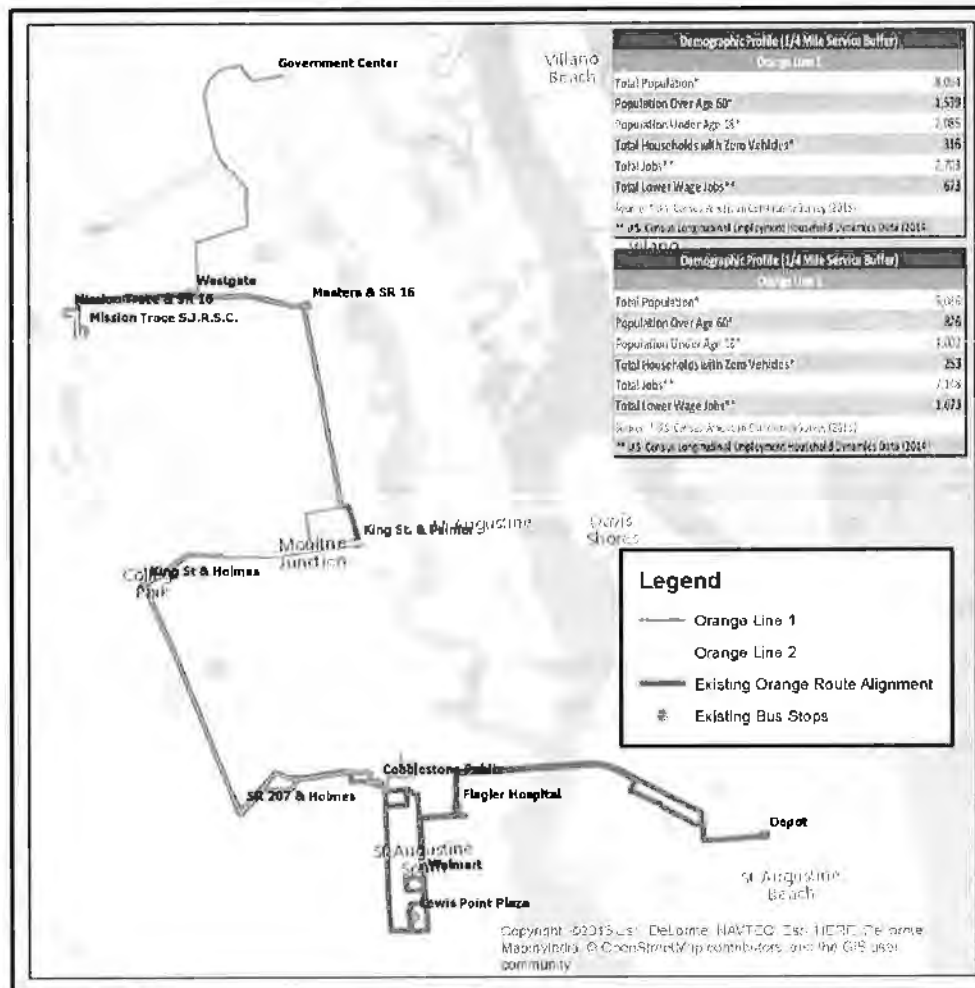


Figure 19. Orange 1 & 2 Routes Existing and Proposed Alignments

2022 Changes

New Route – Wildwood Dr./Kings Estate Road Route

The final recommendation would occur in the fifth and final year of the COA timeframe. This route would provide service to a new area along Wildwood Dr. as well as Kings Estate Road. It would start at the Moultrie Publix in the South to provide connections with the “Main Line” and the Green Route. It would serve the Wildwood and Kings Estate areas before heading north on US1. It would also serve St. Augustine South, which was reassigned from the “Main Line” so that it can provide more direct service. It would terminate in the North at Seabridge Square. This configuration would enable a frequency of every 90 minutes.

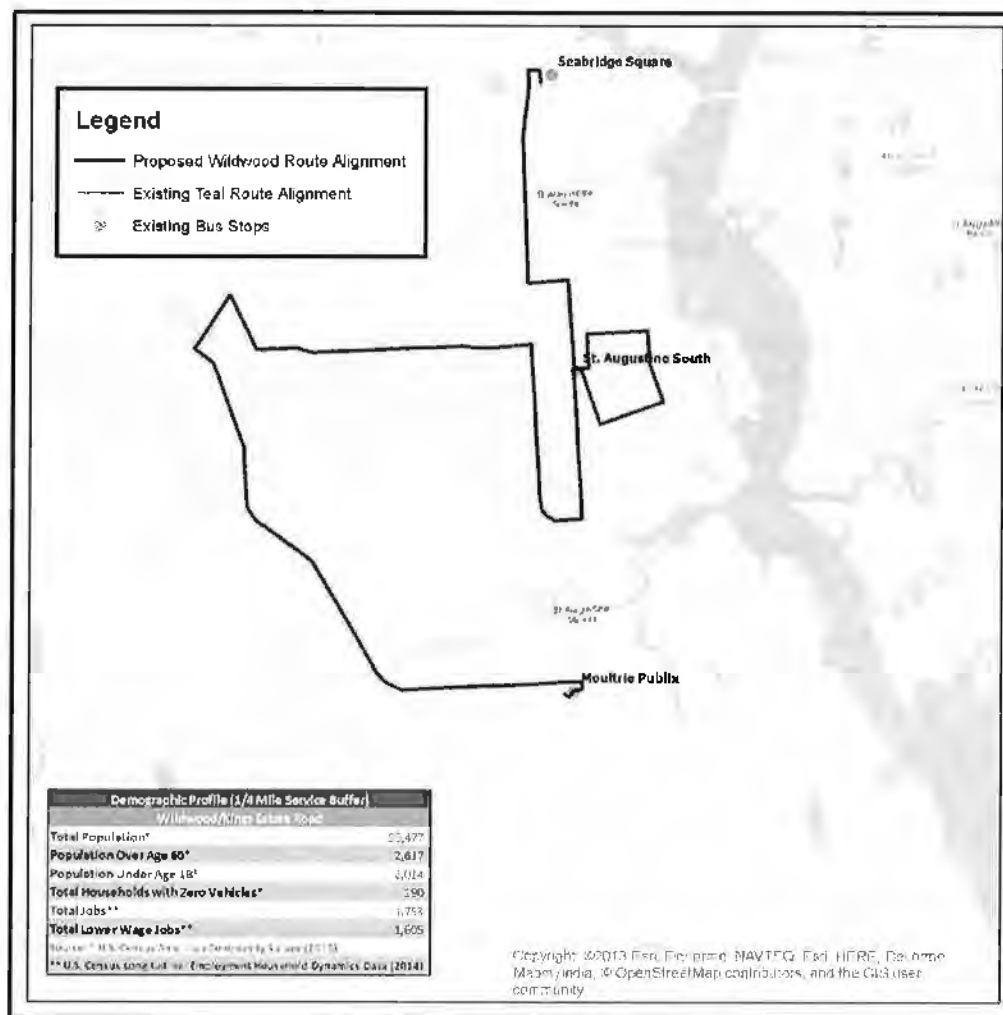


Figure 20. Wildwood/Kings Estate Route Existing and Proposed Alignments

TBEST Operational Data and Ridership Predictions

The recommended routes and operational data were input into the TBEST software. Reports were created to compare the existing service in 2016 with the recommended service five years out in 2021. Tables 15 through 18 show the changes that would occur to the operational data between the existing system (Scenario A) and the recommended system (Scenario B).

Below is a summary of the results:

- The number of buses operated in the system would increase from 8 to 17. *Note, it is currently at 9 with the June 1, 2017 implementation of the Hastings Circulator.*
- Even while the total number of buses more than doubles; the lengths of the routes get much shorter. The overall length of all routes is actually reduced from 363 miles to 284 miles. This is in large part due to reducing the duplication of services (multiple routes serving the same corridor), rather than any reduction to service coverage. In fact, the recommendations were specifically designed with the notion that current service coverage NOT be reduced.
- Service frequencies were improved on all routes, some more dramatically than others. A minimum headway goal of 90 minutes was set, which was only eclipsed by the remote routes (Teal/Hastings, and Purple 1 to Jacksonville). These routes will need to be closely monitored for performance and may need to be further altered in the future.
- Total system ridership was predicted to increase 136% by 2022 if the changes were implemented.
- The Blue, Teal, Orange and Purple 1 were predicted to have decreases in ridership. The Orange Line was projected at a modest 17 percent decrease. The Blue Line was projected at a 24 percent decrease, but this was also with 16 percent fewer service hours. The Purple Line (when combining both Purple 1 and Purple 2) actually was projected at an 60 percent increase. This further highlights that the Purple 1 segment to Jacksonville is the weaker performer by far. The Teal saw a major drop-off in projected ridership as it serves only as a connection from St. Augustine to Hastings. There is not much development occurring between the two cities hence the low ridership projection.
- The Red Line had a service mile and service hour reduction of roughly 20 percent, yet saw a significant ridership increase from 11.7 boardings per hour to 32.3 boardings per hour. This is likely due to the increased service frequency of 60 minutes and a focus in the City core and Historic St. Augustine areas.

-
- The Orange 2 also was a very strong performer at 26.5 boardings per hour, followed by Green (20.0), Purple 2 (14.2), and the Main Line (13.1)
 - Overall boardings per hour were projected to increase from 10.5 to 11.5 (9 percent increase).
 - The annual cost comparison of the COA recommendations versus current costs was \$2.58 million versus \$1.2 million (a difference of \$1.38 million). Note that a portion of this increase (\$184,000 for the Hastings Circulator) has already been funded.
 - The operating cost per passenger was projected to decrease from \$4.18 per passenger to \$3.82.

Table 11. TBEST Operational Data
Number of Buses, Length of Route, Running Times, Layover Times, Headways
Scenario A: Base Network, Scenario B: COA Recommendations 2021

Scenario Comparison Report Boardings, Service, Performance and Cost Variables										
Route Name	Number of Buses in Service		Length of Route (1 Round Trip)		Running Time (1 Round Trip)		Layover Time (1 Round Trip)		Headways	
	A	B	A	B	A	B	A	B	A	B
Main Line (Old Connector)	2	3	31.6	20.1	90	70	30	20	60	30
Blue Line	1	1	20.6	10.8	90	40	40	20	130	60
Green Line	1	1	37.2	30.1	90	70	40	20	130	90
Orange Line	1	1	28.1	20.2	90	70	40	20	130	90
Orange 2	0	1		9.4		30		15		45
Purple Line	1	1	83.0	48.2	165	90	50	90	215	180
Purple 2	0	1		20.6		70		20		90
Red Line	1	1	21.4	9.2	90	40	40	20	130	60
Teal Line	1	1	141.2	34.3	205	70	30	36	235	106
Hastings Circulator	0	1		39.6		86		20		106
Wildwood/Kings Estates Road	0	1		24.7		70		20		90
Beach Circulator/Connector	0	3		14.8		60		30		30
St. Augustine Circulator	0	1		1.9		20		10		30
Totals	8	17	363.1	283.9						

Table 12. TBEST Operational Data
Total Boardings, Additional Boardings, Direct vs Transfer Boardings
Scenario A: Base Network, Scenario B: COA Recommendations 2021

Scenario Comparison Report										
Boardings, Service, Performance and Cost Variables										
Route Name	Total Boardings			Additional Boardings (+/-)	Direct Boardings			Transfer Boardings		
	A	B	% Change		A	B	% Change	A	B	% Change
Main Line (Old Connector)	57,564	169,203	194%	111,639	48,446	151,167	212%	9,118	18,036	98%
Blue Line	41,756	31,710	-24%	-10,046	37,001	28,000	-24%	4,755	3,711	-22%
Green Line	40,664	74,692	84%	34,028	39,483	73,869	87%	1,181	823	-30%
Orange Line	45,032	37,411	-17%	-7,621	42,611	36,816	-14%	2,421	595	-75%
Orange 2	NA	81,234	100%	81,234	NA	70,831	100%	NA	10,403	100%
Purple Line	33,072	5,636	-83%	-27,436	30,179	5,177	-83%	2,893	459	-84%
Purple 2	NA	47,441	100%	47,441	NA	43,105	100%	NA	4,336	100%
Red Line	39,988	88,472	121%	48,484	38,197	79,885	109%	1,791	8,587	379%
Teal Line	28,600	4,047	-86%	-24,553	24,941	3,789	-85%	3,659	258	-93%
Hastings Circulator	NA	5,156	100%	5,156	NA	5,156	100%	NA	0	0%
Wildwood/Kings Estates Road	NA	21,272	100%	21,272	NA	19,622	100%	NA	1,650	100%
Beach Circulator/Connector	NA	68,517	100%	68,517	NA	64,351	100%	NA	4,165	100%
St. Augustine Circulator	NA	41,252	100%	41,252	NA	33,870	100%	NA	7,382	100%
Totals	286,676	676,043	136%	389,367	260,858	615,638	136%	25,818	60,405	134%

Table 13. TBEST Operational Data
Revenue Service Miles, Revenue Service Hours, Boardings per Service Hour
Scenario A: Base Network, Scenario B: COA Recommendations 2021

Scenario Comparison Report Boardings, Service, Performance and Cost Variables									
Route Name	Revenue Service Miles			Revenue Service Hours			Boardings Per Service Hour		
	A	B	% Change	A	B	% Change	A	B	% Change
Main Line (Old Connector)	138,181	181,426	31%	5,284	12,868	144%	10.9	13.1	21%
Blue Line	38,513	38,190	-1%	3,422	2,876	-16%	12.2	11.0	-10%
Green Line	69,708	78,990	13%	3,426	3,734	9%	11.9	20.0	69%
Orange Line	52,587	50,297	-4%	3,430	3,546	3%	13.1	10.5	-20%
Orange 2	NA	47,265	100%	NA	3,071	100%	NA	26.5	100%
Purple Line	103,605	86,431	-17%	3,933	3,283	-17%	8.4	1.7	-80%
Purple 2	NA	51,064	100%	NA	3,338	100%	NA	14.2	100%
Red Line	40,120	32,575	-19%	3,422	2,742	-20%	11.7	32.3	176%
Teal Line	92,480	74,923	-19%	4,291	3,108	-28%	6.7	1.3	-80%
Hastings Circulator	NA	98,900	100%	NA	4,181	100%	NA	1.2	100%
Wildwood/Kings Estates Road	NA	58,514	100%	NA	3,287	100%	NA	6.5	100%
Beach Circulator/Connector	NA	133,743	100%	NA	9,194	100%	NA	7.5	100%
St. Augustine Circulator	NA	17,099	100%	NA	3,502	100%	NA	11.8	100%
Totals	535,193	949,416	77%	27,207	58,730	116%	10.5	11.5	9%

Table 14. TBEST Operational Data
Route Cost, Cost per Passenger Trip

Scenario A: Base Network, Scenario B: COA Recommendations 2021

Scenario Comparison Report Boardings, Service, Performance and Cost Variables						
Route Name	Route Cost			Cost Per Passenger Trip		
	A	B	% Change	A	B	% Change
Main Line (Old Connector)	\$232,483	\$566,196	144%	\$4.04	\$3.35	-17%
Blue Line	\$150,568	\$126,531	-16%	\$3.61	\$3.99	11%
Green Line	\$150,735	\$164,305	9%	\$3.71	\$2.20	-41%
Orange Line	\$150,898	\$156,028	3%	\$3.35	\$4.17	24%
Orange 2	NA	\$135,106	100%	NA	\$1.66	100%
Purple Line	\$173,061	\$144,452	-17%	\$5.23	\$25.63	390%
Purple 2	NA	\$146,881	100%	NA	\$3.10	100%
Red Line	\$150,568	\$120,652	-20%	\$3.77	\$1.36	-64%
Teal Line	\$188,791	\$136,730	-28%	\$6.60	\$33.79	412%
Hastings Circulator	NA	\$183,982	100%	NA	\$35.68	100%
Wildwood/Kings Estates Road	NA	\$144,646	100%	NA	\$6.80	100%
Beach Circulator/Connector	NA	\$404,527	100%	NA	\$5.90	100%
St. Augustine Circulator	NA	\$154,070	100%	NA	\$3.73	100%
Totals	\$1,197,104	\$2,584,106	116%	\$4.18	\$3.82	-8%

Municipal Analysis – Route Coverage Increases by Municipality

To illustrate the impact the proposed changes will have on residents, businesses and visitors of St. John's County, an analysis of the of the daily revenue miles per municipality and unincorporated areas of the county was conducted for both the current service and the recommended service changes scenario. Using GIS, the daily revenue miles for each municipality including the unincorporated areas was calculated. Based on this analysis, the existing service provides approximately 2,070 daily revenue miles of service: 70 percent operating in the unincorporated parts of St. John's County, 24 percent operating in the City of St. Augustine, 2.3 percent operating in St. Augustine Beach and the remaining operating in the City of Jacksonville (2.8 percent). Table 15 illustrates the total daily revenue miles by municipality including the City of Jacksonville (located outside St. John's County). Table 16 details the total daily revenue miles calculated for the City of St. Augustine by route. Table 17 details the total daily revenue miles calculated for the unincorporated areas of St. John's County by route.

Table 155: Distribution of Daily Revenue Miles by Municipality

Existing Service	
Municipality	Daily Revenue Miles
St. Augustine	496.8
St. Augustine Beach	47.4
Unincorporated	1475.6
Jacksonville	57.8
Total	2077.6

Table 16: Existing Routes Servicing St. Augustine

Route	Daily Revenue Miles
Blue Line	43.7
Connector	165.6
Orange Line	40.0
Purple Line	28.8
Red Line	104.4
Teal Line	114.3
Total	496.8

Table 17: Existing Routes Servicing Unincorporated Areas

Route	Daily Revenue Miles
Blue Line	78.9
Connector	276.7
Orange Line	127.2
Green Line	176.5
Purple Line	234.0
Red Line	21.3
Teal Line	561.0
Total	1475.6

Using the same analytical approach, the distribution of daily revenue miles of the proposed service changes are illustrative of the impact of the proposed service enhancements. The proposed improvements and realignment results in a 42 percent increase of daily revenue miles throughout St. John's County. Similarly,

the City of St. Augustine would experience a 42 percent increase in daily revenue miles while the unincorporated areas would experience a 29 percent increase with an increase of 431.5 miles daily revenue miles. The City of St. Augustine Beach would experience a significant percentage growth of 407 percent with 240 additional daily miles of revenue service. Table 18 details the revenue mile increases for each municipality, unincorporated area, and the system total.

Table 18: Distribution of Revenue Mile Increases

Area	Existing Revenue Miles	Proposed Revenue Miles	Increase in Revenue Miles	Percentage Increase
St. Augustine	496.8	704.3	207.5	42%
St. Augustine Beach	47.4	240.2	192.8	407%
Unincorporated	1475.6	1907.1	431.5	29%
Jacksonville	57.8	89.1	31.3	54%
System Wide (total)	2077.6	2940.7	863.1	42%

The breakdown of routes serving each areas reveals the impact of the realignment and additions of service frequency and new routes. Table 19 details the routes and total revenue miles serving St. Augustine. Table 20 illustrates the routes serving unincorporated areas of St. John's County.

Table 19: Proposed Routes Serving St. Augustine

Route	Daily Revenue Miles
Blue Line	39.7
Connector	252.7
Purple Line 1	17.4
Purple Line 2	50.1
Beach Circulator/Limited Stop Route	202.9
Red Line	114.3
St. Augustine Circulator	27.2
Total	704.3

Table 20: Proposed Routes Serving Unincorporated Areas

Route	Daily Revenue Miles
Blue Line	89.2
Connector	308.2
Green Line	224.0
Hastings Circulator	164.4
Teal Line	238.0
Orange Line 1	161.1
Orange Line 2	131.2
Purple Line 1	181.5
Purple Line 2	116.3
Beach Circulator/Limited Stop Route	88.7
Wildwood/Kings Estate Road	204.5
Total	1907.1

Finance & Implementation Plan

Table 21 shows a phasing approach to implementing the recommended changes. The addition of the Hastings Circulator is shown in 2018, although it has already occurred as of June 1, 2017.

- In 2019, two additional buses would be required as well as \$375,887 in operating funding. The capital cost of the buses would range anywhere from \$75,000 to \$125,000 each.
- In 2020, four additional buses would be required as well as \$542,251 in operating funding.
- In 2021-22, two additional buses would be required as well as \$284,882 in operating funding.

Table 21. St. Johns COA Schedule of Improvements

Name of Route	Buses Current	Buses COA	Current Headways (min)	COA Headways (min)	2017		2018		2019		2020		2021		2022	
					Buses	Operating Costs	Buses	Operating Costs	Buses	Operating Costs	Buses	Operating Costs	Buses	Operating Costs	Buses	Operating Costs
Hastings Circulator	-	1	-	106			1	\$183,982	1	\$183,982	1	\$183,982	1	\$183,982	1	\$183,982
Connector	2	3	60	30	2	\$232,483	2	\$232,483	3	\$566,196	3	\$566,196	3	\$566,196	3	\$566,196
Blue Line	1	1	130	60	1	\$150,568	1	\$150,568	1	\$126,531	1	\$126,531	1	\$126,531	1	\$126,531
Teal Line	1	1	235	106	1	\$188,791	1	\$188,791	1	\$136,730	1	\$136,730	1	\$136,730	1	\$136,730
Purple Line	1	1	215	180	1	\$173,061	1	\$173,061	1	\$144,452	1	\$144,452	1	\$144,452	1	\$144,452
Purple 2	-	1	-	90					1	\$146,881	1	\$146,881	1	\$146,881	1	\$146,881
Beach Circulator/Limited Stop Route	-	3	-	30							3	\$404,527	3	\$404,527	3	\$404,527
St. Augustine Circulator	-	1	-	30							1	\$154,070	1	\$154,070	1	\$154,070
Green Line	1	1	130	90	1	\$150,735	1	\$150,735	1	\$150,735	1	\$164,305	1	\$164,305	1	\$164,305
Red Line	1	1	130	60	1	\$150,568	1	\$150,568	1	\$150,568	1	\$120,652	1	\$120,652	1	\$120,652
Orange Line	1	1	130	90	1	\$150,898	1	\$150,898	1	\$150,898	1	\$150,898	1	\$156,028	1	\$156,028
Orange 2	-	1	-	45									1	\$135,106	1	\$135,106
Wildwood/Kings Estates Road	-	1	-	90											1	\$144,846
	8	17	Avg: 147 min	Avg: 77 min	8	\$1,197,104	9	\$1,381,086	11	\$1,756,973	15	\$2,299,224	16	\$2,439,460	17	\$2,684,106

Conclusions

The overall findings of this COA is that the Sunshine Bus Company is long overdue for some service improvements as the population and employment growth in St. Johns County has significantly increased while the Fixed Route system has remained stagnant. In 2017, The Sunshine Bus added its first new route in over 10 years by implementing the Hastings Circulator in the City of Hastings (also serving Flagler Estates and Palatka). This is a good first step to improving the system.

The 2016 Major TDP update also recommended service improvements (albeit over a longer time horizon – 10 years). Changes recommended in the first five years were very similar to the COA's recommendations in terms of the overall impact on the system. The TDP called for a projected total operating cost of \$2.6 million by 2022, which is very close to what the COA is recommending. What the COA was able to accomplish that went beyond the scope of the TDP is recommend very specific changes based on demographics, specific route observations, and route modeling using TBEST.

The recommendations in the financial and implementation plan provide a blueprint for phasing improvements over time, with the higher priority routes occurring first. Like the TDP, the COA is not a funded plan. Various methods of additional funding would need to be secured to implement the recommendations contained within this report. Federal funding in the form of Service Development Grants is something that the County could apply for which would provide a short-term source of operating funds. Discussions with the Cities of St. Augustine and St. Augustine Beach could lead to some financial support to the County, which to this date has not received any from the municipalities. Tourist development funds or local private entities such as businesses and educational institutions that would stand to benefit from increased transit service is another avenue of potential funding.

The current status quo of the Sunshine Bus System is providing lifeline service to residents that have no other alternative. At 2+ hour service frequencies on all routes except for one, there is zero incentive for residents to choose to ride the fixed route. While the Sunshine Bus has been able to grow their ridership over time, this is almost entirely the result of population and economic growth of the area. This year, ridership has actually started to level off and has even been down some months versus 2016 ridership. This trend could be seen as continuing without any additional service improvements.



FPL



FPL LT-1 STREET LIGHT TARIFF EXPERTLY MANAGED LED STREET LIGHTING

FOUNDED IN FLORIDA

The Founding Company – Florida Power and Light Company (FPL)

- Began in the final days of 1925
- Joined the New York Stock Exchange in 1950
- Largest electric utility in Florida
- A leading Florida employer (approximately 8,800 employees)

The Next Era Begins

- In 2010, FPL's parent company (FPL Group) was renamed NextEra Energy, a forward-looking enterprise that sees the future and gets there first
- Headquartered in Juno Beach, Florida
- Ranked the top “green utility” in the United States in 2015 and 2016

PIONEERS OF POWER

FPL

- Serves more than 4.9 million accounts or more than 10 million people across nearly half of the state of Florida
- 2016 residential rates were lowest in the state for seventh year in a row
- 25 percent lower than national average
- Service reliability better than 99.98%
- One of the cleanest power plant fleets among all utilities nationwide

NextEra

- Operations in 30 states and Canada
- Largest generator of renewable energy in the world
- Capacity 45.9 GW

NEW LT-1 TARIFF

Approved by the PSC on March 28, 2017, this tariff provides for the installation of FPL owned LED lights at no upfront cost to customers*.

- The Tariff allows us to offer a variety of LED street and area light solutions in a variety of different scenarios:
 - Convert HPS lights currently under SL-1
 - Convert customer owned and maintained lights to LED
 - Install new LED street and area lights
- Monthly fixture, maintenance, and energy charges are determined based on the fixture chosen by the customer
- Customers may pay additional monthly charges for dedicated light poles, underground construction and conversions

** In cases where directional boring or other uncommon construction concerns exist, an upfront fee may be required*

BENEFITS OF LED

LEDs offer:

- Superior color rendition and differentiation
 - High color rendering index (CRI)
 - More natural colors than HPS
- High efficiency
 - Energy savings up to 50%
- Greater variety of choices



Comparison of LED fixtures (left) versus High Pressure Sodium (HPS) fixtures (right)

Image from <http://www.myLEDlighting guide.com>

LED ADVANTAGES

WHY CHOOSE LED OVER HPS?



Compare color rendering from HPS lights vs. LED on the building

Compare light pollution contribution from HPS lights vs. LED

70 Watt HPS vs 26 Watt 4000K RSW

2018 City of Sunrise Street Light Conversion
Location 2 - 5811 NW 12th Ct.



70 Watt HPS



26 Watt 4000K RSW

Color Temperature Comparison



Existing 2200 Kelvin HPS



3000 Kelvin



4000 Kelvin

CITY OF LOS ANGELES



WE WORK WITH TOP BRANDS

Thanks to the flexibility of the new LT-1 tariff, we are able to offer dozens of street and area lighting options from leading LED manufacturers such as CREE, GE, Cooper, Holophane, and AEL



Miami Springs



Miami Springs



Option 1

- Convert all 386 existing HPS to LED's
- Save \$ 297.68 per month
- New monthly Bill \$3,187.26
- Currently Paying \$3,484.94 per month
 - (Before taxes, fees, etc.)

Concrete Pole St. Augustine Beach



Concrete Pole St. Augustine Beach

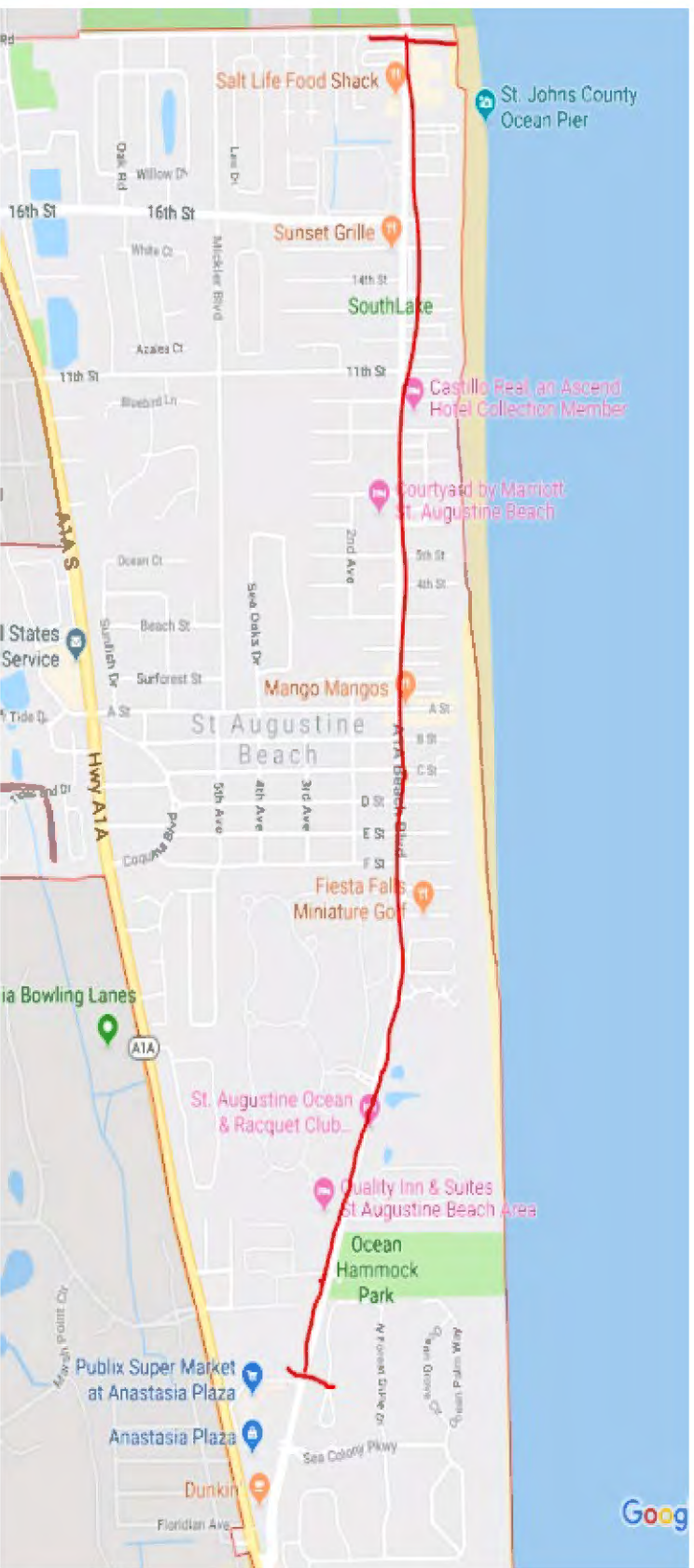


Option 2

- Convert 324 existing HPS to LED's
- Convert 62 fixtures on A1A to Decorative Memphis Teardrop LED's
- From Pope Road to Publix
- Extra \$1,327.40 per month

St. Augustine Beach LED Conversion

Option 2

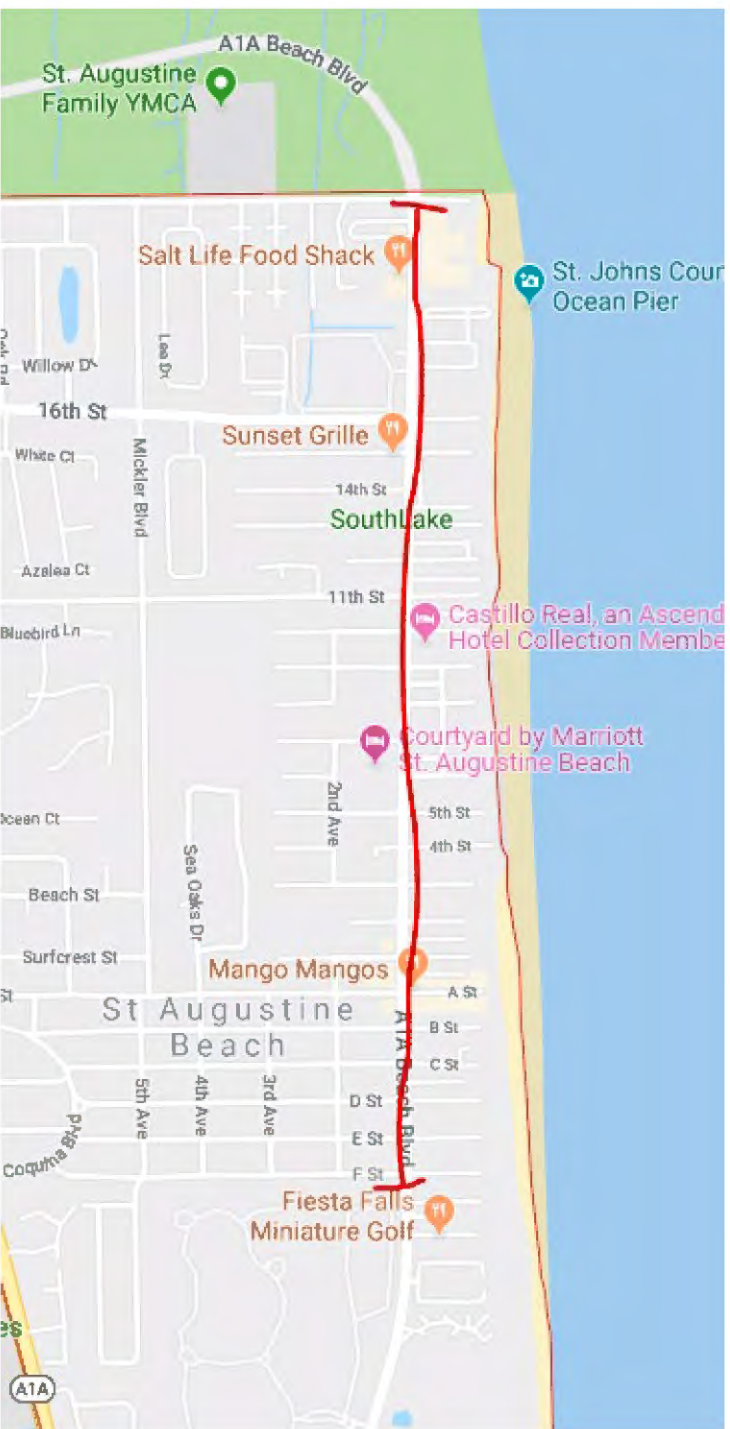


Option 3

- Convert 324 existing HPS to LED's
- Convert 41 fixtures on A1A to Decorative Memphis Teardrop LED's
- From Pope Road to F Street
- Extra \$775.85 per month

St. Augustine Beach LED Conversion

Option 3




DEMAND IS HIGH FOR LED STREET LIGHTS UNDER LT-1

More than 30 cities have already signed up to do citywide conversions



MEMORANDUM

TO: Mayor George
Vice Mayor England
Commissioner Kostka
Commissioner Samora
Commissioner Rumrell

FROM: Max Royle, City Manager 

DATE: May 22, 2019

SUBJECT: Transmittal to the State of Changes to the Comprehensive Plan

BACKGROUND

Every seven years, Florida cities and counties must review their respective comprehensive plan, to see what goals, objectives, and policies may need to be changed or updated to meet changing conditions or new requirements in state law.

For updating our City's Comprehensive Plan, you approved the City administration at your January 6, 2018, meeting advertising a Request for Proposals for planning services. At your May 7, 2018, meeting, you approved the hiring of Fleet and Associates. During succeeding months, the following occurred:

- July 17, 2018, Planning Board holds special meeting with Fleet and Associates regarding the evaluation and appraisal report of the Comp Plan and changes to the Plan.
- August 6, 2018, Ms. Janis Fleet updates the Commission on the evaluation and appraisal report of the Comprehensive Plan.
- October 17, 2018, Ms. Fleet holds joint workshop about updating the Plan with the Commission, Planning Board, and Tree Board/Beautification Advisory Committee.
- January 8, 2019, Ms. Fleet updates the Commission on proposed changes to the Comp Plan.
- February 19, 2019, Ms. Fleet reviews with the Planning Board proposed amendments to the Comp Plan.
- April 16, 2019, Ms. Fleet reviews with the Planning Board proposed amendments to the Comp Plan.

At its April 16th meeting, the Planning Board approved the following motion: that the City Commission transmits to the Florida Department of Economic Opportunity the evaluation and appraisal report-based Comprehensive Plan amendments with the nine pages of Ms. Fleet's responses to comments submitted by Board members and other individuals, as included in the information copied to the Board comments made by the Board during its discussion at the April 16th meeting.

Ms. Fleet is now prepared to review the Comp Plan changes with you at a public hearing at your June 10th meeting.

ATTACHMENTS

Attached is the following information:

- a. Pages 1-6, the minutes of that part of the Commission's January 8, 2019, meeting, when the Commission reviewed changes to the Comprehensive Plan with Ms. Fleet.
- b. Pages 7-10, the minutes of that part of the Planning Board's April 16, 2019, meeting, when it reviewed with Ms. Fleet changes to the Comprehensive Plan.
- c. Page 11, a memo from the Building Department's Executive Secretary, Ms. Bonnie Miller, in which she states the Planning Board's recommendation to the Commission concerning the Comprehensive Plan.
- d. Pages 12-20, the comments from Planning Board and Tree Board members and others concerning changes to specific Comp Plan policies and objectives, and Ms. Fleet's replies to those comments. These pages are the ones referred to by the Planning Board in the motion it approved at its April 16th meeting.
- e. Pages 21-23, the May 13, 2019, memo from Ms. Fleet, in which she provides an overview of the evaluation and appraisal report process, and the development of the proposed Comp Plan amendments.
- f. Following page 23 is the draft of the proposed changes to the Comp Plan's goals, objectives, and policies that Ms. Fleet has prepared for the transmission to the state reviewing agency, the Department of Economic Opportunity.

PROCEDURE

For your discussion, we suggest the following procedure:

1. Have Ms. Fleet describe what's been done to date to develop the proposed Comp Plan changes and what she wants you to do. She describes the suggested steps at the bottom of page 22.
2. Have public comments on the proposed changes.
3. Close public comments and decide by motion and vote whether to have the proposed changes transmitted to the Department of Economic Opportunity.

PLEASE NOTE: That until the City adopts the Comp Plan changes and they are approved by the State, the Department of Economic Opportunity won't approve any land use changes, e.g. from residential to commercial or vice versa.



**MINUTES
SPECIAL CITY COMMISSION MEETING
CITY OF ST. AUGUSTINE BEACH
TUESDAY, JANUARY 8, 2019 at 5:00 P.M.**

City Hall
2200 A1A South
St. Augustine Beach, FL 32080

I. CALL TO ORDER

Mayor George called the meeting to order at 5:02 p.m.

II. PLEDGE OF ALLEGIANCE

Mayor George asked Commissioner Kostka to 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.

Public Works Director Howell was absent.

Discussion ensued regarding whether to have Item V first on the agenda because of the number of people wanting to speak on the item.

Mayor George mentioned that she had been interviewed by three news outlets and she explained that the item was posted second on the agenda, that some residents did not get off work until 5:00 p.m., and since the agenda has been posted this order, the City should not change the order of the topics on the agenda.

Commission agreed.

IV. REVIEW OF CHANGES TO COMPREHENSIVE PLAN

A. Presentation by Planning Consultant, Ms. Janis Fleet, of Changes

Mayor George introduced Item IV.A. and asked Ms. Janis Fleet to the podium.

Ms. Fleet, Fleet & Associates Architects / Planners, Inc., 11557 Hidden Harbor Way, Jacksonville, FL, advised she had presented the Commission with the strikethrough and underline version of the updated Comprehensive Plan and gave a PowerPoint presentation (Exhibit 1) explaining the report.

Mayor George asked if Ms. Fleet to give a definition on what the Comprehensive Plan was.

Ms. Fleet advised that in the State of Florida every municipality and county must create a Comprehensive Plan with certain elements, which are Future Land Use, Conservation, Transportation, Coastal Management, Capital Improvements, Recreation and Open Space, Housing, and Infrastructure. She explained that the original Comprehensive Plan for the City was adopted in 1990 and that this would be the third update of the Comprehensive Plan. She explained the State of Florida's process to approve the Comprehensive Plan. She advised that the Commission received the recommended changes in their books and commented that the Comprehensive Planning and Zoning Board would receive the final Comprehensive Plan in February in order to give their final recommendations, then the Commission will give the final approval for transmittal in March. She then went through the draft Comprehensive Plan and explained the changes since the October 2018 Commission meeting.

Mayor George requested that L.1.3.6 comply with the Land Development Regulations (LDRs). She suggested language to be changed.

Ms. Fleet advised that the Comprehensive Plan is over the LDRs. She explained that the LDRs are implementing the Comprehensive Plan.

Mayor George asked to change the language to include medium, medium low, mixed use, and commercial only.

Ms. Fleet advised that she would change the language. She moved on to historic preservation and explained that the Commission wants to adopt an ordinance by 2025. She discussed that she struck through all the evacuation goals because the City would fall under St. Johns County evacuation plan. She explained on Page 5 the Future Land Use Districts in the Comprehensive Plan and advised that she added language for recreation in residential areas. She advised that on Page 6, she changed Planned Unit Development from a land use category to a mixed use land use category because Planned Unit Development is a zoning category not a land use category.

Ms. Fleet then moved on to the Transportation Element and advised that she mostly cleaned up the language because currently the City is part of the North Florida Transportation Planning Organization and St. Johns County road construction. She moved on to Page 8 and advised that she deleted the language regarding accidents. She commented that Page 9, she mostly cleaned up language and Page 10 dealt with the parking study, which didn't need to be in the Comprehensive Plan, so it was deleted. She explained that she added language to develop a safe bicycle and pedestrian walkway system but was not putting any requirements on the City.

Ms. Fleet then moved on to the Housing Element and advised that she again cleaned up the language. She added language regarding code enforcement, historic housing assistance, and deleted the language on countywide public housing because St. Johns County does not have an agency. She advised that on Page 13 she changed the language stating "green" to "innovative sustainability" building programs.

Mayor George advised that "sustainability" meant the same as "green".

Ms. Fleet moved on to the Infrastructure Element and advised that septic tanks cannot be approved anymore by the City and would have to be approved by St. Johns County Health Department. She advised that she cleaned up language regarding solid waste removal because St. Johns County does it now. She changed language on the recycling program because the City currently manages it. She advised that she added language to update the master drainage plan, changed language regarding the floodplains, and deleted all references regarding annually meeting in regard to capacity. She explained that language was added regarding the Water Supply Facilities Work Plan, which is state mandated, and the Water Management District controls these plans. She also added water conservation as requested by the Water Management District for all comprehensive plans. She advised that there will be a change to U.2.1, which was quoted for the record as: "Prior to the approval of a building permit or its functional equivalent, the City shall consult with St. Johns County Utility Department (the City's potable water provider) to determine whether adequate water supply exists to serve new development no later than the anticipated date of issuance of a certificate of occupancy or its functional equivalent." The City shall ensure that adequate water supply and potable water facilities shall be in place and available to serve new development no later than a certificate of occupancy or its functional equivalent." She explained that she changed the language of U.2.1.2 and reduced the levels of service standards according to St. Johns County.

Ms. Fleet moved on to Conservation / Coastal Management Element and advised that she mostly cleaned up the language but did add language to CC.1. She explained that in regard to the coastal construction line all permits need to be received before building.

Mayor George asked if this change in language opens development seaward of the coastal construction line.

Building Official Law advised that any development would require the Department of Protection (DEP) permit onsite as well as a zoning verification letter from the City.

Mayor George asked if there could be more restrictions to prohibit any development seaward of the coastal construction line.

Building Official Law advised that he could rewrite Chapter 1 of the Building Code in regard to construction, could require approval from St. Johns County Beach Services under the Habitat Conservation Plan, and could require approval from Fish and Wildlife to protect the dunes.

Ms. Fleet advised that if the Commission would like to add language to the Comprehensive Plan she could say that anything seaward would have to be approved by the Comprehensive Planning and Zoning Board.

Discussion ensued regarding whether there was a need to have residents go to the Comprehensive Planning and Zoning Board if there was construction seaward.

Commissioner O'Brien advised that he would not want to cause another step to get approval for construction on the seaward side because it already needs to be approved by the Building Official and DEP.

Building Official Law agreed and advised he would limit it to the naturally occurring dune.

Discussion ensued regarding what criteria the Comprehensive Planning and Zoning Board would follow if they had to review construction on the seaward side; bringing development in front of the Comprehensive Planning and Zoning Board would allow residents to speak; presently there was no ordinance that gives criteria for the Comprehensive Planning and Zoning Board; and whether St. Johns County Beach Services and Fish and Wildlife would be enough for approval.

It was the consensus of the Commission to add the language to the Comprehensive Plan in CC.1.2. and CC.1.2.4. to have St. Johns County Beach Services and Fish and Wildlife approval for the protection of the dunes.

Ms. Fleet advised that the City does not have a local mitigation strategy, so the City would follow St. Johns County's plan. She added language to Conservation of Natural Resources and water conservation and advised that she added language to update the master drainage plan. She explained that the City would defer to state and federal agencies for hazardous waste.

Discussion ensued regarding whether the City would want to add an additional 25-foot buffer on to what DEP requires for parks further protect the dunes system.

After discussion, it was decided to keep CC.2.7.2 language in in order to strengthen the protection of the dunes system.

Ms. Fleet explained that Recreation and Open Space Element was to address the undeveloped parks. She changed service level participation based on the parks within the City and combined courts and fields together in the population review standards.

Mayor George asked Ms. Fleet to fix I.I.3 and I.I.4. for missing verbs and on C.1.1 there are a couple of words missing.

Mayor George moved on to the Public Comments section.

B. Public Comment

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

Steve Mitherz, 17 Sea Oaks Drive, St. Augustine Beach, FL, was glad that the Commission changed the language regarding transient rental.

Dr. Sandy Bond, 1117 Compass Road, St. Augustine, FL, discussed sea level rise, sustainable housing, requested the Comprehensive Plan to be more specific and to include a Climate Action Plan, and to identify a procedure that shows what trees are being removed within the City.

Mike Longstreet, 113 11th Street, St. Augustine Beach, FL, advised that he would have liked more communication on how state and county codes are stricter than the City's.

Ed Slavin, P.O. Box 3084, St. Augustine, FL, agreed with the speakers and requested that the ordinance regarding the Coastal Construction Control Line (CCCL) be stronger. He suggested banning construction altogether on the CCCL.

Jane West, 660 Sun Down Circle, St. Augustine Beach, FL, advised that the sustainability language is very vague and disagrees that the state and county codes are stricter than the City's. She questioned whether septic tanks were for residential use, wants a Resilience and Adaption Plan included in the Comprehensive Plan, requested not deleting the language in the Conservation Element, and to include a Dunes Adaption Plan so the Comprehensive Planning and Zoning Board would have guidance.

Craig Thomson, 6 D Street, St. Augustine Beach, FL, commented that he doesn't like leaving decisions up to the state and county, but allow the Comprehensive Planning and Zoning Board to make the decisions. He asked to keep the current Planned Unit Development as written in the current Comprehensive Plan and not change it to mixed use. He agreed that sustainability was weak in the Comprehensive Plan and requested that stronger language be added.

Dave Bradfield, 3 4th Street, St. Augustine Beach, FL, agrees to defer some responsibilities to the county and state agencies. He explained that this Commission approved development of properties that did not follow the Land Development Regulations, such as Embassy Suites and Salt Life.

Mayor George asked Ms. Fleet to research the Orlando and Gainesville Comprehensive Plans.

Ms. Fleet advised that she would research them; however, the City does not have a large staff and explained that the City of Orlando and the City of Gainesville are large communities. She advised that putting more specific requirements in the Comprehensive Plan would mean that the City would have to increase staff.

Mayor George requested Ms. Fleet to look into Resilience and Adoption Plan and Sea Level and Climate Change plans. She advised that she was in favor of strengthening the Comprehensive Plan.

Commissioner Samora agreed.

Vice Mayor England asked Ms. Fleet if the draft would go to the Comprehensive Planning and Zoning Board again.

Ms. Fleet advised yes.

Mayor George advised H.1.7. has been embraced as well as the sustainability language. She asked that the comments from the public be incorporated before going to the Comprehensive Planning and Zoning Board so they would not be repeated.

Ms. Fleet advised that she would.

Tom Reynolds, 880 A1A Beach Blvd., FL, advised that the occupancy for the Commission room is 58 not 116.

Mayor George closed the Public Comment section.

C. Discussion by Commission and Decision Whether to Transmit Comprehensive Plan to the State

Mayor George asked Ms. Fleet to revise the Comprehensive Plan again according to what was suggested by the Commission and the public and take it to the Comprehensive Planning and Zoning Board for their recommendations.



MINUTES

PLANNING AND ZONING BOARD REGULAR MONTHLY MEETING TUESDAY, April 16, 2019, 6:00 P.M.
CITY OF ST. AUGUSTINE BEACH, 2200 A1A SOUTH, ST. AUGUSTINE BEACH, FLORIDA 32080

I. CALL TO ORDER

Chairperson Jane West called the meeting to order at 6:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

BOARD MEMBERS PRESENT: Chairperson Jane West, Vice-Chairperson Elise Sloan, Kevin Kincaid, Steve Mitherz, Jeffrey Holleran, Roberta Odom Senior, Senior Alternate Chris Pranis (arrived at 6:05 p.m. after roll-call), Junior Alternate Dennis King.

BOARD MEMBERS ABSENT: Hester Longstreet

STAFF PRESENT: Building Official Brian Law, City Attorney James Wilson, Recording Secretary Lacey Pierotti, Police Officer Donovan Green.

IV. APPROVAL OF MINUTES OF REGULAR PLANNING AND ZONING BOARD MEETING OF MARCH 19, 2019

Ms. Sloan said as Conditional Use File No. CU 2019-02 and Land Use Variance File No. VAR 2019-06 might be appealed, the minutes should reflect the applicant's comments that if the Board did not grant this variance, he'd suffer a 21-percent-square-foot loss in the house he proposed to build and the loss of potential income with what he planned to do with it, and that he felt this would be the Board's fault for not approving the variance. She also suggested the minutes should note the submitted house plans were dated December 2018.

Motion: to approve the minutes of the March 19, 2019 meeting with the corrections stated by Ms. Sloan.
Moved by Mr. Mitherz, seconded by Mr. Kincaid, passed 7-0 by unanimous voice-vote.

V. PUBLIC COMMENT

There was no public comment on anything not on the agenda.

VI. OLD BUSINESS

A. Review of proposed amendments to the City of St. Augustine Beach Comprehensive Plan, per the Evaluation and Appraisal Report (EAR) of the Comprehensive Plan

Janis Fleet, Fleet & Associates Architects/Planners Inc., City's EAR consultant, said as required by

State Statute, the City's Comprehensive Plan must be reviewed every seven to ten years. The previous EAR was done in 2008 and since that time, there has been changes, so this latest EAR started with public workshops with this Board, the City Commission, and the City's Tree Board, to prepare a list of all the major issues and how they relate to the current Comprehensive Plan. Some of the amendments that have been made address short-term transient rentals, policies relating to sea-level rise, water supply and master drainage plans, climate action plans, and changing "green" policies to sustainability. She wrote responses, which are in the Board's packet information, to all the comments that were submitted. Per State Statute, the local planning agency, which the Commission has designated as this Board, needs to make a recommendation to the Commission to move the proposed amendments forward along with any changes proposed by this Board.

Ms. West said as she understands, the Board's obligation is to make a motion to recommend the EAR-based amendments be approved or denied in terms of transmittal of the proposed amendments by the Commission to the State's Department of Economic Opportunity (DEO).

Ms. Fleet said the Board can make a recommendation based on the comments she's received and any other comments or suggestions from the Board to revise anything or add something back in.

Ms. West said to make it clear, the Board could make a recommendation to deny transmittal to the DEO, approve all the changes that have been made, or approve this with conditions.

Ms. Odom said she reviewed all of it and thinks all the comments should be included in any recommendation made by the Board.

Ms. West said this is simply a recommendation from the Board in its advisory capacity to the Commission, which will transmit it to DEO, which solicits comments from other agencies such as the Department of Transportation (DOT), Department of Environmental Protection (DEP), and St. Johns River Water Management District (SJRWMD). It will then go back to the Commission for adoption of the EAR based amendments. Both the transmittal hearing and the adoption of proposed amendments are public hearings, so there will be additional opportunities for public input.

Ms. Sloan said she appreciates all the comments and responses from Ms. Fleet to each, because things she had concerns about have already been addressed. However, she was concerned that a lot of Ms. Fleet's responses were that something didn't apply or that the City doesn't have staff to address a specific issue. One of the comments made by Jen Lomberg pertaining to Section CC.1.1.1 is that access to the City's beaches should not be limited to residents of beachfront developments, and Ms. Fleet's response was the City cannot require public access to the beach from private property. However, this wasn't what Ms. Lomberg was saying, so she doesn't understand the response and why it is not valid. She thinks there are many items that are important in the comments and the Board should forward all the comments and their responses to the Commission.

Ms. West said that can certainly be part of the Board's motion. She understands Ms. Fleet wants specificity in a motion with a specific goal, objective or policy stated, but the people who made these comments did so in a very thorough manner and referenced the goals, objectives and policies, so she thinks they could certainly include them as part of the Board's recommendation in a motion.

Mr. Mitherz said T.1.1.7, which addresses levels of service for road types and traffic, seems to be different from what's in the Land Development Regulations (LDRs), which reflect that as 16th Street, 11th Street and A Street aren't City roads but County roads, the City has no control over them.

Ms. Fleet said the City adopts a level of service standard for all roads within its municipality. This is a State Statute requirement.

Mr. Mitherz said in the LDRs, it is singled out that transient rentals are not allowed in low density residential land use districts. He asked why this is not reflected in the Comprehensive Plan, and Ms. Fleet's response was that it is not mentioned so it is not included.

Ms. Fleet said she was involved in a lawsuit in the City of Jacksonville, and because it wasn't specifically listed, they were able to win against the neighbors who complained. The court ruled if a use was in a higher category but not listed lower, then it wasn't allowed in the lower category. Mr. Holleran thanked Ms. Fleet because there were a lot of issues to address and she clearly took the time to respond to them all. He suggested the Board make a motion to forward all those stipulations to the Commission, as Ms. Fleet did a lot of work in responding to all the comments. Ms. West said Goal L.1 had a lot of language deleted, which she doesn't understand, as what was deleted was protective in nature and having goals about protecting and preserving the environment in both the Comprehensive Plan and the LDRs is helpful. She suggested the policy in L.1.1.1 be retained, as it adds positive incentives to enhance the tree ordinance and preserve and replant the natural vegetation. The goal of the Comprehensive Plan is to be aspirational and just because staff doesn't have those resources now doesn't preclude setting a reasonable time frame for those incentives to occur. The policy in L.1.1.2 was for the development of a sustainability action plan, and Ms. Fleet's response was that staff doesn't have the expertise to develop this, but again, the time frame of two years could be set for this and it's something the City could certainly hire out to do. The objectives and policies in L.1.5, L.1.5.1—L.1.5.7 also should not be deleted based on Ms. Fleet's response that staff does not have the expertise to develop a carrying capacity for St. Augustine Beach, as the City shouldn't shirk its responsibility due to lack of staff expertise. Ms. Fleet said when they went through the carrying capacity section, she spoke to the Northeast Regional Planning Council and the County because this was something communities were looking at doing. The County currently doesn't have a carrying capacity, nor does the Regional Planning Council or the County, which is why these sections were taken out. Ms. West said Monroe County has a carrying capacity study and it is really working well in terms of guidance. Ms. Fleet's response to her suggestion to amend Policy L.1.6.1 to prohibit clearing of the coastal hammock was that the LDRs have policies to limit clearing of the coastal hammock, but she doesn't see what harm there is in reiterating that the City doesn't want its coastal hammock cleared. This is a priority and the more it's repeated, the more it will sink it. She also asked that the verbiage in several other policies be retained in their entirety, and her comments weren't made exclusively on her experience. She reached out to several experts including Thomas Hawkins of Thousand Friends of Florida, Aaron Deedee, who's drafted numerous sustainable action plans throughout Florida to help guide feedback on this, especially with transportation because that's not something she works with. She spent a significant amount of time going through all the changes and drafting the memo she wrote, and she doesn't agree with numerous responses that say her proposed revisions aren't necessary. Just because something isn't necessary doesn't mean you shouldn't include it. Furthermore,

punting this to other agencies isn't appropriate either. The City can set its own standards, otherwise, why be an independent municipality, they could just fold into the County if they're going to let the County do all their work for them. This City is distinct and unique, and the Comprehensive Plan codified that, but now so much of it has been deleted.

Motion: to recommend to the City Commission transmittal of the EAR-based amendments to the DEO with all nine pages of comments that were submitted as well as the minutes of the Board's discussion. Moved by Ms. Sloan, seconded by Mr. Kincaid, passed 7-0 by unanimous voice-vote.

MEMO

To: Max Royle, City Manager
From: Bonnie Miller, Executive Assistant
Subject: Evaluation and Appraisal Report (EAR) of Comprehensive Plan Amendments
Date: Wednesday, April 17, 2019

Please be advised that at its regular monthly meeting held Tuesday, April 16, 2019, the City of St. Augustine Beach Comprehensive Planning and Zoning Board voted unanimously to recommend the City Commission approve proposed amendments to the St. Augustine Beach Comprehensive Plan per the Evaluation and Appraisal Report (EAR), as drafted by the City's EAR consultant, Janis Fleet, of Fleet & Associates Architects/Planners Inc., 4241 Sunbeam Road, Jacksonville, Florida, 32257.

The proposed EAR amendments revise the goals, objectives and policies of elements of the City's Comprehensive Plan, as drafted in the City's Evaluation and Appraisal Report (EAR), and provides data and analysis to support the goals, objectives and policies in the Comprehensive Plan.

The motion to recommend the City Commission transmit to the Florida Department of Economic Opportunity (DEO) the EAR-based Comprehensive Plan amendments with the nine pages of Ms. Fleet's responses to comments submitted by Board members and other individuals, as included in the information copied to the Board, and the comments made by the Board during the April 16, 2019 Board discussion pertaining to this matter, was made by Ms. West, seconded by Mr. Kincaid, and passed 7-0 by the Board by unanimous voice-vote.

Response to Comments

Comments from Craig Thomson - Email #1

L1.3.4 has been changed from prohibiting commercial development in residential zones to the vague term of "intrude into "residential zones.

Response – The revision to L.1.3.4 is promoting a policy of limiting commercial development into residential areas. L.1.8.1 has been revised to include the type of development allowed in each Future Land Use category. Commercial development would be prohibited in residential land use categories by L.1.8.1, since it is not an allowed use.

L1.6.1 has been changed to indicate that land clearing is "limited" in the coastal Hammock. Again, the term "limited" should have specific guidelines to direct land clearing activities by developers and be easily enforceable by the building official.

Response – Specific guidelines should be included in the LDRs.

T.1.2.1 should require that the city adopt and enforce a right of way ordinance, so as not to degrade the existing city right of ways.

Response – The City adopted a right of way ordinance.

U.1.3.3, it should be added that the city set a specific date to upgrade the master drainage plan, using current predictions for rainfall events associated with the projected increase in the intensity of hurricanes and rain storms caused by climate change conditions.

Response - The master drainage plan update is based on funding. A date could be added for the drainage plan update. The specifics for the plans should be included in the RFP for the plan, not the Comprehensive Plan.

Comments from Craig Thomson - Email #2

CC.4.4: Add the word resiliency to sea level rise objective title.

Response – Addition is not necessary.

CC.4.4 Modify policy to include 'local' sea level rise projections. Note: sea level rise is not consistently distributed along the Atlantic coast

Response – The City does not have staff/expertise to develop 'local' sea level rise projections.

CC.4.4.1 - FEMA flood hazard area maps are not the best source of determining flooding due to storm surge, and nuisance tidal flooding caused by hurricanes and sea level rise. Note: The federal flood insurance program is not intended to predict flood damage from hurricanes, storm surge events or sea level rise. The intent was to predict flooding associated with significant rainfall and stormwater drainage capacity of any given community.

Response – As required by State Statutes, the City must designate an "Adaption Action Area". Staff recommends the "Special Flood Hazard areas" designated by FEMA as the "Adaption Action Area".

CC.4.4.2 - Add to the policy that the city shall prepare a vulnerability study to assess flooding threats from storm surge, king tides in sea level rise.

Response - Storm surge maps are created by the State of Florida Division of Emergency Management and the Northeast Florida Regional Council. The City does not have the staff to prepare a vulnerability study.

Response to Comments

CC.4.4.3 Add to the policy that the city shall prepare a climate action plan stating reasonable goals and policies to reduce the release of greenhouse gases associated with global warming.

Response - The City does not have the staff to prepare a climate action plan on its own. The specifics of the climate action should be determined by the agencies preparing the plan.

Comments from Heather Neville

L.1.2.4 Why was this stricken from the Comprehensive Plan?

Response - Addressed in other elements.

L 1.8.1 Why is there no date to clarify this goal?

Response - Date will be for the entire Comprehensive Plan – 2040.

T.1.1 edit "including parking, pedestrian, and bicycle needs for residents and visitors."

Response - Comma needed between "City and including" as these are examples of what can be included. Recommendations are too specific, and the City has very limited transit.

T.1.1.1 This strike reads as though the City will no longer actively engage in planning it's own facilities and just support other jurisdiction efforts.

Response - The City does not have the staff to accomplish this.

T.2.1.1. The COSAB needs a Transportation Plan outlining goals, objectives and policies that is inclusive of all modes and networks related to it's own jurisdiction. All other sections have dedicated verbiage about a plan.

Response - The City does not have the staff to prepare a Transportation Plan.

T. 2.3.2 Consider after "circulation" add including "interconnectivity and transit"

Response - Addition not needed.

T.4 This goal needs dedicated verbiage regarding a plan since one does not exist. This could be a good place to adopt Complete Streets Context Classifications.

Response - The City does not have the staff to complete its own transportation plan. FDOT has adopted a Complete Streets Policy in September 2014.

T.4.1 Add verbiage to seek funding

Response - Addition not required.

T.4.1.5. replace "to havebicyclist" with "sidewalks, shared use paths, bike lanes or other Complete Street Context Classification allowances and as per the City Transportation Master Plan."

Response - Addition not required.

Response to Comments

R.1.2.5 Consider after "projects," replace with "safe interconnectivity for vulnerable road users will be provided." Remove "if feasible."

Response - Revision not necessary.

Steve Mitherz Comments

L.1.3.6 Add "Transient rentals are not allowed in Low Density Residential properties."

Response - The policy includes that Future Land Use categories where transient rentals are allowed, not where they are not allowed. If a use is not listed, it is not allowed in that land use category.

L.1.8.1 Add "No transient-short term rentals will be allowed." to the description of the Low Density Residential.

Response - The description of the Low Density category includes uses that are allowed, not where they are not allowed. If use is not listed, it is not allowed in that land use category. Not listing all uses that are not allowed could create some inconsistencies, i.e. not listing commercial, industrial, etc., in the residential land use categories.

T.1.1.7 Add "Update with LDR".

Response - Not necessary, Florida Statutes require that the LDRs are updated within a year of the adoption of the updated Comprehensive Plan.

Comments from Jen Lomberg

L.1.8.1 - The proposed amendment to Policy L.1.8.1 removes the lot coverage restrictions for each of the land use districts.

Response - Densities are only required for residential land use categories. The lot coverage is included in the LDRs.

H.1.7 - The proposed amendment to Objective H.1.7 shortens the policy to read "The City shall promote and encourage sustainable housing" by removing the following qualifiers that characterize "green" or "sustainable" housing.

Response - Recommendation is too specific, and the staff could not enforce the objective. Florida Building Code promotes sustainability.

U.1.1.1 - The policy should be changed to from "new developments" to "new construction".

Response - Recommendation would not allow the construction of a single family dwelling unit on a lot that is not served by centralized sewer.

U.1.1.2 - Policy U.1.1.2 has been amendment to read "Residents currently using septic tanks shall be required to tie into the County Utility Department's mains, as required by the County Health Department."

Response - The City of St. Augustine Beach does not have any regulatory authority over the public sewer service or installation of septic tanks. St. Johns County Utilities is the provider of public sewer service and the Health Department approves septic tanks.

U.1.2.2 - The City should lead by example by taking steps to reduce its own solid waste footprint by eliminating single-use plastic and polystyrene from City facilities.

Response - Policy decision by the City Commission, not recommended to be a Comprehensive Plan policy.

U.1.3.3 - The proposed amendments to this policy are extremely unclear.

Response - The master drainage plan update will determine the appropriate green drainage systems for the City. The specifics should not be included in the Comprehensive Plan.

Response to Comments

U.1.4.2 - Deletes the provision that states that the City shall regulate development within the 100-year floodplain.

Response – Wording was added to U.1.4.1 to address development in the 100-year floodplain, which makes this policy redundant.

U.1.6 - The proposed amendments to this objective remove the requirement for the City to adopt policies for water conservation measures and instead only require enforcement of the Florida Building Code.

Response – The Florida Building Code requires water conservation devices.

U.1.6.5 – Add the requirement to the use of reclaimed water.

Response - St. Johns County Utility Department is responsible for the reclaimed water utility in St. Augustine Beach. Lines are not available in the majority of the city for reclaimed water.

U.2.4.2 - See Policy U.1.1.1

Response - See response to U.1.1.1.

U.2.4.3 - Changes the provision from requiring owners of single family lots platted before 1990 to connect to the County's sewer system if the system is available within 200 feet of the lot to only requiring connection if required by the County Health Department.

Response – The County Health Department approves septic tanks in the City of St. Augustine Beach and will not permit a septic tank if public sewer is available.

CC.1.1.1 - Access to the City's beaches should not be limited to residents of beachfront developments.

Response – The City cannot require public access to the beach from private property.

CC.1.2 Preservation of Dunes - The objective to protect our dunes should not be limited to merely requiring permits from the Department of Environmental Protection for new development. The method of protection should be left open ended to allow for additional protective measures.

Response – The City does not have staff to add measures in addition to DEP.

CC.1.2.2 - The proposed amendment removes the responsibility for the City to make its own independent recommendations and policies to control beach erosion and instead merely requires coastal development to acquire Army Corps of Engineers and Florida Department of Environmental Protection permits for projects.

Response – The City does not have staff to add measures in addition to COE and DEP.

CC.1.2.4 - Coastal Construction Setback Line should be Coastal Construction Control Line and no development should be allowed seaward of the Coastal Construction Control Line.

Response – The policy will be revised to change Coastal Construction Setback Line to Coastal Construction Control Line. Restricting all building seaward of the Coastal Construction Control Line could be viewed as a taking by the City of St. Augustine Beach.

CC.1.6.1 – Policy should not be deleted.

Response – This is a state requirement and is a requirement of SJRWMD permits.

Response to Comments

CC.1.6.2 - Policy should not be deleted.

Response – This is a state requirement and is a requirement of DEP and SJRWMD permits.

CC.1.6.5 - Policy should not be deleted.

Response - This is a state requirement and is a requirement of DEP and SJRWMD permits.

CC.1.6.6 – City should have role in permit in addition to state and federal agencies.

Response – Staff does not have the expertise to add additional levels of review and permitting beyond the state and federal agencies.

CC.1.7.1 - Policy should not be deleted.

Response – Staff does not have the expertise to add additional levels of review and permitting beyond the state and federal agencies.

CC.2.3 - City should have role in permit in addition to state and federal agencies.

Response – Staff does not have the expertise to add additional levels of review and permitting beyond the state and federal agencies.

CC.2.5.1 – New septic tanks should be prohibited.

Response – The County Health Department will not permit a septic tank if public sewer is available.

CC.2.5.2 - New septic tanks should be prohibited.

Response – The County Health Department will not permit a septic tank if public sewer is available.

CC.2.6.2 - Policy should not be deleted.

Response – The City does not have land available to develop sites for hazardous wastes.

CC.2.7 - City should have role in permit in addition to state and federal agencies.

Response – Staff does not have the expertise to add additional levels of review and permitting beyond the state and federal agencies.

CC.2.7.1 - City should have role in permit in addition to state and federal agencies.

Response – Staff does not have the expertise to add additional levels of review and permitting beyond the state and federal agencies.

CC.2.7.2 – Amend the existing policy to increase the buffer.

Response – Maintaining the existing policy was recommended by the City Commission.

CC.2.9 Objective should not be deleted.

Response – Staff does not have the expertise to add additional levels of review and permitting beyond the state and federal agencies.

Response to Comments

CC.4.1.2 – Policy should not be amended

Response – Staff does not have the expertise to add additional levels of review and permitting beyond the state and federal agencies.

CC.4.3 – City should not defer to the County.

Response – State and Federal requires the Local Mitigation Task Force be countywide.

C.4.4 - Deleted Federal Government as determining sea level rise.

Response – The proposed objective provides an agency to determine sea level rise.

Comments from Jane West received April 8, 2019

Goal L.1 – Amend goal to add the words "protecting" and "maintaining" to the goal.

Response – The additional word not required.

L.1.1.1 – Retain Policy.

Response – The tree ordinance has been revised and does not have incentives. Staff does not have the expertise to determine incentives.

L.1.1.2 – Policy should not be revised.

Response – Staff does not have the expertise to develop a sustainability action plan.

L.1.3.4 - Amend policy to change "be allowed to intrude into" to "encroach".

Response – Change basically the same as presented.

L.1.5 and L.1.5.1 through L.1.5.7 – Objective and Policy should not be deleted

Response – There isn't a carrying capacity established for St. Augustine Beach. Staff does not have the expertise to develop a carrying capacity for St. Augustine Beach.

L.1.6.1 – Amend policy to prohibit clearing of the coastal hammock.

Response – The LDRs has policies to limit clearing of the coastal hammock.

L.1.6.5 – Retain verbiage.

Response – As required by Florida Statutes, the City cannot approve any development that does not meet the Level of Service Standards for recreation. The Level of Service Standards are minimum standards and can always be exceeded.

T.1.1.6 – Retain policy.

Response – This is accomplished by the Commission annually as part of the budgetary process.

Response to Comments

T.1.1.10 – Retain policy

Response – Coordination is addressed in other policies of the Transportation Element and the Recreation and Open Space Element.

T.1.2 – Expand objective to restrict street vacations.

Response – Expansion of the policy not necessary.

T.1.3 – Objective and Policies do not need to be in the Comprehensive Plan.

Response – Objective and Policies should be deleted.

T.2.2 – Retain Objective.

Response – The evacuation routes are not within the city limits and St. Johns County monitors evacuation routes.

T.3 – Goal should be deleted

Response – Goal should be deleted.

T.4 – Expand Goal.

Response – Expansion not necessary. Street improvements require ADA compliance.

H.1.1 – Revise policy to modify words.

Response – Revision not necessary.

H.1.1.3 – Retain deleted words

Response – Deleted words not necessary.

H.1.7 – Objective should not be modified.

Response – Previously addressed in response to Jen Lomberg's comments.

H.1.7.1 – Policy should not be revised and add the requirement to adopt a Sustainability Action Plan by 2021.

Response - Staff does not have the expertise to develop a sustainability action plan.

Goal U.1 – Goal should not be revised.

Response – There are no aquifer recharge areas in the city limits of St. Augustine Beach.

U.1.3.2 – Policy should not be revised.

Response – The City is participating in FEMA's Community Rating System and meeting the current requirements.

Response to Comments

U.1.3.3 – Add date for the master drainage plan update and define "green" drainage.

Response – The date for the master drainage plan update is based on funding. The term "green" is included with "other new technologies", that might be developed prior to the master drainage update being completed.

U.1.4 – Objective is duplication.

Response – Both Objective U.1.3 and U.1.4 relate to drainage.

Goal CC.1 – Revise Goals.

Response – Revision not necessary.

CC.1.2 – Revise Objective.

Response – Revision not necessary.

CC.1.2.1 – Revise Objective.

Response – Revision not necessary.

CC.1.2.5 – Retain deletion.

Response – Revision not necessary. Adopted Floodplain ordinance addresses deleted words.

CC.1.2.7 – Retain Policy.

Response – Staff does not have the expertise to implement policy.

CC.1.2.10 through CC.1.2.14 – Add Policies.

Response – Staff does not have the expertise, or the City have the resources to implement the proposed policies.

CC.1.3 - Retain Policy.

Response – St. Johns County is responsible for the disaster preparedness and local mitigation plans. These are either a FEMA or a State of Florida Division of Emergency Management requirement. Post disaster redevelopment plans are no longer required. If post disaster redevelopment plans were required, St. Johns County would prepare them.

CC.1.6.2 - Retain Policy.

Response – Policy is being implemented by requiring State and Federal permits.

CC.1.6.5 – Retain Policy

Response – Staff does not have the expertise, or the City have the resources to implement this policy.

CC.1.6.6 – Retain Policy

Response – Staff does not have the expertise to implement this policy without State and Federal permits.

Response to Comments

Goal CC.2 – Retain Goal.

Response – Additional wording not necessary.

CC.2.3 – Revise Policy.

Response – Additional wording adds specifics to Policy.

CC.2.7 – Retain Objective.

Response – Staff does not have the expertise to implement this objective without State and Federal permits.

CC.2.8– Retain Objective.

Response – Staff does not have the expertise to implement this objective.

CC.2.9– Retain Objective.

Response – Staff does not have the expertise to implement this objective.

CC.2.10.2 through CC.3.1.2 – Retain Policies.

Response – Policies not necessary.

CC.4.2– Retain Objective.

Response – Objective is being retained.

CC.4.2.1 – Retain Policy.

Response – Staff does not have the expertise to implement this policy without State and Federal permits.

CC.4.2.2 – Retain Policy.

Response – Staff does not have the expertise to implement this policy.

CC.4.3 – Retain Objective.

Response – Revision clarifies intent.

CC.4.3.1 through CC.4.3.4 – Retain Policies.

Response – St. Johns County is responsible for the Local Mitigation Strategy. This is a FEMA requirement.

C.4.4 – Revise Policy

Response – Staff does not have the expertise to prepare a Sustainability Action Plan. Florida Statutes require the City identify the “Adaption Action Areas” with this Comprehensive Plan update.



FLEET & ASSOCIATES

Memo

To: Max Royal, City Manager
From: Janis K. Fleet, AICP
Date: May 13, 2019
Subject: St. Augustine Beach Comprehensive Plan

Attached is the proposed St. Augustine Beach Comprehensive Plan, revised based on workshops with the City Commission and as recommended by Planning and Zoning Board for transmittal at their April 16, 2019 meeting. Below is a summary of the process to date and the steps needed to adopt the proposed changes.

State statutes requires review of the City's Comprehensive Plan every 7 to 10 years by preparing an Evaluation and Appraisal Report (EAR) of the Comprehensive Plan. The last EAR for the St. Augustine Beach Comprehensive Plan was prepared in 2008. Since the last EAR was prepared for St. Augustine Beach, there has been legislative changes to the process. The City sent a letter to the Department of Economic Opportunity (DEO) in February 2018 stating they were going to prepare an EAR of the Comprehensive Plan. The EAR and EAR Based Amendments should have been transmitted by February 2019.

The EAR Process began in June 2018 with public workshops to develop the list of major issues. Three Workshops were held, one was a workshop with the public, one with Planning and Zoning Board, and one with City Commission to prepare the list of major issues. The list of major issues was approved by the Commission.

A joint workshop was held in October with the Commission, the Planning and Zoning Board, and the Tree Board on the list of major issues and how they relate to Comprehensive Plan. Proposed changes to the adopted Comprehensive Plan were discussed.

Meetings were held with the City Commission to review additions and revisions to the Comprehensive Plan. A draft document of the proposed Comprehensive Plan was prepared, incorporating comments from the Commission and the public. This draft was presented to the Commission in January.

The draft was updated based on comments from the City Commission and presented to Planning and Zoning Board at their February meeting. The Planning and Zoning Board deferred action to proposed changes to the Comprehensive Plan to allow the Board members time to comment on the draft.

Comments were received from Board members and other interested parties. Fleet & Associates prepared a response to all comments to the draft presented to the Planning and Zoning Board. At their April meeting, the Planning and Zoning Board, as the Local Planning Agency (LPA), voted to recommend to the Commission to transmit the draft of the proposed Comprehensive Plan to DEO.

The Comprehensive Plan provides guiding principles for the development in the City. Specifics implementation policies are included in the Land Development Regulations (LDRs). The following is a highlight of the proposed changes to the Comprehensive Plan included in the draft:

- Revisions for dates
- Revisions for completed objectives and policies
- Revisions required for statutory changes
- Revised the PUD Future Land Use Map (FLUM) Category to "Mixed Use"
- Added short term transient rentals to the FLUM categories
- Added policies to address sea level rise
- Added policies to implement the Water Supply Plan
- Changed green to sustainable
 - Sustainable is better than green
 - Bamboo is green by not sustainable, due to shipping from China
- Recommended the development of a County-wide Climate Action Plan
- Recommended the City prepare an update to the Master Drainage Plan

The next steps in the process is for the City Commission to approve the transmittal of the Comprehensive Plan with the proposed changes to DEO. If the Commission would like to recommend any changes to the proposed draft, they need to recommend the specific policy goal, objective, or policy to be changed and vote on the specific change.

After the Commission votes on the transmittal document, it will be submitted to DEO and other reviewing agencies for review and comment. The DEO has 60 days to review the plan and provide an Objections, Recommendations, and Comment (ORC) Report to the City.

Changes to the draft of the proposed Comprehensive Plan will be made to address issues identified in the ORC Report. The revised draft will be submitted to the Commission for review and approval. The amendments proposed to the Comprehensive Plan in the draft must be adopted by ordinance. The Commission will hold two public hearings for each for the first and second readings of the ordinance adopting the changes proposed to the Comprehensive Plan.

CITY OF ST. AUGUSTINE BEACH



COMPREHENSIVE PLAN 2040

Proposed Changes to Goals, Objectives, and Policies

DRAFT
5/9/19



FLEET & ASSOCIATES
ARCHITECTS/PLANNERS, INC.

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FUTURE LAND USE ELEMENT
GOALS, POLICIES AND OBJECTIVES

GOAL L.1

THE CITY WILL EFFECTIVELY MANAGE GROWTH AND DEVELOPMENT BY DESIGNATING AREAS FOR ANTICIPATED FUTURE LAND USES WHICH WILL MAKE ST. AUGUSTINE BEACH A DESIRABLE PLACE TO LIVE, WORK AND PLAY, WHILE CONSERVING THE NATURAL ENVIRONMENT.

Objective: Environmental Conditions

L.1.1 For future land use decisions the City shall maintain in the Land Development Regulations provisions ~~adopted in 1991~~ for the protection of natural resources, soil conditions and topographic relief as conditions for any development order approval.

Policies

L.1.1.1 The City shall ~~add positive incentives to the~~ maintain -tree ordinance to preserve/replant the natural or native vegetation within the City to maintain the natural beauty and water quality of the area, to control erosion, and to retard runoff.

L.1.1.2 For the protection of natural resources, the City shall work with local, State and Federal agencies to ~~develop interlocal agreements and/or intergovernmental coordination concerning information gathering, development permitting, and the monitoring of development to minimize deleterious effects on the natural environment.~~

L.1.1.3 The City shall pursue private, State and Federal grant funding sources to purchase open space and natural areas to conserve natural resources in the City.

L.1.1.4 The City shall regulate development by enforcing the appropriate provisions in its Land Development Regulations and by following its Future Land Use Map.

L.1.1.5 The City shall maintain in its Land Development Regulations standards for intensities of permitted uses which are consistent with the land use densities as defined on the Future Land Use Map, hereby included by reference.

L.1.1.6 All development orders shall be governed by the City's Land Development Regulations and the goals, objectives and policies of this Element and the other applicable elements of the Comprehensive Plan.

L.1.1.7 The City shall prohibit the erection of any obstacle which would prevent safe and convenient onsite traffic flow from a site's parking area or prevent sharing access drives with adjacent properties by ~~providing-enforcing the~~ provisions in the Land Development Regulations ~~to address this issue by December 31, 1999.~~

L.1.1.8 The City shall continue to support grants for purchase and preservation ~~the inclusion~~ of environmentally sensitive lands through the Florida Forever/Florida Communities Trust (FCT) Grant program and on other ~~possible grants for purchase and preservation programs.~~

Objective: Essential Facilities and Services

L.1.2 St. Augustine Beach shall ensure the provision of necessary public facilities and services to future development at the adopted Level of Service Standards, by conditioning ~~in order to maintain the adopted Level of Service Standards,~~ development orders and permits ~~will be conditioned~~ on the availability of public facilities and services at the adopted level of service.

Policies

L.1.2.1 The City will ~~adopt~~ maintain provisions ~~with in~~ the unified Land Development Regulations that require necessary public facilities and services are available or will be in place concurrent with the impacts of the development, ~~or that facilities and services are authorized to serve the development, at the same time as the land uses are authorized.~~

~~L.1.2.2 The City shall ensure densities and intensities of future land use which are consistent with the availability of essential facilities and services by reviewing a development plan and requiring consistency with other elements of the Plan.~~

~~L.1.2.3 In the event that development proposal cannot meet policy L.1.2.1, the City may approve the development orders or permits if such are conditional on the availability of facilities and services necessary to service the proposed development, and that the utility or service entity authorizes the provision of service concurrent with the impact at the same time as the land uses are authorized.~~

~~L.1.2.4 The City shall pursue Federal and State funds, together with local funds, for the upgrading of drainage facilities, recreational activities, flood improvements and beach parking consistent with this Comprehensive Plan.~~

L.1.2.5 Should any potable water wellfields be located within the City or adjacent to its boundaries, the City shall cooperate with St. Johns County to protect them from developmental impacts by means of an interlocal agreement.

L.1.2.6 The City shall ensure the availability of suitable land for utilities in support of development by maintaining in its Land Development Regulations provisions for the dedication of utility sites upon receiving a plat approval or final development plan approval.

L.1.2.7 Public schools are a permitted use in the following land use categories: Institutional/Governmental, Commercial and High Density Residential; and that the delineation of land use categories for public schools shall be done in accordance with s.163.3177(6)(2), Florida Statutes.

Objective: Surrounding Land Uses

L.1.3 The City shall not allow land uses that are inconsistent with the City's character, and will maintain ~~stipulate the~~ conditions for the removal of non-conforming land uses in the Land Development Regulations.

Policies

L.1.3.1 The City shall prohibit encroachment of commercial and other incompatible land uses into residential areas ~~except within those areas designated for mixed use as established by current City ordinance, unless it is a component of a mixed use development.~~

~~L.1.3.2 The City in the Land Development Regulations shall include provisions to require a maximum fifteen (15) foot wide vegetative and/or a structural barrier between commercial and residential land uses. The barrier shall to screen noise and glare and to visually screen adjacent non-compatible land uses, while maintaining the aesthetic purposes of the buffer zones. The width and structural barrier material will be subject to approval by the Comprehensive Planning and Zoning Board.~~

~~L.1.3.3 For future development, the The City shall include maintain in the Land Development Regulations design guidelines and standards for buffering, construction of location of curb cuts, landscaping and signage associated with proposed development adjacent to arterial roads.~~

~~L.1.3.4 Commercial development shall not be allowed in to intrude into areas designated as residential on the Future Land Use Map.~~

~~L.1.3.5 The City, through its Land Development Regulations, will ensure shall promote the compatibility of adjacent land uses by enforcing this Element and by having a through its development unified review process and regulatory process implementation of the Land Development Regulations.~~

~~L.1.3.6 Transient rental, short-term rental properties are now shall be allowed in the Medium - Low, Medium, and High Density Residential land uses categories and in the Commercial and Mixed Use categories and must comply with the requirements for transient rental, short-term rental properties included in the Land Development Regulations. These rental uses are allowed in Medium Density Residential Density Residential land use districts by licensing issued by the City of St. Augustine Beach.~~

Objective: Historic and Archaeological Resources

~~L.1.4 The City will assure the protection of historic and archaeological resources by including a site review and historic file search requirement within the Land Development Regulations.~~

Policies

~~L.1.4.1 The City shall protect significant archaeological and historic sites by identifying sites in St. Augustine Beach that are included in as defined by the Florida Bureau of Historic Resources' Master Site File of the National Register of Historical Sites by requiring the identification of historic structures in proposed developments and by adopting an historic preservation ordinance by 2025.~~

~~L.1.4.2 The City shall coordinate closely with other government agencies, including local, State and Federal governments and the Historic St. Augustine Preservation Board, to exchange data and information to develop sufficient knowledge and protection of all resources of the area.~~

~~L.1.4.3 The City shall not permit development projects that infringe on significant historical or archaeological sites through yearly review of current listings of these resources maintained by the Florida Department of State and the Historic St. Augustine Preservation Board.~~

~~L.1.4.4. The City shall continue with the assistance of the State of Florida and the St. Johns County Historic Resource Review Board, to identify significant historic resources which are in need of protection and to develop management and restoration plans as appropriate.~~

~~L.1.4.5 Historic resources shall be protected through designation as historic sites by the State or the City. The only historic designation within the City is City property, and the City shall through a lease for rental of said property, ensure the preservation of the structure identifies as the Old City Hall.~~

Objective: Coastal Areas

~~L.1.5 The City will base future land use decisions on the carrying capacity and the ability to evacuate in a major hurricane event as defined by the Northeast Florida Regional Hurricane Evacuation Plan.~~

Policies

~~L.1.5.1 The City shall coordinate with St. Johns County and the Northeast Florida Regional Planning Council in establishing the carrying capacity of the coastal areas.~~

~~L.1.5.2 Any amendments to the Future Land Use Plan shall reflect densities and intensities that do not exceed the carrying capacity of the designated evacuation routes.~~

~~L.1.5.3 Existing evacuation routes shall be so marked and should be given special consideration for improvement over other roads and highways in the City.~~

~~L.1.5.4 The City shall update its hurricane evacuation and disaster preparedness plan every five years in conjunction with St. Johns County and re-evaluate its effectiveness immediately after a major disaster event in order to recommend appropriate improvements.~~

~~L.1.5.5 The City shall update its hurricane guide, showing evacuation routes, hurricane hazards, safety procedures, shelters and every other pertinent information by or on the one-year anniversary of the adoption of this Plan.~~

~~L.1.5.6 The City shall adhere to the Department of Environmental Protection's coastal setback requirements and their permitted variances, regardless of the size of the developable parcel.~~

~~L.1.5.7 The City shall encourage St. Johns County, the St. Johns River Water Management District and/or the State of Florida to purchase areas subject to seasonal or periodic flooding, including flood-prone areas adjacent to the Atlantic Ocean, for use for public and beach access parking.~~

Objective: Innovative Land Development Regulations

~~L.1.6 The City shall maintain and enforce landscaping, land clearing, and signage and historic preservation provisions in its Land Development Regulations.~~

Policies

~~L.1.6.1 Provisions in the Land Development Regulations shall insure that A-land clearing ordinance shall be adopted to is limited land clearing in the coastal hammock to that required for structures, access and parking.~~

~~L.1.6.2 The City shall provide a credit to developers for innovative landscape design as a part of the tree ordinance in the Land Development Regulations.~~

L.1.6.3 The City shall ~~develop and~~ enforce sign regulations which promote the public health, safety and general welfare and protect the character of residential and business areas of the City ~~by restricting the display of a sign to the land, buildings or use to which it is appurtenant.~~

~~L.1.6.4 The City shall review current ordinances, codes and regulations and update them as a part of the Land Development Regulations.~~

L.1.6.5 The City shall regulate all proposed development plans to determine that open space is available for both passive and active recreation ~~at or exceeding the standards in this Plan.~~

~~L.1.6.6 The City shall consider density for individual lots in accordance with the Land Development Regulations and for lot coverage allowances within Policy.~~

Objective: Preventing Urban Sprawl

L.1.7 The City will discourage the proliferation of urban sprawl by ~~extending facilities and services beyond the City limits only for City owned facilities and emergency services, or only for areas which want to be annexed into the City~~ only annexing areas into the City where public services and facilities are available.

Policy:

L.1.7.1 The City shall annex only already developed areas, or areas with existing infrastructure that are contiguous with existing developed areas.

Objective: Land Use Districts

L.1.8 ~~The City will base~~All future land use decisions shall be consistent with ~~on~~ the City's Future Land Use Map.

Policy

L.1.8.1 Any amendments to the Future land Use Map shall not exceed the densities and intensities established by this policy. The Land Use Districts are:

Low Density Residential allowing for single family residential development from one (1) to four (4) units per acre, 35% lot coverage and recreational uses to support the residential development.

Medium Low Density Residential allowing for single family residential development up to seven (7) units per acre, and recreational uses to support the residential development. Transient-short term rental shall also be allowed.

Medium Density Residential allowing for single family and multi-family up to seven (7) units per acre, 35% lot coverage and recreational uses to support the residential development. Transient-short term rental shall also be allowed.

High Density Residential allowing for up to twelve (12) units per acre, 35% lot coverage and recreational uses to support the residential development. Transient-short term rental shall also be allowed.

Commercial allowing ~~a floor area ratio up to forty percent (40%) of gross lot~~

~~size coverage. Transient-short term rental shall also be allowed.~~

~~Conservation allowing for passive recreation and up to ten percent (10%) lot coverage. No residential or commercial uses are allowed.~~

~~Institutional allowing a floor area ratio up to forty percent (40 %) of gross lot size lot coverage.~~

~~Planned Unit Development (PUD) shall be in accordance with Policy L.1.6.6 of the Future Land Use Element and shall only allow for single family residential development.~~

~~Mixed Use – allowing for a mixture of residential and/or commercial land uses. A maximum of 70% of site coverage for structures, roadways and parking, and sidewalks. Recreational uses to support the residential development is allowed in this category. Transient-short term rental shall also be allowed.~~

TRANSPORTATION ELEMENT

GOALS, OBJECTIVES, AND POLICIES

GOAL T.1

PROVIDE AND PROMOTE THE DEVELOPMENT OF A CITY TRANSPORTATION SYSTEM WITH THE CAPACITY TO SERVE THE SAFE AND EFFICIENT MOVEMENT OF PEOPLE AND GOODS.

Objective: Plan for Ongoing Transportation Needs

T.1.1 ~~The City shall assure that By the end of the year 2012, prepare a transportation plans meet the~~ for ongoing transportation needs within the City, including parking, pedestrian, and bicycle needs for residents and visitors. ~~The plan will be based on projected population, visitors, and available land.~~

Policies

T.1.1.1 The City will ~~coordinate its future transportation plan with~~ continue to support the FDOT five (5) year work program, the master plans from the ~~First Coast~~North Florida TPO (Transportation Planning Organization), and St. Johns County road construction efforts.

T.1.1.2 The City shall review development orders as to their impact on the transportation network. Mitigation improvements shall be made by the developers where necessary or appropriate to compensate for the developers' impact.

T.1.1.3 ~~The City shall develop a plan to pave all~~ Continue to upgrade the unpaved local roads within the city limits, based on available funding network as population levels dictate.

T.1.1.4 Continue to cooperate with developers in the provision by them of safe, efficient and properly constructed roads.

T.1.1.5 Continue cooperation with St. Johns County for the maintenance and upkeep of County roads located within the City.

~~T.1.1.6 Continue to develop a road and street maintenance plan which provides for the timely repair and upkeep of local roads.~~

T.1.1.7 The City hereby adopts the Level of Service (LOS) D for ~~peak hour~~ for all roadway types within the City, ~~except for 16th, 11th, and A Streets, which are Level C as adopted by City ordinance.~~

T.1.1.8 The St. Augustine Beach City Commission shall not permit any development that degrades the level of service on the transportation system in the City below the adopted LOS.

T.1.1.9 ~~If no FDOT or County funds are available,~~ The developer of a project will be required to pay all costs relating to maintaining the traffic circulation system at the adopted LOS, prior to obtaining a development permit, if funding is not available from FDOT or St. Johns County.

~~T.1.1.10 The City shall coordinate with St. Johns County to assess the needs for additional bicycle lanes, parking, and pedestrian walkways based on staff recommendations.~~

Objective: Right-of-Way Protection

T.1.2 The City shall continue to protect existing rights-of-way and to provide adequate rights-of-way in new developments.

Policies

~~T.1.2.1 Review existing ordinances for possible right of way safeguarding provisions and add provisions to preserve future right of way and not to degrade existing rights of way, if they do not currently exist.~~

T.1.2.2 Maintain in the Land Development Regulations provisions that insure that new development plans include the provision of adequate rights-of-way at a minimum to meet the requirements of the Land Development Regulations and preserve any future expansion of the State highway system.

T.1.2.3 The City Commission shall control connection and access points of driveways and roads by maintaining provisions in the Land Development Regulations to control connection and access points by not allowing more than one access point on a lot of less than 50 feet of frontage.

Objective: Plan to Monitor Safety to Reduce Accidents by 10%

~~T.1.3 The City's Law Enforcement Organization shall establish a plan to monitor safety factors which affect the City's transportation system and that will reduce traffic accidents. Transportation Has 10% goal been met, is that achievable~~

Policies:

~~T.1.3.1 Continue to cooperate with FDOT and St. Johns County in the collection of traffic count data.~~

~~T.1.3.2 Establish a system of accident information collection and filing which provides for accurate accident location data and provide and maintain current maps which reflect such information.~~

~~T.1.3.3 Continue to monitor all traffic safety considerations with a view toward the potential need for accident prevention measures.~~

~~T.1.3.4 In coordination with FDOT and St. Johns County, develop a plan for the provision of traffic signs and signal lights as new population and traffic growth patterns generate a need for such.~~

GOAL T.2

ESTABLISH MEANS OF COMMUNICATION ON TRANSPORTATION RELATED ISSUES WITH THE FDOT, ~~THE FIRST COAST~~NORTH FLORIDA TPO, THE NORTHEAST FLORIDA REGIONAL PLANNING COUNCIL, ST. JOHNS COUNTY, ST. AUGUSTINE AND OTHER PUBLIC OR PRIVATE TRANSPORTATION RELATED AGENCIES.

Objective: Plan to Identify Common Transportation Goals, Objectives and Policies

~~T.2.1 The City shall coordinate on an annual basis its~~ will promote the transportation goals, objectives and policies ~~with these goals, objectives and policies of St. Johns County, the First Coast North Florida TPO, and the FDOT five year plan, which apply or will have an influence on the City's transportation plan and network.~~

Policies

~~T.2.1.1 Continue to coordinate with St. Johns County to improve the traffic flow and safety standards of Ocean Trace Road~~ all County roadways in St. Augustine Beach.

~~T.2.1.2 Continue to coordinate with the Florida Department of Environmental Protection and St. Johns County for the provision of improved and reinforced pedestrian and vehicular beach access ramps.~~

Objective: Improvements to Evacuation Routes

~~T.2.2 The City will inspect the evacuation routes within its limits during times of significant rainfall to see if any sections of the routes become flooded and will inform the FDOT or the County of the need to prevent the flooding.~~

Policy

~~T.2.2.1 Continue to coordinate with FDOT and St. Johns County on the study of and necessity for improved evacuation with elevation standards.~~

Objective: Coordination of Traffic Circulation Planning

~~T.2.3 Traffic circulation planning for the City will be coordinated with the future land uses shown on the Comprehensive Plan's Future Land Use Map, with the FDOT 5-Year Transportation Plan, and any the plans for the First Coast North Florida TPO, of which St. Johns County and the City are members.~~

Policies

~~T.2.3.1 The St. Augustine Beach City Commission shall review subsequent versions of the FDOT 5-Year Transportation Plan, in order to update or modify this element, if necessary.~~

~~T.2.3.2 The St. Augustine Beach City Commission shall review for compatibility with this element with the traffic circulation plans and programs of an the FDOT 5-Year Transportation Plan, the First Coast North Florida TPO and or St. Johns County, established for this area and update or revise this element, if necessary.~~

~~T.2.3.3 All proposed amendments to this Transportation Element shall include a statement of findings supporting such proposals.~~

GOAL T.3

~~PROVIDE PARKING FACILITIES CONSISTENT WITH FUTURE DEVELOPMENT AND FUTURE TRANSPORTATION NEEDS.~~

Objective: Study to Assess Need for Motorized Parking

~~T.3.1 The City will continue to assess the need for the parking of vehicles on a yearly basis.~~

Policy

~~T.3.1.1 Continue to evaluate City ordinances and their enforcement as related to parking facilities, both public and private.~~

Objective: Study for Off Beach Parking

~~T.3.2 The City shall study alternatives to beach parking and shall explore the available options and how they can be implemented.~~

Policies

~~T.3.2.1 Review data which affects the safety and welfare of beach pedestrians with a view toward the provision of additional off beach parking.~~

~~T.3.2.2 As population growth dictates, continue to work with the State and County in efforts to procure land for use as off beach parking.~~

GOAL T.4

DEVELOP A SAFE BICYCLE AND PEDESTRIAN WAY SYSTEM ACCESSIBLE TO ALL MAJOR PUBLIC AND PRIVATE TRANSPORTATION FACILITIES.

Objective: Improve Transportation System for Bicyclists and Pedestrians

T.4.1 The City will evaluate and recommend to the appropriate agency provide bikepaths/sidewalks where feasible or needed along the City's transportation system.

Policies

~~T.4.1.1 Evaluate the need to improve existing pedestrian facilities.~~

~~T.4.1.2 Continue to work with the St. Johns County Bicycle Planning Committee toward the provision of bicycle and pedestrian ways on County-maintained roads within the City limits and on other roads contiguous to the City.~~

~~T.4.1.3 Continue to work with the Department of Environmental Protection and St. Johns County for the provision of additional pedestrian crossovers as beach use increases with population growth.~~

T.4.1.4 The City will coordinate with DEP, FDOT, St. Augustine and St. Johns County in the construction of bicycle paths and pedestrian ways, including beach crossovers when these facilities cross the jurisdictional boundaries from one government's area to another's.

T.4.1.5 The City shall require that major new residential or commercial developments of ten (10) acres or more shall to have sidewalks, where needed for pedestrian safety and roadways to accommodate bicyclists.

HOUSING ELEMENT

GOALS, OBJECTIVES AND POLICIES

GOAL H.1

TO PROVIDE AND MAINTAIN AN ADEQUATE INVENTORY OF DECENT, SAFE AND SANITARY HOUSING IN SUITABLE NEIGHBORHOODS AT AFFORDABLE COSTS TO MEET THE NEEDS OF THE PRESENT AND FUTURE RESIDENTS OF THE CITY.

Objective: Housing Demand

H.1.1 The City, ~~by maintaining the Building and Zoning Department to~~ shall provide technical assistance, permits and inspections, ~~shall that provide enable the opportunity for construction of~~ new dwelling units to meet the housing needs of the City's existing and anticipated population.

Policies

H.1.1.1 The City shall provide information and technical assistance to the private sector to maintain a housing production capacity sufficient to meet the required production. ~~This includes maintaining a checklist of items needed to obtain a building permit and reviewing a permit with all the required information within two weeks.~~

~~H.1.1.2 The City shall develop local government relationships with the private sector by annually holding meetings with the St. Johns Builders Council to make recommendations to improve the efficiency and expand the capacity of the housing delivery systems.~~

H.1.1.3 The City shall ~~review~~ amend ordinances, codes, regulations and the permitting process, as necessary for the purpose of streamlining and ~~amending~~ requirements in order to increase private sector participation in meeting the housing needs, ~~while continuing to ensure the health, welfare and safety of the residents.~~

Objective: Substandard Housing

H.1.2 The City will continue its enforcement of property standards, inspection of rental units, and enforcement of building codes to prevent substandard housing.

Policies

H.1.2.1 The City shall ~~establish a housing safety code, provide increased~~ continue its code enforcement ~~activities and draft an ordinance to implement compliance.~~

~~H.1.2.2 The City shall increase code enforcement activities through regular inspections of the housing stock and institute code enforcement activities where warranted.~~

H.1.2.3 The City shall encourage the establishment of neighborhood groups who coordinate neighborhood upgrading projects ~~by providing code enforcement assistance, removing blighting influences and concentrating capital and/or operating budget improvements in such neighborhoods.~~

~~H.1.2.4 The Building and Zoning Department of the City of St. Augustine Beach shall maintain a list of Federal, State and local subsidy programs available to residents of St. Augustine Beach.~~

Objective: Historical Housing

H.1.3 The City shall assist with the preservation and protection of historically significant housing for residential uses where consistent with neighborhood development in cooperation with the Division of Historical Resources.

Policies

H.1.3.1 The City shall assist the rehabilitation and adaptive re-use of historically significant housing ~~through technical assistance.~~

~~H.1.3.2 The City shall assist property owners of historically significant housing in applying for and utilizing State and Federal assistance programs, where appropriate.~~

Objective: Existing Housing

H.1.4 The City shall ~~assist in~~ promote conserving and extending the useful life of the existing housing stock in St. Augustine Beach ~~by provisions in the Florida Building Code.~~

Policies

~~H.1.4.1 The City shall review and amend, where necessary, the City's housing stock and health codes and standards relating to the care and maintenance of residential and neighborhood environments and facilities.~~

~~H.1.4.2 During the annual budgetary process, the City shall schedule and concentrate public infrastructure and supporting facilities and services to upgrade the quality of existing neighborhoods. The City shall also work with the County to upgrade infrastructure services provided through interlocal agreements.~~

H.1.4.3 ~~Annually, the~~ The City shall encourage homeowners to increase private reinvestment in the existing housing stock in St. Augustine Beach ~~by providing information and public assistance.~~

Objective: County Wide Public Housing Agency

~~H.1.5 The St. Augustine Beach City Commission will support and cooperate with any efforts by the Board of County Commissioners to establish a County-wide Public Housing Agency, which will provide sites for low and moderate income housing within the County.~~

Policies

~~H.1.5.1 The St. Augustine Beach City Commission will cooperate with the County and St. Augustine on the forming of a Housing Task Force to develop needs and establish priorities for a public housing agency.~~

~~H.1.5.2 Should the County form a Housing Task Force, the St. Augustine Beach City Commission shall designate one of its members to be a member and to meet to analyze and propose sites for low and moderate income housing in the County.~~

Objective: Placement of Group Homes and Foster Care Facilities

H.1.6 The City shall allow the placement of group homes and foster care facilities in residential areas consistent with the provisions of Chapter 419, Florida Statutes.

Policy

H.1.6.1 The Land Development Regulations will contain provisions to allow group homes and foster care facilities in residential areas consistent with State Statutes.

Objective: ~~Green and Innovative~~Sustainability Building Programs

~~H.1.7 The City shall promote and encourage sustainable housing use of green, or other innovative/efficient/progressive building designs, methods, and standards within the City which minimize impact to the local and extended environment, increase energy efficiency, preserve water and water quality, increase the efficiency of building materials, reduce waste, etc, as recognized by the U.S. Green Building Council.~~

Policies

~~H.1.7.1 The City shall promote sustainable design by promoting energy efficiency in residential development, through the Building and Zoning Department, research recognized green and progressive building methods and resources for the public and local governments provided by the U.S. Green Building Council and National Association of Home Builders' National Green Building Standards, Environmental Protection Agency's Star Rating, or other reputable sources, for identifying which materials, methods, and designs are green and identifying incentive programs appropriate for use within the City.~~

~~H.1.7.2The City shall maintain a list of grant and alternative as well as non alternative funding sources for the implementation of green building programs that may be utilized within the City either by a governmental entity or private entity.~~

~~H.1.7.3The city shall apply for Federal, State, County, and private grants that will further the implementation of green and efficient building within the City as those grants which are viable to the City become available.~~

~~H.1.7.4The City shall cooperate with St. Johns County, the State of Florida, and the Federal Government for the implementation of green initiatives with the City.~~

~~H.1.7.5The City shall review and revise the City of St. Augustine Beach Land Development Regulations to integrate green or innovative building incentives for new building within the City as well as for remodeling.~~

~~H.1.7.6The City shall maintain and distribute to applicants when applications are received an updated list of resources for high efficient alternative building materials which might be utilized for private new construction and remodeling. Such list should not be restricted solely to structural improvements but also to landscaping (e.g. Xeriscaping, irrigation standards, alternatives to pesticides, etc.)~~

~~H.1.7.7The Building and Zoning Department shall report on the resources looked to for the implementation of this objective and policies to the City Commission and the Comprehensive Planning and Zoning Board.~~

INFRASTRUCTURE ELEMENT

GOALS, OBJECTIVES AND POLICIES

GOAL U.1

TO MAKE AVAILABLE SAFE AND SANITARY POTABLE WATER SANITARY SEWER FACILITIES, DRAINAGE FACILITIES AND SOLID WASTE FACILITIES TO CURRENT AND FUTURE RESIDENTS OF ST. AUGUSTINE BEACH ~~AND TO PROTECT THE AQUIFER RECHARGE AREA.~~

Objective: Sanitary Sewer

U.1.1 The City shall maintain ~~Part III, Sections 14-17 of the St. Augustine Beach Master Interlocal Agreement it has with St. Johns County, signed April 28, 1992, for the County Utility Department to provide safe, sanitary sewer facilities for current residents, to coordinate the extension and increase of capacity, and to plan the facilities required to meet future needs.~~

Policies

U.1.1.1 All new developments, ~~except single family dwelling units on lots platted prior to the adoption date (1990) of the City's Comprehensive Plan shall be required to connect to the County's central sewer system. Septic tanks shall be limited to areas of suitable soil types, and residential lot sizes shall, at a minimum, comply with current State or County regulations.~~

U.1.1.2 Residents currently using septic tanks shall be required to tie into the County Utility Department's mains, when they become available as required by the County Health Department.

U.1.1.3 ~~Septic tanks will not be permitted in the 100-year Floodplain, except in residential areas in subdivisions platted prior to 1965.~~

U.1.1.4 ~~Annually, representatives of the City staff shall continue to meet with representatives of the County to discuss the capacity of the facilities, the schedule of any construction projects and any facility expansion plans.~~

Objective: Solid Waste

U.1.2 To provide waste disposal to the residents of the City without adversely affecting the natural environment or the health, safety and welfare of its citizens, ~~the City shall maintain a coordination mechanism with the County which assures residents that solid wastes will be disposed of in a safe, environmentally sound manner.~~

Policies

U.1.2.1 The City shall ~~have an~~ maintain the interlocal agreement with St. Johns County to ~~review annually the capacity of the Tillman Ridge Landfill to assure~~ adequate solid waste disposal for the City of St. Augustine Beach.

U.1.2.2 The City shall ~~develop~~ have public education programs to make the public aware of the problems and techniques of waste disposal recycling. ~~The City shall and~~ maintain its recycling program with either the County or another agency or a private company which will ensure that the City's recycling goals are met.

U.1.2.3 ~~The City shall hold annual coordination meetings with the St. Johns County Solid Waste Department to further the extension of transfer and disposal capacities.~~

U.1.2.4 ~~The City will cooperate with the County in its recycling programs and will work with the County to reduce solid waste by whatever percentage is mandated by State law or by mutual agreement between the City and the County.~~

U.1.2.5 ~~The City shall cooperate with the County, regional and/or State agencies should there be a proposal to establish a resource recovery facility and should such a facility be economically feasible.~~

U.1.2.6 ~~The City shall require the addition of the North American Industry Classification System (NAICS, 1997 edition) data to building permits to facilitate the tracking of hazardous waste.~~

Objective: Drainage

U.1.3 The City shall continue ~~the Drainage Improvement Program it started in 1992, which has resulted in the joint City/County/FDOT regional stormwater project to promote adequate drainage for properties in St. Augustine Beach.~~

Policies

U.1.3.1 ~~The City will seek assistance of the St. Johns River Water Management District for such technical matters as establishing a baseline analysis of drainage facilities.~~

U.1.3.2 The City shall continue ~~its inspection and maintenance program of its major drainage canals that it started in 1993 as part of~~ to participate in FEMA's community rating service program to lower the flood insurance premiums for the City's property owners.

U.1.3.3 The City shall ~~prepare a master drainage plan update to determine drainage needs through the year 2020 in St. Augustine Beach and shall prepare a monthly schedule annually in its Capital Improvements Program to meet the drainage and the use of a "green" drainage system and other new technologies needs.~~

U.1.3.4 The City shall ~~assure developments have the appropriate permits from~~ continue to work with the Florida Department of Environmental Protection and the St. Johns River Water Management District ~~that will have to develop~~ management practices for water resources to mitigate urban and non-point sources of water degradation.

U.1.3.5 City shall ~~amend~~ maintain in the Land Development Regulations ~~as needed to ensure compliance with the Erosion and Sediment Control Ordinance adopted in February 2005 measures.~~

~~U.1.3.6 Through its Land Acquisition Program, the City shall give priority to a developer if the developer wishes to provide land for purchase or to~~ The City shall allow developers to provide a donation to the City as part of the approval of a final development plan for planned unit development that will protect surface water and groundwater resources from pollution by development.

U.1.3.7 The City Commission shall investigate the benefits of a stormwater utility.

Objective: Drainage

U.1.4 To protect the natural drainage routes in the City from the impact of development while utilizing these areas in environmentally safe ways, the City shall utilize the drainage regulations that are part of its Land Development Regulations.

Policies

~~U.1.4.1 The City shall continue enforcement of its flood plain management ordinance that manages and regulates development within 100-year floodplain and requires the use of natural drainageways for retention.~~

~~U.1.4.2 The City shall manage and regulate development within 100-year floodplain through a drainage ordinance which requires the use of natural drainageways for retention as a part of the Land Development Regulations.~~

~~U.1.4.3The City hereby adopts by reference the water quality standards as set forth in the Chapter 40C-42, Florida Administrative Code, for all new and existing stormwater systems.~~

~~U.1.4.4The City shall coordinate and enforce stormwater permitting for water quality with the St. Johns River Water Management District.~~

U.1.4.5 Before permitting construction of any development requiring a stormwater permit, the City shall require the applicant to first obtain proof of an environmental permit from the St. Johns River Water Management District and/or the Department of Environmental Protection.

Objective: Potable Water

U.1.5 The City shall maintain the St. Augustine Beach Master Interlocal Agreement it has with St. Johns County, signed April 28, 1992, for the County to ensure that water for drinking and domestic use is sufficient to meet current and projected demands, ~~that the facilities are available to meet these demands, and there is coordination between the City and the County on the extension of the facilities in order to increase their capacity.~~

Policies

~~U.1.5.1 Annually,~~ City representatives shall meet with County representatives as needed, to discuss the capacity of the County Utility Department's facilities, the schedule of any construction projects, and any facility expansion plans that may affect St. Augustine Beach.

U.1.5.2 All new developments in the City shall be required to connect to the County Utility Department's centralized water system.

U.1.5.3 The City shall not approve any development orders which will reduce the adopted level of service.

U.1.5.4 The City shall enforce the Florida Building Code Construction Standard of ordinances which require the use of water-saving devices and procedures for water conservation in new construction and specified reconstruction.

U.1.5.5 The City's Water Supply Facilities Work Plan is incorporated into the comprehensive plan as Appendix A of the Infrastructure Element.

U.1.5.6 The City will maintain a Water Supply Facilities Work Plan that is coordinated with St. Johns River Water Management District's North Florida Regional Water Supply Plan (NFRWSP) by updating the work plan and related comprehensive plan policies within 18 months of an update to the NFRWSP that affects the City.

U.1.5.7 The City will participate in the development of updates to NFRWSP and other water supply development-related initiatives facilitated by St. Johns River Water Management District (SJRWMD) that affect St. Augustine Beach.

U.1.5.8 The City will monitor and participate, as necessary, in St. Johns County Utility District's (SJCUD) water supply planning process to ensure that SJCUD accounts for and meets the City's current and future water needs.

Objective: Water Conservation

U.1.6 The City shall ~~adopt~~ enforce the Florida Building Code which includes policies for water conservation measures.

Policies

U.1.6.1 The City shall enforce the Florida Building Codes Construction Standard of ordinances which requires the use of water-saving devices and procedures for water conservation in new construction and specified reconstruction.

U.1.6.2 The City shall maintain information on water conservation measures at the Building and Zoning Department.

~~U.1.6.3 The Building and Zoning Department shall, during building plan review of the irrigation plan, recommend water conservation techniques for irrigation.~~

U.1.6.4 The City will cooperate with the County's Utility Department to implement within the City any water conservation measures adopted by the Department St. Johns County, including the use of reclaimed water.

U.1.6.5 St. Augustine Beach shall promote water conservation by encouraging the use of water efficient devices and Florida Friendly Landscapes as recommended by the University of Florida/IFAS program.

U.1.6.6 The City shall coordinate with appropriate St. Johns County and Regional, State, and Federal agencies to address current and future water sources, water use, and water conservation.

GOAL U.2

NEEDED PUBLIC FACILITIES SHALL BE PROVIDED IN A MANNER WHICH PROTECTS INVESTMENTS IN EXISTING FACILITIES AND PROMOTES ORDERLY COMPACT URBAN GROWTH.

Objective: Levels of Service

U.2.1 Prior the approval of a building permit or its functional equivalent, the City shall consult with the St. Johns County Utility Department (the City's potable water provider) to determine whether adequate water supply exists to serve new development no later than the anticipated date of issuance of a certificate of occupancy or its functional equivalent. The City shall ensure that adequate water supply and potable water facilities shall be in place and available to serve new development no later than a certificate of occupancy or its functional equivalent.

Policies

U.2.1.1 The City hereby adopts a 25-year, 24-hour duration storm as the interim level of service standard for design of all drainage and stormwater management systems developed or redeveloped after the adoption of this Comprehensive Plan.

U.2.1.2 The City hereby adopts the following levels of service:

Acceptable	
Facility/Service area	Level of Service Standard
Sanitary Sewer Facilities	300-280 gallons/household/day
Potable Water Facilities w/o reuse	300-350 gallons/household/day
Potable Water Facilities with reuse	280 gallons/household/day
Solid Waste Facilities	5.7 pounds/capita/day
Water Quality Standards for Stormwater Runoff	Chapter 40C-42 Florida Administrative Code

~~U.2.1.3 In order to assure that the above identified level of service standards are maintained, procedures/systems for determining available capacity and demand shall be developed by plan implementation, and these procedures shall incorporate appropriate peak demand coefficients for each facility and for each type of development proposed.~~

U.2.1.4 All improvements for replacement, expansion or increase in capacity of facilities shall be compatible with the adopted level of service standards for facilities.

~~U.2.1.5 The City shall coordinate with the St. Johns River Water Management District, Anastasia Mosquito Control District, and St. Johns County to require all stormwater facilities built prior to 1982 to have an ambient water quality survey, and those facilities found to be violating Class III standards as set forth in Rule 62-302.500, F.A.C., will be required to retrofit in order to meet these standards.~~

Objective: Deficiencies and Capital Improvements

~~U.2.2 To correct deficiencies, as well as coordinate the extension of facilities to meet future needs, the City shall, upon plan implementation, develop and maintain a five-year schedule of capital improvement needs for these public facilities, which are under the City's control to be updated annually in conformance with the review process, for the Capital Improvements Element of this Plan.~~

Policy

~~U.2.2.1 Proposed capital improvement projects will be evaluated and ranked according to the following priority level guidelines:~~

~~Level One: Whether the project is needed to protect public health and safety, to fulfill the City's legal commitment to provide facilities and services, or to preserve or achieve full use of existing facilities and correct existing deficiencies;~~

~~Level Two: Whether the project increases efficiency of use of existing facilities, prevents or reduces future improvement costs, provides service to development areas lacking full service or promotes in-fill development; and~~

~~Level Three: Whether the project represents a logical extension of facilities and services within a designated service area.~~

Objective: Correcting Deficiencies

~~U.2.3 The St. Augustine Beach City Commission shall review recommendations from staff regarding improvements to existing facilities and direct staff to coordinate the processes required to correct any deficiency so noted.~~

~~Policy If no public funds are available, the developer of a project will be required to pay all costs relating to maintaining the public facilities at the adopted Level of Service, prior to obtaining a development permit.~~

Objective: Existing Facilities

~~U.2.4 The City shall interface with the County to extend and/or improve the service provided by existing water and sewer facilities within the City.~~

~~U.2.4.1 To maximize the use of existing facilities, the City will require hook-ups to the centralized sewer and water facilities, if these facilities are available~~

~~U.2.4.2 All new developments, except for the development of single family dwelling units on a lot platted prior to 1990, shall be required to connect to the centralized water and sewer facilities of the St. Johns County Utility Department or construct a system that would be acceptable to the County and designed in accordance with State statutes.~~

~~U.2.4.3 Owners of single family lots platted before 1990 shall be required to connect these lots when developments occur on them to the County's central sewer system, should the system be available adjacent to or within 200 feet of the lots if required by the St. Johns County Health Department.~~

CONSERVATION/COASTAL MANAGEMENT ELEMENT

GOALS, OBJECTIVES, POLICIES

COASTAL AND RECREATIONAL RESOURCES

GOAL CC.1

~~WHEREAS THE ECONOMIC AND SOCIAL WELL BEING OF THE CITY OF ST. AUGUSTINE BEACH IS CLOSELY RELATED TO THE ABUNDANCE AND QUALITY OF THE COASTAL RESOURCES, THE CITY SHALL ENSURE THAT THE DEVELOPMENT, USE OF AND ACCESS TO ITS COASTAL RESOURCES NEITHER CREATE A PUBLIC HAZARD NOR CAUSE A SIGNIFICANT ADVERSE IMPACT UPON THE REMAINING NATURAL RESOURCES BY CREATING A FUTURE DEVELOPMENT PATTERN THAT ENHANCES AND RESTORES COASTAL RESOURCES (BEACHES, DUNES, COASTAL STRAND).~~

Objective: Beach Access

CC.1.1 St. Augustine Beach shall ensure that development will not increase public hazard or have a significantly adverse impact on remaining natural resources by enforcement of the City's resource protection standards, Article V in its contained in the Land Development Regulations, which shall provide protection for the City's Trees, environmentally sensitive lands, protection of groundwater and wellheads, protection of habitat of endangered or threatened species and which shall contain flood damage prevention regulations.

Policies

CC.1.1.1 St. Augustine Beach will require any new beachfront development ~~which is thirty (30) to sixty (60) acres in size to have at least one (1) beach access for use of residents within the development. Any new beachfront development in excess of sixty (60) acres shall have at least two (2) beach accesses for use of residents within the development.~~

CC.1.1.2 St. Augustine Beach will not vacate any ~~more easements, walkways and other access points to beaches and shores except when the aggregation of land provides more linear feet and parking spaces.~~

CC.1.1.3 St. Augustine Beach, in conjunction with the County, will maintain the current beach walkovers and plan and provide for additional walkovers as funding sources are ~~identified and~~ available.

CC.1.1.4 Private land owners adjacent to public beach access points ~~including easements,~~ will not be allowed to restrict public access to the beaches via plantings or other means ~~in accordance with provisions in the City's Land Development Regulations.~~

Objective: Preservation of Dunes

CC.1.2 St. Augustine Beach shall protect, conserve and enhance remaining coastal dunes by ~~requesting assistance from the Department of Environmental Protection, and shall identify long term construction standards that will accomplish this objective, such as enforcing the requirements of the Coastal Construction Setback Line and by enforcing Section 1.07.10.E of the Land Development Regulations, which states that where a forward building line has been established along the coast, "to prohibit no building or an addition to an existing building is permitted in front of this general line."~~established forward building line and to require an approval and/or permit from the Department of Environmental Protection for development seaward of the Coastal Construction Setback Line.

Policies

CC.1.2.1 St. Augustine Beach will ~~participate in support~~ dune stabilization and restoration projects with St. Johns County, State and Federal agencies.

CC.1.2.2 St. Augustine Beach will cooperate to control beach erosion by ~~monitoring requiring the Corps of Engineers and DEP permitting for development along the coastline notices, and by making relevant recommendations to further this policy.~~

CC.1.2.3 Motorized vehicles will be prohibited on dune systems, except in a situation that has been designated an emergency by the local civil defense agency.

CC.1.2.4 St. Augustine Beach will promote hazard mitigation by enforcement of the Coastal Construction ~~Setback Control Line and requiring an approval and/or permit from the Department of Environmental Protection for development seaward of the Coastal Construction Setback Control Line.~~

CC.1.2.5 St. Augustine Beach will enforce the requirements of the Federal Flood Insurance Program by continuing to participate in the program ~~specifically by designating coastal high hazard areas and by limiting development in such areas along with relocating any infrastructure.~~

CC.1.2.6 The City shall enforce building practices and coastal construction standards in Chapter 161.053, Florida Statutes that reduce the vulnerability of life and property to natural hazards, specifically hurricanes, in high hazard areas.

~~CC.1.2.7 The City shall include performance standards in the Land Development Regulations that prioritize Atlantic Shoreline uses with the primary purpose of expanding conservation and recreation uses.~~

~~CC.1.2.8 The City shall require all development and redevelopment along the Atlantic Shoreline to adhere to the public access requirements of the Coastal Zone Protection Act of 1985.~~

CC.1.2.9 The City shall not permit development that modifies undisturbed areas of the dune system.

Objective: Disaster Preparedness

CC.1.3 ~~St. Augustine Beach will participate with in the St. Johns County Local Mitigation Strategy Task Force all applicable State and Federal agencies to insure public safety by keeping Disaster Preparedness plans current incorporating the hazard mitigation annex of the peacetime emergency plan as well as by updates of the Regional Planning Council and St. Johns County.~~

Policies

CC.1.3.1 The City shall coordinate with St. Johns County require for an assessment of the impact of new development on the City's emergency evacuation routes.

~~CC.1.3.2 The City will recommend to the responsible agency that existing evacuation routes will be given priority for improvement over other transportation facilities in the agency's annual capital improvements program.~~

CC.1.3.3 St. Augustine Beach shall implement the applicable portions of the St. Johns County Local prepare and update its hurricane evacuation plan and disaster preparedness plan that relate to St. Augustine Beach every five years and also reevaluate the plan's effectiveness immediately and any updates to St. Johns County Local Mitigation Strategy pPlan after major disaster events ~~to recommend appropriate improvements and post-disaster redevelopment activities, both immediate and long term.~~

CC.1.3.4 The City shall coordinate with St. Johns County to distribute update its hurricane guide showing evacuation routes, hurricane hazards, safety procedures, shelters and other pertinent information for its citizens every year by the anniversary date of the adoption of the Comprehensive Plan.

CC.1.3.5 The City will coordinate with the County for transportation of any handicapped and/or indigent persons in the City during times of mandatory evacuation.

CC.1.3.6 St. Augustine Beach will annually coordinate disaster preparedness plans with St. Johns County and the City of St. Augustine.

CC.1.3.7 The City will participate with the County ~~and the Northeast Florida Regional Planning Council in developing for the implementation of the~~ a local mitigation strategy plan ~~to better prepare the for St. Johns County and the City for natural disasters and to lessen the damages from such disasters.~~

Objective: Public Expenditures

~~CC.1.4 Consistent with elements of the adopted Comprehensive Plan for the City, public expenditures shall be used for, but not limited to, recreation, protection of park facilities, conservation of natural resources, and issues dealing with public health within the coastal high hazard areas.~~

Policies

~~CC.1.4.1 Infrastructure shall be planned and required to be installed currently with future development in areas outside of coastal high hazards areas.~~

~~CC.1.4.2 All private and public infrastructure, utilities and drainage improvements must be constructed concurrently, or in accordance with a phased plan approved by St. Augustine Beach.~~

Objective: Hurricane Evacuation

~~CC.1.5 The City shall require that new residential developments provide an assessment of the impact of the developments on the City's evacuation routes.~~

Policies

~~CC.1.5.1 Transportation systems (roads, streets, etc.) shall be designed and built to handle traffic generated during emergency evacuations as defined in the City's evacuation plan.~~

~~CC.1.5.2 All roadways in the coastal zone shall be constructed to City specifications using salinity tolerant construction techniques and materials.~~

~~CC.1.5.3 Transportation drainage systems including swales and ditches shall be maintained to ensure hydraulic capability.~~

~~CC.1.5.4 The City will coordinate with St. Johns County in urging and supporting FDOT in widening State Road A1A from Owens Avenue to State Road 206 as a key evacuation route.~~

Objective: Protecting Water Resources

~~CC.1.6 The City shall minimize the adverse impacts of development on the water resources on Anastasia Island.~~

Policies

~~CC.1.6.1 Assure that new development does not interfere or restrict surface water from entering wetlands or estuaries to maintain normal biological productivity by requiring all positive drainage structures to be designed and constructed to retain the first half inch of rainfall in an offline retention structure.~~

~~CC.1.6.2 Development orders will be denied that do not protect the nature and function of wetlands, waterways, inlets and estuaries.~~

~~CC.1.6.3 All development shall be designed and constructed to City specifications to minimize stormwater discharge and shall be designed to meet the requirement of Chapters 17-25 and 40D-4, F.A.C.~~

~~CC.1.6.4 Approved stormwater management systems will be designed and operated to prevent silt and other pollutants from entering adjacent waters without 24-hour detention.~~

~~CC.1.6.5 The City shall require the restoration and enhancement of the beaches/dune system and natural drainage patterns which are tributary to the Intracoastal Waterway within all new developments.~~

~~CC.1.6.6 The City shall require developers to obtain all enforce environmental performance standards to limit the specific and cumulative impacts on wildlife habitats and living marine resources, such as requiring development plans to comply with applicable federal, state and water management district regulations permits relating to environmentally sensitive lands, including the U.S. Army Corps of Engineers wetlands mitigation permit, if applicable, and the St. Johns River Water Management District's Environmental Resource Permit.~~

Objective: Water Dependent Activities

~~CC.1.7 Development permits and other decisions made by the City concerning shoreline uses will give priority to water dependent activities consistent with the Future Land Use Element and the standards set forth in the policy below.~~

Policy

~~CC.1.7.1 Water dependent and other shoreline uses will be prohibited from active shellfish harvesting areas and manatee habitats.~~

CONSERVATION OF NATURAL RESOURCES

GOAL CC.2

~~WHEREAS CONSERVATION OF AIR, WATER, SOIL, WILDLIFE AND OTHER NATURAL RESOURCES IS IMPORTANT TO THE VARIETY AND STRENGTH OF ST. AUGUSTINE BEACH'S AESTHETIC VALUES, ST. AUGUSTINE BEACH SHALL CONSERVE, UTILIZE AND PROTECT THE NATURAL RESOURCES OF THE AREA, INCLUDING AIR, WATER, WETLAND, WATERWELLS, WATER BODIES, SOILS, VEGETATIVE COMMUNITIES, WILDLIFE, WILDLIFE HABITAT AND OTHER NATURAL AND ENVIRONMENTAL RESOURCES.~~

Objective: Potable Water

CC.2.1 St. Augustine Beach shall maintain its interlocal agreement with the County to ensure that the City has adequate water supplies of a quality sufficient to meet existing and projected future demands, and consistent with the adopted Level of Service in the Potable Water Sub-Element.

Policies

CC.2.1.1 St. Augustine Beach will coordinate with the St. Johns County Utility Depart as they develop and update the estimate of water needed for potable and other demands and ~~shall~~ examine the feasibility of alternate water sources as a supply of water prior to an emergency situation ~~on an annual basis.~~

Objective: Water Conservation

CC.2.2 The City will promote water conservation ~~in coordination consistent with the St. Johns County Utilities Department, St. Johns River Water Management District and adopted State the~~ Florida Building Codes.

Policies

CC.2.2.1 The City will enforce the water conservation requirements ~~as mandated by~~included in the ~~State-adopted-Florida Building Code~~ codes for all permitted construction.

CC.2.2.2 The City shall support the St. Johns County Utility Department public outreach efforts to publicize and promote Best Management Practices (BMPs) as suggested by the State of Florida and St. Johns River Water Management District that illustrate the importance of water conservation and promote the use of “Florida-friendly landscaping”.

CC.2.2.3 The City shall support efforts of the St. Johns County Utility Department to promote water conservation through its rate structures that provide financial incentives for water conservation.

CC.2.2.4 The City shall continue to encourage conservation of water resources and use of innovative land development techniques to decrease water use. Water conservation measures shall include, but not limited, to the following:

(a) All plantings shall be selected based on the principles of Florida Friendly landscaping including planting the right plant in the right place and providing for efficient watering.

(b) Construction limitations within the 100-year floodplain, Environmentally Sensitive Lands and SJRWMD designated significant Surficial and Floridan recharge areas.

(c) Reclaimed water for irrigation, where available.

(d) Encourage the use of or the retrofitting of plumbing fixtures that are water saving devices such as ultra-low flow fixtures.

Objective: Protection of Wetlands

CC.2.3 The City shall protect wetlands and other hydrologically sensitive areas from adverse development pressures ~~by restrictions on the use of structures for water management and by penalties for encroachment~~ by requiring the appropriate Federal and/or State permits prior to approving any development permits.

Policies

~~CC.2.3.1 Non structural stormwater management techniques shall be required where appropriate to enhance the hydrologic conditions of stressed, impacted wetlands by coordinating with St. Johns County, the Department of Environmental Protection, the St. Johns River Water Management District and the Corps of Engineers.~~

CC.2.3.2 The City shall continue to enforce provisions to protect and enhance wetland areas and their functions within the City's limits in accordance with applicable agencies responsible for wetland protection, including the Department of Environmental Protection and St. Johns River Water Management District

~~CC.2.3.3 The City shall enforce wetland protection standards, such as requiring development plans to comply with all applicable wetland regulations, including the Water Management District's Environmental Resource Permit.~~

Objective: Reduce Impact of Flooding

CC.2.4 The City shall ~~through its Master Drainage Plan,~~ continue to improve drainage systems to reduce the impacts of flooding.

Policies

CC.2.4.1 The City ~~will review existing development in low-lying areas for future drainage improvements through the a City's Master Drainage Plan update, will recommend drainage improvements~~ that will minimize possible flooding potential.

CC.2.4.2 All new development shall conform with the minimum flood plain requirements of the Land Development Regulations ~~and the amended St. Augustine Beach flood plain ordinance.~~

Objective: Removing Septic Systems

CC.2.5 The City will ~~cooperate with~~ encourage the County to have sewer mains provided in older, developed subdivisions so that the property owners can connect to the central sewer system.

Policies

CC.2.5.1 ~~New Septic-septic tanks shall be prohibited where soils are unsuitable unless adequate approved fill is supplied for the septic tank and drainfield, unless permitted by the St. Johns County Health Department.~~

CC.2.5.2 The City shall restrict the use of septic tanks ~~within the City limits by requiring all new development, with the exception of to only single-family dwelling units on lots platted prior to 1990, not having available sewer, to be connected to the St. Johns County Utility Collection System with approval from the St. Johns County Health Department.~~

Objective: Hazardous Substances

CC.2.6 Protect natural resources of the City from contamination by any hazardous substances.

Policies

CC.2.6.1 ~~In conformance with State and Federal regulations, commercial Commercial establishments which use, treat, store, generate or transport toxic or hazardous substances shall prepare a plan which identifies the materials and how these materials will be handled and disposed comply with all appropriate State and Federal Regulations.~~

CC.2.6.2 ~~St. Augustine Beach will work with other State agencies to develop sites for households, small businesses and other low volume generators of hazardous waste to deliver hazardous waste for later disposal at an approved hazardous waste disposal site.~~

CC.2.6.3 Sites polluted from underground petroleum storage tanks shall be promptly cleaned up and the tank replaced, repaired or removed as ~~presented in an approved plan within six months of discovering the problem~~ required by State and Federal regulations.

Objective: Preservation of Natural Habitats

~~CC.2.7 The City through its Land Development Regulations shall assist the Department of Environmental Protection in the~~ shall ~~protection of unique habitats and ecological systems by requiring permits from the St. Johns River Water Management or Department of Environmental Protection, prior to approving development permits.~~

Policies

~~CC.2.7.1 For the protection of significant habitats of viable populations of threatened or endangered species of special concern of plants and animals in the City, the City shall require a habitat management plan for parcels of five (5) acres or more unplatted as of June 30, 1999 which will show the locations of the significant habitats of threatened or endangered species of plants and/or animals and will state the activities by the owner or owners to protect threatened or endangered species. The protection activities shall be made a part of the final development plan for any development approved by the City's Comprehensive Planning and Zoning Board on the parcel(s) compliance with all appropriate State and Federal regulations.~~

~~CC.2.7.2 Developments proposed adjacent to Class II waters and State parks shall be environmentally compatible by providing at least 25 feet of native natural buffer.~~

Objective: Air Quality

~~CC.2.8 The City shall protect existing air quality by evaluating developments and traffic improvements to determine the impact on ambient conditions.~~

Policy

~~CC.2.8.1 The City shall keep in its Land Development Regulations Federal and State air quality standards.~~

Objective: Protection of Estuaries and Marine Resources

~~CC.2.9 In cooperation with the County, the Water Management District, and various departments of the State of Florida, the City shall further the protection, conservation and enhancement of surrounding estuaries, coastal wetlands and living marine resources as well as coastal barriers and pristine wildlife habitat located in the City.~~

Policies

~~CC.2.9.1 The City shall request that the St. Johns County Intergovernmental Committee establish joint efforts to conserve the natural functions of existing soils, fisheries, wildlife habitats, wetlands and especially marine and estuarial communities.~~

~~CC.2.9.2 The City shall request the participation of State agencies in the inventory and determination of environmentally sensitive lands within the City.~~

Objective: Conserving Native Vegetative Communities

~~CC.2.10 The City shall maintain landscaping performance standards~~ requirements in the Land Development Regulations ~~to conserve the remaining native vegetative communities, especially the hardwood hammocks.~~

Policy

~~CC.2.10 The City shall limit disturbances to the native vegetation and limit the size of trees that may be removed by enforcing maintaining tree protection standards that shall include prohibiting the removal, cutting down or destruction of any tree located on any property without obtaining a permit, and not authorizing the removal of protected trees unless the developer demonstrates the reason for the removal in the Land Development Regulations.~~

~~CC.2.10.2 The City shall enhance and/or restore degraded natural areas in conjunction with the appropriate State agencies on present and future City-owned properties through the removal of non-native vegetation, reforestation, shoreline or dune restoration and/or the restoration of the natural hydrology.~~

~~CC.2.10.3 The City through its Land Acquisition Program will give priority to the purchase of vacant land that has been degraded and/or has been invaded by non-native vegetation.~~

~~CC.2.10.4 By 2008, the City shall include in its Land Development Regulations provisions that prohibit new development from using non-native vegetation for landscaping.~~

Objective: Maintaining Adopted Levels of Service

~~CC.2.11 The entire City is a coastal area, and the City in its Land Development Regulations shall maintain Level of Service standards which will be consistent for the entire City. Infrastructure will be phased to meet the development needs and to maintain the adopted Level of Service standards that are included in the Plan's Capital Improvements Element.~~

Policy

~~CC.2.11.1 Developments will not be permitted if facilities are not available or will not be available when the development is completed to maintain the adopted level of service.~~

CULTURAL AND HISTORIC RESOURCESGOAL CC.3

~~St. Augustine Beach shall actively promote the preservation of, and access to, cultural and historical resources by requiring in its Land Development Regulations that development proposals investigate the potential of such resources on-site.~~

Objective: Identification and Protection of Historic Sites

~~CC.3.1 St. Augustine Beach will coordinate with the State Division of Archives and others to identify and protect historically significant sites.~~

Policies

~~CC.3.1.1 The City will amend building codes and other enforcement practices, as needed, to allow for historic structures to be granted any variances which are needed and desirable so as to preserve the structures' historical characteristics.~~

~~CC.3.1.2 The City shall assist owners who want to apply to have their properties included on the National Register of Historic Sites and Places.~~

~~CC.3.1.3 The City shall work towards creating an ordinance to identify and site historic resources located within the City limits.~~

HAZARD MITIGATION

GOAL CC.4

THE CITY SHALL MAKE EVERY REASONABLE EFFORT TO ENSURE PUBLIC SAFETY, HEALTH AND WELFARE OF PEOPLE AND PROPERTY FROM THE EFFECTS OF COASTAL STORMS BY LIMITING PUBLIC EXPENDITURES IN AREAS SUBJECT TO REPEATED DAMAGE BY WIND AND WATER ~~THEREBY REDUCING THE EXPOSURE OF HUMANS AND PROPERTY TO NATURAL HAZARDS, I.E. HURRICANES.~~

Objective: Post-Disaster Redevelopment

CC.4.1 The City shall ~~maintain and review a post-disaster redevelopment plan to~~ work with St. Johns County to reduce the exposure of human life and property to the destruction of hurricanes.

Policies

~~CC.4.1.1 The City's Building and Zoning Department shall maintain and update a post-disaster redevelopment plan so as to reduce the exposure of human life and property to destruction by hurricanes.~~

CC.4.1.2 The City will adhere to the standards for the removal, relocation or structural modification of damaged infrastructure and structures and only allow redevelopment consistent with all applicable State regulations, ~~such as requiring all buildings to be located landward of the Coastal Construction Setback Line unless the buildings are elevated and meet the requirements of Chapter 161, Part I, the Beach and Shore Preservation Act; and Chapter 161, Part III, the Coastal Zone Protection Act of 1985, Florida Statutes.~~

CC.4.1.3 The City shall ensure that structures subject to repetitive losses due to storm events will be reconstructed in accordance with applicable City, State, and Federal requirements for reconstruction.

~~CC.4.1.4 The City shall include in the post-disaster redevelopment plan recommendations of interagency hazard mitigation reports.~~

~~CC.4.1.5 The City shall include in the post-disaster redevelopment plan measures for eliminating unsafe conditions and inappropriate uses in Coastal High Hazard Areas.~~

Objective: Development in Coastal High Hazard Areas

~~CC.4.2 The City shall restrict the intensity of development within Coastal High Hazard Areas consistent with public safety needs, such as limiting the height of buildings to thirty-five (35) feet above the minimum ground floor elevation, regardless of whether the ground floor is required to be non-habitable by any local, State or Federal regulation; excluding wind resistant engineered parapet walls, elevator shafts, mechanical equipment and other necessary attachments; maintaining required setbacks, except for variances granted by the strict application of hardship criteria as defined; prohibiting structures forward of the existing building line (platted lot lines) VE zones; and prohibiting commercial and high density residential land uses along the City's shoreline.~~

Policies

~~CC.4.2.1 The Coastal High Hazard Area shall be defined as the evacuation zone for a Category 1 hurricane as established by the Northeast Florida Regional Planning Council's Hurricane Evacuation Study (October 1998), and rRedevelopment in the Coastal High Hazard Area shall comply with City, applicable State, and Federal requirements pursuant to Chapters 161.053, 161.52 and 161.55, Florida Statutes, for activities or construction within the Coastal Building Zone.~~

~~CC.4.2.2 By 2000 the City shall identify any areas within the Coastal High Hazard Area needing redevelopment and develop a plan for eliminating unsafe conditions and inappropriate conditions.~~

Objective: Development in Coastal High Hazard Areas

~~CC.4.3 The City will participate as a member of the St. Johns County Local Mitigation Strategy Task Force and attend all scheduled meetings.~~

Policies

~~CC.4.3.1 The focus of the local mitigation strategy for the City will be to prevent repetitive loss and to lessen the City's vulnerability to natural disasters.~~

~~CC.4.3.2 The City will have in its local mitigation strategy coordination with the County to implement educational awareness programs and to develop sound emergency response plans.~~

~~CC.4.3.3 The City will participate as a member of the County's Local Mitigation Strategy Program (LMS) Task Force and will incorporate LMS initiatives into appropriate initiatives and activities in the City's Comprehensive Plan once the LMS Program is developed by the County and the Northeast Florida Regional Planning Council.~~

~~CC.4.3.4 The City's Local Mitigation Strategy shall, at a minimum, include the following guiding principles to protect the lives of City residents by notifying home buyers that property is in the floodplain; ensuring that evacuation routes are well marked and maintained; basing all future land use decisions on the carrying capacity of evacuation routes and the ability to evacuate in a major hurricane; regularly updating the hurricane guide which details evacuation routes, hurricane hazards, safety procedures, shelter and other pertinent information;~~

~~_____ to protect property to ensure that its intrinsic value is preserved by educating residents of insurance notices of additional benefits and/or monetary incentives for preparing their homes for natural disasters.~~

~~_____ to protect infrastructure so that it is available during and after a disaster by developing standards for the removal, relocation or structural modification of existing damaged infrastructure and structures;~~

~~_____ to protect the environment to ensure that the City's quality of life is preserved by reducing or preventing storm damage by protecting natural systems which serve as buffers against storms; protecting wetlands, estuaries and tidal marshes through regulatory measures; conserving and protecting remaining coastal dunes and beach; adopting land development regulations which regulate building practices and land uses that reduce the vulnerability of human life and property to natural hazards.~~

~~- ____ to protect the coastal high hazard area by controlling the development which occurs in this area by regulating the height of structures, promoting hazard mitigation through enforcement of the Coastal Construction Setback Line, and identify areas within the City which need redevelopment and the elimination of unsafe conditions.~~

Objective – Sea Level Rise

CC.4.4 Rise in sea level projected by the Federal Government shall be taken into consideration in all future decisions regarding the design, location, and development of infrastructure and public facilities in the potentially affected areas.

Policies

CC.4.4.1 The City shall recognize the Special Flood Hazard Areas designated on FEMA flood maps as the Adaptation Action Areas for those low-lying coastal zones that may experience coastal flooding due to extreme high tides and storm surge and are vulnerable to the impacts of rising sea level. (§163.3177(6)(g)(10), F.S.).

CC.4.4.2 The City shall require vulnerability reduction measures for all new development, redevelopment and infrastructure in the Adaptation Action Area areas. These measures may include additional hardening, higher floor elevations, or incorporation of natural infrastructure for increased resilience.

C.4.4.3 The City shall work with St. Johns County and the City of St. Augustine Beach to develop a county-wide “Climate Action Plan”.

RECREATION AND OPEN SPACE ELEMENT

GOALS, OBJECTIVES AND POLICIES

GOAL

R.1 THE CITY SHALL STRIVE TO ENSURE SUFFICIENT PRIVATE AND PUBLIC PARKS, RECREATION FACILITIES, AND OPEN SPACE TO MEET THE HEALTH, SAFETY, AND WELFARE NEEDS OF CITY CITIZENS AND VISITORS.

Objective: System of Neighborhood and Community Recreation Facilities

R.1.1 A system of neighborhood and community recreation facilities shall be maintained ~~and developed by 2005~~ to meet the minimum cultural, social and athletic needs of the City ~~as prescribed by appropriate State and County facilities criteria, and with additional facilities added as required to maintain the adopted Level of Service.~~

Policies:

R.1.1.1 The City will maintain the existing interlocal agreements between St. Augustine Beach and the County concerning the mutual use of recreational facilities.

R.1.1.2 The City shall formulate a recreation master plan for the undeveloped parks in the City and the development of the vacant park properties ~~which should identify recreational facilities that need to be developed and land that should be acquired for recreation in St. Augustine Beach. The recreation master plan should also identify possible funding sources for recreation and determine where funds generated from impact fees and the Tourist Development Council/Bed Tax should be spent.~~

R.1.1.3 ~~Where appropriate during the development review and permit process, the City will encourage developers of large tracts to plan for open space areas to ensure that the residential character of the City is maintained.~~

R.1.1.4 The City shall pursue available grant sources for the acquisition and development of additional park and recreation areas.

R.1.1.5 ~~The City will encourage the County to develop existing parks to their optimal level with consideration to the area's needs and the functional capacity of the parks. Level of service (LOS) standards developed by the County will be reviewed by the City to ensure adequacy for City residents.~~

R.1.1.6 The City ~~will encourage~~ shall support the State efforts to open a bicycle access to Anastasia State Park along the Park's southern boundary

R.1.1.7 ~~The City shall review large scale developments as to the need for public recreation facilities, including neighborhood and community parks. Where appropriate, these public active and passive recreation areas shall be provided as a condition to the development order.~~

R.1.1.8 The City will work with other public agencies for the development of compatible multi-use programs for public lands within the City.

~~R.1.1.9 The City shall use any appropriate Tourist Development Council/Bed Tax and St. Johns County Recreation Impact Fee funds and designate each year a specific portion to a recreation fund. These funds will be used for land acquisition or facilities expenditures.~~

R.1.1.10 The City will encourage the State and/or County to purchase land for recreation, open space and off-beach parking.

~~R.1.1.11 Whenever possible, recreation Recreation sites shall be planned established with multi-use purposes to provide both passive and active recreation facilities and to ensure the preservation or conservation of environmentally sensitive lands. Development will be in an aesthetic and environmentally sensitive manner.~~

R.1.1.12 The diversion of public recreational and park sites to other uses shall not be permitted, except in cases of overriding public need or when other equivalent sites are supplied.

~~R.1.1.13 The City shall coordinate its efforts with support the County in preserving the beachfront through renourishment, using available federally funded programs.~~

R.1.1.14 The City of St. Augustine Beach adopts the following level of service standards for recreation:

Park Sites

	<u>Standard</u>	<u>Size (Acres)</u>
Neighborhood City/County Parks	1 acre per 5,000 populations	5.0

Facilities

	<u>Standard</u>
Tennis Courts	1 per 3,500 population
Basketball Court	1 per 5,000 population
Baseball/Softball Field	1 per 6,000-8,000 population
Paddleball Court	1 per 2,500 population
Volleyball Court	1 per 2,500 population

~~R.1.1.15 The St. Augustine Beach City Commission will annually review the status of the existing parks and recreation facilities and recommend to St. Johns County needed improvements at County-owned facilities within the City, when improvements are identified.~~

Objective: Access to Recreation Areas

~~R.1.2 By 1999, the~~ The City shall ~~prepare a plan to provide~~ promote vehicular, pedestrian and bicycle access to recreation areas and beaches, ~~where appropriate.~~

Policies:

R.1.2.1 The City will coordinate with the County the provision of vehicular parking and bicycle racks at all designated recreational sites.

~~R.1.2.2 The construction of sidewalks and bicycle paths will be encouraged during the plan and plat review process, along roads which provide access from neighborhoods to parks. The City shall maintain in the Land Development Regulations will contain provisions requirements to include sidewalks and bicycle paths for new development, where identified during the review process as needed.~~

~~R.1.2.3 The City, in coordination with the County, will provide handicapped parking and barrier-free access to all recreation facilities.~~

~~R.1.2.4 Development or activities which reduce public access to recreational facilities via existing access routes shall be prohibited from obtaining a development permit or order, unless such change is demonstrated to promote the public health, safety, welfare and/or aesthetics of the City~~

~~R.1.2.5 During the planning and design of City road improvement projects, the need for bicycle paths and pedestrian walkways will be analyzed and provided, for, where they are proven viable, if feasible.~~

~~R.1.2.6 The City, in cooperation with State and County agencies, will plan for the development of off-beach vehicular parking. Vehicular travel on the City's beaches will be tempered by such development.~~

~~R.1.2.7 The City, in coordination with the will support efforts of the State and County, will to provide additional pedestrianways across beach dunes to increase public access to the beach.~~

~~R.1.2.8 The City shall develop a greenway plan to facilitate the implementation of greenways within its jurisdiction. As a minimum, the plan shall include a map of existing and proposed greenways, identify gaps in the greenway network, and set forth strategies for the maintenance and expansion of the existing network.~~

~~R.1.2.9 Annually, by the adoption date of the Comprehensive Plan, the City shall conduct an analysis of the public beach access needs for both resident and non-resident users of the beach.~~

Objective: Open Space

~~R.1.3 Upon adoption of the St. Augustine Beach Comprehensive Plan, the City shall ensure the provision of open space in the Future Land Use Plan by designating areas for recreational use on the Future Land Use Plan, and where it is appropriate, to and will promote the provision of additional open space within residential areas within individual developments during the development review process.~~

Policies:

~~R.1.3.1 The City shall develop incentives to serve as a mechanism to encourage public and private developments to provide additional open space.~~

R.1.3.2 The City shall ~~permit cluster-type~~ allow the clustering of developments ~~so as to provide larger open spaces and recreation facilities through the use of legally enforceable restrictions and covenants precluding future use of such open spaces for development and further provided that clustering shall not be permitted to offset areas which are otherwise required by rules, regulations or laws of other governmental entities to be set aside as conservation easements, wetlands or similar areas; that is, in the determination of maximum density there shall not be taken into account areas required by other governmental areas to be so set aside.~~

R.1.3.3 The City will ~~coordinate with~~ promote the State, the St. Johns River Water Management District, the County and other governmental entities to ~~designate or acquire open space and natural reservations areas.~~

R.1.3.4 The City will make available the City-owned mini-parks to civic groups to maintain as passive parks.

R.1.3.5 The City shall ~~continue its Land Acquisition Program that was started in 2003, and shall have in its annual budget a fund dedicated~~ seek funds for the purchase of land for preservation, open space, and recreational purposes.

Objective: Coordination to Meet Recreation Needs

R.1.4 The City shall coordinate public and private resources to meet recreation demands.

Policies:

R.1.4.1 The City Commission shall coordinate public and private recreational resources.

R.1.4.2 The Land Development Regulations will permit recreational uses in all residential categories.

INTERGOVERNMENTAL COORDINATION ELEMENT
GOALS, OBJECTIVES AND POLICIES

GOAL I.1

ESTABLISH PROCESSES AMONG THE VARIOUS GOVERNMENTAL AGENCIES TO ACHIEVE: COORDINATION OF ALL DEVELOPMENT ACTIVITIES; PRESERVATION OF THE QUALITY OF LIFE; AND EFFICIENT USE OF AVAILABLE RESOURCES.

Objective: Formal Process for Intergovernmental Coordination

I.1.1 ~~By 1999, or when required by the State, coordinate~~ The City of St. Augustine Beach shall work with St. Johns County and the City of St. Augustine on establishing a formal process for intergovernmental coordination.

Policies

I.1.1.1 The City shall continue to coordinate with St. Johns County and the City of St. Augustine with the established policies found within ~~the formal~~ any intergovernmental coordination agreements.

I.1.1.2 The City shall promote staff level coordination with representatives from the ~~municipalities St. Augustine and St. Johns County meeting~~ on an as-needed basis for coordination purposes; or ~~meeting annually or as required by any interlocal agreements between the municipalities and/or the County as required by the St. Augustine Beach Master Interlocal Agreement between the City and the County signed on April 28, 1992, as may be amended by subsequent agreements~~ entities.

I.1.1.3 The St. Augustine Beach City Commission ~~shall~~ may invite the various governmental, public and private entities with which it shares coordination responsibilities to its various Board and Committee meetings.

~~I.1.1.4 The City Commission and St. Augustine Beach staff, through the efforts of the St. Johns County Intergovernmental Committee, shall participate in intergovernmental coordination activities with other governmental, public and private entities.~~

~~I.1.1.5 The City Commission shall work with the Comprehensive Planning and Zoning Board and/or any other committee appointed by the Commission to ensure the impact fees and the Tourist Development Council (TDC) fees are used for community improvements.~~

I.1.1.6 The St. Augustine Beach City Commission shall work with St. Johns County for joint funding of recreation, beach renourishment, utility improvements and housing rehabilitation to maximize funding opportunities through the efforts of a County Housing Authority, if one is formed, and the Tourist Development Council.

I.1.1.7 The City shall maintain the existing St. Augustine Beach Master Interlocal Agreement it has with the St. Johns County Board of Commissioners signed April 28, 1992 for the provision of water and sewer services by the County, the disposal of solid waste, and for a solid waste recycling program.

I.1.1.8 The City shall use the Northeast Florida Regional ~~Planning~~ Council's Dispute Resolution Process to resolve annexation issues between the City and the County.

Objective: Coordination of Planning and Development with County and St. Augustine

I.1.2 The City will coordinate ~~major planning and development related activities~~ efforts with the comprehensive plans of St. Augustine and St. Johns County.

Policies

~~I.1.2.1 St. Augustine Beach shall work towards the establishment of a comprehensive plan coordinating committee consisting of members from affected local governments and appropriate public and private entities for the purpose of reviewing development and policy proposals which would require comprehensive plan amendments.~~

I.1.2.2 St. Augustine Beach shall ~~file a written request with~~ review the City of St. Augustine and St. Johns County ~~to receive copies of proposed comprehensive plans or plan amendments for review.~~

~~I.1.2.3 The City shall request the County to consider including St. Augustine Beach in the County's comprehensive planning for notifying the City of developments along the City's boundary from SR 312 to the southern boundary of Sandpiper Village.~~

Objective: Coordination of Level of Service Standards

I.1.3 The City shall ~~maintain have~~ in its Land Development Regulations provisions by which Level of Service standards are coordinated with any State, regional or local entity having operational and maintenance responsibility in St. Augustine Beach.

Policies

I.1.3.1 The City shall ~~develop~~ maintain level of service standards ~~with which are consistent with any state, regional or local entity having operational and maintenance authority in St. Augustine Beach that will provide the required services necessary for proposed development.~~

~~I.1.3.2 The City shall coordinate public facilities extension policies to determine that required services shall be available when needed and economically feasible.~~

I.1.3.3 The City shall utilize the Northeast Florida Regional Planning ~~Council~~ informal mediation process for any type of interlocal conflict mediation.

Objective: Intergovernmental Coordination to Review County and St. Augustine Comprehensive Plan Amendments

I.1.4 The City shall ~~continue with the intergovernmental coordination~~ the process of reviewing comprehensive plan s and amendments amendments for the City of St. Augustine and St. Johns County ~~as mandated by the City of St. Augustine Beach Comprehensive Plan.~~

Policy

I.1.4.1 The City shall ~~establish~~ maintain communication ~~formal liaison~~ with state and federal agencies which have permitting responsibilities in St. Augustine Beach.

Objective: Intergovernmental Coordination of City of St. Augustine Beach Greenways Plan

~~I.1.5 The City shall develop and coordinate its greenways plan with that of St. Johns County and the City of St. Augustine so as to enhance the public's access to the natural and open space areas in the City.~~

~~Policies~~

~~I.1.5.1 The City shall enforce environmental performance standards to limit specific and cumulative impacts on wildlife habitats and living marine resources, such as requiring development plans to comply with applicable federal, state and water management district regulations related to environmentally sensitive lands, including the Army Corps of Engineers wetlands mitigation permit, if applicable, and the St. Johns River Water Management District's Environmental Resource Permit.~~

~~I.1.5.2 The City shall continue to coordinate and cooperate with St. Johns County on the acquisition of open space for conservation, recreation, and historical preservation purposes by appointing a City representative to the County's Land Acquisition and Management Program Board.~~

GOAL I.2

The City shall strive to maintain and enhance joint planning processes and procedures for coordination of public education facilities for planning and decision making.

Objective: Intergovernmental Coordination

I.2.1 On an ongoing basis, the City shall establish new and review existing coordination mechanisms that will evaluate and address its comprehensive plan and programs and their effects on the comprehensive plans developed for the adjacent local governments, school district and other units of local government providing services but not having regulatory authority over use of land and the State by an annual county-wide forum, joint meetings or other types of forums with other agencies. Assistance for this effort shall be requested from regional and state agencies by the Planning Division, as needed.

Policies:

I.2.1.1 In cooperation with the School District and the local governments within St. Johns County, the City will implement the Interlocal Agreement, as required by Section 1013.33, Florida Statutes.

I.2.1.2 On an annual basis, the City shall ask the School District to provide information from their Five Year District Facilities Work Plan to determine the need for additional school facilities, information detailing existing facilities, their locations and projected needs and planned facilities with funding representing the district's unmet needs.

I.2.1.3 In order to coordinate the effective and efficient provision and siting of public educational facilities with associated infrastructure and services within St. Johns County, St. Johns County, the St. Johns County School District, the City of St. Augustine, and the City of St. Augustine Beach, ~~and the Town of Hastings~~ shall meet jointly to develop mechanisms for coordination.

I.2.1.4 Amendments to the Future Land Use Map will be coordinated with the School District and the Public School Facilities Planning Maps.

I.2.1.5 The City and the School District will develop and maintain a map depicting the required school facilities based on maximum development potential. On an annual basis, this map will be evaluated and revised as necessary.

Objective: Monitoring and evaluation

I.2.2 The City shall strive to continually monitor and evaluate the Public Schools Facilities Element in order to assure the best practices of the joint planning processes and procedures for coordination of planning and decision making.

Policy:

I.2.2.1 The City and the St. Johns County School District will coordinate during updates or amendments to the Comprehensive Plan and updates or amendments for long-range plans for School District facilities.

CAPITAL IMPROVEMENTS ELEMENT

GOALS, OBJECTIVES AND POLICIES

GOAL C.1 ST. AUGUSTINE BEACH SHALL UNDERTAKE ACTIONS NECESSARY TO ADEQUATELY PROVIDE NEEDED PUBLIC FACILITIES TO ALL RESIDENTS WITHIN ITS JURISDICTION IN A MANNER WHICH PROTECTS INVESTMENTS IN EXISTING FACILITIES, MAXIMIZES THE USE OF EXISTING FACILITIES AND PROMOTES ORDERLY GROWTH.

Objective: Capital Improvements to be Provided

C.1.1 Annually, through the budgetary process, capital improvements will be provided to correct existing deficiencies, to accommodate desired future growth, and to replace worn out or obsolete facilities.

Policies:

~~C.1.1.1 St. Augustine Beach shall include all projects identified in the other elements of this plan and determined to be of relatively large scale and high cost (\$25,000 or greater) as capital improvement projects for inclusion in the City's 5-year capital improvements plan, which is updated and revised annually. All capital improvements costing less than \$25,000 shall also be included in the City's 5-year capital improvements plan.~~

C.1.1.2 St. Augustine Beach shall ~~, as a matter of priority,~~ schedule and fund all capital improvements projects in the 5-year schedule of improvements which are designed to correct existing deficiencies, as funds are available.

~~C.1.1.3 Proposed capital improvement projects shall be evaluated and ranked in order of priority according to the following guidelines:~~

- ~~- whether the project is needed to protect public health and safety, to fulfill the City's legal commitment to provide facilities and services, or to preserve or achieve full use of existing facilities.~~
- ~~- whether the project increases efficiency of use of existing facilities, prevents or reduces future improvement costs, provides service to developed areas lacking full service, or promotes in-fill development.~~
- ~~- whether the project represents a logical extension of facilities and services whether the project accommodates new development or redevelopment whether the project is financially feasible whether the project promotes the plans of any state, regional or local agency~~

C.1.1.4 The City will replace worn out capital facilities under its jurisdiction, when it is cost effective to replace the facilities and economically feasible for the City.

~~C.1.1.5 The City will coordinate with St. Augustine and the County on the construction of bicycle paths and pedestrian ways which cross jurisdictional boundaries, and will provide funds for these facilities in its 5-year capital improvements plan.~~

~~C.1.1.6 The City will coordinate with the County and FDOT to accommodate bicycles and pedestrians in road design and construction whenever feasible, and will include its share of the funding for such facilities in its 5-year capital improvements plan.~~

~~C.1.1.7The City adopts the following Five-Year Schedule for Capital Improvements:~~

Objective: Future Development Paying for Facility Improvements

~~C.1.2 If no public funds are available and if this requirement does not constitute a taking of private property without just compensation, future Future development will bear the cost of those facility improvements necessitated by the development in order to maintain adopted Level of Service standards.~~

Policies:

~~C.1.2.1 St. Augustine Beach shall investigate the benefits of a program for dedications as a condition of plat approval for the provision of recreation and open space.~~

~~C.1.2.2 If no public funds are available, and if this requirement is constitutional, new New developments will be required to pay a pro rata share of the costs, or all of the costs, needed to finance those public facility improvements required by the development and needed to maintain the adopted Level of Service standards.~~

~~C.1.2.3The City is responsible for ensuring the financial feasibility of all capital improvements in the adopted Capital Improvements Element.~~

Objective: Managing Fiscal Resources to Provide Capital Improvements

~~C.1.3 Annually through the budgetary process, St. Augustine Beach shall manage its fiscal resources to ensure the provision of needed capital improvements.~~

Policies:

~~C.1.3.1 Prior to the issuance of a development order or permit, St. Augustine Beach will ensure that public facilities and services necessary to support proposed development and to maintain the adopted Level of Service standards will be in place at the time a development order or permit is issued, or will be in place concurrent with the impacts of development, or that development orders and permits are specifically conditioned on the availability of facilities and services necessary to serve the proposed development.~~

~~C.1.3.2 St. Augustine Beach shall include a 5-year capital improvements program, and annual capital budget as part of its budgeting process.~~

~~C.1.3.3 Efforts shall be made to secure grants or private funds whenever available to finance the provision of capital improvements.~~

~~C.1.3.4 The total indebtedness, which for the purpose of this limitation shall include revenue, refunding, and improvement bonds of the city, shall not exceed two percent of the current assessed valuation of all real property located in the city.~~

~~C.1.3.5 The City Capital Improvements Element shall be reviewed annually and updated as necessary to reflect proportionate fair share contributions.~~

Objective: Coordination of Development Orders with Development Requirements

~~C.1.4 Upon adoption, decisions~~ Decisions regarding the issuance of development orders and permits will be based on ~~coordination of the development requirements included in this plan, the Land Development Regulations, and the availability of necessary public facilities needed to support such development at the time needed.~~

Policy:

C.1.4.1 St. Augustine Beach shall use the following Level of Service standards in reviewing the impacts of new development and redevelopment upon public facility provision:

<u>Facility/Service</u>	<u>Level of Service Standard</u>
Sanitary Sewer Facilities	- 350-280 gallons per household per day (gphd)
Solid Waste Facilities	- 5.7 pounds per household per day
Drainage	- 25-year, 24-hour, design storm, per FDOT Drainage Manual
Potable Water <u>without reuse</u>	- 300-350 gallons per household per day
Potable Water with reuse	- 280 gallons per household per day
Collector-Roadways	- Level of Service A at peak hour <u>D</u>
Arterial Roadways	- Level of Service B at peak hour <u>CR-A1A, D</u>
	- Level of Service A at peak hour

Recreation Standards for Facilities

<u>Park Sites</u>	<u>Standard</u>	<u>Size (Acres)</u>
<u>Neighborhood City/County Parks</u>	1 <u>acre</u> per 5,000 population	5.0
<u>Facilities</u>	<u>Standard</u>	
Tennis Courts	1 per 3,500 population	
Basketball	1 per 5,000 population	
Baseball/Softball Field	1 per 6,000-8,000 population	
Paddleball Court	1 per 2,500 population	
Volleyball Court	1 per 2,500 population	

Objective: Subsidizing Development in High Hazard Coastal Areas

~~C.1.5 The City shall not allow public expenditures that subsidize future development in the high hazard coastal area, except for expenditures that support recreation, expenditures to the City-owned city hall/fire department complex, conservation of natural resources, prevention of flooding, and/or the extension of water and sewer facilities for public health.~~

Policy

~~C.1.5.1 The budget of St. Augustine Beach shall not contain any public expenditures that subsidize future development in the high hazard coastal areas, except for expenditures that support recreation, expenditures to the City-owned city hall/fire department complex, conservation of natural resources, prevention of flooding, and/or the extension of water and sewer facilities for public health or the city hall/fire department.~~

Objective: Coordination of Fiscal Resources to Maintain Adopted Levels of Service

~~C.1.6 The City Commission shall coordinate land use decisions and available or projected fiscal resources with a schedule of capital improvements to maintain the adopted Level of Service standards for existing and future facility needs.~~

Policy:

~~C.1.6.1 The Comprehensive Planning and Zoning Board shall include a schedule of Capital Improvements required for a development as part of their recommendation to the City Commission on a land use decision.~~

Objective: Public Facilities to be Available

C.1.7 No development order will be issued unless the developer demonstrates that the public facilities are available.

Policies:

C.1.7.1 All developments must have commitment letters from St. Johns County, including the County Utility Department, must have available public facilities in order for a development plan to be processed.

~~C.1.7.2 The Land Development Regulations will include provisions stating the commitments and permits required prior to obtaining a development order.~~

Objective: Capital Improvements Element Review

~~C.1.8 Annually, the City shall review the Capital Improvements Element and modify it as necessary in accordance with s. 163.3187 or s. 163.3189.~~

Policy:

~~C.1.8.1 The review shall be conducted in conjunction with the preparation of the City's annual budget.~~

GOAL C.2 CAPITAL FACILITIES PLANNING FOR SCHOOL CONCURRENCY

Objective: Public School Facilities

C.2.1 The City shall ensure existing deficiencies and future needs are addressed consistent with the adopted level of service standards for public schools.

Policy

C.2.1.1 Consistent with the Interlocal Agreement, the uniform, districtwide level of service standards are initially set as 100% of the Permanent Florida inventory of School House (FISH) Capacity based on the utilization rate as established by the State Requirements for Educational Facilities (SREF), effective August 2005 and shall be adopted in the County/City/Down's public facilities element and capital improvements elements.

Leased Relocatables shall be utilized to maintain the LOS on a temporary basis when construction to increase capacity is planned and in process. The temporary capacity provided by Relocatables shall not exceed 20% of the Permanent FISH capacity and shall be used for a period not to exceed five years. Relocatables may also be used to accommodate special education programs as required by law.

It is the intent of the School District that new schools be designed and constructed based on the following design capacities:

New Elementary (K-5)	Design Capacity of 700
New Middle (6-8)	Design Capacity of 1000
New K-8	Design Capacity of 1000
New High (9-12)	Design Capacity of 1500


C.2.1.2 The City shall ensure that future development pays a proportionate share of the costs of capital facility capacity needed to accommodate new development and to assist in maintaining adopted level of service standards, via impact fees and other legally available and appropriate methods in development conditions.

C.1.2.3 The School District, in coordination with the City, shall annually update the total Revenue Summary and Project Schedules Tables reflecting the School District's financially feasible Work Program, to ensure maintenance of a financially feasible capital improvements program and to ensure level of service standards will continue to be achieved and maintained during the five year planning period.

C.1.2.4 The City hereby adopts as the five year public school capital facilities program the Total Revenue Summary and Project Schedules Tables from the School District's Five Year District Facilities Work Plan approved by the St. Johns County School Board no later than October 1st of each year. By December 1st of each year, the public school facilities program shall annually update the Total Revenue Summary and Project Schedules Tables, reflecting the School District's financially feasible Work Plan, to ensure maintenance of a financially feasible capital improvements program and to ensure level of service standards will continue to be achieved and maintained during the five year planning period. Each year the capital improvements plan will be evaluated to ensure that it meets these standards.

MEMORANDUM

TO: Mayor George
Vice Mayor England
Commissioner Kostka
Commissioner Samora
Commissioner Rumrell

FROM: Max Royle, City Manager 

DATE: May 22, 2019

SUBJECT: Request for Conditional Use Permit to Construct Five Houses in the Commercial Land Use District on the North Side of 7th Street, Opposite the Marriott Hotel (Lots 5, 7, 8, 9, and 10, Block 15, Chautauqua Beach Subdivision), Mr. James Whitehouse, Attorney for MSB Hotels of Ormond Beach, Florida)

INTRODUCTION

There are five lots owned by MSB Hotels north of 7th Street. They are shown highlighted in color on attached page B. The lot marked with an X, Lot 7, is the one with the huge tree on it.

All five lots are in the commercial land use district that's 300 feet west of the center line of A1A Beach Boulevard. The owner wants to construct a single-family home on each lot. However, Table 3.02.02 in the City's Land Development regulations allows the construction of residential units in a commercial land use district only if a conditional use permit has been approved by the city Commission.

MSB Hotels submitted an application to the Comprehensive Planning and Zoning Board for a recommendation to you to approve the conditional use permit. The Board reviewed the application at its May 21st meeting and recommended by a 5-2 vote that you approve the conditional use permit.

The Board's recommendation is stated in a memo (page 16 attached) from the Building Department's Executive Assistant, Ms. Bonnie Miller.

ATTACHMENTS

Attached for your review is the following:

- a. Pages 1-15, the application and related material related that was submitted to the Planning Board.
- b. Page 16, the memo from Ms. Miller with the Board's recommendation to you.

ACTIONS REQUESTED

It is that you hold the public hearing and consider whether or not to approve the construction of five houses in the commercial land use district west of A1A Beach Boulevard on Lots 5, 7, 8, 9, and 10, Block 15 of the Chautauqua Beach Subdivision, between 7th and 8th Streets.

PLEASE NOTE: We must point out again that on Lot 7 is that huge tree. There may be string public interest in preserving that tree though we don't see how this is possible unless the City buys the lot.

City of St. Augustine Beach Building and Zoning Department

2200 A1A SOUTH ST. AUGUSTINE BEACH, FLORIDA 32080

WWW.STAUGBCH.COM

BLDG. & ZONING (904)471-8758 FAX (904) 471-4470

To: Comprehensive Planning & Zoning Board
From: Brian Law
CC: Bonnie Miller
Date: 04-29-2019
Re: Conditional Use Permit #2019-03

This conditional use permit application is for lots 5,7,8,9,10 with an address of 104 7th street. These lots are north of the Marriot and are zoned commercial. The applicant is seeking permission to construct 5 single family residences in these commercially zoned properties which requires a conditional use permit that must be granted by the City Commission as per table 3.02.02 of the Cities Land Development Regulations. The Building Department has no objection to the construction of single-family residences in these 5 lots however if this conditional use permit is granted by the Commission we recommend the following conditions:

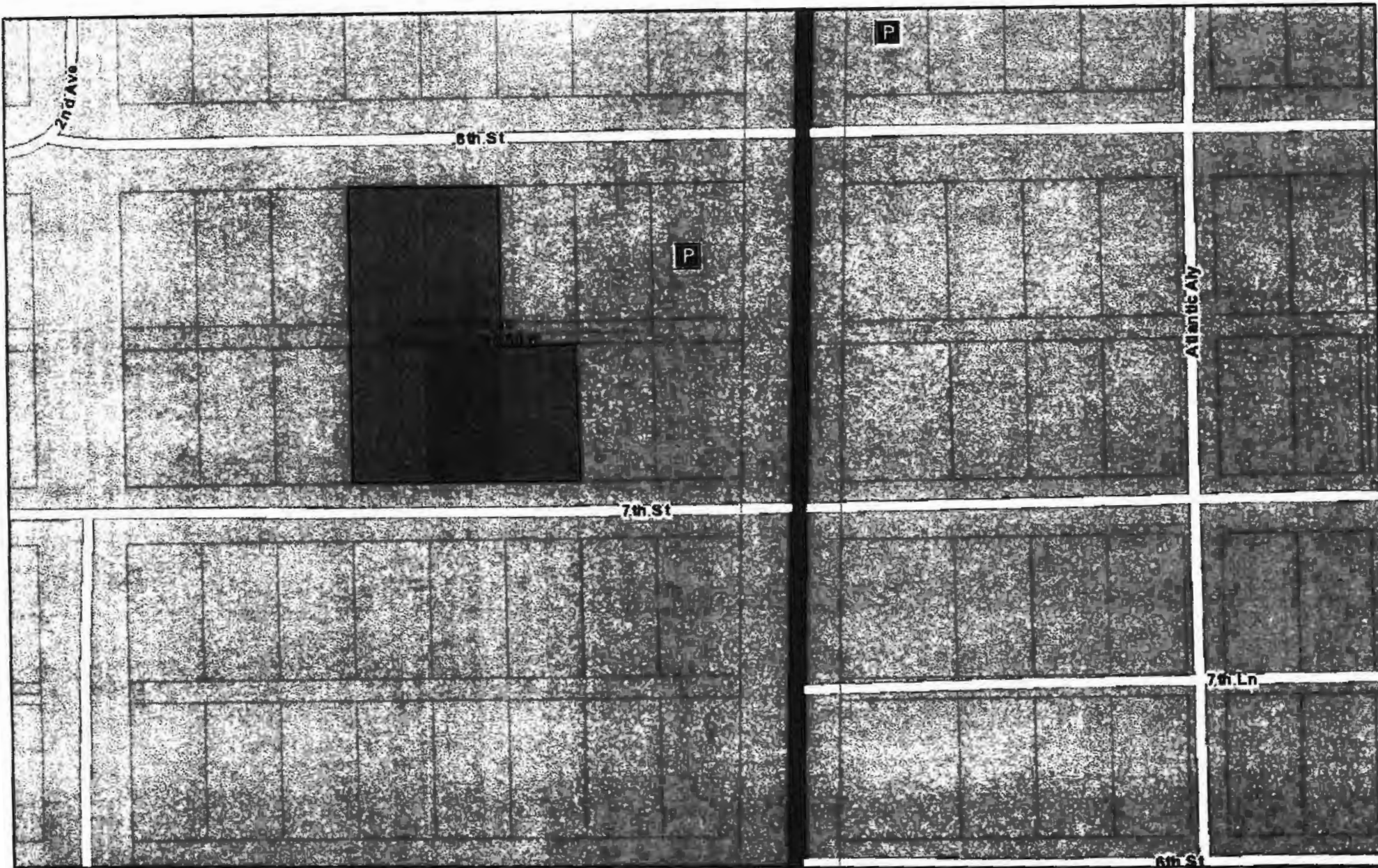
- 1) That the conditional use permit is transferable and run with the land
- 2) That these properties be regulated as medium density regarding setbacks, lot coverage and impervious surface ratio as specified in the City Land Development Regulations.
- 3) That a construction permit is to be issued from the Building Department within one (1) year of the Conditional Use Permit being granted by the Commission.

We ask that the Comprehensive Planning and Zoning Board consider the applicants request for the construction of 5 single family residences in the commercially zoned lots and make recommendations of approval or denial to the City Commission.

Sincerely

Brian Law

Brian Law CBO, CFM, MCP
Director of Building and Zoning



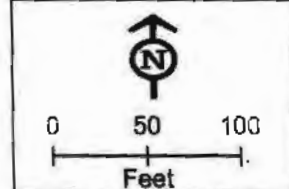
Map created with St. Johns County's iMcp

DISCLAIMER:

This map is for reference use only. Data provided are derived from multiple sources with varying levels of accuracy. The St. Johns County GIS Division disclaims all responsibility for the accuracy or completeness of the data shown herein.

Date: 4/29/2019

LOTS 5,7,8,9,10



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): 5, 7, 9, 11 BLOCK: _____ SUBDIVISION: Chautauque Beach
STREET ADDRESS: 104 7th St. St. Augustine, FL 32080

2. LOCATION: West SIDE OF A1A Beach Blvd
(North, South, East, or West) (Street Name)

BETWEEN 7th and 8th
(Street Name) (Street Name)

3. REAL ESTATE PARCEL NUMBER(S): 169170 0000

4. NAME AND ADDRESS OF OWNER(S) AS SHOWN IN ST. JOHNS COUNTY PUBLIC RECORDS: MSB I LLC 45 Seton Tr Ormond Beach, FL 32126

5. DESCRIPTION OF CONDITIONAL USE: To Build Residential in
a split Commercial / Medium Residential Area

6. LAND USE CLASSIFICATION: Commercial & Medium Density Residential

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:

See attached
Land Use & Aerials showing development patterns.
maps

9. HAS AN APPLICATION FOR CONDITIONAL USE PERMIT BEEN SUBMITTED DURING THE PAST YEAR? Yes () or No (X)

IF YES, WHAT WAS THE FINAL RESULT? _____

10. PLEASE CHECK IF THE FOLLOWING INFORMATION HAS BEEN INCLUDED:

- In process*
- ☒ 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.


(Owner or his/her agent)

104 Seabrook Main St.
(Owner/agent address)

904 495 0400
(Owner/agent phone number)

4/22/19
(Date)

(Applicant or his/her agent)

(Applicant/agent address)

(Applicant/agent phone number)

(Date)

****ALL AGENTS MUST HAVE NOTARIZED WRITTEN AUTHORIZATION****

THE CITY OF ST. AUGUSTINE BEACH
BUILDING AND ZONING DEPARTMENT

PERMIT NO.: CU1219-03 Check # RECEIPT NO.: 11602 DATE: 4-22-2019
NAME OF APPLICANT: James G. Whithouse, St. Johns Law Group
ADDRESS 104 Sea Grove Main Street, St. Augustine Beach
FOR PERMIT ADVERTISING LOCATED AT: 104 7th Street, Fl. 32080
St. Augustine Beach, Fl. 32080

CHARGES

PERMIT FEE: \$250.00 (Account #34120)

ZONING SIGN FEE: \$7.50 (Account #50471)

DATE PAID: 4-22-2019

CHECK NO.: 11602

SIGNED BY: BM



City of St. Augustine Beach

2200 A1A SOUTH
ST. AUGUSTINE BEACH, FLORIDA 32080
WWW.STAUGSBCH.COM

CITY MGR. (904) 471-2122
FAX (904) 471-4108

BLDG. & ZONING (904) 471-8758
FAX (904) 471-4470

Owner's Authorization Form

James Whitehouse and Mike Stauffer is hereby authorized TO ACT ON BEHALF OF

MSB LLC, the owners(s) of the property described in the attached application, and as described in the attached deed or other such proof of ownership as may be required, in applying to St. Augustine Beach, Florida, for an application related to a development, land use, zoning or conditional or special use permit or other action pursuant to an application for:

Residential in a Commercial Zoning

By signing, I affirm that the legal owner(s), as listed on the recorded warranty deed on file with the St. Johns County Clerk of Courts, have been notified of the above application.

I further understand incomplete or false information provided on this form may lead to revocation of permits and/or termination of development activity.

Signature of Owner(s) _____

Printed Name(s) _____

Address of Owner(s) _____

Telephone Number of Owner(s) _____

State of Florida
County of St. Johns

The foregoing instrument was acknowledged before me this ____ day of _____, 20__

by _____, who is personally known _____ or who has produced

identification (type of identification produced) _____

Signature of Notary Public—State of Florida _____

Notary Stamp/Seal/Commission Expiration Date:

CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT
OWNER PERMISSION FORM

TO: BUILDING OFFICIAL
CITY OF ST. AUGUSTINE BEACH
BUILDING DEPARTMENT

DATE: 4/22/2019

FROM: MSB Hotels I LLC
Owner Name

386-255-2577
Phone Number

45 Petan Trail
Address

Ormond Beach FL 32174
City, State, Zip Code

This is to advise you that I hereby give permission to:

James G. Whitcheater, Esq./St Johns Law Group (904) 495-0400
Contractor/Agent Name Phone Number

104 Sea Grove Main Street
Address

St Augustine Beach, FL 32080
City, State, Zip Code

Who is my contractor/agent, to perform the following on my behalf:

Discussions/Applications/etc. in regards to
my properties in St. Augustine Beach, FL

[Signature]
Signature of Owner

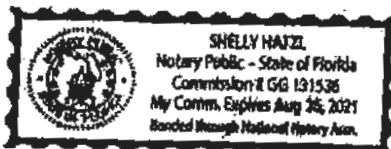
STATE OF FLORIDA
COUNTY OF Volusia

Subscribed and sworn before me this 22 day of April, 20 19 by Manoj Bhodla

who is/are personally known to me or who has/have produced _____ as
Identification.

[Signature]
Signature of Notary Public, State of Florida

NOTARY COMMISSION NO./EXPIRATION/STAMP/SEAL:





St. Johns County, FL

Tax Bill

[My Tax Bill](#)

Estimate Taxes

[Tax Estimator](#)

2018 TRIM Notice

[2018 TRIM Notice](#)

2017 TRIM Notice

[2017 TRIM Notice](#)

Summary

Parcel ID	1691700000
Location Address	104 7TH ST SAINT AUGUSTINE 32080-0000
Neighborhood	Chautauqua Beach (COM) (675.02)
Tax Description*	2-5 CHAUTAUQUA BEACH LOTS 5 & 7 THRU 15 BLK 15 & VAC ALLEY LYING BETWEEN PER ORD #08-01 IN OR3043/1079 OR2984/497 & 3226/1361 <small>*The Description above is not to be used on legal documents.</small>
Property Use Code	Vacant Commercial (1000)
Subdivision	Chautauqua Beach Subdivision of the Anas
Sec/Twp/Rng	34-7-30
District	City of St Augustine Beach (District 551)
Millage Rate	17.0863
Acreage	1.130
Homestead	N

Owner Information

Owner Name	Msb Hotels LLC 100%
Mailing Address	45 SETON TR ORMOND BEACH, FL 32176-0000

Map



Valuation Information

	2019
Building Value	\$0
Extra Features Value	\$0
Total Land Value	\$650,797
Agricultural (Assessed) Value	\$0
Agricultural (Market) Value	\$0
Just (Market) Value	\$650,797
Total Deferred	\$0
Assessed Value	\$650,797
Total Exemptions	\$0
Taxable Value	\$650,797

Values listed are from our working tax roll and are subject to change.

Historical Assessment Information

Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value	Ag (Assessed) Value	Just (Market) Value	Assessed Value	Exempt Value	Taxable Value
2018	\$0	\$0	\$650,797	\$0	\$0	\$650,797	\$650,797	\$0	\$650,797
2017	\$0	\$0	\$650,797	\$0	\$0	\$650,797	\$650,797	\$0	\$650,797
2016	\$0	\$0	\$650,797	\$0	\$0	\$650,797	\$650,797	\$0	\$650,797
2015	\$0	\$0	\$650,797	\$0	\$0	\$650,797	\$650,797	\$0	\$650,797
2014	\$0	\$0	\$650,797	\$0	\$0	\$650,797	\$650,797	\$0	\$650,797
2013	\$0	\$0	\$650,797	\$0	\$0	\$650,797	\$650,797	\$0	\$650,797
2012	\$0	\$0	\$650,797	\$0	\$0	\$650,797	\$650,797	\$0	\$650,797
2011	\$0	\$0	\$720,882	\$0	\$0	\$720,882	\$720,882	\$0	\$720,882
2010	\$0	\$0	\$800,980	\$0	\$0	\$800,980	\$800,980	\$0	\$800,980

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Vacant Commercial	500	100	30782	SF	\$500,208
Vacant Commercial	0	0	18534	SF	\$150,589

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
	2/4/2008	\$0.00	OI	3043	1079	U	V	CITY OF ST AUG BEACH	MSB HOTELS I LLC
8/6/2009	9/18/2007	\$0.00	WD	3226	1361	U	V	PALM ROW DEVELOPMENT LLC	MSB HOTELS 1 LLC
	9/18/2007	\$6,600,000.00	WD	2984	497	Q	V	PALM ROW DEVELOPMENT LLC	MSB HOTELS I LLC
	7/21/2005	\$3,782,000.00	WD	3495	35	Q	V	BISHAI SAMY F	PALM ROW DEVELOPMENT LLC

Area Sales Report

Recent Sales in Area

No data available for the following modules: Exemption Information, Building Information, Extra Feature Information, Sketch Information.

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.

Last Data Upload: 5/27/2019, 10:59:31 PM

Version 2.2.20

Developed by
 Schneider
 GEOSPATIAL



Overview



Legend

- Parcels
- Cities

Parcel ID	1691700000	Physical Address	104 7TH ST	Building Value	N/A	Last 2 Sales			
Property Class	1000 - Vacant Commercial	Mailing Address	SAINT AUGUSTINE	Extra Feature Value	N/A	Date	Price	Reason	Qual
Taxing District	City of St Augustine Beach	Address	MSB HOTELS I LLC	Total Land Value	\$650,797	9/18/2007	\$6600000	01	Q
Acres	1.13		45 SETON TR	Just Value	\$650,797	7/21/2005	\$3782000	05	Q
			ORMOND BEACH FL	Total Deferred	N/A				
			32176-0000	Assessed Value	\$650,797				
				Total	N/A				
				Exemptions					
				Taxable Value	\$650,797				

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.

Date created: 5/26/2019

Last Data Uploaded: 5/27/2019 10:59:31 PM

Developed by  Schneider
GEOSPATIAL

Summary

Parcel ID	1691700000
Location Address	104 7TH ST
Neighborhood	SAINT AUGUSTINE 32080-0000
Tax Description*	Chautauqua Beach (COM) (675.02) 2-5 CHAUTAUQUA BEACH LOTS 5 & 7 THRU 15 BLK 15 & VAC ALLEY LYING BETWEEN PER ORD #08-01 IN OR3043/1079 OR2984/497 & 3226/1361 *The Description above is not to be used on legal documents.
Property Use Code	Vacant Commercial (1000)
Subdivision	Chautauqua Beach Subdivision of the Anas
Sec/Twp/Rng	34-7-30
District	City of St Augustine Beach (District 551)
Millage Rate	17.0863
Acreage	1.130
Homestead	N

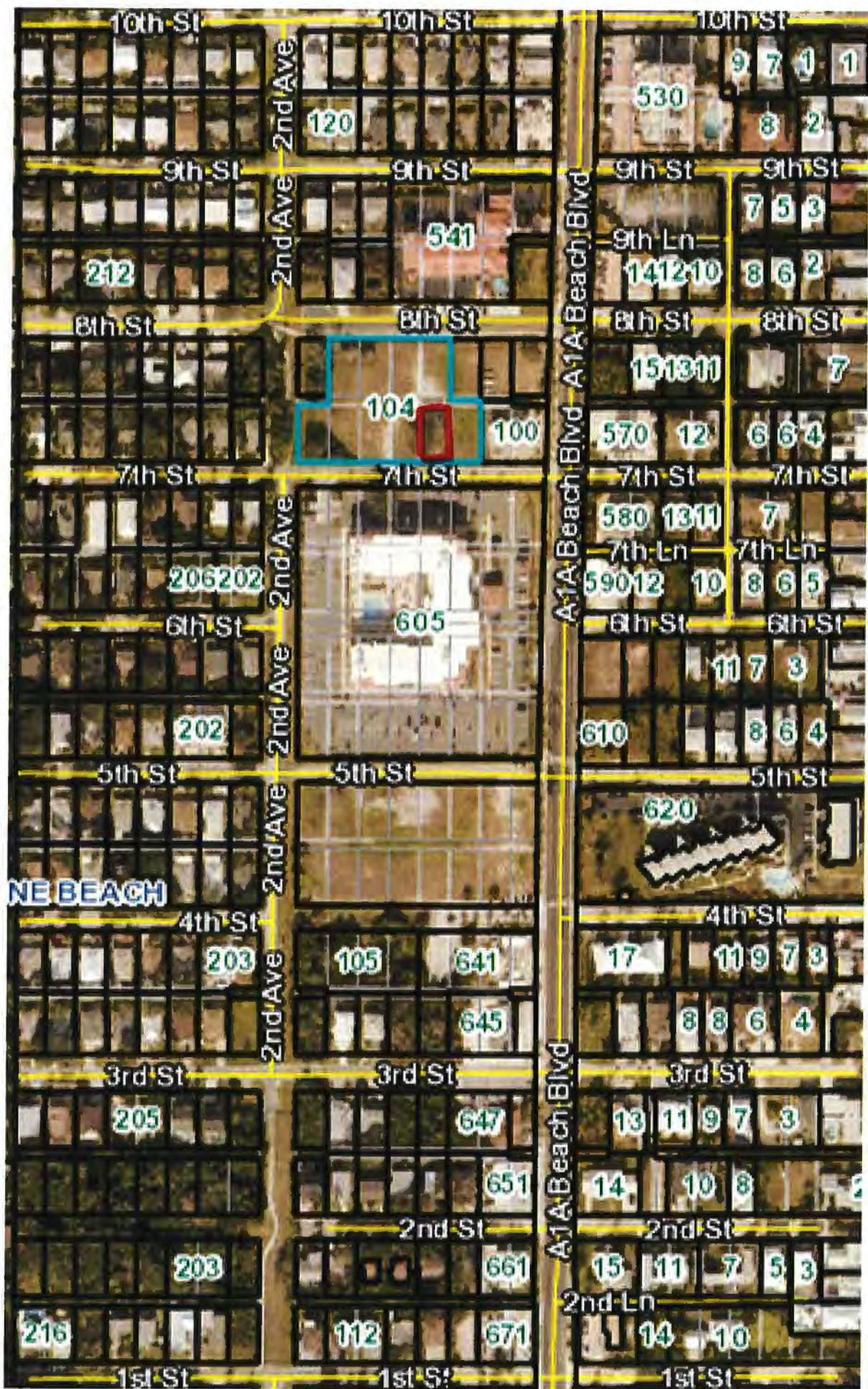
Owner Information

Owner Name	Msh Hotels I LLC 100%
Mailing Address	45 SETON TR ORMOND BEACH, FL 32176-0000

Map







May 13, 2019

Bob Buckmaster, CCIM
Managing Director
Coldwell Banker Commercial Premier Properties
1750 Tree Blvd., Suite 7
St. Augustine, FL 32084
bob@thepremierproperties.com

City of St. Augustine Beach
2200 A1A South
St. Augustine Beach, FL 32080

RE: Conditional Use Permit for Lots 5, 7, 8, 9 & 10 between Seventh and Eighth Street

To Whom It May Concern:

My name is Bob Buckmaster, and I am a State of Florida licensed real estate broker and realtor. I have been licensed for thirty-eight (38) years and I have worked in this area in real estate sales and as a broker for eighteen (18) years. I am the Managing Director for Coldwell Banker Commercial Premier Properties in St. Augustine and my qualifications are as follows:

Certified Commercial Investment Member (CCIM)

I have had the opportunity to review the parcels in question as well as the immediate surrounding area and the beaches area in general, particularly along the boulevard, and based upon my experience in the field and my extensive knowledge of the St. Augustine area, it is my expert opinion that these parcels located off of the commercial boulevard, are extremely limited in their viability for commercial uses. In fact, unless these types of parcels are used in connection with the parcels that front on the boulevard for a single type use, such as for the hotel use to the south, their viability for commercial use would be very limited. It would be very difficult to find a retail for that location and you'd be limited to possible office, multifamily or possible Bed and Breakfast use. Generally, office users require either visibility or grouping in an office park. This fact is not only my opinion, but it is evident as witnessed all along the boulevard and other commercial corridors, thus further limiting commercial use.

I have personally or my business has evaluated and sought to market a number of properties that are similarly located off of the main boulevards and their commercial viability in the market were slim. In most cases the problem is similar to these parcels, that is they are located behind other commercial businesses and the visibility and location for access are not desirable for commercial endeavors.

Moreover, I have had an opportunity to view these parcels in particular and their location tucked behind the automotive commercial business parcels on the boulevard causes their marketability as well as their future use for commercial uses to be a very challenging. Again, in my professional opinion, due to the size / configuration of the properties in question, for which the residential use is sought, a commercial use is not economically viable on these parcels. As the board will note, this fact is borne out up and down the boulevard, particularly on the western side, where the parcels up on the boulevard are in fact commercially viable, and we need to continue to promote them as such, but the parcels located behind and off the boulevard, due to their size and configuration and location, are not economically viable for commercial uses. There are in fact very limited commercial uses on these types/size/location parcels on any of the streets.

In summary, in my professional opinion, based upon my experience in the field and knowledge of the area, the parcels located between Seventh and Eighth Street, Lots 5, 7, 8, 9 & 10, are not economically viable for a commercial use and the sought residential uses are the most appropriate for these parcels given their size, location and configuration as platted by the city.

Sincerely,

Bob Buckmaster

Bob Buckmaster, CCIM
Managing Director, Coldwell Banker Commercial Premier Properties
1750 Tree Blvd., Suite 7
St. Augustine, FL 32084
bob@thepremierproperties.com

MEMO

To: Max Royle, City Manager
From: Bonnie Miller, Executive Assistant
Subject: Conditional Use File No. CU 2019-03
Date: Wednesday, May 22, 2019


Please be advised that at its regular monthly meeting held Tuesday, May 21, 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 five single-family residences on five lots in a commercial land use district at 104 7th Street, St. Augustine Beach, Florida, 32080.

The application was filed by James G. Whitehouse, Esquire for St. Johns Law Group, 104 Seagrove Main Street, St. Augustine Beach, Florida, 32080, agent for MSB Hotels I LLC, 45 Seton Trail, Ormond Beach, Florida, 32176, per Sections 3.02.02 and 10.03.00-10.03.03 of the City of St. Augustine Beach Land Development Regulations, PERTAINING TO CHAUTAUQUA BEACH SUBDIVISION, LOTS 5, 7, 8, 9, AND 10, REAL ESTATE PARCEL NUMBER 169170-0000, AKA 104 7TH STREET, SECTION 34, TOWNSHIP 7, RANGE 30, AS RECORDED IN MAP BOOK 2, PAGE 5, OF THE PUBLIC RECORDS OF ST. JOHNS COUNTY, FLORIDA.

Ms. Sloan made the motion to recommend the City Commission approve this conditional use application for new construction of five single-family residences on the five lots described above in a commercial land use district, subject to the condition that construction of said single-family homes comply with the regulations for medium density residential land use districts per the City's Land Development Regulations regarding setbacks, lot coverage and impervious surface ratio coverage. Ms. Sloan's motion was seconded by Ms. Odom and passed 5-2 by the Board by roll-call vote, with Ms. West, Ms. Sloan, Mr. Pranis, Mr. King, and Ms. Odom assenting, and Ms. Longstreet and Mr. Mitherz dissenting.

MEMORANDUM

TO: Mayor George
Vice Mayor England
Commissioner Kostka
Commissioner Samora
Commissioner Rumrell

FROM: Max Royle, City Manager 

DATE: May 23, 2019

SUBJECT: Consideration of Request to Vacate Alley on East Side of Boulevard in Block 9, Chautauqua Beach Subdivision

INTRODUCTION

At your May 6th meeting, you held a public hearing on Ms. Laurie Sage Royal's request that the alley in Block 9 between 2nd and 3rd Street on the east side of A1A Beach Boulevard be vacated. During the discussion, there was the question of whether a section of the alley closest to the Boulevard had been vacated in the past. This question is important because the alley ends at the beach. Section 18-54 of the City Code states that streets and alleys that provide access to the beach cannot be vacated. If the western section of the alley had been vacated in the past, then Section 18-54 would not apply because there was no way for the public to get access to the alley. The conclusion of your discussion on May 6th was to table the matter until research could be done as to who owns the western part of the alley.

ATTACHMENTS

Attached for your review is the following information:

- a. Pages 1-2, the minutes of that part of your May 6th meeting when you discussed Ms. Laurie Sage Royal's request.
- b. Page 3, an email from the City Attorney with the results of his search of the public records as to who owns the western section of the alley.
- c. Pages 4-13, information that was provided to you for your discussion at the May 6th meeting.

ACTION REQUESTED

In light of what the City Attorney has found, the action requested is that you approve the vacation of the alley in Block 9, Chautauqua Beach subdivision. Mr. Wilson can then prepare an ordinance for first reading at your July 1st meeting.

FROM MINUTES OF CITY COMMISSION MEETING, MAY 6, 2019

IX. PUBLIC HEARINGS

1. Request by Laurie Sage Royal for City to Vacate Alley on East Side of Boulevard between 2nd and 3rd Streets; Block 9, Chautauqua Beach Subdivision (Presenter: Brian Law, Building Official)

Mayor George introduced Item 1 and asked Building Official Law to give a staff report.

Building Official Law explained that this application is to vacate a portion of the alleyway, but he recommends denial based on the City's code. He explained that the public cannot go through the alleyway from A1A Beach Boulevard and provided the Commission with the Comprehensive Plan and the City's codes on vacating alleyways. He commented that the Comprehensive Planning and Zoning Board recommended 7 to 0 to vacate the alleyway.

Mayor George asked what makes the lot permanently not an alleyway.

Building Official Law advised that lot 13 was already vacated, which is behind the lot in question. He commented that the public cannot walk from the sidewalk easterly. He explained that the public would have to go through private property to continue down the alleyway.

Mayor George asked how it was vacated backwards.

Building Official Law explained that the lot proposed was not in the Property Appraiser's description of the property of the vacated alleyway, but the building was built in 1991 and it predates the City's codes.

Mayor George advised that the building is not on the alleyway.

Building Official Law agreed; however, he said he would question it if it came through the permitting process because he is not sure of the rear lot line. He commented that the City Code is very clear that no alleys be vacated if it leads to the beach, but in this case, the public would not be able to get through without going on private property.

Commissioner Samora asked if a portion of the alleyway has been vacated.

Building Official Law advised no, just one property.

Mayor George remarked that if there is no official conveyance on record the property owners have no legal entitlement, then it would not be the property owners.

Building Official Law advised that the GIS system runs off the Property Appraiser's records and usually it would have an ordinance associated with the conveyance, but this property does not.

Vice Mayor England asked if the permanent structure encroached into the alley.

Building Official Law advised based on the aerial picture, it does not. The Commission would have to make the determination whether the alleyway had been vacated back in 1991 or not.

Mayor George commented that she does not mind considering the request; however, she is not comfortable making a policy decision of opening the possibilities of vacating alleys in contradiction to our current code or acting upon a guess as to whether there is actual vacation of the alley. She suggested having City Attorney Mulligan to research whether the property owners have ownership of that portion of the alleyway.

City Attorney Mulligan explained that a quick title search on his phone revealed that the Property Appraiser's Office did start to include a vacated portion of the road, but it looks inconsistent in his opinion.

Commissioner Rumrell advised that he walked the alleyway and he would have had to walk on private property to get through.

Mayor George advised that she was not clear whether the property owners own the alleyway. She suggested tabling this item until more research can be done on who owns that portion of the alleyway. She also explained that she would not want to jeopardize the beach renourishment grant by starting to vacate alleyways that leads to the beach, unless the Commission wants to rethink the policy of prohibiting vacating alleys east of the Boulevard but advised that that subject was not in front of the Commission at this meeting.

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

Laurie Sage Royal, 1729 Old Beach Road, St. Augustine Beach, FL, advised that she owns the property at 10 2nd Street. She explained that she asked to vacate the alleyway because she had been maintaining it. She remarked that when she found out that part of it may have been vacated or never was a part of the alley, she thought it might have a chance in passing. She commented that if the public could not get through the alleyway, then she would like to maintain it.

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

Commissioner Rumrell agreed with Mayor George in tabling the item until research could be done on who owns the property.

It was the consensus of the Commission to table this until City Attorney Mulligan can research the property to see who owns the alleyway.

Mayor George moved on to Item 2.

Max Royle

From: Jim Wilson <jim@coquinalawgroup.com>
Sent: Wednesday, May 22, 2019 4:53 PM
To: Max Royle
Cc: Beverly Raddatz
Subject: RE: 19-01 EXHIBIT A

19-09 will be finished in the morning.

Regarding the alley, we have pulled up old deeds and cannot find anything that references any abandonment by the city or county, making it likely that it was done before the city was created. In any event, there are a number of lot splits, shared ownership of pump facilities and other items scattered around the lots in question that would give a title agent nightmares. However, the property appraiser clearly shows that a portion of the alley on the west side is under at least two, if not three owners and there seems to be private improvements in those areas, meaning that the public cannot access the ocean from any public property. In that event, the city can and has abandoned portions of alleys that no longer provide public access to the beaches.

From: Max Royle <mroyle@cityofsab.org>
Sent: Wednesday, May 22, 2019 4:21 PM
To: Jim Wilson <jim@coquinalawgroup.com>
Cc: Beverly Raddatz <braddatz@cityofsab.org>
Subject: RE: 19-01 EXHIBIT A

Thanks, muchly. Only two more items left for the 6-10 meeting.

First, Ordinance 19-09, to change parking regs in Chapter 19 of the City Code, including to prohibit overnight parking on public property.

Second, your opinion as to who owns the alley in Block 9, Chautauqua Beach subdivision. This was on the agenda for the 5-6 meeting. The western part of the alley may be vacated but that's not clear. The alley goes to the beach and our Comp Plan says it can't be vacated, but part of it might have been vacated by the County before the City was a city. Public alley to vacate the alley is on the agenda for the 6-10 meeting.

Max

City of St. Augustine Beach Building and Zoning Department

2200 A1A SOUTH ST. AUGUSTINE BEACH, FLORIDA 32080

WWW.STAUGBCH.COM

BLDG. & ZONING (904)471-8758 FAX (904) 471-4470

To: Comprehensive Planning & Zoning Board
From: Brian Law
CC: Bonnie Miller
Date: 04-09-2019
Re: Vacating Alley between 10 2nd street and 11 3rd street east of A1A Beach Boulevard

There is an application for the vacation of the alley between 2nd and 3rd street east of A1A Beach Boulevard. This application has been sent to the St. Johns County Utility Department, City of St. Augustine Beach Public Works Department, City of St. Augustine Beach Police Department. The utility department and Public Works have no objection to this request, at the time of the is memo no response has been received from the Police Department. I am including the sections of the various city codes for the Board's convenience:

CITY CODE

Sec. 18-53. - Processing of application.

(a) Action by the building department . Upon receipt of the application and the fee, the building department shall review the application for completeness and for compliance with the requirements of this article. The building department may reject the application if a similar application for the same property has been considered at any time within six (6) months of the date when the later application is submitted. Upon proper submittal, the building department shall proceed as follows:

- (1) Advise the public works director, fire chief, police chief, and various utility authorities and companies, including Cable-TV, of the application by forwarding a copy thereof to their attention and request their review and recommendations for approval or disapproval thereof, which shall be made to the building department within twenty (20) days of the date the notice is sent by the department.
- (2) Schedule the applicant's request for the vacation for a hearing before the comprehensive planning and zoning board within thirty (30) days after the expiration of the deadline for comments to be received from the public works director, police chief, fire chief, and various utility companies and authorities.
- (3) Notify by regular mail the applicant and owners of the real property bounding and abutting the property sought to be vacated of the date of the hearing before the comprehensive planning and zoning board at least fifteen (15) days before the meeting. The names of the owners are to be the same as certified, sworn to and provided by the applicant seeking the vacation.
- (4) Provide the members of the comprehensive planning and zoning board with copies of the application, all other relevant materials, and a recommendation to approve or not approve from the building official, who shall also provide the reasons for his recommendation. The building official shall determine and certify if true that the property sought to be abandoned or vacated:
 - a. Was not acquired or dedicated for state, county or federal highway purposes;
 - b. Was not acquired or dedicated for utility purposes;
 - c. Does not provide access to the ocean and/or beach, or other recreational resource;
 - d. Does not provide access to public drainage facilities.
- (5) Notify the general public of the vacation request by publishing notice in a newspaper of general circulation in St. Johns County of the date and time of the public hearing by the comprehensive planning and zoning board at least fifteen (15) days before the meeting.
- (6) Forward to the city manager the recorded vote taken by the comprehensive planning and zoning board on the application, and all other relevant materials concerning the application.

(b) Action by the city manager . Upon receiving the application materials and recorded vote of the comprehensive planning and zoning board, the city manager shall:

within sixty (60) days of the receipt of the materials from the building department.

(2) Notify the general public of the vacation request by publishing notice in a newspaper of general circulation in St. Johns County of the date and time of the public hearing by the city commission at least fifteen (15) days before the meeting.

(c) Action by the city commission. At its meeting, the city commission shall consider the reports and recommendations on the application for abandonment or vacation as described above from the comprehensive planning and zoning board, and shall, after due consideration, make a preliminary decision to grant with or without modifications the application, or make a final decision to deny the application, in accordance with the best interest of the public welfare.

(1) If the city commission makes a preliminary decision to approve of the abandonment or vacation, then the city attorney shall prepare a proposed ordinance which shall contain a full legal description of the property to be vacated or abandoned, and which shall have as an exhibit a page from a legal plat book or map showing the exact location of the property to be vacated or abandoned.

(2) The procedure for adoption of such ordinance shall follow the usual city requirements, with two (2) readings, the second of which is to be done at a public hearing that has been advertised in a newspaper of general circulation in St. Johns County.

(Ord. No. 16-02, § 1, 5-9-16)

Sec. 18-54. - Power to vacate.

(a) No city property which provides access to the ocean, beach, or other recreational resource will be vacated.

(b) A portion of a street or alley lying between two (2) intersecting streets shall not be vacated unless the entire portion of the street or alley between such intersecting streets is vacated.

(c) Subject to subsections (a) and (b) above, the city commission in its discretion, is authorized to vacate, abandon, discontinue and close any street, alley or special purpose easement of the city, or any portion thereof, other than a state, county or federal road or highway, and to renounce and disclaim any right of the city and the public in and to any land in connection therewith, and further to renounce and disclaim any right of the city and the public in and to the same whether acquired by purchase, gift, devise, dedication, prescription, or by recordation of a map or plat.

COMPREHENSIVE PLAN

Policy CC.1.1.2

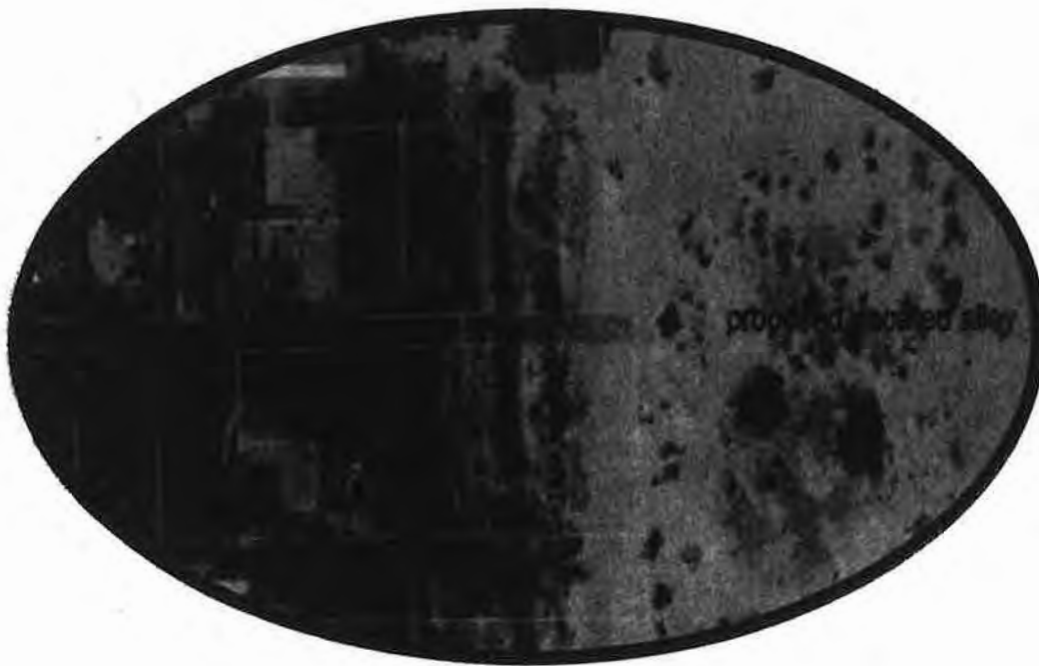
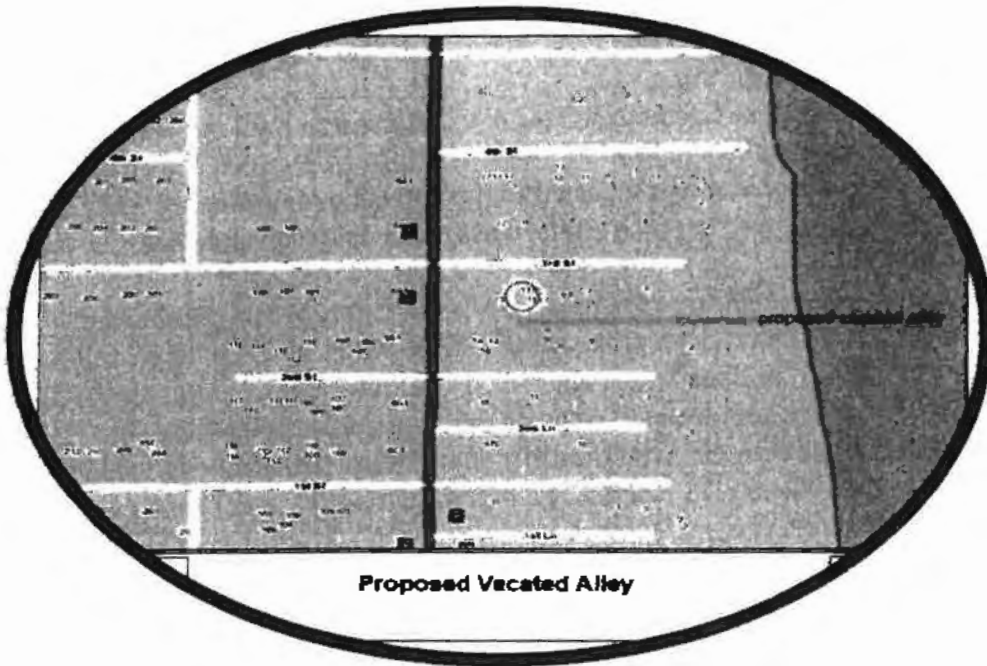
St. Augustine Beach will not vacate any more easements, walkways and other access points to beaches and shores except when the aggregation of land provides more linear feet and parking spaces.

This application does indeed vacate an alley that leads to the ocean contrary to section 18-54 (a) of the Cities code and policy CC.1.1.2 and as such the Building and Zoning Department must recommend denial of this application in accordance with the current codes. I am including Arial imagery from the St. Johns County GIS department from 2016 for the board's convenience.

Sincerely

Brian Law

Brian Law CBO, CFM, MCP
Director of Building and Zoning



APPLICATION FOR VACATING STREET/ALLEY/EASEMENT
CITY OF ST. AUGUSTINE BEACH, FLORIDA

APPLICATION AND ZONING SIGN FEE: \$257.50

DATE:

2-27-2019

NAME OF APPLICANT:

LAURE

~~LAURE~~

SAGE

Royal

ADDRESS:

1729 Old Beach Rd

PHONE:

904 238-9797

LEGAL DESCRIPTION OF ALLEY/STREET TO BE
VACATED:

LOCATION: ON

North

SIDE OF

10 2nd St

BETWEEN

10 2nd St

AND

9-11 3rd St

RECORDED IN MAP BOOK: PAGE(S): OF THE PUBLIC RECORDS
OF

ST. JOHNS COUNTY, FLORIDA

REASON FOR VACATION OR ABANDONMENT OF
STREET/ALLEY/EASEMENT:

* OWNERS

CAN MAINTAIN

property

* A PORTION OF

Alley has already been

Vacated so no thru-way

is possible

THE FOLLOWING ITEMS ARE INCLUDED WITH THIS APPLICATION:

(X) PLAT, MAP OR LOCATION DRAWING OF ALLEY/STREET TO BE VACATED

(X) NAMES AND ADDRESS OF OWNERS OF REAL PROPERTY ABUTTING AND

Sworn to (or affirmed) and subscribed before me this 27th day of Feb.
2019, by Laurie Sage Royal
who is personally known to me ✓ or who has produced identification _____



Bonnie Jean Miller
NOTARY PUBLIC
STATE OF FLORIDA
Comm# FFM42381
Expires 3/30/2020

Type of identification produced _____

Bonnie Miller Bonnie Miller
Signature of Notary Public--State of Florida Name of Notary Public Typed, Printed or Stamped

FEE CHARGES

VACATING ALLEY/STREET APPLICATION FEE: \$250.00 (Acct.
#34120)

ZONING SIGN FEE: \$7.50 (Acct.
#50471.515)

DATE PAID: 2 27 2019 CASH/CHECK #: 1165

RECEIVED BY: B Miller RECEIPT #: 31063
3

✓) STAMPED AND ADDRESSED ENVELOPES OF OWNERS OF REAL PROPERTY
ABUTTING AND ADJOINING THE ALLEY/STREET TO BE VACATED

() OTHER RELEVANT INFORMATION WHICH MAY BE REQUIRED BY THE CITY:

NAME:

ADDRESS:

1.

Starr Park *see Attached*

2.

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

Per Ordinance No. 15-05, Section 18-51(e) of the St. Augustine Beach Code, which is attached to this application, the names and addresses of the owners of the real property bounding and abutting the property for which the vacation is requested and shall be taken from the current tax assessment roll. The written consent of each owner shall be obtained by the applicant and filed upon application with the office of the City Manager, but if 100% of the real property owners do not sign written consent, then a minimum of 70% of the real property owners must sign a written consent and the applicant must demonstrate that the vacation will not adversely affect nor negatively impact those property owners who have not signed a written consent, which demonstration may necessitate the applicant obtaining the opinion of a traffic engineer, surveyor or other professional. Nothing about this subsection changes the way in which vacated streets, alleys and/or easements vest property rights.



2-27-19

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE BEACH, FLORIDA, AMENDING THE CITY CODE, CHAPTER 18, STREETS AND SIDEWALKS, ARTICLE III, PROCEDURES FOR VACATING STREETS, ALLEYS AND EASEMENTS, AMENDING SECTION 18-51, APPLICATION REQUIRED; FORM; SPECIFICALLY AMENDING SUBSECTION 18-51(e), REGARDING THE WRITTEN CONSENT OF OWNERS ABUTTING THE VACATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF ST. AUGUSTINE BEACH, FLORIDA:

Section 1. Chapter 18, of the Code of the City of St. Augustine Beach, Florida, regulating Streets and Sidewalks, Article III, Procedures for Vacating Streets, Alleys and Easements, Section 18-51, Application Required; Form, be, and the same is hereby amended to specifically amend Subsection 18-51(e), as follows:

(e) The names and addresses of the owners of the real property bounding and abutting the property for which the vacation is requested. The names and addresses shall be taken from the current tax assessment roll. The written consent of each owner shall be obtained by the applicant and filed with the office of the city manager prior to final passage of any ordinance vacating any street, alley or other public easement. If 100% of the real property owners do not sign written consent, then a minimum of 70% of the real property owners must sign a written consent and the applicant must demonstrate that the vacation will not adversely affect nor negatively impact those property owners who have not signed a written consent, which demonstration may necessitate the applicant obtaining the opinion of a traffic engineer, surveyor or other professional. Nothing about this subsection changes the way in which vacated streets, alleys and easements vest property rights.

Section 2. Other Code Sections Unchanged. Any section or sections of the Code of the City of St. Augustine Beach not specifically modified herein shall survive in full force and effect and remain unchanged unless a conflict arises in which case this Ordinance shall control.

Section 3. Severability. If any phrase, clause, sentence, subsection, section, 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 phrases, clauses, subsections, or provisions of this Ordinance.

Section 4. Codification. Other than Section 1 hereof, this Ordinance shall not be codified, but a copy of this Ordinance shall be maintained in the offices of the City Manager.

Section 5. This ordinance shall take effect ten days following passage.

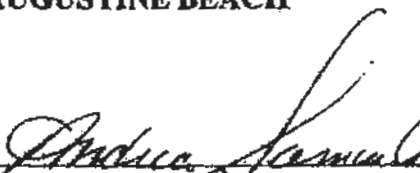
PASSED by the City Commission of the City of St. Augustine Beach, Florida, upon
Second Reading this 28 day of September, 2015.

**CITY COMMISSION OF THE CITY OF
ST. AUGUSTINE BEACH**

ATTEST


City Manager

By:


Mayor-Commissioner

First reading: August 3, 2015

Second reading: September 28, 2015

ALREADY

The Grodes / 13 3rd - Letter Submitted
PO Box 547 Lot 16 of W 10 ft. of N. 1/2 Well lot lying east
Trego MT 59934 of lots 15 & 16

Beach House LLC / 7 3rd - Letter Submitted,
620 Palencia Club Dr Lot 10
Unit 105
St. Augustine FL 32095

Colin Kelber - Letter submitted ✓
3 3rd St W 6 ft. lots A & 2
St. Augustine FL 32080 All lots 4 & 6

Maurice Baehr / 1 3rd - Letter submitted,
753 High Point Circle Lots A & 2
Langhorne PA 19047

Jerry Gruber / 9 and 11 3rd - Letter submitted ✓
11 3rd Street Unit A Lots 10 & 12
ST. Augustine FL 32080

Melissa and David Ott Letter submitted ✓
8 2nd St Lot 7 East 45 ft.
St. Augustine FL 32080

Rhonda/Charles Adams / 12 2nd Street - Letter Submitted ✓
6304 N Queensway Dr W 20 ft Lot 11 & 5 1/2
Temple Terrace FL 3617 of Well lot lying west

Sheri Price / 2 2nd Street - Letter submitted ✓
PO box 403 Lots B, 1, 3, & 5
Loganville GA 30052

Theo Fontianos ^{OWNER} 14 2nd - ALREADY VACATED
8 9th St Unit 4
St. Augustine FL 32080 Lots 15 & 17

Laurie Sage Royal 10 2nd Street Letter submitted- Applicant
1729 Old Beach Rd
St. Augustine FL 32080 Lots 7, 9, & 11 ✓

MEMO

To: Max Royle, City Manager
From: Bonnie Miller, Executive Assistant
Subject: Vacating Alley File No. V 2019-01
Date: Wednesday, April 17, 2019

Please be advised that at its regular monthly meeting held Tuesday, April 16, 2019, the City of St. Augustine Beach Comprehensive Planning and Zoning Board voted unanimously to recommend the City Commission approve an application to vacate the remainder of a partially vacated 15 (fifteen)-foot-wide alley in Block 9 of Chautauqua Beach Subdivision between 2nd Street and 3rd Street, on the east side of A1A Beach Boulevard.

The application was filed by Laurie Sage Royal, 1729 Old Beach Road, St. Augustine, Florida, 32080, PERTAINING TO A STRIP OF LAND IN BLOCK 9, CHAUTAUQUA BEACH SUBDIVISION, BEING ALL THAT STRIP OF LAND LYING EAST OF THE WEST LINE OF SAID BLOCK 9, WEST OF THE EAST LINE OF SAID BLOCK 9, NORTH OF THE NORTH LINE OF LOT B, LOT 3, LOT 5, LOT 7, LOT 9, LOT 11, LOT 13, LOT 15, AND LOT 17, AND SOUTH OF THE SOUTH LINE OF LOT A, LOT 4, LOT 6, LOT 8, LOT 10, LOT 12, LOT 14, AND LOT 16, ALL IN SECTION 34, TOWNSHIP 7, RANGE 30, AS RECORDED IN MAP BOOK 2, PAGE 5, OF THE PUBLIC RECORDS OF ST. JOHNS COUNTY, FLORIDA, located north of 2nd Street, south of 3rd Street, east of A1A Beach Boulevard and west of the Atlantic Ocean, per Article III, Sections 18-50--18-56 of St. Augustine Beach Code, as amended by Ordinance No. 15-05.

The motion to recommend the City Commission vacate the unvacated portion of the 15 (fifteen)- foot-wide alley described above, was made by Mr. Kincaid and seconded by Ms. Sloan, based on the fact that the City's Public Works Department and other utilities and agencies involved recommend approval because the proposed alley vacation will not impede anything. The motion was passed 7-0 by the Board by unanimous voice-vote.

MEMORANDUM

TO: Mayor George
Vice Mayor England
Commissioner Kostka
Commissioner Samora
Commissioner Rumrell

FROM: Max Royle, City Manager 

DATE: May 13, 2019

SUBJECT: Ordinance 19-06, Second Public Hearing and Final Reading: To Allow the Setting of Building Permit and Related Fees by Resolution

BACKGROUND

In the past, fees charged by the City have been adopted by ordinance. Any changes to them have required the adoption of another ordinance, with the usual public hearing or hearings. This has meant additional expenses to the City for legal advertising.

Mr. Law proposes that the fees charges by his department by adopted by resolution, which the City Commission can approve, not approve, or approve with changes. Attached as Page 1 is a brief memo, in which he explains his proposal.

For your April 1st meeting, the City Attorney prepared the attached ordinance, 19-06 (pages 2-3), which you approved on first reading.

The Planning Board reviewed Ordinance 19-06 at its April 16th meeting, and by unanimous vote recommended to you that it be approved. That recommendation is stated in the attached memo (Page 4) from the Building Department's Executive Assistant, Ms. Bonnie Miller.

You held the first public hearing on the Ordinance at your May 6th meeting, when you passed it on second reading.

ACTIONS REQUESTED

They are two:

First, that you hold the second public hearing for Ordinance 19-06 and that you adopt it on its third and final reading.

Second, that you approve Resolution 19-02, which establishes the fees for building permits and other related City services and is attached with a memo from the Building Official as pages 5-12.



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

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 IN 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: April 1, 2019

Second Reading: May 6, 2019

MEMO

To: Max Royle, City Manager
From: Bonnie Miller, Executive Assistant
Subject: Ordinance No. 19-06
Date: Wednesday, April 17, 2019

Please be advised at its regular monthly meeting held Tuesday, April 16, 2019, the City of St. Augustine Beach Comprehensive Planning and Zoning Board voted unanimously to recommend the City Commission approve passage of Ordinance No. 19-06 on final reading.

Passed on first reading by the City Commission at its April 1, 2019 regular monthly meeting, Ordinance No. 19-06 amends Sections 3.09.00 and 13.00.00.B of the City's Land Development Regulations for the establishment by resolution adopted by the City Commission of application and inspection fees for transient lodging establishments and fees for building permits, tree removals, planning and zoning applications, comprehensive plan amendments, final development plans, mixed use developments, and storm water management review.

The motion to recommend the City Commission approve passage of Ordinance No. 19-06 on final reading was made by Ms. Sloan, seconded by Mr. Kincaid, and passed 7-0 by the Board by unanimous voice-vote.

City of St. Augustine Beach Building and Zoning Department

2200 A1A SOUTH ST. AUGUSTINE BEACH, FLORIDA 32080

WWW.STAUGBCH.COM

BLDG. & ZONING (904)471-8758 FAX (904) 471-4470

To: Max Royle
From: Brian Law
CC: Bonnie Miller
Date: 04-09-2019
Re: Resolution to adopt new fee schedule

This resolution is to adopt a new consolidated fee schedule that allows the Building and Zoning Department to update fees via resolution rather than the traditional method of ordinances. The new fee schedule (exhibit A) shows the changes in the fee schedule in red as compared to the black text reflecting the existing schedule. This new fee schedule when approved will have the changes accepted in the Microsoft Word program and will be posted on the Building and Zoning webpage.

Sincerely

Brian Law

Brian Law CBO, CFM, MCP
Director of Building and Zoning

RESOLUTION NO: 19-02

**CITY OF ST. AUGUSTINE BEACH
ST. JOHNS COUNTY**

**RE: ESTABLISHING FEES FOR BUILDING
PERMITS AND OTHER RELATED CITY
SERVICES**

WHEREAS, fees for building permits and other related city services have been set by City ordinance for many years; and

WHEREAS, the process for amending or changing the fees by ordinance is time-consuming, unwieldy and requires expensive advertising when the city desires to change the fees; and

WHEREAS, adoption of the fees by resolution is faster, more efficient and does not require unnecessary expenditure of City funds; and

WHEREAS, the City Commission of the City of St. Augustine Beach has passed an ordinance authorizing that fees be established by resolution;

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE
CITY OF ST. AUGUSTINE BEACH, FLORIDA, IN REGULAR SESSION ASSEMBLED:**

The City Commission of the City of St. Augustine Beach hereby establishes and adopts the fees for building permits, applications, inspections, tree removal, plans and applications, comprehensive plan amendments, file developments, mixed-use developments, and stormwater management plan review as contained within Exhibit A, which is attached hereto.

RESOLVED AND DONE, this 10th day of June 2019 by the City Commission of the City of St. Augustine Beach, St. Johns County, Florida

Undine C. George, Mayor

ATTEST:

Max Royle, City Manager

City of St. Augustine Beach Schedule of Fees and Services Building and Zoning Department

Impact Fees As established by ordinance of St. Johns County and interlocal agreement

BUILDING PERMIT FEES

Issuance of a permit-----\$15.00

Total Valuation -----Fees

\$1,000 or less \$27.00

\$1,001 to \$50,000 \$33.00 for the first \$1,001.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof to and including \$50,000.

\$50,001 to \$100,000 \$376.00 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof to and including \$100,000.00

\$100,001 to \$500,000 \$719.00 for the first \$100,000.00 plus \$6.00 for each additional \$1,000.00 or fraction thereof to and including \$500,000.00.

\$500,001 and up \$3,119.00 for the first \$500,000 plus \$5.00 for each additional \$1,000.00 or fraction thereof.

Note: Those projects that elect to use private provider services receive a 10% reduced permit fee (reduction must be claimed prior to permit issuance)

Basic valuations for permitting fees. Valuations for permitting fees shall be determined as follows:

Single Family Residential and Multifamily Residential-----\$125.00 per square foot for living space,\$64.00 per square foot for garages,\$40.00 per square foot for patio and open space

Residential, hotels, assisted care facilities---\$150.00 per square foot, \$76.00 for pool house and storage

Mercantile-----\$106.00 per square foot

Business-----\$150.00 per square foot

Assembly: Restaurants, Bars-----\$160.00 per square foot

Swimming Pools----based on cost using Total Valuation Table

Any use not shown will be based on current ICC Building Code Valuation Table

Revision fee-----\$53.00 minimum or \$53.00 per hour

New House on lot after permit issuance-----Full plan review fee

Pre-built storage sheds-----Based on cost using Total Valuation Table

Moving of any structure-----\$100.00

Demolition (Interior/exterior)-----\$100.00

Plan Review-----½ of Building Permit Fee

Note: Those projects that elect to use private provider services receive a 15% reduced plan review fees.

State Surcharge-----Based on current State Requirements

Exhibit A

Service Change-----\$40.00

Additions and Repairs-----\$40.00

Sign Lighting-----\$30.00

Swimming Pool Electrical-----\$30.00

PLUMBING

Issuance of permit-----\$15.00

Base permit fee-----\$15.00

Each fixture including floor drains, traps, etc.

Residential-----\$5.00

Commercial-----\$6.00

Sewer replacement-----\$40.00

Sprinkler systems (landscaping)-----\$40.00

Re-pipe-----\$40.00

TREE REMOVAL

Dead Tree(s)-----No charge

Damaged or deemed a hazard-----\$45.00 per tree inspection for trees over 6" DBH

Replacement and mitigation-----See section 5.01.03 of the Land Development Regulations

After the fact permits-----See section 5.01.05 of the Land Development Regulations

PLANNING & ZONING APPLICATIONS

Advertising Sign-----\$7.50

Application for Variance or Conditional Use-----~~\$250.00~~ 400.00 plus advertising sign and all other costs except legal advertising

Appeal Application (Building Official or Planning & Zoning Board)-----\$300.00

Alley Vacating-----~~\$200.00~~ 300.00 plus advertising sign

Home Occupation application-----~~\$50.00~~ 100.00 plus advertising sign

Land Use Map-----Actual Production Cost

Land Development Code-----\$0.15 per page

Comprehensive Plan-----\$0.15 per page

Zoning Certification Letters for title search, Open Permit search, Code Enforcement Search-----~~\$25.00~~ 50.00

Mixed Use Development Review

Application Fee----- \$157.50-\$300.00 plus advertising sign

Appeal to the City Commission-----\$100.00

Exhibit A

Initial Inspection (Payable at the Building & Zoning Department)-----~~\$40.00 (includes a follow up inspection if required, if 3 or more violations exist at the time of the follow up inspection an additional \$50.00 shall be made for any required inspection)~~100.00


Annual Re-inspection-----\$100.00

Reinspection Fees-----\$53.00

Extra inspection (uncorrected re-inspection items)----- Double the re-inspection fee

MEMORANDUM

TO: Mayor George
Vice Mayor England
Commissioner Kostka
Commissioner Samora
Commissioner Rumrell

FROM: Max Royle, City Manager 

DATE: May 22, 2019

SUBJECT: Ordinance 19-07, Public Hearing and Final Reading, Regarding Business Tax Receipts:
Updating Classification Titles and Increasing Fees

Attached is a brief memo from the City Clerk, Ms. Raddatz, in which she provides a brief background of the Ordinance.

ACTIONS REQUESTED

Ordinance 19-07 had its first reading at your May 6th meeting. We ask that you hold the public hearing and adopt the Ordinance on its second and final reading.



CITY OF ST. AUGUSTINE BEACH

Date: June 1, 2019

To: Mayor George
Vice Mayor England
Commissioner Kostka
Commissioner Rumrell
Commissioner Samora

From: Beverly Raddatz, MMC, City Clerk *BR*

Subject: Business Tax Receipts

Background:

At the May 6, 2019 Regular Commission meeting, the Commission reviewed Ordinance 19-07 regarding business tax receipts and discussed several changes to the ordinance for first reading. It was requested that any strikethrough business tax receipt categories under \$26.25 be deleted, but to keep all the business tax receipts that were over \$26.25. It was also noted that Category 15 should be changed to billiards instead of billboards.

Analysis:

Staff updated the categories as requested and increased the fees by five percent.

Budget Analysis:

Business tax receipts under the proposed ordinance will increase approximately five percent.

Recommendation:

It is the recommendation of staff to adopt proposed Ordinance 19-07 for second reading.

ORDINANCE NO: 19-07

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE BEACH, FLORIDA, AMENDING CHAPTER 12, LICENSES, TAXATION AND MISCELLANEOUS BUSINESS REGULATIONS, SECTION 12-67, AMOUNTS, BY RAISING THE COSTS OF SUCH REGULATIONS IN AN AMOUNT PERMISSABLE BY FLORIDA LAW; PROVIDING FOR INCLUSION IN THE CODE OF THE CITY OF ST. AUGUSTINE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Florida law limits the amounts a city can increase business tax receipts on an annual basis; and

WHEREAS, the city of St. Augustine Beach has not made any changes to the amount charged for business tax receipts in many years; and

WHEREAS, the adoption of this ordinance will allow the city to cover its costs of issuing the tax receipts; and

WHEREAS, the City Commission of the City of the City of St. Augustine finds it appropriate that the charges for such business tax receipts be brought up to date to the extent allowed by law;

NOW, THEREFORE, BE IT ORDAINED BY CITY COMMISSION OF THE CITY OF ST.AUGUSTINE BEACH, FLORIDA, AS FOLLOWS:

Section 1. Amendment to Chapter 12, Section 12-67, of the Code of the City of

St. Augustine Beach is hereby amended as follows:

Sec. 12-67. - Amounts.

The local business taxes levied by this article are as follows:

A

- (1) Abstract companies or abstractors\$ ~~62.50~~ 65.63
- (2) Advertising:
 - a. Agents or agencies~~25.00~~ 26.25
 - b. Coupon book or directory publisher~~125.00~~ 131.25
 - c. Outdoor advertising: construction, installation, maintenance, lease or rental, posting or painting of signs or billboards for advertising other than the business conducted on premises where sign is located~~12.50~~ 13.13
 - d. Distributor of circulars or advertising matter (except persons advertising their own business)~~62.50~~ 65.63
 - e. Vehicles carrying signs, banners, etc., except as part of a licensed parade; each vehicle per day~~62.50~~ 65.63
 - f. Owner of vehicle who sells or rents space on exterior of vehicle to advertise any article, service or business other than his own, each vehicle~~12.50~~ 13.13
 - g. Advertising schemes and devices not otherwise provided for, each~~25.00~~ 26.25
- (3) Agencies or agents:
 - a. Distributor (Same as merchant, paragraph (88)).
 - b. Salesman or agent: Any salesman or agent, other than peddler or solicitor, who sells merchandise or services in the city, excepting those salesmen who solicit for a city-licensed business~~12.50~~ 13.13
 - c. Insurance agency~~12.50~~ 13.13
- ~~(4) Amusements (See individual classification).~~
- (5) Amusement parlors, game rooms:
 - a. Permits operation of four (4) coin-operated game machines, each machine~~125.00~~ 131.25
 - b. Each machine over four (4)~~5.00~~ 5.25
- (6) Apartments (See hotels, etc.).
- (7) Arms dealers handling weapons or firearms, alone or in conjunction with any other business (See section 12-4)~~25.00~~ 26.25
- ~~(8) Astrologers (See spiritualists, mediums, paragraph (122)).~~
- (9) Auctioneers (Must comply with F.S. § 468.385):
 - a. Jewelry, per day~~34.25~~ 32.81
 - b. New furniture, per day~~375.00~~ 393.75

- c. Personal property, per day~~25.00~~ 26.25
 - d. Real estate, per day~~250.00~~ 262.50
 - e. Other, each day~~250.00~~ 262.50
- (10) Automotive: Business carried on at different locations shall each be licensed as a separate entity. Each business engaging at a single location in more than one (1) of the classes of activities listed below may secure a combination license. Rate will be that fee which is highest for any single activity engaged in plus one-half (½) the single or graduated fee specified for each of the other classes of business undertaken.
- a. Automobile and truck:
 - 1. Agency sale and servicing of new and used cars and trucks. Includes Classes 2, 3 and 4 below~~100.00~~ 105.00
 - 2. Dealer sale and servicing of only used cars and trucks. Includes Classes 3 and 4 below~~75.00~~ 78.75
 - 3. Garage repairs and replacements, general~~25.00~~ 26.25
 - 4. Services:
 - (a) Rental cars only~~50.00~~ 52.50
 - (b) Rental trucks only~~25.00~~ 26.25
 - (c) Combination rental cars and trucks~~75.00~~ 78.75
 - (d) Wrecking or towing, unless licensed in 1., 2. or 3. above~~25.00~~ 26.25
 - 5. Service station:
 - (a) One pump~~15.00~~ 15.75
 - (b) Each additional pump~~5.00~~ 5.25
 - (c) Car wash~~25.00~~ 26.25
 - 6. Hauling trailer rentals~~25.00~~ 26.25

B

- (11) _____ Bakery products (See merchant, paragraph (88)).
- ~~(12) _____ Bankrupt sales12.50~~
- (13) _____ Banks (See paragraph (55)).
- (14) _____ Beauty parlors, barber shops, ~~not including bootblack~~:
 - a. One-chair shops~~12.50~~ 13.13
 - b. Each additional chair~~5.00~~ 5.25
- (15) _____ Billiards or pool room:
 - a. First 1—5 tables~~62.50~~ 65.63
 - b. Each additional table~~12.50~~ 13.13
- (16) _____ Bookkeeping service or tax service~~25.00~~ 26.25
- ~~(17) _____ Bootblacks (See shoe repair).~~
- ~~(18) _____ Bottling works (Same as merchant, paragraph (87)).~~
- (19) _____ Bowling alleys, each alley~~12.50~~ 13.13

- ~~(20) _____ Brick or concrete block manufacturer or agent, to include asphalt blocks (Same as merchant, paragraph (88)).~~
- (21) _____ Broadcasting stations~~12.50~~ 13.13
- (22) _____ Brokers:
 - a. Merchandise~~12.50~~ 13.13
 - b. Stocks, bonds, securities~~375.00~~ 393.75
 - c. Real estate (See real estate).
- (23) _____ Business consultant~~50.00~~ 52.50

C

- (24) _____ Cabinet maker or carpenter shop (See contractor).
- ~~(25) _____ Carnival, including riding devices (See circuses).~~
- (26) _____ Carriages or hacks, each~~12.50~~ 13.13
- (27) _____ Catering service or catering truck, lunch wagon, etc.~~25.00~~ 26.25
- (28) _____ Charities (See section 12-111).
- (29) Circuses, carnivals, per day (See sections 12-1, 12-2).~~300.00~~ 315.00
- (30) _____ Clairvoyant (See spiritualist medium, paragraph (122)).
- (31) _____ Cold storage warehouse, for renting purposes:
 - a. For bulk rental storage~~12.50~~ 13.13
 - b. Individual locker unit, per unit~~1.25~~ 1.31
- (32) _____ Collection agency~~12.50~~ 13.13
- (33) _____ Contractors, general construction~~70.00~~ 73.50

Contractors and subcontractors: Covers construction or installation and maintenance or repair. Businesses carried on at different locations shall each be licensed as a separate entity. Each business engaging at a single location in more than one of the activities listed below shall secure a combination license unless otherwise indicated. Maximum fee is \$150.00. Additional license is required for any manufacturing or retail sales operation.

- a. Acoustics~~70.00~~ 73.50
- b. Aluminum fabrication and/or installation~~70.00~~ 73.50
- c. Awning, shade and venetian blinds~~70.00~~ 73.50
- d. Boiler~~70.00~~ 73.50
- e. Carpet cleaning and furniture cleaning~~70.00~~ 73.50
- f. Carpentry, cabinet and millwork~~70.00~~ 73.50
- g. Demolition~~70.00~~ 73.50
- h. Docks and seawalls~~70.00~~ 73.50
- i. Dredging~~70.00~~ 73.50
- j. Drywall~~70.00~~ 73.50
- k. Electrical~~70.00~~ 73.50

- l. Elevator[70.00 73.50](#)
- m. Excavating[70.00 73.50](#)
- n. Fencing[70.00 73.50](#)
- o. Filling and grading[70.00 73.50](#)
- p. Floor covering, laying, sanding and finishing[70.00 73.50](#)
- q. Garage door and operator installation[70.00 73.50](#)
- r. Framing and trim[70.00 73.50](#)
- s. Glazing[70.00 73.50](#)
- t. Gunite and sandblasting[70.00 73.50](#)
- u. Hauling, trucking or moving[70.00 73.50](#)
- v. Heating, ventilation and air conditioning[70.00 73.50](#)
- w. Housemoving[70.00 73.50](#)
- x. Insulation[70.00 73.50](#)
- y. Intercommunications and sound systems[70.00 73.50](#)
- z. Janitorial service[70.00 73.50](#)
- aa. Land clearing[70.00 73.50](#)
- bb. Landscaping:
 - 1. Landscapers and tree surgeons[60.00 63.00](#)
 - 2. Lawn service[40.00 42.00](#)
- cc. Lathers and plasterers[70.00 73.50](#)
- dd. Masonry, concrete block, brick and stone[70.00 73.50](#)
- ee. Ornamental iron work[70.00 73.50](#)
- ff. Painters and paperhangers[70.00 73.50](#)
- gg. Paving, curbs and gutters[70.00 73.50](#)
- hh. Pest control[70.00 73.50](#)
- ii. Pilings[70.00 73.50](#)
- jj. Pipelines[70.00 73.50](#)
- kk. Plumbing and gas fitting[70.00 73.50](#)
- ll. Refrigeration, commercial and industrial[70.00 73.50](#)
- mm. Roofing and siding[70.00 73.50](#)
- nn. Sheet metal installation[70.00 73.50](#)
- oo. Siding, gutters, soffit, fascia[70.00 73.50](#)
- pp. Solar installation[70.00 73.50](#)
- qq. Sprinkler system (building, fire, lawn and watering)[70.00 73.50](#)
- rr. Steel erectors[70.00 73.50](#)
- ss. Swimming pools100.00
- tt. Tile, marble and terrazzo[70.00 73.50](#)

- uu. Waterproofing, caulking~~70.00~~ 73.50
- vv. Well drilling~~70.00~~ 73.50
- ww. Window, screen and shutter installation~~70.00~~ 73.50
- xx. Unclassified~~70.00~~ 73.50
- (34) _____ Counselor (other than licensed professional)~~50.00~~ 52.50
- (35) _____ Credit associations, firms or corporations or agents thereof operating in the city, supplying information or collecting accounts for members and/or others~~62.50~~ 65.63

D

- (36) Dance hall:
 - a. ~~For profit~~~~12.50~~
 - b. In connection with sale of food and beverages with seating capacity of thirty (30) or less~~37.50~~ 38.85
 - 1. Seating capacity of more than thirty (30) and less than forty (40)~~62.50~~ 65.63
 - 2. Seating capacity of more than forty (40) and less than sixty (60)~~87.50~~ 91.88
 - 3. Seating capacity of more than sixty (60) and less than one hundred (100)~~125.00~~ 131.25
 - 4. Seating capacity of one hundred (100) or over~~187.50~~ 196.88
- (37) _____ Data processing services:
 - a. Consultant~~12.50~~ 13.13
 - b. Software~~12.50~~ 13.13
- (38) Dating service or escort agency~~50.00~~ 52.50
- (39) _____ Decorators, interior~~12.50~~ 13.13
- ~~(40) _____ Demonstrating, and/or taking orders for any goods, wares or merchandise (See solicitor).~~
- (41) _____ Detectives and investigators, under contract or otherwise:
 - a. When not connected with an agency, each~~62.50~~ 65.63
 - b. Agency~~62.50~~ 65.63
- ~~(42) _____ Directories, city, county or state, each person selling or offering for sale12.50~~
- (43) _____ Disc jockey (not broadcasting on radio or TV)~~12.50~~ 13.13
- (44) _____ Distributor, not otherwise specified~~12.50~~ 13.13
- ~~(45) _____ Divine healers, each1,562.50 1,640.63~~
- (46) _____ Dressmakers~~12.50~~ 13.13

E

- (47) _____ Employment agency~~12.50~~ 13.13
- (48) _____ Engineers (See professionals, paragraph (103)).
- (49) _____ Engravers and lithographers~~12.50~~ 13.13
- (50) _____ Equipment rentals: tools, machines, hospital and household goods~~26.00~~ 26.25

- (51) _____ Exhibits and attractions where admission is charged:
- a. Permanent location~~50.00~~ 52.50
 - b. Temporary location, per day (See sections 12-1, 12-2)~~25.00~~ 26.25
- (52) _____ Express companies:
- a. Railway express companies~~42.50~~ 13.13
 - b. Air express or freight~~42.50~~ 13.13

F

- (53) _____ Factory, not otherwise classified, whose principal business is fabrication or assembly of products for distribution and sale at wholesale or retail~~50.00~~ 52.50
- (54) _____ Finance companies, money lenders, salary purchasers, banks, building and loan associations, federal savings associations and loan companies, and loan companies and building and loan associations loaning on real estate:
- a. Companies loaning up to and including \$100,000.00 per annum~~250.00~~ 262.50
 - b. Companies loaning over \$100,000.00 per annum~~281.25~~ 295.31
- ~~(55) _____ Fingernail beautician, each12.50~~
- (56) _____ Funeral directors, base:
- a. One (1) director and one (1) employee~~42.50~~ 13.13
 - b. Each additional employee~~2.50~~ 2.63
- ~~(57) _____ Furniture, household goods or musical instruments, retail canvasser or soliciting orders for, selling for nonresident dealer (See solicitor).~~
- ~~(58) _____ Furniture, packer or shipper12.50~~

G

- (59) _____ Gas works, or company (See utility).
- (60) _____ Gasoline and oil (See petroleum products).
- ~~(61) _____ Glass manufacturing, to include mirror reworking and repairing12.50~~
- (62) _____ Golf:
- a. Regulation~~50.00~~ 52.50
 - b. Miniature~~12.50~~ 13.13
 - c. Driving range~~42.50~~ 13.13
- ~~(63) _____ Grist mill12.50~~

H

- (64) _____ Halls for hire~~62.50~~ 65.63
- (65) _____ Health clubs, gyms, spas, fitness centers (Must comply with F.S. § 501.012)~~25.00~~ 26.26
- (66) _____ Hearing aids, not otherwise licensed~~42.50~~ 13.13

- (67) _____ Home occupation:
- a. Arts and crafts~~12.50~~ 13.13
 - b. Other home occupations (See appropriate category for fee).
- (68) _____ Hospital, sanitarium, nursing home, or sanitorium, private:
- a. Ten (10) rooms or less~~62.50~~ 65.63
 - b. Each additional room~~2.00~~ 2.10
- (69) _____ Hotels, motels, apartments and condos for rent:
- a. For three (3) to five (5) units~~10.00~~ 10.50
 - b. Each additional unit~~2.00~~ 2.10
 - c. Transient lodging facilities, as authorized by section 3.09.00 of the Land Development Regulations of the city, ~~which shall be included within the \$125.00 application fee set in said section 3.09.00~~~~28.75~~ 30.19

I

- ~~(70) _____ Ice manufacturer9.50~~
- (71) _____ Insurance companies, each company doing business in the city~~62.50~~ 65.63
- (72) _____ Itinerant merchants: Any person who engages in the temporary or transient business in the city selling goods, or services, and who, for the purpose of carrying on such business, hires, leases or occupies any room, building, structure or space for the exhibition or sale of such goods or services.
- The person so engaged shall not be relieved from the provisions of this section by reason of association with any local dealer, merchant or auctioneer, or by conducting such temporary or transient business in connection with or as a part of or in the name of any local dealer, merchant or auctioneer.
- a. _____ Up to two (2) weeks~~200.00~~ 210.00
- b. _____ Each additional two-week period~~100.00~~ 105.00
- Itinerant merchant shall not operate longer than four (4) weeks during any licensed period.

J

- (73) _____ Junk dealer (See itinerant).
- (74) _____ Junk gatherer (See itinerant).

K

- ~~(75) _____ Knife and scissors sharpener, with or without vehicle12.50~~

L

- (76) _____ Laboratories:
- a. Chemical or other testing laboratories~~62.50~~ 65.63

- b. Laboratories not otherwise classified where work is done, parts made or assembled, or analysis is made for the medical, dental or optical profession[12.50](#) [13.13](#)
- (77) _____ Landscaping, excepting contractors, architects, engineers, or florists paying a city license as such (See contractor).
- (78) _____ Land and development companies having agency in the city[62.50](#) [65.63](#)
- (79) _____ Laundry:
 - a. Laundry and/or dry cleaner[20.00](#) [21.00](#)
 - b. Pickup station only[12.50](#) [13.13](#)
 - c. Coin-operated self-service laundry[12.50](#) [13.13](#)
 - d. Each coin-operated machine[1.50](#) [1.58](#)
- ~~(80) _____ Lecturers[12.50](#)~~
- (81) _____ Liquefied petroleum gas (See petroleum products).
- (82) _____ Loan companies and building and loan associations (See finance, paragraph (54)).
- ~~(83) _____ Lunch stands, movable or portable (See catering service).~~

M

- (84) _____ Mail order, not on premises of city-licensed merchant[50.00](#) [52.50](#)
- (85) _____ Manicurist when not part of a beauty parlor or barber shop[12.50](#) [13.13](#)
- (86) _____ Massage (Must comply with F.S. Ch. 480)[50.00](#) [52.50](#)
- (87) Merchants, wholesale or retail, grocery stores, restaurants, merchandise brokers, manufacturers, distributors, and such:
 - a. Grocery stores, supermarkets, convenience stores:
 - 1. ~~p~~Per checkout lane or each register[100.00](#) [105.00](#)
 - 2. But not to exceed[400.00](#) [420.00](#)
 - b. Restaurants, up to:
 - 1. Fifty (50) seats[50.00](#) [52.50](#)
 - 2. Each seat thereafter[2.00](#) [2.10](#)
 - c. Merchants, manufacturers or distributors:
 - 1. 0—2 employees, including owners[37.00](#) [38.85](#)
 - 2. 3—5 employees, including owners[75.00](#) [78.75](#)
 - 3. 6—15 employees, including owners[150.00](#) [157.00](#)
 - 4. 16 and above employees, including owners[250.00](#) [262.50](#)
 - d. Persons using vehicles for the sale or delivery of merchandise at wholesale and not having an established place of business licensed to do such wholesale business shall, for the purpose of this section, be classified as wholesale merchants and each vehicle used shall be considered a separate place of business and required to be licensed as such.

- e. Merchandise or manufacturers broker, or firm doing business on a commission basis or for other compensation as a broker, commission merchant, or manufacturers, wholesalers or brokers agent[50.00](#) [52.50](#)
- (88) _____ Merchant, itinerant (See itinerant).
- (89) _____ Messenger service or package delivery service, other than licensed telegraph companies[12.50](#) [13.13](#)
- (90) _____ Motorcycles, mopeds, motorbikes and motor scooters:
 - a. Sales and repair[15.00](#) [15.75](#)
 - b. Service/repair only[12.50](#) [13.13](#)
 - c. Rental only[12.50](#) [13.13](#)
- (91) _____ Music studio[12.50](#) [13.13](#)

N

- (92) _____ Newspapers:
 - a. Daily newspapers[250.00](#) [262.50](#)
 - b. Weekly[37.50](#) [39.38](#)
 - c. Other[25.00](#) [26.25](#)

O

- (93) _____ ~~Old coins, dealers in, each~~[12.50](#)

P

- (94) _____ Pawnbroker (selling goods other than those pledged, must pay additional license as other merchants)[375.00](#) [393.75](#)
- ~~(95) _____ Peddlers (sales from pushcart or other vehicle, each pushcart or other vehicle)[12.50](#)~~
- (96) _____ Pest exterminator (See contractor).
- (97) _____ Pet grooming[12.50](#) [13.13](#)
- (98) _____ Petroleum products:
 - a. Oil, fuel[12.50](#) [13.13](#)
 - b. Liquefied petroleum gas[12.50](#) [13.13](#)
 - c. Gasoline (See service station, paragraph (10)_a.5.).
- (99) _____ Photographer:
 - a. Itinerant, including persons who first take photographs and then offer them for sale or who by any other devices seek to escape the license tax imposed on transient photographers[468.75](#) [492.19](#)
 - b. Ferrotypier or crayon artist, including Kodak finishing, resident[62.50](#) [65.63](#)
 - c. Tickets or coupons, peddler[468.75](#) [492.19](#)
 - d. Photographer or photographic studio (See retail merchant, paragraph (87)).
- (100) _____ Piano tuner[12.50](#) [13.13](#)

- (101) Printing, job:
- a. Not connected with newspaper plant, same rates as merchants, (See retail merchant, paragraph (87)).
 - b. Operated by hand, not connected with newspaper plant[12-50 13.13](#)
- (102) Produce dealer:
- a. Retail[12-50 13.13](#)
 - b. Wholesale[12-50 13.13](#)
- (103) Professionals (Must comply with F.S. § 205.194(1))[62-50 65.63](#)
- a. Architect[62-50 65.63](#)
 - b. Attorney, lawyer, or other legal professional[62-50 65.63](#)
 - Electrologists[22.00](#)
 - c. Medical office
 - 1. General practice[62-50 65.63](#)
 - 2. Dental[62-50 65.63](#)
 - 3. Psychology or psychiatry (if unlicensed see Counselor)[62-50 65.63](#)
 - 4. Veterinary[62-50 65.63](#)
 - 5. Vision[62-50 65.63](#)
 - d. Tattoo Parlor or Piercing Establishment [65.63](#)
- (104) Property management or leasing agents other than real estate brokers[50-00 52.50](#)
- (105) Public relations counselor[50-00 52.50](#)
- (106) Professional bondsmen[250-00 262.50](#)

R

- (107) Real estate:
- a. Broker (See F.S. Ch. 475)[12-50 13.13](#)
- (108) Recreational equipment: Rental of recreational equipment, such as bicycles, skates, surfboards, and scooters (not including four-wheeled vehicles)[12-50 13.13](#)
- (109) Repair shops:
- a. When operated solely by owner[25-00 26.25](#)
 - b. Not more than three (3) employees[37-50 39.38](#)
 - c. Four (4) and not over five (5) employees[62-50 65.63](#)
 - d. Six (6) and not over fifteen (15) employees[87-50 91.88](#)
 - e. Sixteen (16) and ~~not~~ over twenty-five (25) employees[125-00 131.25](#)
 - ~~f. Twenty-six (26) and not over fifty (50) employees187.50~~
 - ~~g. Fifty-one (51) and not over seventy-five (75) employees250.00~~
 - ~~h. Seventy-six (76) employees and over281.25~~
- ~~(110) Rinks: skating, bicycles, trampolines, etc.12-50~~

- (111) Rug and carpet cleaners, when not paying a dry cleaners or laundry license (See contractors).

S

- (112) Salesmen (See agencies or agents, paragraph (3)_b.).
- (113) Salvage, dealers in, exclusive in junk[375.00](#) [393.75](#)
- (114) Sawmills, when not paying a merchants license[62.50](#) [65.63](#)
- (115) School, studio and instruction (Art, crafts, driving, barber, beautician, business, dancing, dramatics, golf, music, sewing, trade or other):
- a. One location only[12.50](#) [13.13](#)
 - b. Each additional location[7.50](#) [7.88](#)
- (116) Secretarial service[12.50](#) [13.13](#)
- ~~(117) Septic tank manufacturer, installation of same including connection of soil pipe three (3) feet from building (See contractor).~~
- ~~(118) Sewing machine, repairer, itinerant (See itinerant).~~
- ~~(119) Shoe repairer, shoe shine stand12.50~~
- (120) Shooting gallery[250.00](#) [262.50](#)
- (121) Solicitors, sample salesmen: (See section 12-100 for permit requirements, fees, etc.)
- (122) Spiritualist medium:
- a. Each spiritualist medium not affiliated with an established local church as hereinafter defined, every fortuneteller, clairvoyant, palmist, astrologer, phrenologist, character reader, absent treatment healer, or mental healer, and every person engaged in any occupation of similar nature, per year or fraction thereof[625.00](#) [131.25](#)
 - b. Spiritualist medium, affiliated with an established local church and certified to be such by the pastor of the church[125.00](#) [131.25](#)
- In this item "spiritual medium" means only a person identified or connected with an established local spiritualist church duly incorporated under the laws of the state, and duly certified to be so identified by the pastor of such church; if a spiritualist medium, so certified to as aforesaid, may or could be termed or classified as a clairvoyant, this article shall apply equally to clairvoyants, but only to the extent such term shall apply to certified spiritualist mediums as herein described.
- (123) Stenographer, public: not in connection with any other city-licensed business[12.50](#) [13.13](#)
- (124) Stocks and bonds (See brokers).
- (125) Storage and warehouse, warehouses or public storage:
- a. When having 20,000 square feet of floor space or less[87.50](#) [91.88](#)
 - b. When having over 20,000 square feet of floor space but not over 35,000 square feet[125.00](#) [131.25](#)
 - c. When having over 35,000 square feet of floor space but not over 50,000 square feet[162.50](#) [170.63](#)

- d. When having 50,000 square feet of floor space, shall pay in addition to the ~~\$162.50~~ 170.63 provided for next above, for each additional 1,000 square feet of floor space ~~.....2.50~~ 2.63

(126) Swimming pools, when charge is made ~~.....25.00~~ 26.25

T

(127) Tailor or merchant tailor ~~.....12.50~~ 13.13

(128) Taxi:

a. Located in city; each taxi ~~.....12.50~~ 13.13

b. Located outside city, doing business in city ~~.....12.50~~ 13.13

~~(129)~~ Taxidermist ~~.....12.50~~

(130) Telegraph company ~~.....375.00~~ 393.75

(131) Telemarketing (Same as merchants).

~~(132)~~ Telephone answering service ~~.....12.50~~

(133) Telephone company (See utility).

(134) Television (See broadcasting stations or utility).

(135) Theaters:

a. 1,200 seats or less ~~.....281.25~~ 295.31

b. Over 1,200 seats ~~.....562.50~~ 590.63

c. Drive-in theaters ~~.....562.50~~ 590.63

(136) Tourist camp or motor court (See hotels).

(137) Transfer company, trucks for hire (See automotive rentals or contractors [Movers]).

(138) Travel bureau ~~.....12.50~~ 13.13

(139) Tree trimmers, tree surgeons (See contractors).

(140) Unclassified business: Every business, profession or exhibition substantially fixed or temporarily engaged in by any person within the city for which no license fee has been otherwise provided and not herein specifically designated shall pay a license fee of ~~.....25.00~~ 26.25

(141) Upholstering or furniture repairing (Same as repair shop, paragraph (109)).

(142) a. Utility companies, including electric, gas, cable TV, telephone and telecommunication companies: Except as provided in subsection b. below, the local business tax on every utility company shall be determined by the number of customers within the city's limits who are using the utility company's services based upon the following schedule:

1. 0—500 ~~.....100.00~~ 105.00

2. 501—1,000 ~~.....200.00~~ 210.00

3. 1,001—1,500 ~~.....300.00~~ 315.00

4. 1,501—2,000 ~~.....400.00~~ 420.00

5. 2,001 and above ~~.....500.00~~ 525.00

- b. Utility companies, including electric, gas, cable TV, telephone and telecommunication companies franchised by the city: The local business tax for every utility franchised by the city shall be determined by the number of customers within the city's limits who are using the utility company's services based upon the following schedule (See F.S. § 205.043(b) for exceptions):

1.	0—500	50.00	<u>52.50</u>
2.	501—1,000	100.00	<u>105.00</u>
3.	1,001—1,500	150.00	<u>157.50</u>
4.	1,501—2,000	200.00	<u>210.00</u>
5.	2,001 and above	250.00	<u>262.50</u>

(143) Vending machines: ^(B)

- a. Juke box, music-playing machine; each~~20.00~~ 21.00
- b. Vending machines, operated for profit, which sells candy, cold drinks, ice and other merchandise or service, except stamp vending machine, each~~12.50~~ 13.13
- c. Vending machine, pinball machine, game machine or like device, each machine~~12.50~~ 13.13

~~d.~~ The local business tax receipt tax shall be paid by the operator of the place of business wherein the vending machine is placed. The permit shall be displayed on the machine.

~~(144) Vendors of confetti, balls, balloons and other specialties on the streets12.50~~

~~(145) Video or film rentals12.50~~

~~(146) Well-drillers (See contractors).~~

~~(147) Window cleaners, each (Same as janitorial service, see contractors).~~

(148) Wood yard only~~37.50~~ 39.38

Whenever any occupation, business, profession or privilege falls into more than one (1) of the classifications contained in the foregoing schedule, such occupation, business profession or privilege shall be required to comply with the local business tax receipt requirements of each classification or privilege.

Section 3. Severability. If any phrase, clause, sentence, subsection, section, or provision of this Ordinance is held to be invalid, or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionally shall not to be construed as to render invalid, or unconstitutional the remaining phrases, clause, subsections, or provisions of this Ordinance.

Section 4. Codification. This Ordinance shall be incorporated into the code of the city St. Augustine Beach and a copy hereof maintained in the office of the City Clerk.

Section 5. 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: _____
Max Royle, City Manager

By: _____
Undine C. George, Mayor

First reading: May 6, 2019

Second reading: _____



CITY OF ST. AUGUSTINE BEACH

Date: May 13, 2019

To: Mayor George
Vice Mayor England
Commissioner Kostka
Commissioner Rumrell
Commissioner Samora

From: Beverly Raddatz, MMC, City Clerk *BR*

Subject: Amending the Agenda Format in the Policies and Procedures Manual

Background:

At the Special Commission meeting on April 29, 2019, the Commission discussed the format of the agenda. The public requested that Commission Comments be expressed at the beginning of the Regular Commission meeting agenda instead of at the end.

After discussion, it was the consensus of the Commission to change the order of the agenda as stated in Resolution 19-05.

Analysis:

None

Budget Analysis:

None

Recommendation:

It is the recommendation of staff to adopt the proposed Resolution 19-05.

RESOLUTION 19-05

CITY OF ST. AUGUSTINE BEACH
ST. JOHNS COUNTY

RE: TO AMEND THE AGENDA FORMAT IN THE
POLICIES AND PROCEDURES MANUAL FOR
THE CITY OF ST. AUGUSTINE BEACH

The City Commission of St. Augustine Beach, St. Johns County, Florida, in the regular meeting duly assembled on June 10, 2019, resolves as follows:

That the Section of Agenda Format from the Policies and Procedures Manual for the City of St. Augustine Beach is hereby amended by the addition of the following language, and such language shall be incorporated into the Policies and Procedures Manual as follows:

AGENDA FORMAT

1. The City Commission has adopted the following format for the agenda of regular Commission meetings.
 - I. CALL TO ORDER
 - II. PLEDGE OF ALLEGIANCE
 - III. ROLL CALL
 - IV. APPROVAL OF MINUTES
 - V. ADDITIONS OR DELETIONS OF THE AGENDA
 - VI. CHANGES TO ORDER OF TOPICS ON THE AGENDA
 - VII. PRESENTATIONS
 - VIII. PUBLIC COMMENTS PUBLIC HEARINGS
 - IX. PUBLIC HEARINGS-CONSENT
 - X. CONSENT-PUBLIC COMMENTS
 - XI. OLD BUSINESS-COMMISSIONER COMMENTS
 - XII. NEW BUSINESS-OLD BUSINESS
 - XIII. COMMISSIONER / STAFF COMMENTS-NEW BUSINESS
 - XIV. ADJOURNMENT-STAFF COMMENTS
 - XV. ADJOURNMENT

NOW, THEREFORE, BE IT RESOLVED, that the City Commission of the City of St. Augustine Beach, St. Johns County, Florida amends the above Section of the City of St. Augustine Beach Policies and Procedures Manual to read as set forth above, with the remainder of the policies remaining as adopted previously.

RESOLVED AND DONE, this 10th day of June, 2019, by the City Commission of the City of St. Augustine Beach, St. Johns County, Florida.


Undine George, Mayor

ATTEST:

Max Royle, City Manager

MEMORANDUM

TO: Mayor George
Vice Mayor England
Commissioner Kostka
Commissioner Samora
Commissioner Rumrell

FROM: Max Royle, City Manager 

DATE: May 24, 2019

SUBJECT: Ordinances Related to Parking: Ordinance 19-08, First Reading, to Establish Resident Only Parking Permit System, and Ordinance 19-09, First Reading, to Change Parking Regulations in Chapter 19 of the City Code and to Prohibit Overnight Parking in Certain Areas

ORDINANCE 19-08

You reviewed a draft of it at your April 29th special meeting and made several changes to it, which are noted below in the minutes from that part of the meeting when you discussed the Ordinance:

“Discussion ensued regarding that the Commission agrees to have a residential parking permit system; to delete visitor permits in the ordinance; remove the word decal(s) in Ordinance 19-08; the definition of what a permit is on Page 2; on Page 5 new language be included that permits must be forfeited or be invalidated when there is a change to residency; allowing residents one permit per vehicle; only two permits would be allowed per residency for parking in the right-of-way; to redraft Ordinance 19-08 and bring the ordinance back at the Regular Commission meeting in June; direct City Manager Royle to research whether beach renourishment or any other grants would be effected in any way; correct typo on Page 6; on Page 2 correcting the program year to the same year; and on Page 2, remove paragraph 2.”.

Mr. Wilson can explain the changes he has made to the Ordinance.

Action Requested

It is that you review Ordinance 19-08 again (Pages 1-6) and make any further changes to it that you think are needed. If the changes aren't extensive, then the Ordinance can be passed on first reading.

ORDINANCE 19-09

Chapter 19 of the City Code is titled “Traffic” and has in it the regulations governing the stopping, standing, or parking of vehicles on public property. Attached as pages 7-19 is a copy of that part of the Chapter that concerns vehicles. The part not provided has regulation concerning panhandling.

You'll note on some of the pages language that is highlighted. These are the changes to the Chapter recommended by the Police Commander, IT Specialist, and City Manager. Also, at your April 29th meeting,

you asked that a provision be added to the regulations concerning overnight parking. The City Attorney has done this on page 22 by adding the following:

“Overnight parking on plazas east and west of A1A Beach Boulevard, in Ocean Hammock Park, and any other area designated for paid parking is prohibited.”

Action Requested

It is that you review Ordinance 19-09, make any changes to it that you think are needed, and, if the changes aren't extensive, that you pass it on first reading.

ORDINANCE 19-08

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE BEACH, FLORIDA, CREATING A RESIDENTIAL PARKING PERMIT PROGRAM; PROVIDING THAT IT IS IN THE PUBLIC'S BEST INTEREST TO PRESERVE THE RIGHTS OF RESIDENTS PARKING IN CERTAIN CONGESTED AREAS; PROVIDING GUIDELINES FOR THE CREATION OF RESIDENTIAL PARKING AREAS; PROVIDING FOR DESIGNATION OF AREAS; PROVIDING FOR ISSUANCE OF PERMITS; PROVIDING FOR GUIDELINES AND PENALTIES; AND PROVIDING AN EFFECTIVE DATE.

RECITALS

WHEREAS, the City of St. Augustine Beach has a number of residential areas which are near commercial establishments and the beaches, which attract a number of visitors and tourists to those areas; and

WHEREAS, the large numbers of tourists and visitors that flock to the City during special events and holidays, which places a strain upon the City resources; and

WHEREAS, the use of city narrow City rights of way for parking by tourists and visitors tends to adversely affect the quality of life for owners and residents living on those residential streets by creating traffic congestion, restricting access to and from their homes, restricting access of emergency vehicles to such areas and otherwise adversely affecting the safety and welfare of the residents; and

WHEREAS, to protect the safety, welfare and quality of life for the residents, the City Commission finds it necessary to allow for the creation of residential parking areas in certain impacted areas.

BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF ST. AUGUSTINE BEACH, FLORIDA:

Section 1. Sections 19-52 through 19-61 are hereby created, as follows:

Section 19-52. -Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Residential permit parking area and area means that land containing streets or parts of streets primarily abutted by property that has zoning district designations, which includes residences as a permitted use on the official zoning map book. The city manager designates

residential permit parking (RPP) areas pursuant to criteria and procedures established in this article.

Residential permit parking zones and zones mean specific locations within the area. Any area may have more than one zone.

Other vehicle means a motor vehicle parked in an area or zone by a person who is not a resident and/or property owner in the area or zone and who has not obtained a permit for the motor vehicle that is so parked.

Permit means a permit issued for parking on a city street in a designated area or zone. The permit shall be displayed on the left front dashboard of the vehicle.

Program year means the time beginning January 1 and ending December 31 of that year.

Property owner means a person who can provide proof of property ownership in an area.

Resident means a person who resides in an area.

Sec. 19-54. - Purpose and exercise of authority to control vehicular traffic in certain congested areas.

- (a) The city commission finds and declares that it is in the best interest of the city to reduce vehicular congestion on designated city streets and to facilitate the efficient movement of traffic by providing for parking preference within certain areas meeting the criteria set forth in this article and that controlled vehicular decal/permit parking regulation is necessary to promote the health, safety and welfare of the city's residents.
- (b) While providing adequate parking spaces adjacent to or close by residences in the affected area, it is in the public interest to:
 - (1) Reduce hazardous traffic conditions resulting from the use of streets located within congested areas for the parking of vehicles by persons using such residential areas to gain access to other places;
 - (2) Protect those areas from excessive noise;
 - (3) Protect the residents of those areas from unreasonable burdens in gaining access to their residences and preserve the character of those areas;
 - (4) Promote efficiency in the maintenance of those streets in a clean and safe condition;

- (5) Preserve the value of the property in those areas;
- (6) Preserve the safety of children and other pedestrians; and
- (7) Promote traffic safety, clean air and comfort, health, convenience and welfare of the city's inhabitants.

Sec. 19-55. - Guidelines.

- (a) Generally. The detailed operational guidelines for an area or zone designated pursuant to this article shall be established and approved by the city manager and shall be on file in the traffic engineering division.
- (b) Parking permit fees. The annual fee and renewal fee for permits shall be enacted by the city commission by resolution.
- (c) Penalties, liability and enforcement. Penalties, liability and enforcement shall be as follows:
 - (1) Anyone violating or failing to comply with any of the requirements of this article shall be guilty of violation of this Code, subject to the penalties of Section 19-23 and 19-24 of this Code of this chapter.
 - (2) Any person parking or failing to remove a vehicle without a permit in an area or zone during the time prohibited shall be deemed to have committed a violation and shall be punished pursuant to subsection 19-23 and 19-24 of this Code.
 - (3) In addition, or as an alternative to subsection (c)(2) of this section, an unattended vehicle without a valid permit properly displayed in an area or zone during a prohibited time may be removed and impounded pursuant to subsection 19-31(d).

Sec. 19-56. - Exceptions.

Marked vehicles of public safety and public service agencies shall be exempt from this article. Unmarked public safety and public service vehicles shall be issued permits without charge for official use only. Public service vehicles shall be limited to governmental and franchised public utility vehicles.

Sec. 19-57. - Designation of areas.

After following the procedures set out in this article, the city manager or thereon designee is authorized to post signs establishing residential parking zones. Vehicles may be restricted from parking in such areas unless bearing a valid permit issued pursuant to this article. This

authority shall be in addition to any other authority the city commission may have to regulate times and conditions of motor vehicle parking on public streets.

Sec. 19-58. - Criteria and procedures for establishing areas.

A section of the city shall be eligible for designation as a residential permit parking area based upon the following criteria and procedures:

- (1) The city commission shall request, or the city manager may conduct, upon his own initiative or upon receipt of a petition from Sixty Percent (60%) of the property owners, in such a proposed area, a study to determine if the proposed area meets the criteria established by this article. Following the study and upon approval by the city manager, the section under consideration is designated as a residential parking area.
- (2) In determining whether a proposed area identified is eligible for designation as an area, the city manager shall consider any relevant factors which include but are not limited to the following:
 - a. The extent of the desire and need of the property owners and/or residents for a residential permit parking as evidenced by receipt of verified petitions as provided for in this section;
 - b. The extent to which legal on-street parking spaces are occupied by motor vehicles during the period proposed for parking regulations;
 - c. The extent to which vehicles parking in the area during the period proposed for parking regulations are other vehicles rather than vehicles owned by residents, owners or guests;
 - d. The extent to which motor vehicles registered to persons residing in the area cannot be accommodated by the number of available off-street parking spaces; and
- (3) The city manager shall cause parking signs to be erected upon the public streets in the area, indicating the times, locations and conditions upon which parking shall be by permit only. When an area has been approved, designated and posted as an area, it shall be unlawful and a violation of this article to park a vehicle in an area without displaying a valid parking permit.
- (4) The city commission or manager is authorized to remove the designation of an area upon request of Sixty Percent (60%) of the residents on any street so designated or upon a determination that the permit system no longer serves the intended purpose.

Sec. 19-59. - Issuance of permits.

Upon designation of a permit parking area or zone, the owner or resident shall be issued the appropriate permit upon application. A permit shall be issued only to the owner or operator of the motor vehicle who resides in that area. The application for a decal shall contain the name of the owner or operator of the motor vehicle; residential address; and the motor vehicle's make, model, registration, and tag number. The current motor vehicle registration shall be required and presented at the time of making an application to verify the contents of the application. If the vehicle is registered at an address other than the local residence, the applicant must provide other sufficient proof acceptable showing residency within the area. If the name of the registration is different from the applicant, a notarized letter must be obtained from the owner of the vehicle establishing permission to use the vehicle. The permit will be valid for a program year and shall be renewed for each successive program year if proof of residency can be provided, except that residents who own their residences are eligible for three-year decals. After the initial permit has been issued, any renewal of the permit shall be affixed to the vehicle no later than January 15 of the applicable program year.

Sec. 19-60. - Issuance of permits.

Upon designation of a permit parking area or zone, permits meeting the following criteria shall be issued to residents, property owners, visitors and/or persons with a business or community facility in the area or zone for an extended period.

- (1) Permits are issued to residents in the area for use for parking in the public right-of-way. Two permits can be obtained per residence for a program year.
- (2) It shall constitute a violation of this article for any person to falsely represent himself as eligible for a permit or to furnish any false information in an application in order to obtain a decal/permit.
- (3) Permits shall be transferable to any purchaser of the property and may not be retained by any former property owners.

Sec. 19-61. - Fee schedule.

A schedule of fees is imposed for the purchase of permits shall be adopted by resolution.

SEVERABILITY. If any phrase, clause, sentence, subsection, section, 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 phrases, clauses, subsections, or provisions of this Ordinance.

CODIFICATION. This ordinance shall be incorporated into the Code of the City of St. Augustine Beach. Any section, paragraph, number, letter and/or heading may be changed or modified as necessary to effectuate the forgoing. A copy of this Ordinance shall be maintained in the offices of the City Clerk.

EFFECTIVE DATE. This ordinance shall take effect upon passage.

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: _____
Max Royle, City Manager

By: _____
Undine C. George, Mayor

First reading: _____

Second reading: _____

Chapter 19 - TRAFFIC⁽¹⁾

Footnotes:

--- (1) ---

Cross reference— Traffic on beaches, § 5-6 et seq.

State Law reference— Municipal Home Rule Powers Act, F.S. § 166.011 et seq ; Florida Uniform Traffic Control Law, F.S. § 316.001 et seq.

ARTICLE I. - IN GENERAL

Sec. 19-1. - Speed limits.

- (a) The lawful speed limit on any street, road, highway, or other vehicular use area within the city is a maximum of twenty-five (25) miles per hour, with the exception of the following: -
 - (1) State highways or connecting links or extensions thereof as described in F.S. § 316.189;
 - (2) The beach and access roads regulated by section 5-7.
 - (3) The lawful speed limit on Sunfish Drive, Madrid Street, Ewing Street and "F" Street, Magnolia Dunes Circle, Ocean Drive, and Coquina Boulevard shall be a maximum of fifteen (15) miles per hour, and Sevilla Street, Lisbon Street, and all streets within the subdivision known as Coquina Gables lying South of "A" Street and west of County Road A1A and all streets within the subdivision known as "Ocean Walk" shall be a maximum of twenty (20) miles per hour. The lawful speed limit for all streets within the subdivisions known as "Woodland Estates" and "Sea Grove" shall be a maximum of fifteen (15) miles per hour.
- (b) This section shall be enforced and violations punished as provided in the Florida Uniform Traffic Control Law.

(Ord. No. 74, §§ 1, 2, 7-2-79; Ord. No. 92-9, § 1, 5-4-92; Ord. No. 94-6, § 1, 5-2-94; Ord. No. 95-25, § 1, 12-4-95; Ord. No. 97-25, § 1, 9-8-97; Ord. No. 98-2, § 1, 3-2-98; Ord. No. 00-28, § 1, 10-2-00; Ord. No. 03-03, § 1, 5-5-03; Ord. No. 07-05, § 1, 4-2-07; Ord. No. 07-12, § 1, 6-4-07; Ord. No. 10-13, § 1, 1-3-11)

Cross reference— Speed limits on beaches, § 5-7.

State Law reference— Authority to set speed limits, F.S. §§ 316.008(1)(j), 316.189.

Sec. 19-2. - Towing vehicle.

Law enforcement officers shall utilize only wrecker operators, wrecker equipment, and storage facilities which are approved by the county department of public safety as qualified

under County Ordinance No. 85-9, for towing or moving of wrecked, disabled, stolen or abandoned motor vehicles in the event the owner or operator of the vehicle is incapacitated, unavailable, or leaves the procurement of wrecker service to the discretion of a law enforcement officer.

(Ord. No. 149, § 1, 2-3-86)

RECOMMENDATION: COUNTY ORDINANCE NO. 85-9 HAS BEEN SUPERSEDED. CHANGE THE REFERENCE TO COUNTY ORDINANCE NO. 2015-50.

Sec. 19-3. - Saving clause.

In the event that any speed limit established pursuant to section 19-1 of this Code shall be determined by a court of competent jurisdiction to have been invalidly or improvidently established, null or void, then and in that event the speed limit for such street as to which the limit so created was declared invalid, shall be twenty (20) miles per hour.

(Ord. No. 97-25, § 2, 9-8-97)

Sec. 19-4. - Violation of Chapter 316 Florida Statutes as City Code violation.

- (a) *State traffic infraction.* It shall be unlawful for any person to commit, within the corporate limits of the city, any act which is or shall be recognized by F.S. Ch. 316 as a traffic infraction or misdemeanor.
- (b) *Enforcement.* Violations hereof may be enforced as provided in section 1-9 of this Code.

(Ord. No. 09-03, § 1, 5-4-09)

RECOMMENDATION: LT. DANIEL CARSWELL OF THE POLICE DEPARTMENT WROTE THAT THE STATE ATTORNEY'S OFFICE TOLD THE DEPARTMENT NOT TO USE THIS SECTION. CHIEF HARDWICK CAN EXPLAIN WHY.

Secs. 19-5—19-20. - Reserved.

ARTICLE II. - STOPPING, STANDING OR PARKING^[2]

Footnotes:

--- (2) ---

Cross reference— Abandoned vehicles, § 13-3; parking on beaches, § 5-8.

State Law reference— Authority to regulate stopping, standing and parking, F.S. § 316.008(a)(a).

Sec. 19-21. - Short title.

This article may be known and cited as "St. Augustine Beach Parking Ordinance".

(Ord. No. 82, § 1, 9-8-80)

Sec. 19-22. - Exemption for law enforcement vehicles.

All law enforcement and other emergency vehicles, whether marked or unmarked, shall be exempt from the payment of any parking violation, penalty or fine.

(Ord. No. 82, § 16, 9-8-80; Ord. No. 114, § 8, 6-18-84)

Sec. 19-23. - Citations.

- (a) Enforcement of any citation involving any violation of this article, except for parking in a designated and marked for persons who have a disability, shall be by the issuance of a parking ticket citation, which parking ticket citation, shall provide for a fine of seventy-five dollars (\$75.00) if paid within thirty (30) days from date of citation. Failure to pay the fine at the office of the city manager or to file a notice contesting the violation within thirty (30) days from the date of the citation shall subject the owner or the driver of the vehicle to a civil penalty of one hundred fifty dollars (\$150.00). The form of the citation shall be in such form as shall be prescribed by the chief of police.

QUESTION: SHOULD THE FORM STILL BE AS PRESCRIBED BY THE POLICE CHIEF?

Commented [AJ1]:

Commented [AJ2]: Maybe as prescribed by the Police Chief or CFO (as the head of the parking enforcement)? Chief's may need to be left in so that officer's have the ability to switch between any current/future app-based citation, as well as UTCs.

- (b) Enforcement of any citation involving any violation for parking in a space designated and marked for persons who have disabilities without a disabled permit as issued under Florida law shall be by issuance of a parking ticket citation, which parking ticket citation shall provide for a fine of two hundred fifty dollars (\$250.00) if paid within thirty (30) days from the date of citation. Failure to pay the fine at the office of the city manager or to file a notice contesting the violation within thirty (30) days from the date of the citation shall subject the driver or owner of the vehicle to a civil penalty of five hundred dollars (\$500.00). The form of the citation shall be in such form as prescribed herein.

Commented [AJ3]:

- (c) The chief of police or its designee is hereby authorized to adopt and cause to be printed a form of citation consistent with the requirements of F.S. Ch. 316 to be used by the police department.

Commented [AJ4]:

QUESTION: SHOULD THE POLICE CHIEF OR HIS/HER DESIGNEE BE RESPONSIBLE FOR THE FORM OF THE CITATION?

Commented [AJ5]: To be used by the Police department, I would think yes. Maybe it should be added that the CFO shall designate the form of citation for the Parking Enforcement Specialist. Melissa may be better to get a recommendation on this item.

(Ord. No. 82, § 14, 9-8-80; Ord. No. 114, § 6, 6-18-84; Ord. No. 163, § 1, 12-1-86; Ord. No. 96-22, § 1, 10-7-96; Ord. No. 96-29, § 1, 11-4-96; Ord. No. 04-17, §§ 1, 2, 9-13-04; Ord. No. 08-02, §§ 1, 2, 3-3-08; Ord. No. 18-12, § 1, 8-6-18)

Sec. 19-24. - Penalties.

- (a) Any person issued a city parking ticket by a code enforcement specialist or law enforcement officer shall be deemed to be charged with a noncriminal violation and shall comply with the directions of the ticket. In the event that payment is not received, or a response to the ticket is not made within the time period specified thereon, the county court or its traffic violations bureau, shall notify the registered owner of the vehicle which was cited by certified mail or by service of notice by sheriff's deputy, of the ticket. Upon receipt of the notification, the registered owner shall comply with the court's directive. In computing any period of time prescribed for payment of fines, Saturdays, Sundays, and holidays observed by the office of the city manager shall be excluded in the computation. If the fine is paid by mail, the date of payment shall be deemed to be the date of the official postmark on the envelope.

QUESTION: ADD PARKING ENFORCEMENT SPECIALIST TO THE FIRST SENTENCE IN SUBSECTION (a).

Commented [AJ6]: Yes.

- (b) Any person who fails to satisfy the court's directive and any person who elects to appear before a designated official to present evidence, shall be deemed to have waived his right to the civil penalty provisions of the ticket. The official, after a hearing, shall make a determination as to whether a parking violation has been committed and may impose a fine not to exceed two hundred dollars (\$200.00) plus court costs. Failure to pay the fine within thirty (30) days from the date of imposition of the fine, shall constitute a separate civil infraction enforceable by the county court as provided in F.S. Ch. 318, and shall be punishable by a civil penalty as provided in F.S. Ch. 318, and enforceable in the same manner as are penalties imposed by F.S. Ch. 318, specifically including suspension of driver's license. Each month that the original imposed fine remains unpaid shall constitute a separate offense.
- (c) The county court is hereby designated as the court to enforce the infraction proceedings for the city.

(Ord. No. 82, § 15, 9-8-80; Ord. No. 114, § 7, 6-18-84; Ord. No. 94-9, § 1, 7-11-94; Ord. No. 08-02, § 3, 3-3-08)

State Law reference— Similar provisions, F.S. Ch. 316, 1967.

Sec. 19-25. - Responsibility for violations.

- (a) In any prosecution charging a violation of this article, proof that the particular vehicle described in the complaint was parked or operated in violation of this article, together with proof that the individual named in the complaint was at the time of such parking or operating the registered owner of such vehicle, shall constitute in evidence a prima facie presumption that the registered owner of such vehicle was the person who stopped, parked or operated such vehicle at the point where and for the time during which such violation occurred.
- (b) The owner of a vehicle is responsible and liable for payment of any parking ticket violations under this article unless the owner can furnish evidence that the vehicle was, at

the time of the parking violation, in the care, custody or control of another person. In such instances, the owner of the vehicle is required, within a reasonable time after notification of the parking violation, to furnish to the appropriate law enforcement authorities the name and address of the person or company who leased, rented or otherwise had the care, custody or control of the vehicle. The owner of a vehicle is not responsible for parking ticket violations if the vehicle involved was at the time stolen or in the care, custody or control of some person who did not have permission of the owner to use the vehicle. In any instance when the owner of a vehicle is not responsible for payment of the fine for violating this section, then in such event the operator of the vehicle at the time of the parking violation shall be responsible for payment of the fine.

(Ord. No. 82, §§ 10, 11, 9-8-80; Ord. No. 114, §§ 3, 4, 6-18-84)

State Law reference— Similar provisions, F.S. § 316.1967.

Sec. 19-26. - Signs.

- (a) All parking signs and other signs and markings used to regulate parking or traffic in accordance with this article shall be placed by officers or employees of the city or placed at locations approved by employees or officers of the city. The signs shall comply in shape, size and construction with regulations promulgated by the state department of transportation when such regulations are applicable.
- (b) Whenever parking signs and other signs and markings are placed in position approximately conforming to the requirements of this article, such signs and markings shall be presumed to have been placed by the lawful act or direction of officers or employees of the city or other lawful authority unless the contrary is established by competent evidence.

(Ord. No. 82, §§ 12, 13, 9-8-80)

Sec. 19-27. - Impounding vehicles illegally parked.

Members of the police department shall be vested with the authority to impound any unoccupied vehicle parked in violation of any of the parking ordinances of the city and to release such vehicle to the duly identified owner thereof, subject, however, to the payment of a court fine and to the payment of storage, towing and other impounding charges.

RECOMMENDATION: CHANGE FIRST SENTENCE TO "THE PARKING ENFORCEMENT SPECIALIST AND MEMBERS OF THE POLICE DEPARTMENT SHALL BE VESTED WITH THE AUTHORITY TO IMPOUND ANY UNOCCUPIED VEHICLE PARKED IN VIOLATION....."

(Ord. No. 82, § 9, 9-8-80; Ord. No. 114, § 2, 6-18-84; Ord. No. 08-02, § 4, 3-3-08)

Sec. 19-28. - Parking on private parking lots.

Commented [AJT]: Agreed. Should a threshold be established somewhere in Chapter 19 (possibly 19-23) for towing or should this be SOP for the parking enforcement specialist? I.e. - 'After the third such infraction a vehicle will not be ticketed, but instead shall be towed and impounded.' The only issue I have with either definitively is that we should have the option for both. If someone leaves a vehicle unattended parked in a roadway, middle of a parking lot, etc. we should be able to immediately tow it. If they didn't pay the meter and it's a first offense, we shouldn't necessarily immediately tow it.

It shall be unlawful for any person to park a vehicle in front of any business establishment, on any public or private parking lot, which has been marked and zoned in such a manner as to prohibit such parking in compliance with the Zoning code and traffic designations and prohibited areas under this article.

(Ord. No. 82, § 2, 9-8-80)

Sec. 19-29. - Manner of parking.

It is unlawful for any person to park a vehicle in a street of the city other than parallel with the edge of the curb or paved roadway headed in the direction of lawful traffic movement, unless otherwise provided, and with the curb side wheels of the vehicles within six (6) inches of the curb or paved edge of the roadways, except as provided below:

- (1) Upon those portions of streets which have been marked or signed for angle parking, vehicles shall be parked at the angle to the curb indicated by such mark or signs with the right front wheel against the curb or the right front end of the bumper of such vehicle over the curb, or the right front end of the bumper of each vehicle against the curb.
- (2) In places where stopping for the loading or unloading of merchandise or material is permitted in zones so designated for that purpose, vehicles used for transportation of merchandise or materials may back into the curb to take on or discharge loads.

(Ord. No. 82, § 3, 9-8-90)

State Law reference— Similar provisions. F.S. § 316.195.

Sec. 19-30. - Standing or parking prohibited in specified places.

- (a) It is unlawful for the operator of a vehicle to stop, stand or park such vehicle in any of the following places, except when necessary to avoid conflict with other traffic or in compliance with the directions of a police officer or traffic-control signal:
 - (1) Within eight (8) feet of a street intersection;
 - (2) On a crosswalk;
 - (3) Upon any public sidewalk, bicycle or pedestrian path;
 - (4) Within fifteen (15) feet of any fire hydrant;
 - (5) In front of the entrance to any theater, hotel or church;
 - (6) Alongside or opposite any street excavation or obstructions when such stopping, standing or parking would obstruct traffic;
 - (7) Abreast of any vehicle stopped or parked at the edge of the curb or street, or what is commonly known as double parking;

- (8) In front of a public or private driveway;
 - (9) Upon any bridge or runway to a beach;
 - (10) At any place where official signs or markers prohibit stopping, standing or parking;
 - (11) Upon any paved or main traveled part of the roadway which obstructs the normal traffic flow;
 - (12) Against the flow of traffic.
- (b) This section shall not apply to the driver of any vehicle which is disabled while on the paved or main traveled portion of a roadway in such manner and to such extent that it is impossible to avoid stopping and temporarily leaving the disabled vehicle in such position, or to passenger-carrying buses temporarily parked while loading or discharging passengers, where roadway conditions render such parking of the paved portion of the roadway hazardous or impractical.
 - (c) Whenever any police officer finds a vehicle standing or parking upon a roadway in violation of any of the foregoing provisions of this chapter, the officer is authorized to move the vehicle, or require the driver or other persons in charge of the vehicle to move the vehicle to a position off the paved or main traveled part of the roadway.
 - (d) If the police officer cannot move the vehicle, the officer is authorized to have it towed to a convenient place designated by the chief of police, and the owner of the vehicle shall be liable for the cost of such removal and storage, if any. The owners of the vehicle shall also be subject to the penalties provided in sections 19-23 and 19-24 of this chapter.

RECOMMENDATION: THAT SUBSECTIONS (c) and (d) ABOVE INCLUDE REFERENCE TO PARKING ENFORCEMENT SPECIALIST.

Commented [AJ8]: Agreed.

(Ord. No. 82, § 4, 9-8-80; Ord. No. 08-02, § 5, 3-3-08)

State Law reference— Similar provisions, F.S. § 316.1945.

Sec. 19-31. - Streets, rights-of-way, etc.; stopping, standing or parking prohibited.

- (a) Authority of city manager or its designee. The city manager or its designee shall have the authority to post signs prohibiting parking or establishing zones for paid parking which shall be enforced according to the terms of this chapter.
- (b) Stopping, standing or parking is prohibited as follows:
 - (1) It shall be unlawful for the operator of a motor vehicle to stop, stand or park such motor vehicle upon the shoulder or berm portion of A1A Beach Boulevard between its intersection with State Road A1A and its intersection with Pope Road, except when necessary to avoid conflict with other traffic, or in compliance with law or the directions of a police officer or official traffic control device. The term shoulder or berm as used herein refers to all of the right-of-way of A1A Beach Boulevard except for

the roadway. The statutory definition of roadway contained in F.S. Ch. 316 is hereby incorporated by reference.

- (2) It shall be unlawful for any person to park in an area marked with a sign posted in accordance with this chapter in a manner prohibited as posted.
- (c) Parking signs in conformance with this section shall be placed by officers or employees of the city which shall comply with the regulations promulgated by the state department of transportation when such regulations are applicable.
- (d) It shall not be unlawful for a construction worker, as herein defined, to park upon the shoulder or berm of those roads, with the exception of those areas designated in subsection (4) hereof, designated in this section while engaged in the construction of projects adjacent to such streets for which a building permit has been issued by the city. As used herein the term construction worker shall mean an individual employed by a licensed building contractor or subcontractor engaged in construction activities for which a building permit has been issued by the city.
- (e) "Tow-away zone" means a zone where no parking, stopping or standing is permitted as indicated by proper signs, and where vehicles parked in violation of the signs are towed away to keep the roadway clear for traffic movement. No person shall stand or park, allow, or permit any vehicle registered in his name to stand or park on any of the ways or parts of ways hereinafter described and during the periods of time set forth. Vehicles found in violation of the provisions of this section except those specifically exempted by law shall be removed to a convenient place designated by the chief of police and the owner of the vehicle so removed or towed away shall be liable for the cost of such removal and storage, if any, within the limits set forth in section 19-226. The owner of any vehicle removed or towed away under the provisions of this section shall also be subject to the penalties provided in sections 19-23 and 19-24 of this chapter. The cost of removal and storage by an independent contractor shall be the fee established therefor by contract.

The chief of police of the police department or such sergeants or other officers of higher rank in the police department as he may from time to time designate, is hereby authorized to remove to some convenient place through the agency of a person or persons in the employ of the police department or by an independent contractor selected in accordance with all applicable provisions of the general laws and the revised ordinances as in effect at the time of the award of the contract on the basis of competitive bids, any vehicle parked or standing on any part of any way under the control of the city which shall have been designated as a tow-away zone.

RECOMMENDATION: THE REFERENCE TO SECTION 19-226 IN SUBSECTION (e) ABOVE ISN'T CORRECT, BECAUSE THERE IS NO SUCH SECTION IN CHAPTER 19. THE CITY ATTORNEY CAN INCLUDE THE CORRECT REFERENCE IN THE ORDINANCE THAT WILL ADOPT THE CHANGES TO CHAPTER 19.

(Ord. No. 114, §§ 1, 5, 6-18-84; Ord. No. 164, § 1, 12-1-86; Ord. No. 204, § 1, 11-6-89; Ord. No. 91-20, § 1, 11-4-91; Ord. No. 95-16, § 1, 9-11-95; Ord. No. 95-22, § 1, 10-2-95; Ord. No. 95-23, § 1, 10-2-95; Ord. No. 95-28, § 1, 11-6-95; Ord. No. 96-09, § 1, 6-3-96; Res. No. 98-1, 1-5-98; Ord.

Commented [AJ9]: We may wish to change this reference if the towing is adopted to contractual towing instead of rotation towing. I would defer to Melissa and the Chief on that one.

Commented [AJ10]: Again add Parking Enforcement Specialist.

No. 98-09, § 1, 7-6-98; Ord. No. 98-23, § 1, 11-9-98; Ord. No. 98-26, § 1, 1-4-99; Ord. No. 99-2, § 1, 3-1-99; Ord. No. 99-10, § 1, 8-2-99; Ord. No. 99-17, § 1, 9-13-99; Ord. No. 00-09, § 1, 2-7-00; Ord. No. 00-27, §§ 1, 2, 10-2-00; Ord. No. 01-16, §§ 1, 2, 7-2-01; Ord. No. 02-12, §§ 1, 2, 10-7-02; Ord. No. 03-04, § 1, 5-5-03; Ord. No. 03-07, § 1, 5-5-03; Ord. No. 03-28, § 1, 8-4-03; Ord. No. 03-43, § 1, 1-5-04; Ord. No. 08-02, § 6, 3-3-08; Ord. No. 11-13, § 1, 12-5-11; Ord. No. 11-15, § 1, 1-9-12; Ord. No. 14-03, § 1, 8-4-14; Ord. No. 14-07, § 1, 11-10-14; Ord. No. 18-12, § 2, 8-6-18)

Sec. 19-32. - Extended parking prohibited.

It shall be unlawful for any person to park a vehicle for more than forty-eight (48) hours continuously in the same location upon any street where the parking limit time is not otherwise designated.

RECOMMENDATION: A SUBSECTION TO 19-32 SHOULD BE ADDED TO PROHIBIT OVERNIGHT PARKING ON PLAZAS EAST AND WEST OF A1A BEACH BOULEVARD, IN OCEAN HAMMOCK PARK AND ANY AREA DESIGNATED FOR PAID PARKING.

Commented [AJ1]: Agreed. Maybe no overnight parking in any areas designated for public parking or paid parking.

(Ord. No. 82, § 5, 9-8-80)

Sec. 19-33. - Unattended motor vehicles.

It is unlawful for any person operating a motor vehicle to leave the vehicle unattended, without first having stopped the motor, locked the ignition, and removed the ignition key, or when standing upon any perceptible grade, without setting the emergency brake thereon.

(Ord. No. 82, § 8, 9-8-80)

State Law reference— Similar provisions, F.S. § 316.1975.

Sec. 19-34. - Parking in bus stops and taxicab stands.

It shall be unlawful for any person to stop, stand or park a vehicle in any officially designated and appropriately marked bus stop or taxicab stand other than a bus in a bus stop and taxicab in a taxicab stand.

Sec. 19-35. - Reserved.

Editor's note— Ord. No. 08-04, adopted June 2, 2008, enacted similar provisions which, per the city's instructions, have been treated as superseding § 19-35. Former § 19-35 pertained to parking of trailers, house-cars, vans, etc., and derived from Ord. No. 82, adopted Sept. 8, 1980. See § 19-37.

Sec. 19-36. - Parking restrictions.

- (a) The city commission may approve by resolution the locations for placement of signs to permit, prohibit, or restrict the stopping, standing, or parking of motor vehicles on any

portion of any highway, street, or road, on any portion of any right-of-way thereof, or on any parking lot owned or controlled by the city.

- (b) It shall be unlawful for any person to stop, stand, or park a motor vehicle in violation of any sign erected to prohibit or restrict stopping, standing, or parking.
- (c) All signs shall be placed by officers or employees of the city. Signs shall comply with the regulations promulgated by the State Department of Transportation when such regulations are applicable.

(Ord. No. 94-7, § 1, 5-2-94)

QUESTION: IS SUBSECTION (a) ABOVE CONTRADICTED BY SUBSECTION 19-31 (a), WHICH GIVES THE CITY MANAGER THE AUTHORITY OF WHERE TO PUT PARKING REGULATION SIGNS. IF SO, THEN THE WORDING IN SUBSECTION (a) ABOVE "THE CITY COMMISSION MAY APPROVE BY RESOLUTION THE PLACEMENT OF SIGNS..." SHOULD BE DELETED.

Commented [AJ12]: Agreed, the two conflict.

Sec. 19-37. - Prohibiting the parking of tractor trailers, other large trucks and recreational vehicles on or within the right-of-way of city streets and within residentially zoned areas.

Commented [AJ13]: We initially looked at this section which currently prohibits oversized vehicles from parking in our parking areas along rights-of-ways and had suggested that for the purposes of paid parking, we also adopt this for any areas designated for paid parking. The goal, which may need to be accomplished in a different way, would be to keep people from occupying multiple parking spots in paid parking areas. To add another level of challenge, we would need to include vehicles towing trailers other than RVs, or maybe it can be accomplished by prohibiting double (or multiple) parking in a paid/public parking area.

- (1) **Definitions.** As used herein, the following words and phrases shall have the following meanings:
 - (a) **Prohibited vehicle.** A vehicle (either motorized or nonmotorized) that has one (1) or more of the following characteristics:
 1. A registered gross weight in excess of seventeen thousand one (17,001) pounds;
 2. Having a length in excess of twenty (20) feet;
 3. Having a height of more than eleven (11) feet, six (6) inches;
 4. Having a width of more than eighty-nine (89) inches;
 5. Is a recreational vehicle as hereinafter defined.
 - (b) **Illegally parking.** Parking of a prohibited vehicle within the right-of-way or upon the public right-of-way of a street, highway or roadway, except while making occasional local deliveries, while discharging passengers, or while involved in construction or remodeling of a building fronting the same.
 - (c) **Recreational vehicle.** A vehicle which is designed to provide temporary living quarters for recreation, camping, or travel purposes. A recreation vehicle may be designed to be self-propelled, towed, or carried by another vehicle. Recreation vehicles include campers, travel trailers, or motor homes.
- (2) **Purpose.** It is the purpose of this section to regulate the parking and storage of trucks and recreational vehicles in the City of St. Augustine Beach. This section recognizes that there is a need to regulate parking of such vehicles in order to enhance the value of residential

- districts, protect property values, reduce hazards to motorists and pedestrians, and to promote the public safety and general welfare.
- (3) *Parking and storage of prohibited vehicles.* The outdoor storage or parking of prohibited vehicles shall be prohibited in all residential districts for more than seven (7) calendar days except where the primary use of such vehicles is for the personal transportation of the owner of the vehicles or as otherwise permitted by this section, unless the following conditions are met:
 - (a) All such vehicles and equipment shall be placed within a completely enclosed building or located behind the furthest front face of the main building, as measured from the front property line or front right-of-way line and no closer than five (5) feet to any side or rear lot line. No storage of such vehicle or equipment shall be permitted on a corner lot in the front yard setback space required by the zoning ordinance for the yards adjacent to the streets.
 - (b) Storage or parking shall be limited to a parcel of land upon which is located an inhabited dwelling unit.
 - (c) All such vehicles and equipment stored or parked outside shall be in operational condition and bear current registration plates.
 - (d) Such vehicles and equipment shall not be occupied as a dwelling.
- (4) *Enforcement.* The city manager or his or her designee is hereby authorized, empowered and directed to enforce all the provisions of this section and any subsequent amendments hereto and the manager is authorized to employ the necessary assistance to aid in the enforcement of this section.
- (5) *Complaints.* Complaints on any violations of this section shall be filed with the city manager or his or her designee.
- (6) *Notice of violation.* The failure to correct any violation of this section after notice of violation by the city manager or his designee shall be deemed a violation of this section. Notice of violation may be served by placing a copy thereof on the windshield or other prominent location upon the vehicle to delivering a copy thereof to an individual over the age of fifteen (15) residing on the premises upon which the vehicle is parked.
- (7) *Penalties.* This section shall be enforced in the manner prescribed by section 1-9 of the St. Augustine Beach Code.

(Ord. No. 08-04, §§ 1—7, 6-2-08)

Secs. 19-38—19-48. - Reserved.

Sec. 19-49. - Reserved.

Editor's note— Ord. No. 08-04, adopted June 2, 2008, enacted similar provisions which, per the city's instructions, have been treated as superseding § 19-49. Former § 19-49 pertained to

parking of certain trucks and commercial vehicles restricted, and derived from Ord. No. 01-28, adopted Oct. 1, 2001. See § 19-37.

Sec. 19-50. - Reserved.

Editor's note— Ord. No. 08-04, adopted June 2, 2008, enacted similar provisions which, per the city's instructions, have been treated as superseding § 19-50. Former § 19-50 pertained to parking of mobile homes; trailers; recreational units, and derived from Ord. No. 22, adopted May 11, 1964; Ord. No. 128, adopted April 23, 1985; Ord. No. 148, adopted Feb. 3, 1986; Ord. No. 169, adopted Aug. 3, 1987; Ord. No. 205, adopted Nov. 6, 1989; and Ord. No. 91-7, adopted July 1, 1991. See § 19-37.

Sec. 19-51. - Panhandling.

- (a) *Intent.* It is the intent of this section to protect the health safety and general welfare of the citizens of the city to assure the free, orderly uninterrupted movement of motorized vehicles on public roads within the city, and to provide for safety in the interest of pedestrians and occupants of motorized vehicles located on public roads within the city. This section is intended to apply evenhandedly to all persons who engage in the activities proscribed herein, regardless of their message. This section is intended to be narrowly-tailored to serve the significant government interest of public safety, and to leave open ample alternative channels of displaying advertising, distributing goods and materials, and soliciting business and charitable contributions.
- (b) *Findings and determinations.*
 - (1) The city commission of the city hereby finds and determines that mixing pedestrians and temporarily stopped motor vehicles in the same space at the same time is inherently dangerous, and that the combination of the high volume of motorized vehicles and congested roads in the city and persons engaging in advertising, distribution, or solicitation that is directed at motor vehicle occupants on those roads is hazardous to public safety, both for occupants of motorized vehicles located on public roads and for persons engaging in such advertising, distribution, and solicitation.
 - (2) The city commission of the city further hereby finds and determines that the prohibitions set forth in this section are narrowly-tailored to serve the significant interest of promoting and protecting the public health, safety, and welfare of the citizens of the city, and that said prohibitions leave open ample alternative channels of communication.
- (c) *Definitions.*
 - (1) *Road or road* shall include streets, whether paved or unpaved, shoulders, roadbeds, medians, acceleration lanes, deceleration lanes, turn lanes, work zone areas, and all other ways open to travel by operators of motor vehicles or appurtenant thereto within the limits of the city. This definition excludes private roads and roads that are not open to motor vehicle travel.

- (2) *Motor vehicle* means any self-propelled vehicle, including any motorcycle and also including any bicycle when the cyclist is traveling within a designated bike lane that is part of the road.
 - (3) *Person* means any natural person, firm, copartnership, association or corporation, or any pedestrian.
 - (4) *Vehicle* means every device, in, upon, or by which any person or property is or may be transported or drawn upon a road, excepting devices used exclusively upon stationary rails or tracks.
- (d) *Panhandling prohibited.*
- (1) No person shall be upon or go upon any road for the purpose of displaying advertising of any kind or distributing materials or goods or soliciting business or charitable contributions of any kind from the occupant of any motor vehicle located on public roads of the city.
 - (2) No person shall be within four (4) feet of the edge of the road or within a safety zone for the purpose of distributing materials or goods or soliciting business or charitable contributions of any kind from the occupant of any motor vehicle located on public roads of the city.
 - (3) The language in this section is intended to prohibit the activities described above only when they are directed by pedestrians toward occupants of motor vehicles that are on the traveled portion of public roads that are open to motor vehicle traffic. This section is not intended to prohibit activities such as advertising, distribution of goods or materials, or business or charitable solicitation that is directed toward pedestrians on sidewalks.
- (e) *Territory embraced.* The provisions of this section shall embrace all public roads that are open to motor vehicle traffic within the legal boundaries of the city.
- (f) *Penalties.* Penalties of this section shall be as follows:
- (1) Any person convicted of violating the provisions of this section shall be punished by a fine not to exceed five hundred dollars (\$500.00), by imprisonment not to exceed sixty (60) days, or by both such fine and imprisonment.
 - (2) In addition to the penalties provided by subsection (1), any violation of this section shall be subject to appropriate civil action in a court of appropriate jurisdiction.

(Ord. No. 11-05, § 1; 5-2-11)

ORDINANCE NO. 19-09

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE BEACH, FLORIDA, AMENDING CHAPTER 19 ARTICLE 1 OF THE CODE OF THE CITY TO DELETE OBSOLETE SECTIONS; TO CREATE THE POSITION OF PARKING ENFORCEMENT SPECIALIST; PROHIBITING OVERNIGHT PARKING IN CERTAIN AREAS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

NOW THEREFORE BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF ST. AUGUSTINE BEACH FLORIDA:

Section 1 Section 19-2 is hereby amended to read as follows:

Section 19-2-Towing

Law enforcement officers shall utilize only wrecker operators, wrecker equipment, and storage facilities which are approved by the county department of public safety as qualified under County Ordinance No. 2015-50 ~~85-9~~, for towing or moving of wrecked, disabled, stolen or abandoned motor vehicles in the event the owner or operator of the vehicle is incapacitated, unavailable, or leaves the procurement of wrecker service to the discretion of a law enforcement officer.

Section 2 Section 19-4 is hereby deleted in its entirety:

~~Section 19-4 Violation of Chapter 316 Florida Statutes as City Code Violation~~

- ~~(a) State traffic infraction. It shall be unlawful for any person to commit, within the corporate limits of the city, any act which is or shall be recognized by FS. Ch. 316 as a traffic infraction or misdemeanor.~~
- ~~(b) Enforcement. Violations hereof may be enforced as provided in section 1-9 of this Code.~~

Section 3 Section 19-24 (a) shall be amended as follows:

Section 19-24-Penalties

- (a) Any person issued a city parking ticket by a ~~code-parking~~ enforcement specialist or law enforcement officer shall be deemed to be charged with a noncriminal violation and shall comply with the directions of the ticket. In

the event that payment is not received, or a response to the ticket is not made within the time period specified thereon, the count court or its traffic violations bureau, shall notify the registered owner of the vehicle which was cited by certified mail or by service of notice by sheriff's deputy, of the ticket. Upon receipt of the notification, the registered owner shall comply with the court's directive. In computing any period of time prescribed for payment of fines, Saturdays, Sundays, and holidays observed by the office of the city manager shall be excluded in the computation. If the fine is paid by mail, the date of payment shall be deemed to be the date of the official postmark on the envelope.

Section 4 Section 19-27 shall be amended as follows

Section 19-27-Impounding vehicles illegally parked

The parking enforcement specialist and members of the police department shall be vested with the authority to impound any unoccupied vehicle parked in violation of any of the parking ordinances of the city and to release such vehicle to the duly identified owner thereof, subject, however, to the payment of a court fine and to the payment of storage, towing and other impounding charges.

Section 5 Section 19-30 (c) and (d) shall be amended as follows:

Section 19-30-Standing or parking prohibited in specified places

- (c) Whenever a parking enforcement specialist or any police officer finds a vehicle standing or parking upon a roadway in violation of any of the foregoing provisions of this chapter, the officer is authorized to move the vehicle, or require the driver or other persons in charge of the vehicle to move the vehicle to a position off the paved or main traveled part of the roadway.
- (d) If the parking enforcement specialist or police officer cannot move the vehicle, the officer is authorized to have it towed to a convenient place designated by the chief of police, and the owner of the vehicle shall be liable for the cost of such removal and storage, if any. The owners of the vehicle shall also be subject to the penalties provided in sections 19-23 and 19-24 of this chapter.

Section 6 Section 19-31 (e) shall be amended as follows:

Section 19-31 Streets, rights-of-ways, etc.; stopping, standing or parking prohibited

- (e) "Tow-away zone" means a zone where no parking, stopping or standing is permitted as indicated by proper signs , and where vehicles parked in violation of the signs are towed away to keep the roadway clear for traffic movement. No person shall stand or park, allow, or permit any vehicle registered in his name to stand or park on any of the ways or parts of ways hereinafter described and during the periods of time set forth. Vehicles found in violation of the provision of this section except those specifically exempted by law shall be removed ~~a convenient place designated by the chief of police~~ and the owner of the vehicle so removed or towed away shall be liable for the cost of such removal and storage, ~~is any, within the limits set forth in section 19-226.~~ The owner of any vehicle removed or towed away under the provisions of this section shall also be subject to the penalties provided in sections 19-23 and 19-24 of this chapter. The cost of removal and storage by an independent contractor shall be the dee established thereof by contract.

The parking enforcement specialist, chief of police of the police department or such sergeants or other officers of higher rank in the police department as he may from time to time designate, is hereby authorized to remove to some convenient place through the agency of a person or persons in the employ of the police department or by an independent contractor selected in accordance with all applicable provisions of the general laws and the revised ordinances as in effect at the time of the award of the contract on the basis of competitive bids, any vehicle parked or standing on any part of any way under the control of the city which shall have been designated as a tow-away zone.

Section 7 Section 19-32 shall be amended as follows:

Sections 19-32-Extended parking prohibited

- (a) It shall be unlawful for any person to park a vehicle for more than forty-eight (48) hours continuously in the same location upon any street where the parking limit time is not otherwise designated.
- (b) Overnight parking on plazas east and west of A1A Beach Boulevard, in Ocean Hammock Park and any area designated for paid parking is prohibited.

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.

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.

EFFECTIVE DATE. This ordinance shall take effect upon its being adopted.

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
Commissioner Rumrell

FROM: Max Royle, City Manager 

DATE: May 22, 2019

SUBJECT: Plastic Bag Ban Ordinance: Request by Ms. Jane West for the Commission on Consider It Again

INTRODUCTION

Before the Planning Board's May 21st meeting, Ms. West, the Board's Chair, asked the City Manager to bring back to you the ordinance that you had considered earlier this year to ban plastic bags and other plastic items. Though she cannot be at your June 10th meeting to present her request in person because of matters related to her work, she asked that you consider an ordinance at that meeting.

At your April 29th special meeting, you approved Resolution 19-03, to encourage businesses and residents to discontinue the use of plastic drinking straws, polystyrene, plastic stir sticks, and similar plastic items.

ATTACHMENTS

They are:

- a. Pages 1-5, which from the minutes of your March 4th meeting, when you discussed two ordinances to ban plastic items. You'll note that the City Attorney was to bring revised ordinances back at your April meeting. However, the City Manager later in March was told that Ms. West asked that further action on an ordinance to ban plastic bags be delayed until she requested it be brought back.
- b. Pages 6-9, Ordinance 19-03, prohibiting the use of polystyrene containers and single-use plastic straws by restaurants in the City.
- c. Pages 10-13, Ordinance 19-04 to prohibit the sale, use, and distribution of single-use plastic bags by retail establishments in the City.

ACTIONS REQUESTED

Though Ms. West won't be at your June 10th meeting, we ask that you discuss whether you want to consider again an ordinance that bans plastic bags and other types of plastic containers. If you do, then the City Attorney could prepare an ordinance for your July 1st meeting, which Ms. West may be able to attend.

FROM MINUTES OF CITY COMMISSION MEETING, MARCH 4, 2019

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.

CITY OF ST. AUGUSTINE BEACH, FLORIDA

ORDINANCE NO. 19-03

AN ORDINANCE OF THE CITY COMMISSION OF ST. AUGUSTINE BEACH, FLORIDA, AMENDING THE CITY OF ST. AUGUSTINE BEACH CODE BY AMENDING ARTICLE V OF SECTION 13, PROHIBITING THE USE OF EXPANDED POLYSTYRENE CONTAINERS AND SINGLE-USE PLASTIC STRAWS BY RESTAURANTS WITHIN THE CITY; PROVIDING FOR SEVERABILITY, CODIFICATION, PENALTY AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of St. Augustine Beach declares that it is in the best interest of the public health, safety and welfare of its residents and visitors to reduce litter and pollutants on the land and in the waters of the City; and

WHEREAS, expanded polystyrene is a petroleum-based plastic, most commonly incorrectly referred to by the name of "Styrofoam," which is actually the proprietary trade name of a polystyrene foam product; and

WHEREAS, expanded polystyrene containers and single-use plastic straws are detrimental to the environment because they do not fully degrade, they overburden landfills, introduce unsafe chemicals into the environment, become litter and create hazards for land and aquatic animals due to ingestion, and create impediments to waste reduction and recycling goals, while creating unsightly litter; and

WHEREAS, use and distribution of expanded polystyrene containers and single-use plastic straws has a detrimental effect on the public health, safety and welfare of the City, County and State; and

WHEREAS, expanded polystyrene and single-use plastic straws constitute a portion of the litter in the City's streets, parks, public places and waterways; and

WHEREAS, as an environmental leader among local governments in the State of Florida, the goal of the City is to replace expanded polystyrene and single-use plastic straws with recyclable or compostable alternatives whenever possible; and

WHEREAS, this Ordinance provides for a 1-year implementation period allowing for an extensive education campaign and for retail establishments to expand their current stock of expanded polystyrene and single-use plastic straws and transition to recyclable or compostable alternatives; and

WHEREAS, the City Commission finds that this Ordinance is necessary for the preservation of our environment and the public health, safety and welfare of the City residents and visitors and future generations; and

NOW THEREFORE, BE IT ORDAINED BY THE COMMISSION OF THE CITY OF ST. AUGUSTINE BEACH:

SECTION 1. That the foregoing recitals are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this ordinance upon adoption hereof.

SECTION 2. That Chapter V, Articles 13-48 and 13-49 of the Code of the City of St. Augustine Beach, Florida, are hereby created to read as follows:

ARTICLE V, PROHIBITION OF USE OR DISTRIBUTION OF EXPANDED POLYSTYRENE AND SINGLE-USE PLASTIC STRAWS

Sec. 13-48. – Prohibition on Use of Expanded Polystyrene and Single-Use Plastic Straws

(a) *Definitions.* For the purposes of this section only, the following definitions should apply:

1. *Food service provider* means a person or entity that provides food directly to the consumer, regardless of whether such food is provided free of charge or sold, or whether consumption occurs on or off premises, or whether the food is provided from a building, pushcart, stand or vehicle. Food service providers include, but are not limited to, restaurants, cafes, sidewalk cafes, delicatessens, coffee shops, grocery stores, markets, supermarkets, drug stores, pharmacies, bakeries, caterers, gas stations, vending or food trucks or carts or cafeterias.
2. *Retail establishment* means any person or entity engaged in the retail sale of goods. Retail establishment includes any supermarket, grocery store, convenience store, shop, service station, restaurant, farmer's market vendor, and any other sales outlet where a customer can directly purchase goods, materials, and products.
3. *Expanded polystyrene containers* means plates, bowls, cups, containers, lids, trays, coolers, ice chests, food containers and all similar articles that consist of blown polystyrene and expanded and extruded foams that are thermoplastic petrochemical materials utilizing a styrene monomer and processed by any number of techniques including but not limited to fusion of polymer sphere (expandable bead foam), injection molding, foam molding and extrusion-blown molding (extruded foam polystyrene).
4. *Expanded polystyrene product* shall mean food containers, plates, bowls, cups, lids, trays, coolers, ice chests, "clamshells," and all similar articles that consist of expanded polystyrene.
5. *Single-use plastic straw* shall mean a plastic tube intended for transferring a beverage from its container to the mouth of a drinker.
6. *Special event permittee* means any entity or person, and their subcontractors, agents or property, in a City facility or in the City's right-of-way, for the promotion or sale of their products and/or business.

(b) *Prohibited Use of Expanded Polystyrene and Single-Use Plastic Straws; Penalties; Exceptions*

1. Special event permittees shall not provide expanded polystyrene and/or single-use plastic straws during special events as a condition of approval

2. Upon warning, the special event permittee must cease providing the expanded polystyrene and/or single-use plastic straws immediately. If the special events permittee does not do so he or she may be forced to discontinue the service, sale or participation in the special event.
3. A violation of this section shall constitute a City code violation and may result in the revocation of the special events permit and fines and may be grounds for the placement of conditions on or for denial of a future special events permit.

Sec. 13-49. – Expanded Polystyrene and Single-Use Plastic Straws Prohibited;

Exceptions

1. Although the discontinuation of the use of expanded polystyrene containers and single-use plastic straws is strongly encouraged, this article shall not apply to:
 - a. Expanded polystyrene containers used for prepackaged food that have been filled and sealed prior to receipt by the food service provider or retail establishment;
 - b. Expanded polystyrene containers used to store raw meat or seafood sold from a butcher case or similar refrigerated display or storage case;

SECTION 3. PENALTIES.

Any violation of this section shall be punishable as provided in Section 1-9 of this Code.

SECTION 4. SEVERABILITY.

If any section, sentence, clause, or phrase of this Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Ordinance.

SECTION 5. REPEALER.

All ordinances or parts of ordinances in conflict herewith, are hereby repealed.

SECTION 6. CODIFICATION.

It is the intention of the Commission of the City of St. Augustine Beach, Florida, that the provisions of this Ordinance shall become and be made part of the City of St. Augustine Beach Code of Ordinances immediately upon the signing of the Ordinance; and that the sections of this ordinance may be renumbered or relettered to accomplish such intention, and the word "ordinance" may be changed to "section", "article", or such other appropriate word or phrase in order to accomplish such intentions.

SECTION 7. EFFECTIVE DATE

This Ordinance shall become effective 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: _____
Mayor, Undine C. George

CITY OF ST. AUGUSTINE BEACH, FLORIDA

ORDINANCE NO. 19-04

AN ORDINANCE OF THE CITY COMMISSION OF ST. AUGUSTINE BEACH, FLORIDA, AMENDING THE CITY OF ST. AUGUSTINE BEACH CODE BY CREATING ARTICLE V OF SECTION 13, PROHIBITING SALE, USE AND DISTRIBUTION OF SINGLE-USE CARRYOUT PLASTIC BAGS BY RETAIL ESTABLISHMENTS WITHIN THE CITY; PROVIDING FOR SEVERABILITY, CODIFICATION, PENALTY AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of St. Augustine Beach declares that it is in the best interest of the public health, safety and welfare of its residents and visitors to reduce litter and pollutants on the land and in the waters of the City; and

WHEREAS, distribution of single-use carryout plastic bags by retailers to consumers for use in carrying purchased goods has a detrimental effect on the environment of the City, County, and State; and

WHEREAS, discarded single-use carryout plastic bags contribute to overburdened landfills, threaten wildlife and marine life and degrade and litter the beaches and waters off the Florida coast, which include areas within the City; and

WHEREAS, single-use carryout plastic bags are photo-biodegradable and break down into smaller pieces which can make their way into the food chain via such animals as jellyfish and endangered sea turtles; and

WHEREAS, plastic bags constitute a portion of the litter in the City's streets, parks, public places and waterways; and

WHEREAS, as an environmental leader among local governments in the State of Florida, the goal of the City is to replace single-use carryout plastic bags with reusable, recyclable, or compostable alternatives whenever possible; and

WHEREAS, retail establishments such as ALDI, Trader Joes, and Whole Foods have successfully incorporated programs that encourage the use of reusable and/or recyclable alternatives to single-use carryout plastic bags; and

WHEREAS, this Ordinance provides for a 1-year implementation period allowing for an extensive education campaign and for retail establishments to deplete their current stock of single-use carryout plastic bags and transition to reusable or compostable alternatives; and

WHEREAS, the City Commission finds that this Ordinance is necessary for the preservation of our environment and the public health, safety and welfare of the City residents and visitors and future generations; and

NOW THEREFORE, BE IT ORDAINED BY THE COMMISSION OF THE CITY OF ST. AUGUSTINE BEACH:

SECTION 1. That the foregoing recitals are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this ordinance upon adoption hereof.

SECTION 2. That Chapter V, Articles 13-44 thru 13-48 of the Code of the City of St. Augustine Beach, Florida, is hereby created to read as follows:

ARTICLE V, PROHIBITION OF USE OR SALE OF CERTAIN SINGLE USE PLASTIC PRODUCTS

Sec. 13-44. – Prohibition on Use of Single-Use Carryout Plastic Bags

(a) *Definitions.* For the purposes of this section only, the following definitions should apply:

1. *Single-use carryout plastic bag* means a bag provided by a company or individual to a customer, typically at the point of sale, for the purpose of transporting purchases, which is made predominantly of plastic derived from petroleum or a biologically-based source. This definition includes bags, as defined above, provided to an individual to transport items provided free of charge, including but not limited to, samples and informational materials.
2. *City facility* includes, but it not limited to, any building, structure or park owned, operated or managed by the City.
3. *Special event permittee* means any entity or individual, and their subcontractor(s), who has been issued a special event permit by the City for a special event on City property, in a City facility or in the City's right-of-way, for the promotion or sale of their product(s) and/or business(es).
4. *Compostable carryout bag* means a bag that (1) conforms to the current ASTM D6400; (2) is certified and labeled as meeting the ASTM D6400 standard specification by a recognized verification entity; and (3) must be capable of undergoing biological decomposition in a compost site such that the material breaks down into carbon dioxide, water, inorganic, compounds and biomass at a rate consistent with known compostable materials.

(b) *Prohibited Use of Plastic Bags; Penalties; Exceptions*

1. Special event permittees shall not provide items in single-use carryout plastic bags during special events as a condition of approval
2. Upon warning, the special event permittee must cease providing the single-use carryout plastic bags immediately. If the special events permittee does not do so he or she may be forced to discontinue the service, sale or participation in the special event.
3. A violation of this section shall constitute a City code violation and may result in the revocation of the special events permit and fines and may be grounds for the placement of conditions on or for denial of a future special events permit.
4. *Exceptions.* This prohibition shall not apply to Exempt Bags or other types of single-use plastic bags used, provided or given out by individuals who are special events permittees for the purpose of hosting a small private event (100 people or less) (e.g. birthday party, family reunion).

Section 13-45. – Sale, Use or Distribution of Single-Use Carryout Plastic Bags by retail Establishments within the City

For purposes of this section only the following definitions should apply:

- (a) *Customer* means any person purchasing goods from a retail establishment.
- (b) *Single-use carryout plastic bag* means a bag provided by a company or individual to a customer, typically at the point of sale, for the purpose of transporting purchases, which is made predominantly of plastic derived from petroleum or a biologically-based source. This definition includes bags provided to a customer to transport items provided free of charge, including but not limited to, samples, and informational materials.
- (c) *Exempt bag* means (1) a compostable carryout bag (as defined 13-44(a)(4) above; (2) a bag used to protect food or merchandise from being damaged or contaminated by other food or merchandise, when items are placed together in a reusable bag, including produce bags; (3) a bag used to hold prescription medications dispensed from a pharmacy or veterinary office; (4) designed to be placed over articles of clothing on a hanger, including dry cleaning bags; (5) door hanger bags; (6) newspaper bags; (7) garbage bags; (8) pet waste bags; (9) yard waste bags; (10) bags of any type that a customer previously owned and brings to a retail establishment for his or her own use in carrying away store goods.
- (d) *Reusable bag* means a bag with handles that is specifically designed and manufactured for multiple reuses and made of durable material specifically designed for and provided to consumers with the intention of multiple, long-term use and does not include any film plastic bags.
- (e) *Recyclable paper bag* means a bag that contains a minimum average of forty percent (40%) post-consumer recycled materials and displays the minimum percent of post-consumer content on the outside of the bag.
- (f) *Compostable carryout bag* means a bag that (1) conforms to the current ASTM D6400; (2) is certified and labeled as meeting the ASTM D6400 standard specification by a recognized verification entity; and (3) must be capable of undergoing biological decomposition in a compost site such that the material breaks down into carbon dioxide, water, inorganic, compounds and biomass at a rate consistent with known compostable materials
- (g) *Retail establishment* means any entity or individual engaged in the retail sale of goods. Retail establishment includes any supermarket, grocery store, convenience store, shop, service station, restaurant, farmers' market vendor, and any other sales outlet where a customer can directly purchase goods, materials, and products.

Sec. 13-46. – Single-Use Carryout Plastic Bags Prohibited; Exceptions

- (a) No retail establishment shall provide to any customer a single-use carryout plastic bag, unless noted in exceptions below.
- (b) Exceptions: Although the discontinuation of the use of single-use carryout plastic bags is strongly encouraged by the City of St. Augustine Beach, this article shall not apply to Exempt Bags defined in Section 13-45(c) above.
- (c) Retail establishments can propose innovative and creative environmentally sustainable alternative programs that eliminate the use of single-use plastic bags. After being submitted, the program is reviewed by City staff for approval. Each program is reviewed on a case by case basis.

Sec. 13-47. – Use of reusable bags

Retail establishments are strongly encouraged to educate their staff to promote reusable bags and to post signs encouraging customers to use reusable bags. Should retail establishments provide carryout bags, they shall be reusable, compostable carryout bags and/or recyclable paper bags free of charge or for a fee as determined by the merchant. Retail establishments may keep any fees charged for providing such bags to offset the cost of providing the bag.

SECTION 3. PENALTIES

Any violation of this section shall be punishable as provided in Section 1-9 of this Code.

SECTION 4. SEVERABILITY.

If any section, sentence, clause, or phrase of this Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Ordinance.

SECTION 4. REPEALER.

All ordinances or parts of ordinances in conflict herewith, are hereby repealed.

SECTION 5. CODIFICATION.

It is the intention of the Commission of the City of St. Augustine Beach, Florida, that the provisions of this Ordinance shall become and be made part of the City of St. Augustine Beach Code of Ordinances immediately upon the signing of the Ordinance; and that the sections of this ordinance may be renumbered or relettered to accomplish such intention, and the word "ordinance" may be changed to "section", "article", or such other appropriate word or phrase in order to accomplish such intentions.

SECTION 6. EFFECTIVE DATE

This Ordinance shall become effective upon adoption.

PASSED by the City Commission of the City of St. Augustine Beach, Florida on second reading this ____ day of _____, 2019.

**CITY COMMISSION OF THE
CITY OF ST. AUGUSTINE BEACH**

ATTEST: _____
Max Royle, City Manager

BY: _____
Undine C. George, Mayor



CITY OF ST. AUGUSTINE BEACH

Date: June 1, 2019

To: Mayor George
Vice Mayor England
Commissioner Kostka
Commissioner O'Brien
Commissioner Samora

From: Beverly Raddatz, MMC, City Clerk *BR*

Subject: Resolution to Amend Section XI.21 of the Personnel Manual Regarding Workers' Compensation

Background:

Staff reviewed the City's policy regarding workers' compensation in the City's Personnel Manual and compared policies of other cities, such as Palatka, Palm Coast, St. Augustine, Dunnellon, etc. Staff found that the City's policies were not following typical practices.

At the May 6, 2019 Regular Commission meeting, the Commission requested the City Attorney to review the language and bring it back to the Commission on June 10, 2019 Commission meeting.

Analysis:

The City pays 33 1/3% of the salary and workers' compensation insurance pays 66 2/3% to give the employee 100% of their salary when injured. Most cities do not pay the 33 1/3%, but allow their employees to use their accumulated sick, compensation, and/or vacation time toward the 33 1/3% shortage. This gives the employee an initiative to come back to work as soon as they are able.

Also, the Personnel Manual had limited language regarding light duty or when the employee should return to work. The new recommended policy states that when the City's physician says the employee is fit-for-duty, the employee must come back to work with a release from the physician. Also, it explains light duty requirements.

Conclusion:

City Attorney Wilson reviewed and tighten up the language for Resolution 19-01 to make it legally defensible.

Budget Analysis:

The budget analysis shows that the City would save money by not paying the 33 1/3% to the employee when they are out on workers' compensation, if the employee has no accumulated sick, vacation or compensation time. If the employee does not have any accumulated sick, vacation or compensation time, then the employee would only receive the insurance portion (66 2/3%) of their pay check.

Recommendation:

It is the recommendation of staff to adopt Resolution 19-01 regarding amending the City's Personnel Manual to reflect best practices for workers' compensation.

RESOLUTION 19-01

**CITY OF ST. AUGUSTINE BEACH
ST. JOHNS COUNTY**

**RE: TO AMEND SECTION XI.21 OF THE
PERSONNEL MANUAL REGARDING
POLICIES AND PROCEDURES ON
WORKERS' COMPENSATION**

The City Commission of St. Augustine Beach, St. Johns County, Florida, in the regular meeting duly assembled on June 10, 2019, resolves as follows:

That Section XI.21 of the General Policies of the City's Personnel Manual is hereby amended by the addition of the following language which is attached as Exhibit A, and such language shall be incorporated into such General Policies.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission of the City of St. Augustine Beach, St. Johns County, Florida amends the above Sections of the City of St. Augustine Beach Personnel Manual to read as set forth above, with the remainder of the policies remaining as adopted previously.

RESOLVED AND DONE, this _____ day of _____, 2019, by the City Commission of the City of St. Augustine Beach, St. Johns County, Florida.

Undine George, Mayor

ATTEST:

Max Royle, City Manager

EXHIBIT A

XI.21 DISABILITY WORKERS' COMPENSATION LEAVE


- A. An injury shall be considered to have been incurred while on duty only if such injury is a compensable injury under the Florida workers' compensation law. An employee who sustains a service-connected disability or injury, compensable under the Worker's Compensation Law, may be carried in full pay status for a period of up to seven (7) days. This time will be deducted from accumulated sick, compensation leave or vacation leave. If the employee does not have accumulated leave, the City would not be responsible to pay the employee's full pay status and the employee would go on unpaid leave.
- B. The length of disability shall be determined by the employer's physician in accordance with the ~~w~~ Workers' ~~e~~ Compensation ~~L~~ Law. Payments made by the employer during the period shall not be charged against any leave time which the employee may have accrued. If an Employee received Worker's Compensation benefits for the period of time that the City has carried and compensated the employee in full pay status, the Employee shall reimburse the City the amount of the benefits and the City shall credit the Employee with their accumulated sick or vacation leave. Such reimbursement shall not include payments for medical, surgical, hospital, nursing or related expenses or lump-sum scheduled payments of disability losses.
- C. Sick and vacation leave accruals shall continue for a maximum of six (6) months for employees who are receiving workers' compensation benefits due to a compensable on-the-job injury.
- D. The maximum injury pay shall be six (6) calendar months beginning the date the employer's doctor determines the employee's disability.
- E. The City shall provide full weekly pay to the employee from the date of injury. Should the employee receive workers' compensation disability pay in accordance with Chapter 440.12, Florida Statutes, he shall sign over these checks to the City in exchange for his full weekly pay. Or the City shall match with 33 1/3% of the employee's salary the 66 2/3% which workers' compensation may pay. If the employee is unable to resume work at the end of the seven (7) day period:
 - i. The employee may use accrued vacation, compensatory or sick leave in an amount necessary to receive salary payment that will increase worker's compensation payments to total net salary being received prior to the occurrence of the disability. In no case shall the employee's benefits and workers' compensation benefits exceed the amount of the employee's regular salary payments; or
 - ii. The employee's case may be reviewed by the City Manager / Police Chief and

they may determine the action they wish to take regarding the matter; or

- iii. The employee shall revert to normal workers' compensation benefits. It is imperative that all injuries arising out of and in the course of employment be reported immediately to a Supervisor and/or the Department Head. Failure to report such injuries may result in loss of compensation.
- F. An employee receiving any on-the-job injury or sick leave benefits shall not work at any secondary jobs.
- G. Department Heads are responsible for reporting all injuries to the Human Resources Director.
- H. If an injured employee is absent from work for more than six (6) months, whether or not the employee is receiving salary continuation through worker's compensation, the City Manager / Police Chief, at their sole discretion, may place the employee on a "medical leave of absence," under whatever terms and conditions they decide is appropriate. Alternatively, if the employee is absent from work for more than six (6) months, and the City Manager / Police Chief determines the need to fill the employee's position, the employee may be terminated and placed on a preferential hiring list for a period not to exceed twelve (12) months. The decision of the City Manager / Police Chief shall be final and binding and not subject to appeal.
- I. An employee must be able to perform eight-five percent (85%) of the duties/tasks/jobs of the job description and the essential functions before being allowed to return to work. The Department Head shall make this determination upon the advice of the Human Resource Director.
- J. Whenever an employee on disability leave becomes physically able to perform some useful light duty work for the City, the employee may be required to do so as a condition for receiving continuing benefits. However, the City is not obligated to provide light duty or create conditional employment.

MEMORANDUM

TO: Mayor George
Vice Mayor England
Commissioner Kostka
Commissioner Samora
Commissioner Rumrell

FROM: Max Royle, City Manager 

DATE: May 22, 2019

SUBJECT: Strategic Plan: Review of Suggested Procedures to Update

BACKGROUND

You last updated the City's strategic plan in the spring and summer of 2015 when you hired a facilitator, Ms. Marilyn Crotty of the Florida Institute of Government at the University of Central Florida. With her expert guidance, you determined the plan's six Tier One objectives and formally adopted them. They are:

1. Establish a plan for evaluating various events and their impact on the City's 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 from state and federal sources.
5. Increase and improve citizen engagement.
6. Develop a City-wide traffic management plan.

Over the past four years, the following actions concerning the above Tier One objectives have happened:

1. Evaluating Special Events

During 2016, the City Commission reviewed a list of the special events held in the City and their effect on the quality of life and reviewed an ordinance to prohibit the issuance of special event permits on weekends when there's a major holiday. The Commission decided not to adopt it or a resolution that was subsequently proposed. Instead, by policy, large events, such as the half marathon Diva Run, are no longer allowed. Smaller events, such as the 5K runs/walks for a charity, continue to be permitted. They are few in number during the year, are done only early on a Saturday or Sunday morning, and do not require the closing of any streets. Chief Hardwick requires the organizers to put out the cones for such runs. Most of the special events now take place at the pier park and the City requires the organizers to have and pay for law enforcement services.

2. Additional revenue sources:

- a. Non-ad valorem special assessment

At its July 31, 2017, meeting on the proposed FY 2018 budget, the City administration proposed levying a non-ad valorem special assessment to pay the costs to collect household waste and recyclables. At that time, the Commission decided not to levy the assessment. The topic was presented again to the Commission at its February 2, 2018, meeting. The Commission asked that it be brought back at its October meeting. This was done, with the change that the assessment be levied only to pay the costs to collect recyclables. You asked the staff to get more information. At your November 13, 2018, meeting, you decided not to levy a fee for the collection of recyclables. However, the assessment will be brought back for discussion at your June 17, 2019, special meeting.

b. Grants

The City received a \$1.5 million grant from the Florida Communities Trust to reimburse it for part of the cost (\$4.5 million) to purchase in 2015 the remaining 4.5 acres of the former Maratea subdivision (now Ocean Hammock Park). The City applied for a Land and Water Conservation Fund grant for restrooms at the Park, but the grant program wasn't funded by the legislature. The Police Department yearly receives grants for law-enforcement purposes. The City has received a FEMA grant to reimburse it for 75% of the costs to repair the weir at the Mizell Road retention pond. The new Public Works Director will seek grants to help pay the cost to construct restrooms at Ocean Hammock Park.

c. Bonds

The City received funding from the Florida League of Cities' bond program to provide \$3,000,000 for the purchase in 2015 of the remaining 4.5 acres of the former Maratea subdivision. That bond debt is being paid by a yearly property tax levy of .50 mills, which was approved by a majority of the voters in the 2008 primary election for land acquisition. The authorization by the voters to levy this half a mill will expire in 2028.

d. Fees

The Building Official has recommended this year updating variance, transient rentals and related fees. The ordinance to allow the fees to be adopted by resolution will have a final reading at the Commission's June 10, 2019, meeting. At the same meeting, the Commission will be asked to approve the resolution adopting the new fees. The Chief Financial Officer has proposed a franchise fee for solid waste haulers. The proposal will be considered at the Commission's June 17th meeting. During the past year, the City Commission has approved hourly parking fees to pay the costs to enforce the City's parking regulations, though implementation of paid parking has been delayed so that that the City can work with the County on a paid parking system that the public can use for both City and County-owned parking areas in the City.

e. Fines

The Commission has increased the fine for illegal parking from \$20 to \$75 and has set the fine for illegal parking in a handicapped space at \$250.

3. Updating City Codes

a. Land Development Regulations

In 2016, the City Commission with the help of a planning consultant began an in-depth review of the Regulations. The adoption of changes to the Regulations was completed in 2018. The Building Official asked for additional changes, such as the ordinance to allow building permit and related fees to be adopted by resolution. Once the updated Comprehensive Plan is adopted, other changes to the Regulations will need to be adopted to implement the Plan's policies.

b. Solid Waste Regulations

The former Public Works Director, Mr. Howell, proposed changes to the regulations. The result was an ordinance to amend Chapter 10 of the City Code, which the Commission approved at its December 7, 2015, meeting. The changes clarified the volume of residential waste the City will pick up, increased the number of recycling containers the City will provide from one to two 18-gallon bins, and prohibited the burning of solid waste.

c. Public Works Department's Jurisdiction Over Rights-of-Way

Mr. Howell proposed changes, which the City Commission adopted by ordinance at its May 9, 2016, meeting.

d. Changes to On-Street Parking Regulations

As part of its paid parking plan, the Commission has approved changes to the regulations, such as giving the City Manager the authority to post parking regulation signs. Still to be adopted is a residential parking permit plan and changes to the parking regulations in Chapter 19 of the City Code.

4. Beach Renourishment

Each year, the Commission requests the County to include funding from the state for beach renourishment in its legislative action plan that's submitted to the County's legislative delegation.

5. Improve Citizen Engagement

In 2015, the City's former Events Coordinator organized the City's e-newsletter. The first issue was distributed in November 2015. The City Manager provides monthly for it an article about a single topic, such as paid parking. The City Clerk and the Police Department also provide information for the e-newsletter. The former Coordinator also prepared a Facebook page for City events. Since the hiring of the new Communications and Events Coordinator in 2018, the City's outreach to the citizens has been increased by the creation of a City Facebook page, soliciting more residents to subscribe to the e-newsletter, and the use of Instagram. The Communications Coordinator has created the City's first survey, the topic of which was whether residents preferred 18-gallon recycling bins or larger recycling carts. Another survey will be conducted to solicit what issues the citizens want the City to address in an updated strategic plan. Chief Hardwick and his staff have engaged the citizens with the Police Department's Facebook page and by press releases to alert the public about law enforcement issues in the City.

6. City-wide traffic management plan

The focus since 2015 was changed from traffic management to pedestrian and bicyclist safety management along A1A Beach Boulevard. Crosswalks with the pedestrian flag warning system have been put at several intersections between 16th and F Streets. For bicyclist safety, the County widened the paved

shoulder of the Boulevard between 16th and A Streets by narrowing the vehicle travel lane on each side and in May 2019 will widen the paved shoulder on each side of the road between A Street south to the shopping center. On a related matter, the Florida Department of Transportation approved a pedestrian flag system at the intersection of A1A South and A Street at the entrance to the Sea Grove subdivision.

UPDATING THE STRATEGIC PLAN

Guidelines

Ms. Crotty has retired. At your January 7, 2019, meeting, the City Manager asked whether you wanted to hire a facilitator or to update the strategic plan another way. You agreed to do the update inhouse, meaning you and the City staff will do it.

Here are suggested guidelines for deciding the plan's goals:

- a. First and foremost, that you determine in a single sentence or brief paragraph what's the City's basic purpose or mission. Once you have decided that, then you can select goals that support that purpose.
- b. That goals be limited in number, perhaps between 5 and 10.
- c. That they be goals the City, with its limited staff and financial resources, can implement within 3-5 years.
- d. That the goals not be general and aspirational, such as "the City will become resilient within five years," but be specific and linked to projects that are tangible, measurable, and most significant, achievable.
- e. That accomplishing the goals not require the hiring of consultants, unless expertise is needed that the City staff doesn't have.

Suggested Goals

At your January 7th meeting, you agreed with the following list of suggested goals provided by the City Manager:

1. Determining the fate of the former city hall
2. Finding reoccurring, significant revenue sources
3. Reducing expenditures, such as reviewing City programs and services to see which ones are essential, which non-essential and can be eliminated to save money
4. Improving public outreach/education to citizens of City programs and activities
5. Updating the master drainage plan
6. Providing improved public parking areas and seeking TDC funds to help pay the costs of the improvements

Also, for your consideration is this goal from Vice Mayor England: more retail businesses along A1A Beach Boulevard.

You also asked at the January meeting that parking infrastructure be added to the strategic plan. This could be part of Goal #6: providing improved public parking areas.

However, the Planning Board, Tree Board/Beautification Advisory Committee, and citizens may have suggestions for goals that they consider to be more significant for the City's future than some of the ones listed above.

Process for Determining the Goals

We suggest that it be this:

- You ask the members of the Planning Board and the Tree Board/BAC at their respective meetings in July or August to recommend what they each think is the City's purpose or mission and then to decide in accordance with the four guidelines listed above no more than five or six goals for the strategic plan that will support that goal, and to submit their recommendations to the City Manager by the end of August.
- That the Communications and Events Coordinator use survey methods to obtain from citizens what they suggested is the City's purpose and five or six strategic plan goals that will support the purpose.
- That the Manager and his staff consolidate the goals by categories.
- That you schedule a special meeting later in October, after the FY 2020 budget has been adopted, to review the goals and reduce them to five or six that are achievable by you and the City staff within three to five years.

ACTIONS REQUESTED

There are two: First, that you determine the City's core mission or purpose. Second, that you review the suggested goals and the process described above and decide how you want to proceed with updating the 2015 strategic plan.

MEMORANDUM

TO: Mayor George
Vice Mayor England
Commissioner Kostka
Commissioner Samora
Commissioner Rumrell

FROM: Max Royle, City Manager 

DATE: May 13, 2019

SUBJECT: Cigarette Butts and Tobacco-Related Products: Request to Add Them to City's Definition of Litter

Attached as Page 1 is an email from Mayor George to the City Manager, and an email from Captain Adam Morley to the Mayor. Page 2 is an email from Ms. Nana Royer to the Commission. Both Ms. Royer and Captain Morley ask that you include cigarette butts and tobacco-related products in the City's definition of litter.

The Deputy City Clerk, Ms. Dariana Fitzgerald, checked with other Florida cities concerning the banning of cigarette butts. Her brief report is attached as Page 3.

We have also attached as Pages 4-5 the City's current trash and litter regulations, which are in Chapter 5-9 of the City's General Code. You'll note that there isn't a definition of litter. However, if you decide to put regulations in Chapter 5-9 concerning the disposal of cigarette butts and tobacco-related products, you can include in the regulations a definition for "litter".

ACTION REQUESTED

It is that you discuss with Ms. Royer and Captain Morley their request, and that you decide whether you want to have a definition of litter that will include cigarette butts and tobacco-related products.

Max Royle

From: undine george <undine@anastasiaLaw.net>
Sent: Tuesday, April 30, 2019 3:36 PM
To: Adam Morley; Max Royle
Subject: Re: Litter ordinance

Max:
can you please add this for consideration by the Commission.
Thanks,
Undine

On Mon, Apr 29, 2019 at 5:55 PM Adam Morley <capt_morley@yahoo.com> wrote:

Hi Commissioners,

I am writing to ask that you adopted/included cigarette butts and other tobacco related products into the definition of "litter" in the city's litter ordinance (as the State and County have done in theirs). As you may know cigarette butts are the most commonly littered item in the world and top the list for "most collected item" in beach cleanups. Not only are the majority of butts made out of plastic they also contain a vast amount of chemicals and toxins that leach from the butts into our waterways. By adding this into the definition of the existing ordinance it will remove any uncertainty that smokers may have as it seems many don't understand that they are in fact littering when they discard their butts on the ground, beaches and waterways.

Thanks and let me know what we need to do to make this happen.

Capt. Adam Morley
904.540.7245

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Undine Celeste George, Esq.

Max Royle

From: undine george <undine@anastasiaweb.net>
Sent: Tuesday, April 30, 2019 3:35 PM
To: Max Royle
Subject: Fwd: Those pernicious omnipresent butts

Max:
please include this for consideration by the Commission.
~Undine

----- Forwarded message -----

From: **Nana Royer** <nana.royer@gmail.com>
Date: Tue, Apr 30, 2019 at 2:48 PM
Subject: Those pernicious omnipresent butts
To: <comugeorge@cityofsab.org>, <comdsamora@cityofsab.org>, <commengland@cityofsab.org>, <commkostka@cityofsab.org>, <comdrummel@cityofsab.org>

Commissioners,

Please include cigarette butts and tobacco related products into your definition of litter. If you have collected trash at all, you must be aware of how widespread they are and could be tempting for creatures to try and eat. Cigarette butts are the #1 trash item found in the ocean and contrary to common belief, they are NOT biodegradable.

Thank you.

Nana Royer, 6 Willow Dr., St Aug Beach

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Undine Celeste George, Esq.

Anastasia Law, PL
107 A 11th Street
Saint Augustine, FL 32080
office: (904) 236-6243

Max Royle

From: Dariana Fitzgerald
Sent: Wednesday, May 1, 2019 8:40 AM
To: Max Royle
Subject: RE: Litter ordinance

Taking a quick look at other cities in and out of Florida, it appears that it is just treated like any other litter, so an officer must witness someone tossing a butt on the ground to cite them. It appears, in many places, to be a demonstrative addition to Code and not something that is truly enforced. Beach smoking bans appear to be the same, only enforceable if an officer witnesses the act.

Bills passed in California and Illinois had fines from \$1,500 to \$25,000 for cigarette butt litter with a third offense being a felony, but citations were rarely issued since: A) officers had to witness the act, and B) many officers claimed they could not bring themselves to issue such high fines for what they saw as a minor offense. Illinois public works and volunteer cleanup crews reported no change in the amount of cigarette butt litter following the increase in fines.

A group called Keep America Beautiful offers grants for cities to install public ashtrays at smoker hangouts, like building entrances and bus stops, and distribute free portable ashtrays, both of which have contributed to a decrease of up to 50% in cigarette litter. We have just missed their 2019 deadline in April, but they do have another ongoing fund with money for restoring public spaces after natural or environmental disasters.

If you have any additional questions, feel free to contact me.

Dariana A. Fitzgerald
Deputy City Clerk
City of St. Augustine Beach
2200 A1A South, St. Augustine Beach, FL 32080
(904) 471-2122; FAX (904) 471-4108
www.staugbch.com

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From: Max Royle
Sent: Wednesday, May 1, 2019 7:21 AM
To: Dariana Fitzgerald <dfitzgerald@cityofsab.org>
Subject: FW: Litter ordinance

Pls. check with cities that have banned cigarette butts. I'm interested in learning how they enforce such a ban.
Thanks.

From: undine george <undine@anastasialaw.net>
Sent: Tuesday, April 30, 2019 3:36 PM
To: Adam Morley <capt_morley@yahoo.com>; Max Royle <mroyle@cityofsab.org>
Subject: Re: Litter ordinance

Sec. 5-9. Trash and litter.

(a) It is unlawful for any person to deposit, discard, throw, place or pile any trash, litter of any type, paper, garbage, cans, cartons, bottles or other waste or discard materials on the city beach or any public street, right-of-way or other public

places in the city, except in public receptacles, in authorized private receptacles for collection, or in the official city trash disposal site.

(b) The chief of police is authorized to print or cause to be printed "litter citations" which shall contain blank spaces and have the following information:

- (1) Name of person alleged to have violated this section;
- (2) Description of the alleged violation;
- (3) Date, time and place of the alleged violation;
- (4) Witnesses, if any;
- (5) Name of officer charging the violation;
- (6) The date, time and location of the scheduled judicial hearing on the offense charged.

The litter citation will also contain a space where the alleged violator of this section may sign to indicate that he received a copy of the citation.

The litter citation will also indicate the penalty established herein for violation of this section.

(c) A person shall be charged with violation of this section by citation.

(d) A person cited for a violation of this section shall:

- (1) Post a bond which shall be equal to one-half ($\frac{1}{2}$) of the maximum penalty described in subsection (e); or
- (2) Sign and accept a citation indicating his receipt of a copy of the citation.

(e) Any person found guilty of violating this section shall be guilty of an offense punishable by a fine not to exceed the amount of fifty dollars (\$50.00).

(f) Any person who willfully refuses to post a bond or accept and sign a citation shall be guilty of an offense punishable by confinement not exceeding ten (10) days in the county jail or a fine not to exceed two hundred dollars (\$200.00) or both such fine and imprisonment.

(g) Any person charged with violation of this section may:

- (1) Pay one-half ($\frac{1}{2}$) of the maximum penalty set forth in subsection (e), either by mail or in person, within ten (10) days of the date of receiving the citation; or
- (2) If he has posited bond, forfeit the bond by not appearing at the scheduled judicial hearing; or
- (3) Appeal at a scheduled judicial hearing to contest the charge.

If the person cited follows either paragraphs (1) or (2) above, he shall be deemed to have admitted the violation and to have waived his right to a hearing on the issue of violation of this section and the amount paid or forfeited shall be deemed payment of the fine in full.

(Ord. No. 156, § 9, 5-23-86)

MEMORANDUM

TO: Mayor George
Vice Mayor England
Commissioner Kostka
Commissioner Samora
Commissioner Rumrell

FROM: Alex Farr, Vice Chair of the Beautification Advisory Committee/Tree Board

DATE: May 21, 2019

SUBJECT: Resolution to Change the Name and Responsibilities of the Beautification Advisory Committee / Tree Board

The Beautification Advisory Committee / Tree Board has submitted a Resolution for a change in name to the Sustainability and Environmental Planning Advisory Committee, as well as expanding the Committee's role to include sustainability and resiliency of our City through green solutions to some of the risks associated with sea level change.

As a result of our research and discussion of climate change and sea level rise, the BAC/Tree Board has been reviewing the potential for green solutions to stormwater, flooding, and through our grant award to have consultants provide a solid base for us and Public Works to manage our tree inventory for optimum ecosystem services that only trees can provide.

Two extremely important tasks that we feel capable of and a necessity for our location on a barrier island are minimizing stormwater that requires treatment and is then returned to the Matanzas River by the use of appropriate tree plantings and native plants, rain gardens, rain barrels, and creating awareness among our residents, developers, and visitors.

The second task is to plant a variety of native trees to ensure biodiversity, and to expand the areas we plant trees to include those areas prone to higher tides and flooding. Trees can also reduce surface temperatures by 20-45 degrees by shading, and evapotranspiration results in a 2-9 degree reduction in air temperature; this becomes increasingly important as our summer average temperatures rise.

We appreciate your time and consideration of these factors regarding the role of the Tree Board/Beautification Advisory Committee, and will approve this resolution to expand our goals and objectives and change the name to the Sustainability and Environmental Planning Advisory Committee to reflect our expanded role.

RESOLUTION _____

**CITY OF ST. AUGUSTINE BEACH
ST. JOHNS COUNTY
FLORIDA**

**RE: EXPAND ROLE OF THE
TREE BOARD/BEAUTIFICATION
ADVISORY COMMITTEE &
CHANGE IN NAME**

The City Commission of St. Augustine Beach, St. Johns County, Florida, in regular meeting duly assembled on _____, resolves as follows:

WHEREAS, Sea Level Rise (SLR) and its risks have become an important issue for Florida and our coastal cities response to date, it is clear that the City of St. Augustine Beach must also address the risks of SLR; and

WHEREAS, the role of the Tree Board/Beautification Committee has not been updated since 2003 (Resolution 03-21); and

WHEREAS, an important part of addressing the risks from SLR is through policy planning, and implementation of sustainable and resilient landscaping; and

WHEREAS, the Committee has been implementing changes in landscaping plans and practices such as appropriate tree planting and use of native trees, the trial swale planting on Mickler Boulevard using all native plants, and planting locally native plants in a consistent manner at our City's entrances and parkettes, that were not included in goals or projects from previous Resolutions.

NOW, THEREFORE, BE IT RESOLVED that the City Commission of the City of St. Augustine Beach, St. Johns County, Florida, does hereby expand the role of the Tree Board/Beautification Advisory Committee to include not only beautification projects for A1A Beach Boulevard and other smaller projects throughout the City, and to change the name of the Tree Board/Beautification Advisory Committee to better reflect its work and future necessary projects, but also the following:

1. Plan and hold workshops and seminars to inform our residents, visitors, and developers, of the risks of Sea Level Rise and important viable actions can take to help mitigate these risks.
2. Recommend amendments to the City's landscaping regulations to improve resilient and sustainable landscape and hardscape use when feasible.
3. Projects, activities, and events proposed will have prior approval of City Commission.
4. CHANGE NAME TO: Sustainability & Environmental Planning Advisory Committee.

RESOLVED AND DONE, this ____ day of _____ 2019, by the City Commission of the City of St. Augustine Beach, St. Johns County, Florida.

Mayor - Commissioner

ATTEST:

City Manager

MEMORANDUM

TO: Mayor George
Vice Mayor England
Commissioner Kostka
Commissioner Samora
Commissioner Rumrell

FROM: Max Royle, City Manager 

DATE: May 23, 2019

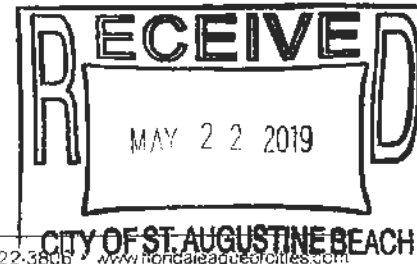
SUBJECT: Florida League of Cities Annual Conference: Selection of City's Voting Delegate

Attached from the Florida League of Cities is a request that the City designate a member of the City Commission as the City's voting delegate at the upcoming annual conference in August.

At this time, Vice Mayor England is the only member of the City Commission who has signed up to attend. She was the City's voting delegate for the past two annual conferences. If no other Commissioner is planning to attend the conference, then we ask that you appoint Vice Mayor England as the City's voting delegate.



301 South Bronough Street • Suite 300 • P.O. Box 1757 • Tallahassee, FL 32302-1757 • (850) 222-9684 • Fax (850) 222-3806 • www.floridaleagueofcities.com



TO: Key Official

FROM: Michael Sittig, Executive Director 

DATE: May 13, 2019

SUBJECT: 93rd Annual FLC Conference
VOTING DELEGATE INFORMATION
August 15-17, 2019 – World Center Marriott, Orlando

The Florida League of Cities' Annual Conference will be held at the World Center Marriot, Orlando, Florida on August 15-17. This conference will provide valuable educational opportunities to help Florida's municipal officials serve their citizenry more effectively.

It is important that each municipality designate one official to be the voting delegate. Election of League leadership and adoption of resolutions are undertaken during the business meeting. One official from each municipality will make decisions that determine the direction of the League.

In accordance with the League's by-laws, each municipality's vote is determined by population, and the League will use the Estimates of Population from the University of Florida for 2018.

Conference registration materials will be sent to each municipality in the month of June. Materials will also be posted on-line. Call us if you need additional copies.

If you have any questions on voting delegates, please call Eryn Russell at the League (850) 701-3616. **Voting delegate forms must be received by the League no later than August 9, 2019.**

Attachments: Form Designating Voting Delegate

President **Leo E. Longworth**, Mayor, Bartow

First Vice President **Isaac Salver**, Councilman, Bay Harbor Islands • Second Vice President **Tony Ortiz**, Commissioner Orlando

Executive Director **Michael Sittig** • General Counsel **Kraig Conn**

**93rd Annual Conference
Florida League of Cities, Inc.
August 15-17, 2019
Orlando, Florida**

It is important that each member municipality sending delegates to the Annual Conference of the Florida League of Cities, designate one of their officials to cast their votes at the Annual Business Session. League By-Laws requires that each municipality select one person to serve as the municipalities voting delegate. *Municipalities do not need to adopt a resolution to designate a voting delegate.*

Please fill out this form and return it to the League office so that your voting delegate may be properly identified.

Designation of Voting Delegate

Name of Voting Delegate: _____

Title: _____

Municipality of: _____

AUTHORIZED BY:

Name

Title

Return this form to:

Eryn Russell
Florida League of Cities, Inc.
Post Office Box 1757
Tallahassee, FL 32302-1757
Fax to Eryn Russell at (850) 222-3806 or email erussell@flcities.com

**BOARD AND DEPARTMENTAL REPORT FOR CITY COMMISSION MEETING
JUNE 10, 2019**

CODE ENFORCEMENT/BUILDING/ZONING

The report is attached as pages 1-2.

COMPREHENSIVE PLANNING AND ZONING BOARD

The minutes of the Board's April 16, 2019, meeting, are attached as pages 3-12.

TREE BOARD/BEAUTIFICATION ADVISORY COMMITTEE

The minutes of the Beautification Committee Advisory Committee's May 9, 2019, meeting are attached as pages 13-18.

POLICE DEPARTMENT

Please see page 19.

PUBLIC WORKS DEPARTMENT

Please see pages 20-21

FINANCE/ADMINISTRATION

The report from Ms. Melissa Burns, the City's Chief Financial Officer, is attached as page 22.

CITY MANAGER

1. Complaints

A. Utility Pole Blocking Line of Sight

An A Street resident said that a wooden utility pole is blocking the line of sight for drivers. Her complaint was forwarded to the Public Works Director and to Florida Power and Light. FP&L replied that the wooden poles are owned by AT&T and that FP&L would contact that company about removing the pole.

B. Hotel Lights

A complaint was received about lights from the Castillo Real being visible from the beach and therefore in violation of the standards that protect sea turtles by limiting lighting visible from the beach. The complaint was forwarded to the County's Environmental Supervisor for follow up.

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. As the County owns the Boulevard, these requests were forwarded to it. The County staff replied that standards for crosswalks in the Traffic Engineering Manual state that the minimum distance to the nearest crosswalk is 300 feet and that a crossing that comes between 100 and 300 feet from the nearest crosswalk must be documented by an engineering report. The County staff also reported that the volume of pedestrians crossing at each intersection does not justify a crosswalk.

The City Manager has asked the County for approval to put a crosswalk at A Street and 2nd Avenue. The County staff has replied that the crosswalk would be painted.

Chief Hardwick and Bill Tredik, the Public Works Director, will meet in June with County staff about pedestrian safety improvements along the Boulevard.

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 12, 2018, 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. The City's Public Works Director, Mr. Bill Tredik, has suggested to the City Manager that instead of a sidewalk the shoulders on each side of this section of A Street be widened to provide more paved area for pedestrians and vehicles.

4) Repaving and Restriping of A1A Beach Boulevard from A Street South to the Shopping Plaza

This project was started on May 20th. Pavement markings and striping will be done 30 days after the new asphalt has been laid.

The County also had A Street repaved from the State highway to the beach.

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. 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 at that time was in the process of advertising for proposals for a parking management plan. However, the City Commission decided that the City should have the same system St. Augustine has because that city was 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 received several responses to its Request for Proposals by the February 21st deadline. The County staff reviewed them on March 7th and recommended to the County Commission at its April 2nd meeting that the County staff negotiate with Republic Parking System. The County Commission approved this recommendation. At its April 29th meeting, the City Commission decided that the City staff is to be involved with the County staff in the negotiations with Republic.

Also, at its April 29th meeting, the City Commission made changes to a proposed ordinance to establish a residential parking permit program. That ordinance as well as one to amend the parking regulations in Chapter 19 of the City Code will be on the agenda for the Commission's June 10th meeting. To date, the residents of two streets west of the Boulevard, 13th and 14th, have requested the parking permit program, as have the residents in the 100 block of 10th Street between 2nd Avenue and the Boulevard.

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

At its April 29th special meeting, the City Commission reviewed an ordinance for a Resident Only parking system, made changes to it, and asked the City Attorney to prepare a new draft, which will be reviewed at the June 10th regular meeting, and to prepare an ordinance to make changes to the parking regulations in Chapter 19 of the City Code. It also will be reviewed at the June 10th meeting.

Also, at the April 29th meeting, the Commission discussed a proposal to lease the vacant land south of the Marriott Hotel as a parking lot. The land is owned by the company that owns the Marriott. The owner has proposed that the City lease the land for 3-5 years and in lieu of rent pay the yearly taxes on the land. The six commercial lots that the City would use for parking would provide 102 parking spaces, include eight handicapped spaces. The costs to make the land suitable for parking would be about \$100,000. The Commission made no decision concerning the lease. The topic will be on the agenda for the June 17th special meeting, when, the Commission will discuss finance and budget matters.

In the meantime, the County solicited proposals for a parking management plan. The County Commission at its April 2nd meeting approved the staff negotiating with Republic Parking. The City Commission at its April 29th meeting agreed that City staff should participate with the County in the negotiations, on the premise that having a unified parking plan for the County's pier parking lot and the City's paid parking areas would benefit the residents and visitors who use the lots. County staff and City staff will meet with Republic in June.

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. Review of Comprehensive Plan/Land Development Regulations

Information about this topic is provided under Item 5.B, strategic plan update, below.

3. Construction in the City

As of Tuesday, May 28, 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 permit #13872
	414 Ocean Forest Drive	12/31/2018	Active permit #14344
	446 Ocean Forest Drive	07/24/2018	Active permit #14064
	1017 Sea Forest Lane	08/21/2018	Active permit #14116
	701 Ocean Gate Lane	10/05/2018	Active permit #14198
	512 Ocean Forest Drive	10/09/2018	Active permit #14205
Anastasia Park	601 11 th St	07/27/2018	Active permit #14072
	491 Pyrus Street	10/01.2018	Active permit #14180
Atlantic Beach	7 16 th Street	07/05/2018	Active permit #14035
Chautauqua Beach	4 5 th Street	02/02/2017	Active permit #13092
	4 8 th Street	04/13/2018	Active permit #13888
	6 6 th Street	01/30/2019	Active permit #14397
	17 6 th Street	04/19/2019	Active permit #P1914567
	4 12 th Street	04/25/2019	Active permit #P1914615
Coquina Gables	313 B Street	07/05/2018	Active permit #14034
	310 D Street	09/17/2018	Active permit #14156

SUBDIVISION	ADDRESS	DATE PERMIT ISSUED	
Coquina Gables Cont.	401 B Street	10/08/2018	Active permit #14200
	311 A Street	11/13/2018	Active permit #14268
	6 F Street	11/14/2018	Active permit #14270
Kings Quarry	613 Old Beach Road	01/16/2019	Active permit #14368
Lake Sienna	132 Kings Quarry Lane	10/15/2018	Active permit #14214
Linda Mar			
Magnolia Dunes			
Minorca	134 14 th Street	09/17/2018	Active permit #14156
Ocean Oaks			
Raintree			
Sandpiper West	103 Sandpiper Boulevard	02/04/2019	Active permit #14404
Sea Colony	612 Ocean Palm Way	02/01/2018	Active permit #13740
	887 Ocean Palm Drive	07/17/2018	Active permit #14053
	332 South Forest Dune Drive	01/17/2019	Active permit #14373
	892 Ocean Palm Way	02/07/2019	Active permit #14417
Sea Grove	744 Tides End Drive	10/15/2018	Active permit #14215
	1308 Smiling Fish Lane	10/22/2018	Active permit #14224
Sea Oaks			
Sevilla Gardens			

SUBDIVISION	ADDRESS	DATE PERMIT ISSUED	
The Ridge	82 High Dune Drive	07/06/2018	Active permit #14038
	327 Ridgeway Road	08/10/2018	Active permit #14100
	477 Ridgeway Road	09/10/2018	Active permit #14138
	270 Ridgeway Road	10/02/2018	Active permit #14193
	490 Ridgeway Road	10/02/2018	Active permit #14194
	156 Ridgeway Road	01/04/2019	Active permit #14352
	22 High Dune Drive	01/18/2019	Active permit #14376
	48 High Dune Drive	01/23/2019	Active permit #14382
	94 High Dune Drive	01/24/2019	Active permit #14385
	170 Ridgeway Road	03/15/2019	Active permit #14483
	226 Ridgeway Road	03/15/2019	Active permit #14484
	65 High Dune Drive	03/28/2019	Active permit #14507
	55 High Dune Drive	04/17/2019	Active permit #P1914552
	542 Ridgeway Road	04/25/2019	Active permit #P1914613
	120 Ridgeway Road	04/29/2019	Active permit #P1914634
	448 Ridgeway Road	05/08/2019	Active permit #P1914682
	362 Ridgeway Road	05/10/2019	Active permit #P1914698
Whispering Oaks	252 Big Magnolia Court	08/30/2018	Active permit # 14131
	208 Big Magnolia Court	08/30/2018	Active permit #14132

Woodland

Underlined address is 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 600 A1A Beach Boulevard. The building is now under construction.

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.

4. 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 the June 17th special meeting, which will begin at 5:30 p.m..

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.

April 30, 2019, marked the end of the seventh month of FY 19. In April, the City received the seventh payment from its major revenue source, property taxes. The amount was \$137,931. Revenue from this source will be received until May or June 2019. As of April 30th, the City had received \$2,864,886 from property taxes. A year ago, April 30, 2018, the total received from property taxes by that date was \$2,617,750. The increase is due to new homes that were completed in 2018 and to the upward trend in property values.

Overall, as of the end of the seventh month of the fiscal year, for its General Fund, the City has received \$4,648,803 and spent \$3,799,344 on operations and projects. The surplus of revenues over expenditures, \$849,459, is continuing to decline as revenue from property taxes declines during the remaining months of the fiscal year. In March 2019, the surplus was \$912,604.

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. The City Commission will be asked at a special meeting on June 17th to discuss the \$400,000

shortfall, the administration's suggestions as to how the budget can be adjusted and the administration's request for guidelines for the Fiscal year 2020 budget.

C. Vendor Checks

Please see pages 23-46.

5. Miscellaneous

A. Permits for Upcoming Events

In May, the City Manager approved the following permits: a. the Civic Association's Music by the Sea concerts from May 15 to September 11, 2019; b. the Eastern Surfing Association's contests on May 24, July 5 and August 14, 2019; c. TNT Events' Arts and Crafts Show on February 15-16, 2020; d. TNT's Arts and Crafts Show on March 14-15, 2020; e. a revised permit for the Coastal Eco Clean Beach Clean Up because it changed the date for the event from April 20th to June 20, 2019; f. the dog surfing contest at the Guy Harvey Resort on August 3, 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 June 10th meeting.

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 was postponed to the Board's April 16th meeting because the Chair, Mrs. Jane West, was away on March 19th. At its April meeting, the Board discussed changes with the planning consultant, Ms. Janis Fleet, and recommended that she submitted to the City Commission the changes proposed by individual members of the Board. The Commission will review those changes with Ms. Fleet at its June 10th meeting.

D. Recycling Bins vs. Wheeled Carts

At its May 6th meeting, the City Commission discussed the possibility of changing the recycling containers now used by residents from the blue 18-gallon bins to 35- or 96-gallon wheeled carts. Because the change would have result in a significant increase in the yearly fee the City pays to a company, Advanced Disposal, to provide the recycling pickup service, the Commission decided to continue with the 18-gallon bins for the remaining 2 ½ years of the contract with Advanced. This topic will no longer be included in this Report.

MEMO

City of St. Augustine Beach Building & Zoning Department

To: Max Royle, City Manager
From: Brian Law, Building Official
Date: 05-22--2019
Re: Building and Zoning Department Monthly Report

Trees:

1. 04-30-2019—23 Oak Road
Permit issued for removal of magnolia tree and palm tree damaged and/or hazardous to structures
2. 05-07-2019—62 Willow Drive
Permit issued for removal of oak tree leaning towards and hazardous to adjacent structures
3. 05-20-2019—216 8th Street
Permit issued for removal of dying pine tree
4. 05-20-2019—504 Barefoot Trace Road
Permit issued for removal of four sabal palm trees hazardous to structure

Planning and Zoning:

1. Planning and Zoning Board approved Variance File No. VAR 2019-08, for a variance to Section 6.01.02 of the City's Land Development Regulations to exceed the maximum 40 percent impervious surface ratio allowed in a low-density residential land use district for proposed new construction of a pool and paver deck addition to an existing single-family residence on Lot 2, Raintree Subdivision, at 26 Deanna Drive, submitted by Kirk S. and Cassidy R. Spencer, applicants, subject to the condition that all onsite concrete driveways, walkways and pads be removed and replaced with permeable pavers.
2. Planning and Zoning Board denied Variance File No. VAR 2019-09, for a variance to Ordinance No. 98-17, Appendix A, Supplemental Criteria for Community Appearance Standards, to allow the display of two (2) storefront fabric banners with full color digital print decoration at Guy Harvey Resort, in a commercial land use district at 860 A1A Beach Boulevard, Larry E. Collier, agent for St. Augustine Resort Inc., applicant. The Board's motion to deny this variance was based on a lack of a demonstrated hardship and great opposition to the proposed banners from members of the public.
3. Planning and Zoning Board approved Variance File No. VAR 2019-10, for a variance for a rear yard setback reduction from 25 (twenty-five) feet, per Section 6.01.03 of the City's Land Development Regulations, to 10 (ten) feet, for proposed new construction of a roofed open-air patio and pergola addition to an existing single-family residence in a low-density residential land use district on Lot 12, Overby & Gargan unplatted subdivision, at 24 Versaggi Drive, Sidney J. Morris, applicant, subject to compliance of all new construction on this site with regulations for low density residential land use districts per the City's Land Development Regulations regarding lot coverage and impervious surface ratio coverage and compliance of the driveways on this property site with City of St. Augustine Beach Ordinance No. 18-08.

4. Planning and Zoning Board recommended the City Commission approve Conditional Use File No. CU 2019-03, for a conditional use permit, per Sections 3.02.02 and 10.03.00—10.03.03 of the City's Land Development Regulations, for proposed new construction of five single-family residences on five lots in a commercial land use district on Lots 5, 7, 8, 9, and 10, Block 15, Chautauqua Beach Subdivision, at 104 7th Street, James G. Whitehouse, St. Johns Law Group, agent for MSB Hotels I LLC, applicant, subject to the condition that construction of said single-family homes comply with the regulations for medium density residential land use districts per the City's Land Development Regulations regarding setbacks, lot coverage and impervious surface ratio coverage.

Code Enforcement:

1. Code Enforcement Board meeting held Wednesday, April 24, 2019, at 10:00 a.m. at City Hall to discuss compliance made by Pacifica Anastasia LLC and Atlantic Pacific Management Company, new property management for Seaside Villas, to address multiple complaints and code violations per the 2017 International Property Maintenance Code (IPMC) at Seaside Villas Condominiums, off Pope Road on Brigantine Court, Clipper Court and Schooner Court. Representatives from the condo association submitted a matrix detailing a work plan for correcting all documented violations and completing all necessary repairs in a prioritized, timely manner. The Board agreed, by general oral consensus, to hold its next meeting on Wednesday, May 29, 2019, at 2:00 p.m., to review this matrix and requested timeline of estimated completion dates for all necessary repairs, and to get an update from staff as to how the work plan is progressing.
2. Site inspection of property conducted at 205 7th Street concerning an open window on the second floor this abandoned/derelict property. After knocking at the door, it was discovered a squatter moved in the home with a bed, food and clothing despite the placard on the window advising no trespassing or entering the premises. Officer Donovan Green of the SAB Police Department was notified in order to gain documentation relative to criminal activity.
3. Letter sent to owner of property at 206 8th Street on May 13, 2019 for notice of violation of structures unfit for human occupancy relative to a complaint received via the City Manager's Office that tenants were living at this dwelling without electricity and water, in clear violation of the 2018 IPMC 108.1.3.
4. Code enforcement staff investigated and sent notices of violation to seven properties being rented illegally as transient rentals (without proper licensing and application through the City).
5. Code enforcement staff investigated and sent notices of violation to five properties that were found to have motor vehicles, nonmotorized vehicles of any type and/or boats without valid and current license plates parked or stored other than in completely enclosed buildings.

Building:

1. Panama Hattie's reconstruction is progressing as expected. The building has been energized, and the exterior site work has commenced.
2. Shell Shack renovation is progressing as expected.
3. Construction of new donut shop on site of former Carriage Realty building at 400 A1A Beach Boulevard is progressing as expected.



MINUTES

PLANNING AND ZONING BOARD REGULAR MONTHLY MEETING TUESDAY, April 16, 2019, 6:00 P.M.
CITY OF ST. AUGUSTINE BEACH, 2200 A1A SOUTH, ST. AUGUSTINE BEACH, FLORIDA 32080

I. CALL TO ORDER

Chairperson Jane West called the meeting to order at 6:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

BOARD MEMBERS PRESENT: Chairperson Jane West, Vice-Chairperson Elise Sloan, Kevin Kincaid, Steve Mitherz, Jeffrey Holleran, Roberta Odom Senior, Senior Alternate Chris Pranis (arrived at 6:05 p.m. after roll-call), Junior Alternate Dennis King.

BOARD MEMBERS ABSENT: Hester Longstreet

STAFF PRESENT: Building Official Brian Law, City Attorney James Wilson, Recording Secretary Lacey Pierotti, Police Officer Donovan Green.

IV. APPROVAL OF MINUTES OF REGULAR PLANNING AND ZONING BOARD MEETING OF MARCH 19, 2019

Ms. Sloan said as Conditional Use File No. CU 2019-02 and Land Use Variance File No. VAR 2019-06 might be appealed, the minutes should reflect the applicant's comments that if the Board did not grant this variance, he'd suffer a 21-percent-square-foot loss in the house he proposed to build and the loss of potential income with what he planned to do with it, and that he felt this would be the Board's fault for not approving the variance. She also suggested the minutes should note the submitted house plans were dated December 2018.

Motion: to approve the minutes of the March 19, 2019 meeting with the corrections stated by Ms. Sloan. Moved by Mr. Mitherz, seconded by Mr. Kincaid, passed 7-0 by unanimous voice-vote.

V. PUBLIC COMMENT

There was no public comment on anything not on the agenda.

VI. OLD BUSINESS

A. Review of proposed amendments to the City of St. Augustine Beach Comprehensive Plan, per the Evaluation and Appraisal Report (EAR) of the Comprehensive Plan

Janis Fleet, Fleet & Associates Architects/Planners Inc., City's EAR consultant, said as required by

State Statute, the City's Comprehensive Plan must be reviewed every seven to ten years. The previous EAR was done in 2008 and since that time, there has been changes, so this latest EAR started with public workshops with this Board, the City Commission, and the City's Tree Board, to prepare a list of all the major issues and how they relate to the current Comprehensive Plan. Some of the amendments that have been made address short-term transient rentals, policies relating to sea-level rise, water supply and master drainage plans, climate action plans, and changing "green" policies to sustainability. She wrote responses, which are in the Board's packet information, to all the comments that were submitted. Per State Statute, the local planning agency, which the Commission has designated as this Board, needs to make a recommendation to the Commission to move the proposed amendments forward along with any changes proposed by this Board.

Ms. West said as she understands, the Board's obligation is to make a motion to recommend the EAR-based amendments be approved or denied in terms of transmittal of the proposed amendments by the Commission to the State's Department of Economic Opportunity (DEO).

Ms. Fleet said the Board can make a recommendation based on the comments she's received and any other comments or suggestions from the Board to revise anything or add something back in.

Ms. West said to make it clear, the Board could make a recommendation to deny transmittal to the DEO, approve all the changes that have been made, or approve this with conditions.

Ms. Odom said she reviewed all of it and thinks all the comments should be included in any recommendation made by the Board.

Ms. West said this is simply a recommendation from the Board in its advisory capacity to the Commission, which will transmit it to DEO, which solicits comments from other agencies such as the Department of Transportation (DOT), Department of Environmental Protection (DEP), and St. Johns River Water Management District (SJRWMD). It will then go back to the Commission for adoption of the EAR based amendments. Both the transmittal hearing and the adoption of proposed amendments are public hearings, so there will be additional opportunities for public input.

Ms. Sloan said she appreciates all the comments and responses from Ms. Fleet to each, because things she had concerns about have already been addressed. However, she was concerned that a lot of Ms. Fleet's responses were that something didn't apply or that the City doesn't have staff to address a specific issue. One of the comments made by Jen Lomberg pertaining to Section CC.1.1.1 is that access to the City's beaches should not be limited to residents of beachfront developments, and Ms. Fleet's response was the City cannot require public access to the beach from private property. However, this wasn't what Ms. Lomberg was saying, so she doesn't understand the response and why it is not valid. She thinks there are many items that are important in the comments and the Board should forward all the comments and their responses to the Commission.

Ms. West said that can certainly be part of the Board's motion. She understands Ms. Fleet wants specificity in a motion with a specific goal, objective or policy stated, but the people who made these comments did so in a very thorough manner and referenced the goals, objectives and policies, so she thinks they could certainly include them as part of the Board's recommendation in a motion.

Mr. Mitherz said T.1.1.7, which addresses levels of service for road types and traffic, seems to be different from what's in the Land Development Regulations (LDRs), which reflect that as 16th Street, 11th Street and A Street aren't City roads but County roads, the City has no control over them.

Ms. Fleet said the City adopts a level of service standard for all roads within its municipality. This is a State Statute requirement.

Mr. Mitherz said in the LDRs, it is singled out that transient rentals are not allowed in low density residential land use districts. He asked why this is not reflected in the Comprehensive Plan, and Ms. Fleet's response was that it is not mentioned so it is not included.

Ms. Fleet said she was involved in a lawsuit in the City of Jacksonville, and because it wasn't specifically listed, they were able to win against the neighbors who complained. The court ruled if a use was in a higher category but not listed lower, then it wasn't allowed in the lower category. Mr. Holleran thanked Ms. Fleet because there were a lot of issues to address and she clearly took the time to respond to them all. He suggested the Board make a motion to forward all those stipulations to the Commission, as Ms. Fleet did a lot of work in responding to all the comments. Ms. West said Goal L.1 had a lot of language deleted, which she doesn't understand, as what was deleted was protective in nature and having goals about protecting and preserving the environment in both the Comprehensive Plan and the LDRs is helpful. She suggested the policy in L.1.1.1 be retained, as it adds positive incentives to enhance the tree ordinance and preserve and replant the natural vegetation. The goal of the Comprehensive Plan is to be aspirational and just because staff doesn't have those resources now doesn't preclude setting a reasonable time frame for those incentives to occur. The policy in L.1.1.2 was for the development of a sustainability action plan, and Ms. Fleet's response was that staff doesn't have the expertise to develop this, but again, the time frame of two years could be set for this and it's something the City could certainly hire out to do. The objectives and policies in L.1.5, L.1.5.1—L.1.5.7 also should not be deleted based on Ms. Fleet's response that staff does not have the expertise to develop a carrying capacity for St. Augustine Beach, as the City shouldn't shirk its responsibility due to lack of staff expertise. Ms. Fleet said when they went through the carrying capacity section, she spoke to the Northeast Regional Planning Council and the County because this was something communities were looking at doing. The County currently doesn't have a carrying capacity, nor does the Regional Planning Council or the County, which is why these sections were taken out. Ms. West said Monroe County has a carrying capacity study and it is really working well in terms of guidance. Ms. Fleet's response to her suggestion to amend Policy L.1.6.1 to prohibit clearing of the coastal hammock was that the LDRs have policies to limit clearing of the coastal hammock, but she doesn't see what harm there is in reiterating that the City doesn't want its coastal hammock cleared. This is a priority and the more it's repeated, the more it will sink it. She also asked that the verbiage in several other policies be retained in their entirety, and her comments weren't made exclusively on her experience. She reached out to several experts including Thomas Hawkins of Thousand Friends of Florida, Aaron Deedee, who's drafted numerous sustainable action plans throughout Florida to help guide feedback on this, especially with transportation because that's not something she works with. She spent a significant amount of time going through all the changes and drafting the memo she wrote, and she doesn't agree with numerous responses that say her proposed revisions aren't necessary. Just because something isn't necessary doesn't mean you shouldn't include it. Furthermore,

punting this to other agencies isn't appropriate either. The City can set its own standards, otherwise, why be an independent municipality, they could just fold into the County if they're going to let the County do all their work for them. This City is distinct and unique, and the Comprehensive Plan codified that, but now so much of it has been deleted.

Motion: to recommend to the City Commission transmittal of the EAR-based amendments to the DEO with all nine pages of comments that were submitted as well as the minutes of the Board's discussion. Moved by Ms. Sloan, seconded by Mr. Kincaid, passed 7-0 by unanimous voice-vote.

VII. NEW BUSINESS

- A. Request for approval to remove a 31-inch diameter-at-breast-height (DBH) oak tree for proposed new construction of a single-family residence on Lot 7, Block 26, Chautauqua Beach Subdivision, at 206 7th Street, Donald Ray Hayes Jr., Applicant

Mr. Law said the plans for the applicant's house have not been submitted but, as stated in his staff memo, if the Board sees fit to approve the removal of this tree, he will not allow the removal until clearing and building permits are issued. The tree's root system is not going to survive this construction and it will become a hazard to the house. The applicant has submitted an arborist's letter from Chuck Lippi, and the Building Department has no objection to the removal of this tree.

Ray Hayes, 1667 Barn Swallow Road, Marietta, Georgia, 30062, applicant, said he and his wife don't want to remove this tree, but it is within two feet of the building and as the lot is very small, there's no room to relocate the house. There are two other large trees on the lot, a live oak and a pine tree, that will be saved, and they plan to have the structural plans and mechanical engineering for their proposed home completed and submitted to the Building Department soon.

Ms. West asked the applicant what his plans are for revegetation on the lot.

Mr. Hayes said they plan to landscape and add some palm trees.

Mr. Holleran said he looked at this lot and it has a beautiful canopy with lots of trees. He doesn't see any other way to structure the house, but if the Board approves the request to remove this tree, he'd like to see it replaced with a similar one.

Motion: to approve to removal of the 31-inch DBH oak tree subject to the conditions it be replaced with something other than a palm tree and with staff's recommendation that the tree only be allowed to be removed after a building permit to build the proposed house is approved. Moved by Mr. Holleran, seconded by Ms. Sloan, passed 7-0 by unanimous voice-vote.

- B. Request for approval to remove a 36-inch DBH oak tree and a 41-inch DBH oak tree for proposed new construction of a single-family residence on Lot 57, Ridge at St. Augustine Beach Subdivision, at 55 High Dune Drive, Riverside Homes of North Florida Inc., Applicant

Mr. Law said the 36-inch and 41-inch DBH trees are in the footprint of the proposed home. Eight

trees will be saved, five in the front, two in the rear and one on the side. The Building Department has no objection to this, per City Code pertaining to tree removals inside building footprints.

Mr. Mitherz asked why this is on tonight's agenda and not next month's meeting agenda, and why there is no deadline for requests to remove trees.

Mr. Law said the Board's next meeting is five weeks away, so given this time frame, staff is trying to do everything it can to not hold the applicant up. Tree removals are not required to be advertised and there are no formal orders that need to be recorded to remove trees, so this is an attempt to help the constituents of the City and not hold them up for another five weeks.

Matthew Roberts, Riverside Homes of North Florida Inc., 12276 San Jose Boulevard Suite 120, Jacksonville, Florida, 32223, representative for applicant, said he walked the lot and there's not a 41-inch DBH tree on it, only the 36-inch DBH tree, which unfortunately cannot be saved.

Mr. Law said both trees are on the survey done by a licensed surveyor. Riverside Homes confirmed to him yesterday that there was a 41-inch DBH tree that would have to be removed.

Ms. Odom asked if the blanket variance that was granted to Mr. McGarvey, the developer of this subdivision, to save trees can be applied in this case.

Mr. Roberts said moving the footprint of the house five feet one way or another, as allowed by the blanket variance, wouldn't help to save any trees on this particular lot.

Mr. Mitherz asked how big the proposed house will be.

Mr. Roberts said building coverage is 3,302 square feet, including garages and porches.

Ms. West said this goes back to why the blanket variance was originally granted for this subdivision. It was done with a great amount of controversy, but the goal was to have uniform application for all the lots. Unfortunately, she doesn't have the verbiage of the blanket variance in front of her to see how it lines up with this tree removal request, and it's also confusing because the agenda references two tree removals, but the applicant says that's not the case.

Mr. Law referenced the code for flexible setbacks to save trees for single-family land use.

Mr. Kincaid said he went by the lot and it's covered with trees, so trees will have to be removed to build a house. He didn't walk through the lot to find out if there was a 41-inch DBH tree on it, but looking at the site plan, there are several trees in the front yard that will be saved.

Motion: to approve the removals of the 36-inch and 41-inch DBH oak trees as submitted. Moved by Mr. Kincaid, seconded by Ms. Sloan, passed 5-2 by voice-vote, with Mr. Kincaid, Ms. Sloan, Mr. Holleran, Mr. King and Ms. Odom assenting, and Ms. West and Mr. Mitherz dissenting.

C. Review of request for extension of the six-month duration time allowed for temporary

construction fences along A1A Beach Boulevard for the Oceans Thirteen mixed use development, on the northeast corner of A1A Beach Boulevard and 13th Street at 12 13th Street, Tom Marsh, Palmetto Builders LLC, Applicant.

Mr. Law said the fence has exceeded the six-month window approved by this Board last year. The applicant is here to address any questions the Board may have about this temporary construction fence.

Tom Marsh, Palmetto Builders LLC, PMB 266, St. Augustine, Florida, 32080, said the fence was put up prior to site work for the underground drainage system. They're currently working through the permitting process and addressing comments made by the Building Department, and it's their intention to keep the fence up until building construction begins with any amendments or alterations as far as screening is concerned to make it cosmetically appealing. He doesn't want to remove the fence with the hole in the ground and the storm water system being put in.

Ms. Sloan said several members of the public have asked her about the huge pile of dirt on the lot.

Mr. Marsh said that was the excavation spoils for the drainage system put in the ground to the north of the existing duplex. That dirt pile was put back on top of the drainage system per the design, and any remaining dirt will be used for filling the building stem wall.

Ms. West asked the applicant how long he's requesting to keep the fence up.

Mr. Marsh asked for a nine-month extension. Hopefully it won't have to be kept up that long, but he'd rather not have to appear before the Board again to ask for another extension, and he'd like to keep it up until the building is dried-in and the window and doors are in, so it can be locked.

Ms. Odom asked Mr. Law if what is being built is what the Board approved last year.

Mr. Law said the Board approved the project in November 2017. The contractor is currently addressing issues based on comments from the Building Department, but the building must match the original design and plans submitted to the Board and comply with the mixed-use order.

Motion: to approve the extension of the temporary fence for nine months and that it be removed as soon as possible. Moved by Ms. Sloan, seconded by Ms. West, passed 7-0 by unanimous voice-vote.

D. Request for approval for a fence along A1A Beach Boulevard for Whispering Oaks Subdivision, Whispering Oaks Homeowners Association (HOA), Applicant

Mr. Law said Hardwick Fence is the contractor installing the proposed six-foot-high fence. The applicant included the HOA meeting minutes at which the HOA approved the fence.

Ron Barbetti, Whispering Oaks HOA, 951 A1A Beach Boulevard, St. Augustine Beach, Florida, 32080, representative for applicant, said the HOA approved and contracted the purchase and installation of the fence with Hardwick Fence, which has been asked to clear the ground where the fence will be installed by hand, to minimize the number of shrubs that will be disturbed.

Ms. West asked if she is misreading Section 7.01.03 of the City's LDRS, which says chain link fencing shall not be allowed.

Mr. Barbetti said he doesn't believe this type of fencing is prohibited, as it is the same fencing that Sea Colony has up along the Boulevard and it will almost be invisible in the tree line.

Mr. Law said the intent of the code is to not allow chain link fencing in front yard setback areas. This fence won't be in a front yard setback, but in the side yard setback along the Boulevard.

Mr. Barbetti said the HOA originally looked at aluminum fencing, but too much vegetation would have to be cleared. The name of their neighborhood is Whispering Oaks, and they want to preserve the trees and as much vegetation as possible.

Ms. West said is she's having trouble visualizing what the fence will look like from the Boulevard.

Mr. Barbetti said most of the fence will be invisible due to the trees that are already there. Sea Colony has the same black vinyl chain link fence that isn't seen as it blends in with its surroundings.

Mr. Mitherz asked how far the fence is going to be from the property.

Mr. Law said from the sidewalk to the property line, it is approximately 21 feet or so.

Ms. West asked what the purpose of the fence is, because Whispering Oaks has been there a long time without a fence.

Mr. Barbetti said people having been cutting through the property and it's been an issue recently.

Ms. Sloan said it sounds like nobody will notice this fence because of all the growth around it and they are planting more vegetation.

Mr. Mitherz said he thinks the fence will be well-hidden. If the trees and vegetation weren't there, he wouldn't vote for it.

Ms. West agreed. She's really against chain link fencing along the Boulevard but if properly screened and hardly visible, it's in the property owners' best interest for property values.

Ms. Odom said she thinks it's going to be great. Her only concern is setting a precedent.

Mr. Kincaid said if the fence is installed the way it's been described without taking the vegetation out it makes this a special circumstance.

Motion: to approve the fence along A1A Beach Boulevard for Whispering Oaks Subdivision subject to the conditions that no trees are removed, clearing will be done by hand to minimize unnecessary vegetation removal, and with testimony that dense landscaping will minimize visual impact. Moved by Ms. West, seconded by Ms. Odom, passed 7-0 by unanimous voice-vote.

- E. Vacating Alley File No. V 2019-01, to vacate the 15 (fifteen)-foot-wide alley adjacent to and/or abutting Lots A and B and Lots 3-17 in Block 9, Chautauqua Beach Subdivision, located north of 2nd Street, south of 3rd Street, east of A1A Beach Boulevard and west of the Atlantic Ocean, Laurie Sage Royal, Applicant

Mr. Law said this is a request to vacate the remainder of a partially-vacated alley lying east of the Boulevard. Per City Code and the Comprehensive Plan, no City property that provides access to the ocean, beach and other recreational resources should be vacated. Part of it this alley has already been vacated, so it's up to the Board to make a recommendation of approval or denial to the City Commission, which will then make the final decision at its meeting next month.

Mr. Wilson said to refresh everyone's memory, a similar application came before the Board a year or two ago for an alley between A Street and B Street, which also had been partially vacated adjacent to A1A Beach Boulevard and the only access to the ocean from the alley was beachfront. This application was given approval from the City Commission and the alley was entirely vacated.

Ms. Sloan asked Mr. Law if he's against approving this application because City Code states an alley that leads to the ocean cannot be vacated. She asked if this applies even if one end of the alley is already vacated.

Mr. Wilson said technically, as the alley doesn't lead to the ocean anymore, the Code doesn't apply. He doesn't know when the lots adjacent to the Boulevard were vacated, but under current City Code, any part of an alley that leads to the ocean cannot be vacated. In this case, though, the alley doesn't lead to the ocean from the Boulevard, so public access was cut off some time ago.

Mr. Kincaid said he understands there is no value in holding on to only a piece of unvacated alley, but his question is more about what the City should do in the future, so this won't happen again.

Mr. Wilson said that's why the Code is there, and the regulations may have been passed in response to things like this that happened in the past.

Ms. West asked if people were using the alley.

Laurie Sage Royal, 1729 Old Beach Road, St. Augustine, Florida, 32080, applicant, said she owns 10 2nd Street and is asking to vacate the portion of the alley that currently isn't vacated, as there is no access to the beach from the Boulevard. She is maintaining the alley behind her property now, and it has several trees and critters in it. She has the signatures of all the adjacent property owners on 2nd Street and 3rd Street and everyone is aware of the intent to vacate the remainder of the alley. She thinks it would be of good use to assign the square footage of the alley to the adjacent owners, so they can maintain it, and since it no longer provides access to the beach.

Ms. Sloan said there is no signature from Theo Fotianos, who is an adjacent property owner.

Ms. Royal said she sent him a letter but never got a response from him.

Ms. Sloan said the property at 7 3rd Street is owned by Beach House LLC, and the letter for this property was signed by someone who is not listed as the owner and has no authorization as such to sign. Also, Gerry Gruber signed as the owner of 11 3rd Street, but on the deed another person is listed as the owner. She asked if these people who signed can state that they have authorization to do so for the limited liability company (LLC) that owns the property. The written consent of at least 70 percent of adjacent property owners is required, and she thinks the applicant has this.

Ms. Royal said it is her understanding that Mr. Gruber does own the property at 7 3rd Street, but in any case, she has signatures of approval for about 90 percent of the adjacent property owners.

Ms. Sloan said several of these people own several lots, so she thinks the applicant has met the 70 percent requirement, but she wanted to point out that anyone signing for a corporation or an LLC needs to provide proof to show they have the authorization to sign these entities. .

Motion: to recommend the City Commission approve the application to vacate the remainder of the alley for Vacating Alley File No V 2019-01, based on the agreement from utility and all other departments that vacating the alley will not impede any easement or access rights. Moved by Mr. Kincaid, seconded by Ms. Odom, passed 7-0 by unanimous voice-vote.

- F. Ordinance No. 19-06, passed on first reading by the City Commission at its April 1, 2019 meeting, to amend Sections 3.09.00 and 13.00.00.B of the City's Land Development Regulations (LDRs) for the establishment by resolution adopted by the City Commission of application and inspection fees for transient lodging establishments and fees for building permits, tree removal, planning and zoning applications, comprehensive plan amendments, final development plans, mixed use developments, and storm water management review.

Mr. Law said there is no reason to have fees in the LDRs. Traditionally, governments change fees by resolution, but to do this, they need to take the fee schedule out of the LDRs to allow the City Commission to amend fees as it sees fit. Planning and zoning application fees, which haven't been updated in 20 years, need to be reviewed and raised, and fees for transient rental inspections, which are currently \$40 a year, haven't been raised since the City passed its transient rental ordinance in 2008. He asked the Board to review the proposed ordinance and recommend to the Commission to approve or deny it with any comments or suggestions the Board may have.

Ms. Sloan said she thinks it's a good thing to pull it out of the LDRs, so it can be amended as needed.

Motion: to recommend approval of Ordinance No. 19-06 to the City Commission. Moved by Ms. Sloan, seconded by Mr. Kincaid, passed 7-0 by unanimous voice-vote.

VIII. BOARD COMMENT

Mr. Holleran said he'd like to see tree removal fees go up, so it hurts people in the pocketbook when they take down trees without permits and causes them to think twice about doing it.

Ms. Sloan asked if the applicant who came before the Board last month to request a variance the

Board did not grant filed an appeal application, and if the 30-day time period to do so has passed.

Mr. Wilson said as this applicant appeared before the Commission for a conditional use permit for the same property, which was denied by the Commission, the 30-day time period to file an appeal runs from the date of the Commission meeting, which was April 1, 2019.

Mr. Mitherz asked if there is any news on the Embassy Suites lawsuit.

Mr. Wilson said no, they are still waiting for the judge to decide.

Mr. Kincaid asked for an update on Panama Hattie's.

Mr. Law said they were stocking kitchen equipment this afternoon. Their next inspection will be an overhead inspection prior to installing ceiling tiles in the kitchen. They are aiming for completion of the remodel and a potential opening date in late May.

Ms. West asked Mr. Wilson if this is the last time the Board will have his counsel.

Mr. Wilson said he'll probably be here for next month's meeting, as he doesn't think the City Commission will be able to hire a new attorney until June. The Commission will hold a special meeting to review applicants, but the City hasn't started taking applications yet.

IX. ADJOURNMENT

The meeting was adjourned at 7:36 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

THURSDAY, MAY 9, 2019, AT 6:00 P.M.

CITY OF ST. AUGUSTINE BEACH, 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 Ann Palmquist, Lonnie Kaczmarsky, Lana Bandy, and Allen Altman.

Member Craig Thomson and Alternate Jeanette Smith were absent.

Also Present: Public Works Director William Tredik, Grounds Foreman Tom Large, and Recording Secretary Dariana Fitzgerald.

IV. APPROVAL OF MINUTES OF APRIL 11, 2019, REGULAR MEETING

Chair Krempasky introduced Item IV and then asked for a motion.

Chair Krempasky noted an error on page 5, that "her noted" should be "he noted".

Motion: To approve the Board/Committee minutes for April 11, 2019, with correction of typographical error. **Moved by:** Member Palmquist. **Seconded by:** Vice Chair Farr. Motion passed unanimously.

V. PRESENTATION OF REPORTS:

1. Environmental Stewardship Award Plaques

Chair Krempasky stated that she did not have the opportunity to get quotes for plaques yet, but paper certificates were presented at the Arbor Day celebration.

2. Urban Forestry Management Master Plan

Vice Chair Farr reported that the Commission approved Legacy Arborist Services and asked if they had been notified. Public Works Director Tredik stated that Public Works was working with the City Attorney on a contract to negotiate with Legacy. That once the contract is executed, a notice to proceed will be issued.

Chair Krempasky took a moment to report that William Tredik was the new Public Works Director and asked him to introduce himself. Director Tredik stated that he started on May 1st and that he worked for the St. Johns Water Management District for 10 years and has a combination of private and public sector engineering experience, including City Engineer for Palm Coast, St. Johns County, and Stormwater Engineer for St. Augustine. He has lived in St. Augustine Beach for 23 years and worked in Northeast Florida for his entire career. He stated that he received his engineering degree from the University of Florida in response to Member Palmquist's inquiry.

Member Kaczmarzsky asked what the grant deadline was, that Director Tredik should be aware of it. Secretary Fitzgerald replied that it was August 31st, since the project needed to be evaluated before the end of the fiscal year. Director Tredik replied that he was aware of the deadline. Chair Krempasky asked if an extension could be requested. Secretary Fitzgerald replied that they could ask, but she did not expect that to happen. Chair Krempasky asked when the grant funds would be received, and Secretary Fitzgerald replied that it was a reimbursement, so the City would up-front the entire cost. Director Tredik stated that payment details would be worked out in the contract, but that Legacy would not be paid-in-full at the start, maybe during deliverables or maybe at the end of the project. Secretary Fitzgerald commented that the August 31st deadline was in the bid documents, so Legacy was aware of it when they responded. Member Kaczmarzsky specified that their proposal stated they would start within 10 days of execution and finish within 3 weeks of that date.

3. Pope Road/A1A Beach Boulevard Landscaping Project

Vice Chair Farr reported that she spoke with Jordan at Southern Horticulture and they are willing to do the project but are booked up with projects at the moment. Foreman Large stated that he also spoke with them and discussed the property boundaries. He stated that the sign itself is on Anastasia State Park property, that only a narrow area along the roads belonged to the County (Exhibit A). He stated that Public Works suggests waiting until the Urban Forestry Management Master Plan is complete. The Committee discussed the boundary map and Foreman Large indicated that a portion of the County's property contains a ditch and that there is only 8 feet between the ditch and the sign. Director Tredik agreed with waiting until the Master Plan is complete to see what they may suggest for this site. Chair Krempasky noted that this seems to be a similar jurisdictional issue as the SR-312 located and commented that this is one of the most used entrances to the City, which is why they considered improving it. Chair Krempasky asked about moving the sign to City property and Foreman Large replied that there was no City property in that area, only State and County.

Member Palmquist put forth the idea of incorporating a bench, turnaround, or something similar for pedestrian or bicycle traffic to use as a resting place.

Vice Chair Farr commented that getting permits from the State can be a long process and would prefer to get started on that process. Director Tredik advised waiting, since if the Master Plan suggested a different plan, the City would have to resubmit with the new plan anyway. Vice Chair Farr commented that due to the drainage needs of the area that sabal palms would be the only likely suggestion. Secretary Fitzgerald noted that this property didn't belong to FDOT, but instead to Anastasia State Park and the Department of Environmental Protection, so they may have a different set of requirements than FDOT. Director Tredik commented that line-of-sight needs will limit the height of items that could be placed there.

Secretary Fitzgerald noted that there were bollards to keep people from parking there, along with "No Vehicle Allowed" signs, traffic light post, pedestrian traffic signal, and a light and electric pole.

Chair Krempasky stated that palm trees planting locations have been staked at B and C Streets and asked Vice Chair Farr for quotes to plant small live oaks at 1st Street and 2nd Avenue. Vice Chair Farr commented that palms were \$550 or \$600 for difficult to position locations and the smaller trees would vary based on the number of trees and location.

Foreman Large noted that there are a few 3-gallon trees left from previous Arbor Day events. Chair Krempasky asked if this area should wait for the Master Plan to be completed as well. Foreman Large stated that they are at Public Works and were not going anywhere. In response to the Committee, he stated that 301 trees had been given away at this Arbor Day and a few people later to collect more trees for over 500 given away. He stated that there were 11 chapman oaks, 42 shining sumac, 46 runner oak, 1 fringe tree, 2 red cedar, and 12 cypress, bald and pond, remaining. Chair Krempasky stated that she and Foreman Large has spoken at Arbor Day about doing a press release for those who may want to pick up the remaining trees. Foreman Large replied that he spoke with Marketing and Events Coordinator Cindy Walker and they decided not to issue that release due to the limited number of trees remaining and that they might be used by the City.

4. Parkette Signage

Chair Krempasky noted that Foreman Large placed a sign at 14th Street and that she reviewed what Member Thomson had done to landscape around one of the signs at D Street. She commented that there were crinum lilies behind that sign the Member Thomson had placed there previously. She stated that the pine straw and dune daisies were at Public Works for the members to collect and begin working on the parkettes of their choice. Foreman Large stated that Member Thomson took 8 of the 30 six-inch dune daisies they had ordered and there was plenty of pine straw. Vice Chair Farr stated that many of the parkettes don't need anything else and Member Kaczmarzky agreed that they needed to start on the ones that were more barren. Chair Krempasky agreed and suggested connecting with existing landscaping, since that was taken into consideration when placing the signs. Secretary Fitzgerald reminded the Committee to call Public Works before going to pick up the plants.

Member Altman asked Foreman Large about a pot on 10th Street that was filled with water and muck. Foreman Large replied that the issue with that particular pot has a stake through the bottom to make sure no one can steal it, so water has nowhere to drain, and visitors throw trash in there often. He stated that Public Works tries to maintain it, but to get all of the water and muck, the pot would have to be cleaned out and re-done. Member Altman suggested placing another pot on top of that one with aloe plants that could properly drain.

Foreman Large reported that two parkette signs are left and there are plenty of posts. Chair Krempasky stated that she would like to make sure the existing signs look good before purchasing more and the Committee agreed. Vice Chair Farr commented that the signs on A Street could use some work; that they look a little pitiful. Member Palmquist asked if there has been any more vandalism there and Foreman Large replied that there had not. Chair Krempasky remarked that since the area is shady, that dune daisies may not do well. She

asked for Vice Chair Farr to take a look and give her opinion on the area. Member Kaczmarzsky suggested red salvia. Vice Chair Farr agreed and noted that salvia also came in white or pink.

Member Bandy stated that at the last meeting the Committee discussed drafting a press release on the parkettes to inform the residents of what they are, what the Committee is doing with them, and what their purpose is. She hopes to get the press release to Coordinator Walker before the next meeting. She spoke with City Manager Royle and he gave her information to use.

5. Waste Receptacle Art Project

Member Palmquist reported that there has been nothing but positive reactions to the project. She reported that the artists were excited about the publicity and were ready to continue. Foreman Large stated that there were three completed at the Public Works shop and eight still out with the artists. He suggested that Member Palmquist contact the artists, since Public Works cannot offer any more until those are returned. He noted that there are 43 cans total, with 21 cans in more visible locations. He asked if there were any specific locations the Committee would like to place the first three cans. Member Palmquist suggested that the more publicity that could be given, the better. She mentioned there can be comments about receiving sponsorships. The Committee discussed the possibility of receiving sponsorships or the artists receiving private patronage, but not having advertising or logos on the cans. Secretary Fitzgerald stated that the artists themselves could sign the cans. Foreman Large suggested placing the small can by the bench at Pope Road and Old Beach Road and placing the two larger at A Street and 1st Lane, since those locations are visible and highly travelled. Member Palmquist suggested 2nd Avenue between 10th and 11th Streets since it is also highly travelled. Chair Krempasky mentioned that the Committee had originally focused on A1A Beach Boulevard first.

Foreman Large stated that he is unsure how well the artwork will hold up over time between the sun and how Public Works has to pick them up to empty them regularly. Member Palmquist stated that the artists took that into consideration and used durable paints that should resist UV light.

6. Educational Film Series

Member Bandy reported that Mallory Hopkins is still willing to show her film and the St. Johns County Library is excited about partnering with the Committee. She stated that the Library recommended not starting until the fall when winter residents will be here, and attendance will be higher. They also prefer to save the summer for kids' programs. She asked if the Committee is willing to wait or if they had another location in mind. Member Altman asked about using the Commission Room and Secretary Fitzgerald stated that the City's projection system was not made for high quality films. She also commented that City Manager Royle was concerned that if the Committee was running the project alone, that it could be seen as a type of public meeting and a potential Sunshine Law violation. Member Bandy noted that the Library would be able to reach a wide audience and hopefully increase attendance. She stated that the Library requires her to fill out volunteer application which requires a background check. Chair Krempasky asked if it was fine for Member Bandy to fill out that form. Secretary Fitzgerald stated that she was unsure about that, that it may be more of a question for City Clerk Raddatz. The Committee discussed possibly working with St. Johns County Parks and

Recreation as well, since they do several programs with the Library. Secretary Fitzgerald noted that the Committee would have to designate a member to coordinate with outside entities; that they cannot speak with each other about Committee business outside of recorded meetings.

7. Environmental Policy & Planning Recommendations

Chair Krempasky asked if Secretary Fitzgerald could send out the PowerPoint presentations that were developed for Arbor Day. Secretary Fitzgerald replied that she could convert them to pdf, since the PowerPoint files were too large for email.

Secretary Fitzgerald reported that the resolution that Vice Chair Farr drafted would be on the June 10th Commission agenda. She said that City Manager Royle would like a memo to accompany the draft and someone would need to be at the meeting to present the resolution at the meeting. Vice Chair Farr volunteered to write the memo and send it to Secretary Fitzgerald.

A. Community Tree Programs

Secretary Fitzgerald commented that she researched the cities suggested as examples for community tree programs and they all had higher millage rates or were bringing in almost three times the property taxes than St. Augustine Beach. She noted that Satellite Beach had a millage rate of 8.15 compared to St. Augustine Beach's 2.8 and Pinecrest has a millage rate of 2.3, but a population of 20,000 and an average home value of \$1.5 million compared to St. Augustine Beach's average value of \$250,000. She asked the Committee to keep those differences that in mind when using these or other cities as examples.

Member Kaczmarzsky stated that Member Thomson had brought up increasing the stormwater utility fee to cover the difference. Chair Krempasky recalled that former Public Works Director Howell gave a presentation on charging for stormwater drainage in the past. Director Tredik noted that many cities had stormwater utility fees to fund stormwater capital improvements and cannot be used for other projects. He stated that St. Augustine did, but St. Johns County did not. The Committee discussed bringing this topic up to the City Commission at some point.

VI. OTHER TREE BOARD/BEAUTIFICATION ADVISORY COMMITTEE MATTERS

Member Kaczmarzsky reported that her spoke with a woman from the U.S. Green Chamber of Commerce of North Florida and wondered if it would be beneficial to partner with that organization or become members. He states that she was willing to come give a presentation. Member Palmquist stated that there was another organization that tried to work with the Committee in the past, but it was discovered that they were primarily underwritten by golf courses. She suggested to doing the background on a group before having them give a presentation.

Vice Chair Farr asked to speak with Director Tredik about maintenance of some of the Committee's projects. Director Tredik agreed to meet with her at some point and stated that it was important to consider the long-term maintenance impact when projects were implemented. He stated that he could not pull workers off of other jobs, but would take a look at the schedule.

He noted that at a certain point, to work on something new then something else has to not be done. Vice Chair Farr stated that she is willing to do some of the work, but it was difficult since the Committee could not work together. Secretary Fitzgerald commented that volunteers could be an option if they were working by hand, no power tools like weed eaters or mowers, and they should let Public Works know beforehand. She noted that a neighbor helped Member Thomson with landscaping the parkette on D Street.

Member Palmquist asked about the paving project on 16th Street. Director Tredik replied that he was told by the project superintendent that the project was laid incorrectly, so it will be redone in places and that the whole road will be repaved. He plans to get more detail, but the workers just showed up this morning.

Member Bandy noted that the County's tree ordinance has been in the news recently. Member Kaczmarek stated that he sent a letter to County Commissioner Henry Dean.

VII. ADJOURNMENT

The Committee decided not to hold a meeting in June, since many members would be away and there were no pressing issues to discuss until the Master Plan is complete. The next meeting will be July 11th.

Chair Krempasky adjourned the meeting at 7:24 p.m.

Sandra Krempasky, Chair

ATTEST

Max Royle, City Manager

COMMISSION REPORT

May 2019

TO: MAYOR/COMMISSIONERS

FROM: ROBERT A. HARDWICK, CHIEF OF POLICE

DEPARTMENT STATISTICS – April 18th to May 27th, 2019

CALLS FOR SERVICE 1249
OFFENSE REPORTS 85
CITATIONS ISSUED 130
LOCAL ORDINANCE CITATIONS 119
DUI 6
TRAFFIC WARNINGS 467
TRESSPASS WARNINGS 31
ANIMAL COMPLAINTS 27
ARRESTS 37

- 6 DUI
- 1 Fraud
- 4 Battery
- 5 Drug Possession- Marijuana
- 4 Probation Violation
- 1 Resisting Officer with Violence
- 1 Disturbing the Peace
- 5 Trespass
- 2 Driving with License Suspended
- 1 Operating Motor Vehicle w/o valid DL
- 1 Indecent Exposure
- 1 Liquor Possession under 21 yrs.
- 3 Disorderly Intoxication

ANIMAL CONTROL:

- St. Johns County Animal Control handled 27 complaints in St. Augustine Beach area.

MONTHLY ACTIVITIES:

- Law Enforcement Memorial Unity Tour in Washington DC.
- 2019 MADD Banquet

MEMORANDUM

Date: May 24, 2019
To: Max Royle, City Manager
From: Bill Tredik, P.E., Public Works Director
Subject: Monthly Report

Maintenance Activities

Rights-of-way and Parkettes – Rights-of-way and parkette maintenance requirements will increase as the growing season begins, and Public Works will dedicate additional staff hours to landscaping and maintenance activities.

Parks – Maintenance of City parks is ongoing, with Splash Park, Ocean Hammock Park, and public restrooms at 10th Street and A Street seeing increased use over Memorial Day weekend and the remaining summer months. Public Works will dedicate resources as necessary to ensure that these facilities are properly maintained with the anticipated increase in use.

Buildings – Maintenance of city buildings and grounds is ongoing.

Fleet – The Public Works Department continues to do much of the minor fleet maintenance on our larger trucks, heavy equipment and regular work trucks, thus reducing outside repair costs.

Capital Improvements

Mickler Boulevard Ditch Drainage Improvements – The City entered into a contract with A.W.A. Contracting Co, Inc. on March 28, 2019 to construct the Mickler Boulevard Ditch Drainage Improvements. Work includes piping over 1,000 feet of the Mickler Boulevard Ditch, from Pope Road to just north of 16th Street. The Notice to Proceed has been issued and work began in late May. Pipe and drainage structure installation is scheduled to begin in June. The project is scheduled to be substantially complete by October 19, 2019.

Mizell Pond Outfall Improvements (HMGP Project No. 4283-88-R) – The repair and improvements to the Mizell Pond weir and stormwater pump station is currently in the design and permitting phase. The work includes repairing and increasing the height of the damaged weir, replacing the stormwater pumps and improving the downstream conveyance. Design is roughly 50% complete and nearing permit submittal. The City has met with representatives from Marsh Creek to discuss necessary improvements to the drainage conveyance downstream of the pump station. Design is scheduled to be complete this year, with construction commencing upon completion of permitting and approval of design. In the interim, the existing pumps and temporary weir are operational.

3rd Alley Ditch Drainage Improvements – The 3rd Alley Ditch Drainage Improvements will pipe approximately 450 feet of difficult to maintain existing ditch west of the 2nd Avenue right of way and east of Sea Oaks Subdivision. This project will reduce localized stormwater flooding and reduce long term drainage maintenance requirements. Design is approximately 50% complete with permitting and final design this summer.

Beautification Advisory Committee Projects

Urban Forestry Management Plan – The Public Works Department is working with Legacy Arborist Services on the development of the Urban Forestry Management Plan, as approved by the City Commission on May 6, 2019. The plan aims to provide guidance in the management of the City's tree canopy. Work on the plan will begin in June, with a preliminary presentation of compiled data and plan progress at the July 11th Beautification Advisory Committee Meeting.

Decorative Painting of Waste Receptacles – Public Works is working with the Beautification Advisory Committee to implement the Decorative Painting of Waste Receptacles Program. The first group of decorative receptacles was placed at select locations prior to the Memorial Day weekend. Additional receptacles will be rolled out in the future upon the completion of their painting.

Streets / Rights of Way

Pedestrian Safety – Public Works is coordinating with the Police Department and St. Johns County on determining ways to increase pedestrian safety along A1A Beach Boulevard.

Lighting – Public Works is working with FPL to investigate converting City streetlight fixtures to LED. Conversion to LED fixtures of a similar configuration and lighting capability will reduce electrical usage, and result in an overall cost savings to the City. The city is also coordinating with FDOT and FPL on illuminating dark intersections along S.R. A1A, from city hall southward.

Signage – The Public Works Department has continued to work to increase public safety by installing no parking signs at various locations to prevent narrow access points from being blocked by vehicles. Public Works is also placing resident only parking signs in appropriate areas upon request.

North Florida Transportation Planning Organization (TPO) – The Public Works Director will attend and represent the City on the TPO's Technical Coordinating Committee.

Events

Arbor Day – The Public Works Department set up and assisted with the City's Arbor Day celebration.

Hurricane Preparedness

Beach Ramp Protection – The Public Works Department is planning to be ready for a tropical event this season, stockpiling beach quality sand to be able to quickly close off the beach ramps and vulnerable areas in the event of a storm surge. A portion of the sand will be stockpiled at Public Works, with the remainder to be delivered directly to the vulnerable area if needed.

Monthly Hurricane Preparedness Meetings – Public works is participating in monthly hurricane preparedness meetings at the St. Johns County EOC.

Hurricane Wally – Public works participated in this year's hurricane preparedness exercise – "Hurricane Wally" – and intends to be fully prepared for the 2019 hurricane season.

MEMORANDUM

TO: MAX ROYLE, CITY MANAGER
FROM: MELISSA BURNS, CFO *mb*
SUBJECT: MONTHLY REPORT
DATE: 5/28/2019

Finance

A Special Commission meeting will be held on June 17th and at that meeting the audit report will be presented, as well as other items such as the long-range financial plan, FY19 budget adjustments, updated financial policies, and the update on the compensation plan.

We are coming close to completing the implementation of the new modules to the financial software which integrates building permits, business tax receipts and commercial solid waste billing which eliminates the need for separate databases. We are also adjusting internal controls related to receiving payments for all of the above.

Communications and Events

The citizen survey's deadline is June 1st and response analysis will be compiled for the July Commission meeting has been launched.

Ms. Walker has submitted TDC grant for Beach Blast Off earlier than the deadline and continues to work toward obtaining sponsorships for the event.

Technology

An RFP for Closed Captioning services has been issued and the deadline to receive responses is June 17th.

Range of Checking Accts: First to Last Range of Check Dates: 04/01/19 to 04/30/19
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void	Ref Num
PO #	Item	Description				Contract	Ref Seq Acct
001TDOPERATING							
41769	04/11/19	ADVAP010 ADVANCED AUTO PARTS				04/30/19	1436
19-01181	1	WIPERS #124	8.70	001-2100-521-4630 LAW ENFORCEMENT	Expenditure		123 1
41770	04/11/19	AFLAC005 AFLAC				04/30/19	1436
19-01118	1	PREMIUMS	443.14	001-229-2100 Insurance-Other Employee Paid	G/L		45 1
41771	04/11/19	ATLAN040 ATLANTIC DODGE-JEEP				04/30/19	1436
19-01112	1	PM #104	32.12	001-2100-521-4630 LAW ENFORCEMENT	Expenditure		40 1
41772	04/11/19	BELL0010 SHEILA BELL				04/30/19	1436
19-01199	1	REFUND DEFERRED COMP	23.53	001-235-0000 Deferred Compensation	G/L		148 1
41773	04/11/19	BEVER005 BEVERLY RADDATZ				04/30/19	1436
19-01154	1	MILEAGE	60.43	001-1300-513-4020 FINANCE	Expenditure		88 1
41774	04/11/19	BOZAR010 BOZARD FORD COMPANY				04/30/19	1436
19-01143	1	PM-#134,125	16.00	001-2100-521-4630 LAW ENFORCEMENT	Expenditure		71 1
19-01143	2	PM-#134,125	77.01	001-2100-521-4630 LAW ENFORCEMENT	Expenditure		72 1
19-01144	1	PM/REPAIR-#117	186.07	001-2100-521-4630 LAW ENFORCEMENT	Expenditure		73 1
19-01180	1	PM #106	60.35	001-2100-521-4630 LAW ENFORCEMENT	Expenditure		122 1
			339.43				
41775	04/11/19	BUGOU010 BUG OUT SERVICE INC				04/30/19	1436
19-01164	1	LAWN PEST CONTROL	189.00	001-1900-519-3400 OTHER GOVERNMENTAL	Expenditure		108 1
41776	04/11/19	CEDST005 CED-ST AUGUSTINE				04/11/19 VOID	1436
19-01178	1	REPAIR BLDG DEPT FRONT DOOR	86.25	(Void Reason: REISSUE W/CREDIT) 001-1900-519-4610 Other Gov Svcs-Facility Maintenance	Expenditure		119 1
41777	04/11/19	CINDY005 CINDY WALKER				04/30/19	1436
19-01191	1	MILEAGE	106.72	001-1300-513-4020 FINANCE	Expenditure		140 1
41778	04/11/19	CRAFT010 CRAFT'S TROPHIES & AWARDS INC				04/30/19	1436
19-01185	1	NAME PLATES	36.00	001-2100-521-4700 LAW ENFORCEMENT	Expenditure		127 1

check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #	Item	Description							
001TDOPERATING				Continued					
41779	04/11/19	CREAT005 CREATIVE FLEET MARKINGS LLC				04/30/19	1436		
19-01201	1	REFL FLEET MARKINGS #110	290.00	001-2100-521-4630 LAW ENFORCEMENT	Expenditure		150	1	
41780	04/11/19	DGGTA010 DGG UNIFORMS & WORK APPAREL				04/30/19	1436		
19-01183	1	POLO'S SGT GILLESPIE	32.00	001-2100-521-5210 LAW ENFORCEMENT	Expenditure		125	1	
41781	04/11/19	DMSBU005 DMS BUREAU OF FEDERAL PROPERTY				04/30/19	1436		
19-01189	1	HIGH WATER VEHICLE	1,000.00	001-2100-521-6410 LAW ENFORCEMENT	Expenditure		130	1	
41782	04/11/19	ENTER005 ENTERPRISE FM TRUST				04/30/19	1436		
19-01158	1	LEASE VEHICLE	486.42	001-2100-521-4431 LAW ENFORCEMENT	Expenditure		99	1	
41783	04/11/19	FIRST070 FIRST BANKCARD				04/11/19	VOID	0	
41784	04/11/19	FIRST070 FIRST BANKCARD				04/11/19	VOID	0	
41785	04/11/19	FIRST070 FIRST BANKCARD				04/11/19	VOID	0	
41786	04/11/19	FIRST070 FIRST BANKCARD				04/30/19	1436		
19-00922	1	COMPUTER MONITORS-BLDG	279.98	001-2400-524-5230 PROT INSPECTIONS	Expenditure		1	1	
19-00925	1	BACKGROUND CHECK=EMP	24.00	001-2400-524-5290 PROT INSPECTIONS	Expenditure		2	1	
19-00942	1	EXCEL TRAINING/MANUAL	107.10	001-1300-513-5430 FINANCE	Expenditure		5	1	
19-00942	2	EXCEL TRAINING/MANUAL	107.10	001-1300-513-5430 FINANCE	Expenditure		6	1	
19-00942	3	EXCEL TRAINING/MANUAL	74.95	001-1300-513-5430 FINANCE	Expenditure		7	1	
19-00954	1	PATROL BOARD	39.99	001-2100-521-5100 LAW ENFORCEMENT	Expenditure		8	1	
19-00960	1	EXCEL BOOKS	67.65	001-1300-513-5430 FINANCE	Expenditure		9	1	
19-00960	2	EXCEL BOOKS	124.57	001-1300-513-5430 FINANCE	Expenditure		10	1	
19-00963	1	HDMI ADAPTER	51.96	001-1900-519-5230 OTHER GOVERNMENTAL	Expenditure		11	1	
19-00963	2	HDMI ADAPTER	12.99	001-2400-524-5230 PROT INSPECTIONS	Expenditure		12	1	
19-00971	1	RETIREMENT ITEMS	37.79	001-2100-521-5290 LAW ENFORCEMENT	Expenditure		13	1	
19-00976	1	RETIREMENT GIFT	45.97	001-2100-521-5290 LAW ENFORCEMENT	Expenditure		14	1	
19-01009	1	EVENT PLASTICWARE	62.46	001-1100-511-4800 LEGISLATIVE	Expenditure		15	1	
19-01012	1	DEPARTMENT PORTRAIT	107.99	001-2100-521-5290 LAW ENFORCEMENT	Expenditure		16	1	

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Seq	Num Acct
PO #	Item	Description						
001TDOPERATING				Continued				
41786	FIRST	BANKCARD		Continued				
19-01015	1	FLIER DISTR	25.00	001-7200-572-4833	Expenditure		17	1
				PARKS AND REC				
19-01017	1	TAG FOR NEW VEHICLE	86.85	001-2100-521-4630	Expenditure		18	1
				LAW ENFORCEMENT				
19-01019	1	SSL CERT RENEW	403.38	001-2100-521-5290	Expenditure		19	1
				LAW ENFORCEMENT				
19-01036	1	CONFERENCE REGISTRATION	470.00	001-1300-513-5430	Expenditure		21	1
				FINANCE				
19-01054	1	SURVEY WEBSITE	384.00	001-7200-572-4835	Expenditure		22	1
				PARKS AND REC				
19-01057	1	SMOKE DETECTORS	89.97	001-2100-521-4610	Expenditure		23	1
				LAW ENFORCEMENT				
19-01061	1	COMMUNITY ITEM	250.00	001-2100-521-5240	Expenditure		24	1
				LAW ENFORCEMENT				
19-01062	1	TOOL KITS-PATROL VEH	439.78	001-2100-521-5230	Expenditure		25	1
				LAW ENFORCEMENT				
19-01065	1	TEST PREP	64.99	001-2400-524-5410	Expenditure		26	1
				PROT INSPECTIONS				
19-01086	1	KILO FOOD	106.99	001-2100-521-4640	Expenditure		36	1
				LAW ENFORCEMENT				
19-01087	1	EOD MEMBERSHIP	52.00	001-2100-521-5420	Expenditure		37	1
				LAW ENFORCEMENT				
19-01088	1	PATROL EQUIP	156.57	001-2100-521-5230	Expenditure		38	1
				LAW ENFORCEMENT				
19-01160	1	HOTEL HOLD-FGFOA CONF	213.57	001-1300-513-4000	Expenditure		101	1
				FINANCE				
19-01200	1	TRAVEL	118.13	001-2100-521-4000	Expenditure		149	1
				LAW ENFORCEMENT				
			3,656.23					
41787	04/11/19	FIRST075 FIRST COAST FIREARMS				04/30/19	1436	
19-01130	1	TRAINING AMMO	2,275.00	001-2100-521-5430	Expenditure		62	1
				LAW ENFORCEMENT				
19-01188	1	TRAINING AMMO	1,475.00	001-2100-521-5430	Expenditure		129	1
				LAW ENFORCEMENT				
			3,750.00					
41788	04/11/19	FLAGL030 FLAGLER CARE CENTER				04/30/19	1436	
19-01125	1	NEW EMPLOYEE DRUG SCREEN	110.00	001-2400-524-5290	Expenditure		49	1
				PROT INSPECTIONS				
19-01125	2	NEW EMPLOYEE DRUG SCREEN	28.60	001-1900-519-5290	Expenditure		50	1
				OTHER GOVERNMENTAL				
19-01125	3	NEW EMPLOYEE DRUG SCREEN	31.90	001-3400-534-5290	Expenditure		51	1
				GARBAGE				
19-01125	4	NEW EMPLOYEE DRUG SCREEN	49.50	001-131-1000	G/L		52	1
				Due From Road & Bridge Fund				
19-01141	1	NEW HIRE	280.00	001-2100-521-5250	Expenditure		70	1
				LAW ENFORCEMENT				
			500.00					

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PO #	Item	Description							
001TD	OPERATING								
41789	04/11/19	FLORI170 FLORIDA JANITOR & PAPER SUPPLY				04/30/19	1436		
19-01137	1	CLEANING SUPPLIES	223.58	001-1900-519-5290 OTHER GOVERNMENTAL	Expenditure		67	1	
41790	04/11/19	FLORI250 FLORIDA POWER & LIGHT COMPANY				04/30/19	1436		
19-01127	1	ELECTRICITY	23.60	001-7200-572-4310 PARKS AND REC	Expenditure		53	1	
19-01127	2	ELECTRICITY	29.97	001-7200-572-4310 PARKS AND REC	Expenditure		54	1	
19-01127	3	ELECTRICITY	633.42	001-2100-521-4310 LAW ENFORCEMENT	Expenditure		55	1	
19-01127	4	ELECTRICITY	618.83	001-1900-519-4310 OTHER GOVERNMENTAL	Expenditure		56	1	
19-01127	5	ELECTRICITY	412.56	001-2400-524-4310 PROT INSPECTIONS	Expenditure		57	1	
19-01127	6	ELECTRICITY	68.12	001-1900-519-4310 OTHER GOVERNMENTAL	Expenditure		58	1	
19-01127	7	ELECTRICITY	75.98	001-3400-534-4310 GARBAGE	Expenditure		59	1	
19-01127	8	ELECTRICITY	117.90	001-131-1000 Due From Road & Bridge Fund	G/L		60	1	
			1,980.38						
41791	04/11/19	FOPLO005 FOP LODGE 113				04/30/19	1436		
19-01193	1	MEMBERSHIP DUES	14.00	001-229-1000 Miscellaneous Deductions	G/L		142	1	
41792	04/11/19	GALLS010 GALLS AN ARAMARK COMPANY				04/30/19	1436		
19-01147	1	PATROL EQUIP/NAMEPLATES	245.67	001-2100-521-5230 LAW ENFORCEMENT	Expenditure		76	1	
19-01147	2	PATROL EQUIP/NAMEPLATES	11.98	001-2100-521-5210 LAW ENFORCEMENT	Expenditure		77	1	
19-01147	3	PATROL EQUIP/NAMEPLATES	20.93	001-2100-521-5210 LAW ENFORCEMENT	Expenditure		78	1	
			278.58						
41793	04/11/19	GTDIS005 GT DISTRIBUTORS				04/30/19	1436		
19-01116	1	NEW HIRE GEAR	79.00	001-2100-521-5210 LAW ENFORCEMENT	Expenditure		43	1	
41794	04/11/19	HAGAN020 HAGAN ACE HARDWARE				04/11/19 VOID	0		
41795	04/11/19	HAGAN020 HAGAN ACE HARDWARE				04/30/19	1436		
19-01117	1	SPRAY NOZZLE	12.99	001-2100-521-5230 LAW ENFORCEMENT	Expenditure		44	1	
19-01119	1	BATTERIES-DOOR CHIME	10.99	001-1900-519-4610 OTHER GOVERNMENTAL	Expenditure		46	1	
19-01135	1	REPAIR ICE MACH PW,SUPPLIES	23.36	001-7200-572-5290 PARKS AND REC	Expenditure		65	1	
19-01135	2	REPAIR ICE MACH PW,SUPPLIES	8.99	001-1900-519-4610 OTHER GOVERNMENTAL	Expenditure		66	1	

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #	Item	Description							
001TD	OPERATING			Continued					
41795	HAGAN ACE	HARDWARE		Continued					
19-01167	1	REPAIR PARTS	22.99	001-1900-519-4610	Expenditure		110	1	
				OTHER GOVERNMENTAL					
19-01168	1	REPAIRS	13.57	001-1900-519-4610	Expenditure		111	1	
				OTHER GOVERNMENTAL					
19-01169	1	REPAIRS	3.99	001-1900-519-4610	Expenditure		112	1	
				OTHER GOVERNMENTAL					
19-01170	1	PWD REPAIRS	29.75	001-1900-519-4610	Expenditure		113	1	
				OTHER GOVERNMENTAL					
			<u>126.63</u>						
41796	04/11/19	HEATH010 HEATH ELECTRIC				04/30/19		1436	
19-01197	1	REPLACE LIGHT SWITCH	474.22	001-1900-519-4610	Expenditure		146	1	
				OTHER GOVERNMENTAL					
19-01198	1	REPLACE LIGHT SWITCH-RR	421.85	001-1900-519-4610	Expenditure		147	1	
				OTHER GOVERNMENTAL					
			<u>896.07</u>						
41797	04/11/19	HICKS101 HICK'S LAND CLEARING & INCINER				04/30/19		1436	
19-01123	1	DISPOSAL FEES	330.00	001-3400-534-4940	Expenditure		48	1	
				GARBAGE					
19-01132	1	DISPOSAL	420.00	001-3400-534-4940	Expenditure		63	1	
				GARBAGE					
19-01159	1	DISPOSAL	30.00	001-3400-534-4940	Expenditure		100	1	
				GARBAGE					
			<u>780.00</u>						
41798	04/11/19	HOMED010 HOME DEPOT				04/30/19		1436	
19-01171	1	PWD ROOF	90.86	001-1900-519-4610	Expenditure		114	1	
				OTHER GOVERNMENTAL					
19-01173	1	SHELVING IN CONNEX	142.57	001-1900-519-5290	Expenditure		115	1	
				OTHER GOVERNMENTAL					
19-01174	1	LUMBER-PWD	38.91	001-1900-519-4610	Expenditure		116	1	
				OTHER GOVERNMENTAL					
			<u>272.34</u>						
41799	04/11/19	IIMC0010 IIMC				04/30/19		1436	
19-01121	1	membership renewal-fitzgerald	110.00	001-1300-513-5420	Expenditure		47	1	
				FINANCE					
41800	04/11/19	INDIA010 INDIANHEAD BIOMASS SERVICES				04/30/19		1436	
19-01133	1	DISPOSAL	23.63	001-3400-534-4940	Expenditure		64	1	
				GARBAGE					
41801	04/11/19	JAMES010 JAMES MOORE & CO P.L.				04/30/19		1436	
19-01150	1	AUDIT WORK	2,800.00	001-1300-513-3200	Expenditure		81	1	
				FINANCE					
19-01150	2	AUDIT WORK	700.00	001-131-1000	G/L		82	1	
				Due From Road & Bridge Fund					
			<u>3,500.00</u>						

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PO #	Item	Description					Ref Seq Acct
001TDOPERATING			Continued				
41802	04/11/19	LAMPS005 LAMP SALES UNLIMITED, INC				04/30/19	1436
19-01166	1	LIGHT BULBS	499.00	001-1900-519-4610	Expenditure		109 1
				OTHER GOVERNMENTAL			
41803	04/11/19	LEEAS005 LEE ASHLOCK				04/30/19	1436
19-01202	1	CHARGER	369.95	001-2100-521-5230	Expenditure		151 1
				LAW ENFORCEMENT			
41804	04/11/19	LVHIE010 L.V. HIERS INC.				04/30/19	1436
19-01148	1	578 GALS UNLD,646 GALS DIESEL	1,423.14	001-141-0000	G/L		79 1
				Inventories - Fuel			
19-01148	2	578 GALS UNLD,646 GALS DIESEL	1,667.53	001-141-0000	G/L		80 1
				Inventories - Fuel			
			3,090.67				
41805	04/11/19	LYNNP010 LYNN PEAVEY COMPANY				04/30/19	1436
19-01182	1	EVIDENCE	95.25	001-2100-521-5290	Expenditure		124 1
				LAW ENFORCEMENT			
41806	04/11/19	MAILF010 MAILFINANCE				04/30/19	1436
19-01163	1	MAIL MACHINE	99.21	001-1300-513-4430	Expenditure		105 1
				FINANCE			
19-01163	2	MAIL MACHINE	27.06	001-2100-521-4430	Expenditure		106 1
				LAW ENFORCEMENT			
19-01163	3	MAIL MACHINE	54.12	001-2400-524-4430	Expenditure		107 1
				PROT INSPECTIONS			
			180.39				
41807	04/11/19	MELVI010 MELVIN'S REPAIR SHOP				04/30/19	1436
19-01195	1	HOSE REPAIR #77	48.18	001-3400-534-4630	Expenditure		144 1
				GARBAGE			
41808	04/11/19	NATIO090 NATIONWIDE RETIREMENT SOLUTION				04/30/19	1436
19-01194	1	DEFERRED COMP	1,689.52	001-235-0000	G/L		143 1
				Deferred Compensation			
41809	04/11/19	NORTH010 NORTH FLORIDA IRRIGATION EQUIP				04/30/19	1436
19-01138	1	REPAIRS	27.94	001-1900-519-4610	Expenditure		68 1
				OTHER GOVERNMENTAL			
41810	04/11/19	OMGNA005 OMG NATIONAL				04/30/19	1436
19-01114	1	NNO STICKERS	150.77	001-2100-521-5240	Expenditure		42 1
				LAW ENFORCEMENT			
41811	04/11/19	PATRI010 PATRICK'S UNIFORMS					1436
19-01146	1	UNIFORMS	125.60	001-2100-521-5210	Expenditure		75 1
				LAW ENFORCEMENT			
41812	04/11/19	QUILL010 QUILL CORPORATION				04/30/19	1436
19-01162	1	Q3 OFFICE OFFICE SUPPLIES	164.71	001-2100-521-5100	Expenditure		102 1
				LAW ENFORCEMENT			

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
0017	DOOPERATING			Continued			
41812	QUILL CORPORATION	Continued					
19-01162	2	Q3 OFFICE OFFICE SUPPLIES	177.87	001-2400-524-5100 PROT INSPECTIONS	Expenditure		103 1
19-01162	3	Q3 OFFICE OFFICE SUPPLIES	65.26	001-1300-513-5100 FINANCE	Expenditure		104 1
19-01190	1	q3 office supplies	15.36	001-1900-519-5230 OTHER GOVERNMENTAL	Expenditure		131 1
19-01190	2	q3 office supplies	17.13	001-3400-534-5230 GARBAGE	Expenditure		132 1
19-01190	3	q3 office supplies	26.58	001-131-1000 Due From Road & Bridge Fund	G/L		133 1
19-01190	4	q3 office supplies	68.37	001-1300-513-5230 FINANCE	Expenditure		134 1
19-01190	5	q3 office supplies	392.56	001-1300-513-5100 FINANCE	Expenditure		135 1
19-01190	6	q3 office supplies	11.72	001-1300-513-5230 FINANCE	Expenditure		136 1
19-01190	7	q3 office supplies	4.40	001-1900-519-5100 OTHER GOVERNMENTAL	Expenditure		137 1
19-01190	8	q3 office supplies	4.91	001-3400-534-5100 GARBAGE	Expenditure		138 1
19-01190	9	q3 office supplies	7.62	001-131-1000 Due From Road & Bridge Fund	G/L		139 1
			956.49				
41813	04/11/19	SHERW010 SHERWIN WILLIAMS				04/30/19	1436
19-01175	1	PAINT-CITY HALL, PWD	160.24	001-1900-519-4610 OTHER GOVERNMENTAL	Expenditure		117 1
19-01176	1	PAINT-PW	76.02	001-1900-519-4610 OTHER GOVERNMENTAL	Expenditure		118 1
			236.26				
41814	04/11/19	SHIPY005 SHIPYARD DOG				04/30/19	1436
19-01140	1	VOLUNTEER WEEK	280.00	001-2100-521-5240 LAW ENFORCEMENT	Expenditure		69 1
41815	04/11/19	SIGNS010 SIGNS NOW				04/30/19	1436
19-01129	1	ARBOR DAY 2019 SIGNS	152.00	001-7200-572-4833 PARKS AND REC	Expenditure		61 1
41816	04/11/19	SIRCH005 SIRCHIE FINGERPRINT LABS				04/30/19	1436
19-01184	1	NARC KITS	152.75	001-2100-521-4930 LAW ENFORCEMENT	Expenditure		126 1
41817	04/11/19	SMITH010 SMITH BROS. PEST CONTROL				04/30/19	1436
19-01153	1	PEST CONTROL	25.00	001-1900-519-4610 OTHER GOVERNMENTAL	Expenditure		85 1
19-01153	2	PEST CONTROL	52.00	001-1900-519-4610 OTHER GOVERNMENTAL	Expenditure		86 1
19-01153	3	PEST CONTROL	30.00	001-1900-519-4610 OTHER GOVERNMENTAL	Expenditure		87 1

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	
PO #	Item	Description					Seq	Acct
001TDOPERATING			Continued					
41817	SMITH BROS.	PEST CONTROL	Continued					
19-01153	4	PEST CONTROL	25.00	001-1900-519-4610	Expenditure		153	1
				OTHER GOVERNMENTAL				
19-01153	5	PEST CONTROL	52.00	001-1900-519-4610	Expenditure		154	1
				OTHER GOVERNMENTAL				
			<u>184.00</u>					
41818	04/11/19	STAPL010 STAPLES				04/30/19	1436	
19-01113	1	OFFICE SUPPLIES	52.52	001-2100-521-5100	Expenditure		41	1
				LAW ENFORCEMENT				
41819	04/11/19	SUNLI010 SUN LIFE FINANCIAL				04/30/19	1436	
19-01155	1	LIFE INS PREMIUMS	4.57	001-1200-512-2300	Expenditure		89	1
				EXECUTIVE				
19-01155	2	LIFE INS PREMIUMS	73.28	001-1300-513-2300	Expenditure		90	1
				FINANCE				
19-01155	3	LIFE INS PREMIUMS	14.20	001-1500-515-2300	Expenditure		91	1
				COMP PLANNING				
19-01155	4	LIFE INS PREMIUMS	40.49	001-1900-519-2300	Expenditure		92	1
				OTHER GOVERNMENTAL				
19-01155	5	LIFE INS PREMIUMS	198.31	001-2100-521-2300	Expenditure		93	1
				LAW ENFORCEMENT				
19-01155	6	LIFE INS PREMIUMS	31.60	001-2400-524-2300	Expenditure		94	1
				PROT INSPECTIONS				
19-01155	7	LIFE INS PREMIUMS	45.16	001-3400-534-2300	Expenditure		95	1
				GARBAGE				
19-01155	8	LIFE INS PREMIUMS	70.07	001-131-1000	G/L		96	1
				Due From Road & Bridge Fund				
19-01155	9	LIFE INS PREMIUMS	7.50	001-229-2100	G/L		97	1
				Insurance-Other Employee Paid				
			<u>485.18</u>					
41820	04/11/19	THEBA005 THE BANCORP BANK				04/30/19	1436	
19-01151	1	LEASE PYMTS	47,478.28	001-1700-517-7100	Expenditure		83	1
19-01151	2	LEASE PYMTS	2,851.72	001-1700-517-7200	Expenditure		84	1
			<u>50,330.00</u>					
41821	04/11/19	TODDS010 TODD SMITH				04/30/19	1436	
19-01203	1	REIMB COLLEGE	535.20	001-2100-521-5430	Expenditure		152	1
				LAW ENFORCEMENT				
41822	04/11/19	TOMNE010 TOM NEHL TRUCK COMPANY				04/30/19	1436	
19-01196	1	REPAIRS #77	40.45	001-3400-534-4630	Expenditure		145	1
				GARBAGE				
41823	04/11/19	TOPLI005 TOP LINE RECREATION				04/30/19	1436	
19-00941	1	SPLASH PARK SHADE HARDWARE REP	2,800.00	001-7200-572-4620	Expenditure		3	1
				PARKS AND REC				

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Seq Acct
001TDOPERATING			Continued				
41823	TOP LINE RECREATION	Continued					
19-00941	2	SPLASH PARK SHADE HARDWARE REP	186.75	001-7200-572-4620	Expenditure		4 1
			<u>2,986.75</u>	PARKS AND REC			
41824	04/11/19	USBAN005 US BANK VOYAGER FLEET SYS				04/30/19	1436
19-01192	1	FUEL	5,031.67	001-2100-521-5220	Expenditure		141 1
				LAW ENFORCEMENT			
41825	04/11/19	USPS0010 USPS-HASLER				04/30/19	1436
19-01157	1	POSTAGE	500.00	001-155-0000	G/L		98 1
				Prepaid Items			
41826	04/11/19	VERIZ010 VERIZON WIRELESS				04/30/19	1436
19-01145	1	PHONES	829.61	001-2100-521-4100	Expenditure		74 1
				LAW ENFORCEMENT			
41827	04/11/19	WAL-M010 WAL-MART STORE#01-0579				04/30/19	1436
19-01070	1	OFFICE SUPPLIES	39.92	001-1900-519-5290	Expenditure		27 1
				OTHER GOVERNMENTAL			
19-01073	1	MIXED NUTS/M&MS-MEETINGS	30.04	001-1100-511-5290	Expenditure		28 1
				LEGISLATIVE			
19-01073	2	MIXED NUTS/M&MS-MEETINGS	30.04	001-1500-515-5290	Expenditure		29 1
				COMP PLANNING			
19-01102	1	SUPPLIES-PW	58.39	001-1900-519-5100	Expenditure		39 1
			<u>158.39</u>	OTHER GOVERNMENTAL			
41828	04/11/19	WEWIL005 WE WILL TRANSPORT IT				04/30/19	1436
19-01032	1	LMTV TRUCK TRANSPORT	1,950.00	001-2100-521-6410	Expenditure		20 1
				LAW ENFORCEMENT			
41829	04/11/19	WIDEO005 WIDE OPEN MOBILE TECH				04/30/19	1436
19-01179	1	SERVICE-POLARIS #136, 107	250.00	001-2100-521-4630	Expenditure		120 1
				LAW ENFORCEMENT			
19-01179	2	SERVICE-POLARIS #136, 107	250.00	001-2100-521-4630	Expenditure		121 1
			<u>500.00</u>	LAW ENFORCEMENT			
41830	04/11/19	WINDS005 WINDSTREAM				04/30/19	1436
19-01075	1	PHONE/INTERNET	780.83	001-1300-513-4100	Expenditure		30 1
				FINANCE			
19-01075	2	PHONE/INTERNET	1,626.73	001-2100-521-4100	Expenditure		31 1
				LAW ENFORCEMENT			
19-01075	3	PHONE/INTERNET	357.88	001-2400-524-4100	Expenditure		32 1
				PROT INSPECTIONS			
19-01075	4	PHONE/INTERNET	97.60	001-1900-519-4100	Expenditure		33 1
				OTHER GOVERNMENTAL			
19-01075	5	PHONE/INTERNET	162.67	001-3400-534-4100	Expenditure		34 1
				GARBAGE			

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #	Item	Description							
001TD	OPERATING			Continued					
41830	WINDSTREAM	Continued							
19-01075	6	PHONE/INTERNET	227.75	001-131-1000	G/L		35	1	
				Due From Road & Bridge Fund					
			3,253.46						
41831	04/25/19	ADVAN010 ADVANCED DISPOSAL					1437		
19-01217	1	RECYCLE MAR 2019	12,271.78	001-3400-534-3400	Expenditure		37	1	
				GARBAGE					
41832	04/25/19	ALLAT010 ALL ABOUT TINT					1437		
19-01257	1	WINDOW TINTING	80.00	001-2100-521-4630	Expenditure		81	1	
				LAW ENFORCEMENT					
41833	04/25/19	AMERI060 AMERICAN HERITAGE LIFE INSURAN					1437		
19-01210	1	DENTAL PREMIUMS	29.56	001-229-2100	G/L		21	1	
				Insurance-Other Employee Paid					
41834	04/25/19	ARCHI005 ARCHIVESOCIAL					1437		
19-01277	1	SOCIAL MEDIA ARCHIVING	1,086.71	001-1100-511-4620	Expenditure		103	1	
				LEGISLATIVE					
41835	04/25/19	ATTUV010 AT & T (U-VERSE)				04/30/19	1437		
19-01215	1	INTERNET	44.90	001-1300-513-4100	Expenditure		34	1	
				FINANCE					
19-01215	2	INTERNET	44.91	001-2400-524-4100	Expenditure		35	1	
				PROT INSPECTIONS					
			89.81						
41836	04/25/19	BOZAR010 BOZARD FORD COMPANY				04/30/19	1437		
19-01270	1	PM/BATTERY-#103	383.37	001-2100-521-4630	Expenditure		97	1	
				LAW ENFORCEMENT					
19-01282	1	FRONT BRAKES	104.13	001-2100-521-4630	Expenditure		118	1	
				LAW ENFORCEMENT					
			487.50						
41837	04/25/19	CANIN005 CANINE LEGAL UPDATE & OPINION				04/30/19	1437		
19-01214	1	SUBSCRIPTION-CLINE/K9	35.00	001-2100-521-5420	Expenditure		33	1	
				LAW ENFORCEMENT					
41838	04/25/19	CANON010 CANON FINANCIAL SERVICES				04/30/19	1437		
19-01278	1	COPIER LEASE-PW	47.84	001-1900-519-4430	Expenditure		104	1	
				OTHER GOVERNMENTAL					
19-01278	2	COPIER LEASE-PW	53.36	001-3400-534-4430	Expenditure		105	1	
				GARBAGE					
19-01278	3	COPIER LEASE-PW	82.80	001-131-1000	G/L		106	1	
				Due From Road & Bridge Fund					
19-01278	4	COPIER LEASE-PW	5.57	001-131-1000	G/L		107	1	
				Due From Road & Bridge Fund					
19-01278	5	COPIER LEASE-PW	3.22	001-1900-519-5100	Expenditure		108	1	
				OTHER GOVERNMENTAL					
19-01278	6	COPIER LEASE-PW	3.59	001-3400-534-5100	Expenditure		109	1	
				GARBAGE					
			- 32 -						

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
001TDOPERATING			Continued				
41838		CANON FINANCIAL SERVICES	Continued				
19-01279	1	COPIER LEASE	125.00	001-2400-524-4430	Expenditure		110 1
				PROT INSPECTIONS			
19-01279	2	COPIER LEASE	72.28	001-2400-524-4700	Expenditure		111 1
				PROT INSPECTIONS			
19-01279	3	COPIER LEASE	125.00	001-2100-521-4430	Expenditure		112 1
				LAW ENFORCEMENT			
19-01279	4	COPIER LEASE	89.09	001-2100-521-4700	Expenditure		113 1
				LAW ENFORCEMENT			
19-01279	5	COPIER LEASE	125.00	001-1300-513-4430	Expenditure		114 1
				FINANCE			
19-01279	6	COPIER LEASE	68.59	001-1300-513-4700	Expenditure		115 1
				FINANCE			
			801.34				
41839	04/25/19	CEDST005 CED-ST AUGUSTINE					1437
19-01178	1	REPAIR BLDG DEPT FRONT DOOR	86.25	001-1900-519-4610	Expenditure		11 1
				OTHER GOVERNMENTAL			
19-01178	2	REPAIR BLDG DEPT FRONT DOOR	69.55	001-1900-519-4610	Expenditure		12 1
				OTHER GOVERNMENTAL			
			16.70				
41840	04/25/19	CLERK020 CLERK OF CIRCUIT COURT					1437
19-01246	1	FILING FEES	20.00	001-2100-521-5290	Expenditure		74 1
				LAW ENFORCEMENT			
41841	04/25/19	COLON010 COLONIAL SUPPLEMENTAL INSURANC				04/30/19	1437
19-01242	1	SUPPLEMENTAL INS PREMIUMS	623.58	001-229-2100	G/L		71 1
				Insurance-Other Employee Paid			
41842	04/25/19	CONST010 CONSTANTINE ENGINEERING				04/30/19	1437
19-00217	2	SEA OATS PLANTING-100423.01	7,883.93	001-7200-572-6330	Expenditure		2 1
				PARKS AND REC			
19-00217	4	SEA OATS PLANTING-100423.01	272.80	001-7200-572-6330	Expenditure		3 1
				PARKS AND REC			
			8,156.73				
41843	04/25/19	CRAFT010 CRAFT'S TROPHIES & AWARDS INC				04/30/19	1437
19-01206	1	NAME PLATES/PLAQUE	204.00	001-1100-511-4990	Expenditure		13 1
				LEGISLATIVE			
19-01280	1	NAMEPLATES	24.40	001-1100-511-4990	Expenditure		116 1
				LEGISLATIVE			
19-01292	1	AWARD,OFFICE SUPPLIES	58.00	001-2100-521-5290	Expenditure		128 1
				LAW ENFORCEMENT			
19-01292	2	AWARD,OFFICE SUPPLIES	81.00	001-2100-521-5100	Expenditure		129 1
				LAW ENFORCEMENT			
			367.40				
41844	04/25/19	CSAB-030 CSAB - POLICE EDUCATION FUND					1437
19-01301	1	PE FROM FINES MARCH 2019	126.50	001-351-500	Revenue		132 1
				Court Fines			

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Seq Acct
001TD	OPERATING		Continued				
41845	04/25/19	DAVID030 DAVID JENSEN					1437
19-01262	1	PER DIEM-FOP MEMORIAL	47.00	001-2100-521-4000	Expenditure		88 1
				LAW ENFORCEMENT			
19-01262	2	PER DIEM-FOP MEMORIAL	111.00	001-2100-521-4000	Expenditure		89 1
				LAW ENFORCEMENT			
			158.00				
41846	04/25/19	DAYBR005 DAYBREAKER SOLUTIONS LLC					1437
19-01209	1	REFUND EVENT BOND	300.00	001-220-0000	G/L		20 1
				Deposits for Events			
41847	04/25/19	DELM005 DEL MAR VETERINARY HOSPITAL				04/30/19	1437
19-01256	1	CHECKUP KILO	243.89	001-2100-521-4640	Expenditure		80 1
				LAW ENFORCEMENT			
41848	04/25/19	DEPT0010 DEPT OF BUSINESS & PROF REGULA					1437
19-01267	1	SURCHARGE 3RD QTR	1,894.10	001-208-0000	G/L		95 1
				Due to Other Governments			
41849	04/25/19	DIVIS020 DEPT OF HWY SAFETY & MOTOR VEH					1437
19-01263	1	CONF TAG RENEWAL/TRANS	16.70	001-2100-521-4630	Expenditure		90 1
				LAW ENFORCEMENT			
41850	04/25/19	FERGU010 FERGUSON ENTERPRISES, INC.				04/30/19	1437
19-01240	1	REPAIRS TO SHOWERS	60.84	001-1900-519-4610	Expenditure		60 1
				OTHER GOVERNMENTAL			
41851	04/25/19	FLEET020 FLEET & ASSOCIATES ARCHITECTS				04/30/19	1437
19-00294	4	EAR-PROF FEES	3,000.00	001-1500-515-3400	Expenditure		5 1
				COMP PLANNING			
19-00294	5	Additional fees/Meetings	437.00	001-1500-515-3400	Expenditure		6 1
				COMP PLANNING			
			3,437.00				
41852	04/25/19	FLORII70 FLORIDA JANITOR & PAPER SUPPLY				04/30/19	1437
19-01229	1	CLEANING SUPPLIES	166.01	001-1900-519-5290	Expenditure		51 1
				OTHER GOVERNMENTAL			
19-01298	1	CLEANING SUPPLIES	99.58	001-1900-519-5290	Expenditure		131 1
				OTHER GOVERNMENTAL			
			265.59				
41853	04/25/19	FOPLO005 FOP LODGE 113					1437
19-01290	1	MEMBERSHIP FEES	14.00	001-229-2100	G/L		127 1
				Insurance-Other Employee Paid			
41854	04/25/19	FRANK020 FRANKIE HAMMONDS					1437
19-01261	1	PER DIEM-FOP MEMORIAL	47.00	001-2100-521-4000	Expenditure		87 1
				LAW ENFORCEMENT			
41855	04/25/19	GALLS010 GALLS AN ARAMARK COMPANY				04/30/19	1437
19-01272	1	UNIFORMS	104.15	001-2100-521-4630	Expenditure		98 1
				LAW ENFORCEMENT			

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #	Item	Description							
001TDOPERATING			Continued						
41855	GALLS AN ARAMARK COMPANY	Continued							
19-01273	1	UNIFORMS	47.17	001-2100-521-5210 LAW ENFORCEMENT	Expenditure		99	1	
19-01274	1	UNIFORMS	79.94	001-2100-521-5210 LAW ENFORCEMENT	Expenditure		100	1	
19-01274	2	UNIFORMS	198.85	001-2100-521-5210 LAW ENFORCEMENT	Expenditure		101	1	
19-01275	1	UNIFORMS	344.96	001-2100-521-5210 LAW ENFORCEMENT	Expenditure		102	1	
			<u>775.07</u>						
41856	04/25/19	GOODY020 GOODYEAR COMMERCIAL TIRE					1437		
19-01220	1	SANITATION TIRES	3,189.14	001-3400-534-4630 GARBAGE	Expenditure		40	1	
19-01220	2	SANITATION TIRES CREDIT MEMOR	120.00	001-3400-534-4630 GARBAGE	Expenditure		41	1	
			<u>3,069.14</u>						
41857	04/25/19	GOVER010 GOVERNMENT FINANCE OFFICERS AS					1437		
19-01244	1	MEMBERSHIP	170.00	001-1300-513-5420 FINANCE	Expenditure		72	1	
41858	04/25/19	HAGAN020 HAGAN ACE HARDWARE				04/30/19	1437		
19-01224	1	SCREEN	17.95	001-1900-519-4610 OTHER GOVERNMENTAL	Expenditure		49	1	
19-01254	1	LIGHT BULBS	11.98	001-2100-521-4610 LAW ENFORCEMENT	Expenditure		78	1	
			<u>29.93</u>						
41859	04/25/19	HICKS101 HICK'S LAND CLEARING & INCINER				04/30/19	1437		
19-01284	1	DISPOSAL	1,140.00	001-3400-534-4940 GARBAGE	Expenditure		121	1	
41860	04/25/19	HOMED010 HOME DEPOT					1437		
19-01223	1	WINDOW BLIND-PWD OFC	34.97	001-1900-519-4610 OTHER GOVERNMENTAL	Expenditure		48	1	
41861	04/25/19	JACKI005 JACKIE PARRISH				04/30/19	1437		
18-01951	1	PARKING-MEETING	9.00	001-2100-521-4000 LAW ENFORCEMENT	Expenditure		1	1	
41862	04/25/19	KRISS005 KRISSIE PADGETT					1437		
19-01264	1	PER DIEM PEAF CONF	111.00	001-2100-521-4000 LAW ENFORCEMENT	Expenditure		91	1	
41863	04/25/19	LEGAL005 LEGALSHIELD					1437		
19-01238	1	PREPAID LEGAL	15.95	001-229-2100 Insurance-Other Employee Paid	G/L		56	1	
41864	04/25/19	MELVI010 MELVIN'S REPAIR SHOP					1437		
19-01228	1	REPAIRS TO #77	57.62	001-3400-534-4630 GARBAGE	Expenditure		50	1	

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
001TD	OPERATING		Continued				
41865	04/25/19	MORET010 MORE THAN INK				04/30/19	1437
19-01218	1	inspection forms	175.00	001-2400-524-4700 PROT INSPECTIONS	Expenditure		38 1
41866	04/25/19	MUNIC010 MUNICIPAL CODE CORPORATION				04/30/19	1437
19-01286	1	CODIFICATION	420.00	001-1100-511-3170 LEGISLATIVE	Expenditure		124 1
19-01287	1	ANNUAL WEBSITE HOSTING	2,400.00	001-1100-511-4620 LEGISLATIVE	Expenditure		125 1
			<u>2,820.00</u>				
41867	04/25/19	NATIO090 NATIONWIDE RETIREMENT SOLUTION				04/30/19	1437
19-01289	1	DEFERRED COMP	1,689.52	001-235-0000 Deferred Compensation	G/L		126 1
41868	04/25/19	NORTH020 NORTHEAST FLORIDA LEAGUE OF CI					1437
19-01285	1	LEAGUE DINNER	25.00	001-1500-515-5290 COMP PLANNING	Expenditure		122 1
19-01285	2	LEAGUE DINNER	50.00	001-1300-513-4000 FINANCE	Expenditure		123 1
			<u>75.00</u>				
41869	04/25/19	PEAF0010 PEAFF				04/30/19	1437
19-01253	1	PEAF CONF-JENSEN/PADGETT	550.00	001-2100-521-5430 LAW ENFORCEMENT	Expenditure		77 1
19-01269	1	PEAF EVIDENCE-GILLESPIE	300.00	001-2100-521-5430 LAW ENFORCEMENT	Expenditure		96 1
			<u>850.00</u>				
41870	04/25/19	PIPPR010 PIP PRINTING				04/30/19	1437
19-01255	1	EVIDENCE ENVELOPES	227.20	001-2100-521-4700 LAW ENFORCEMENT	Expenditure		79 1
41871	04/25/19	PLAYM005 PLAY MART INC				04/30/19	1437
19-01283	1	REPL SLIDE SPLASH PARK	1,605.00	001-7200-572-4620 PARKS AND REC	Expenditure		119 1
19-01283	2	REPL SLIDE SPLASH PARK	535.00	001-7200-572-4620 PARKS AND REC	Expenditure		120 1
			<u>2,140.00</u>				
41872	04/25/19	PUBLI020 PUBLIX				04/30/19	1437
19-01245	1	SODA FOR ARBOR DAY EVENT	46.32	001-7200-572-4833 PARKS AND REC	Expenditure		73 1
19-01258	1	SUPPLIES/VOL APPR LUNCHEON	24.99	001-2100-521-5240 LAW ENFORCEMENT	Expenditure		82 1
19-01258	2	SUPPLIES/VOL APPR LUNCHEON	47.93	001-2100-521-5290 LAW ENFORCEMENT	Expenditure		133 1
19-01293	1	LUNCHEON	8.99	001-1900-519-5290 OTHER GOVERNMENTAL	Expenditure		130 1
			<u>128.23</u>				

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Seq	Num Acct
PO #	Item	Description						
001TD	OPERATING		Continued					
41873	04/25/19	RICH0005 RICH O'BRIEN						1437
19-01212	1	HOTEL/MILEAGE REIMB	161.00	001-1100-511-4000	Expenditure		22	1
				LEGISLATIVE				
19-01212	2	HOTEL/MILEAGE REIMB	113.91	001-1100-511-4000	Expenditure		23	1
				LEGISLATIVE				
			274.91					
41874	04/25/19	SHERW010 SHERWIN WILLIAMS				04/30/19		1437
19-01233	1	PAINT-PW DOORS	76.02	001-1900-519-4610	Expenditure		53	1
				OTHER GOVERNMENTAL				
19-01234	1	PAINT-CITY HALL	243.40	001-1900-519-4610	Expenditure		54	1
				OTHER GOVERNMENTAL				
19-01235	1	PAINT-PW DOORS	160.24	001-1900-519-4610	Expenditure		134	1
				OTHER GOVERNMENTAL				
			479.66					
41875	04/25/19	SIRCH005 SIRCHIE FINGERPRINT LABS		(Void Reason: DUPLICATE PAYMENT)		05/03/19 VOID		1437
19-01259	1	TEST KITS	152.75	001-2100-521-4930	Expenditure		84	1
				Law Enforcement-Investigations				
41876	04/25/19	STADV010 STAPLES ADVANTAGE						1437
19-01207	1	Q3 OFFICE SUPPLIES	236.72	001-1300-513-5100	Expenditure		14	1
				FINANCE				
19-01207	2	Q3 OFFICE SUPPLIES	4.40	001-1300-513-5230	Expenditure		15	1
				FINANCE				
19-01207	3	Q3 OFFICE SUPPLIES	34.03	001-2400-524-5100	Expenditure		16	1
				PROT INSPECTIONS				
19-01207	4	Q3 OFFICE SUPPLIES	48.21	001-2400-524-5230	Expenditure		17	1
				PROT INSPECTIONS				
19-01207	5	Q3 OFFICE SUPPLIES	4.79	001-2400-524-5100	Expenditure		18	1
				PROT INSPECTIONS				
19-01207	6	Q3 OFFICE SUPPLIES	419.17	001-2100-521-5100	Expenditure		19	1
				LAW ENFORCEMENT				
			747.32					
41877	04/25/19	STAUG110 ST AUGUSTINE RECORD						1437
19-01055	1	LEGAL ADS	71.80	001-2400-524-4810	Expenditure		7	1
				PROT INSPECTIONS				
19-01055	2	LEGAL ADS	152.58	001-1500-515-4810	Expenditure		8	1
				COMP PLANNING				
19-01122	1	LEGAL AD-SPEC COMM MTG	116.68	001-1300-513-4810	Expenditure		9	1
				FINANCE				
19-01149	1	P&Z LEGAL AD	71.80	001-1500-515-4810	Expenditure		10	1
				COMP PLANNING				
			412.86					
41878	04/25/19	STJOH110 ST. JOHNS COUNTY SOLID WASTE						1437
19-01216	1	DISPOSAL FEES	12,033.29	001-3400-534-4940	Expenditure		36	1
				GARBAGE				

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PO #	Item	Description							
001TD	OPERATING			Continued					
41879	04/25/19	STJOH140 ST. JOHNS COUNTY UTILITY DEPAR				04/30/19		1437	
19-01213	1	UTILITIES	71.25	001-7200-572-4320	Expenditure		24	1	
				PARKS AND REC					
19-01213	2	UTILITIES	148.91	001-7200-572-4320	Expenditure		25	1	
				PARKS AND REC					
19-01213	3	UTILITIES	155.70	001-7200-572-4320	Expenditure		26	1	
				PARKS AND REC					
19-01213	4	UTILITIES	165.11	001-1900-519-4320	Expenditure		27	1	
				OTHER GOVERNMENTAL					
19-01213	5	UTILITIES	110.07	001-2400-524-4320	Expenditure		28	1	
				PROT INSPECTIONS					
19-01213	6	UTILITIES	170.74	001-2100-521-4320	Expenditure		29	1	
				LAW ENFORCEMENT					
19-01213	7	UTILITIES	67.00	001-1900-519-4320	Expenditure		30	1	
				OTHER GOVERNMENTAL					
19-01213	8	UTILITIES	74.73	001-3400-534-4320	Expenditure		31	1	
				GARBAGE					
19-01213	9	UTILITIES	115.96	001-131-1000	G/L		32	1	
				Due From Road & Bridge Fund					
			1,079.47						
41880	04/25/19	STONE010 STONE ENGINEERING GROUP						1437	
19-00283	5	AMENDMENT #28 MIZELL POND	7,570.00	001-131-1000	G/L		4	1	
				Due From Road & Bridge Fund					
41881	04/25/19	TAMPA010 TAMPA CRANE & BODY, INC				04/30/19		1437	
19-01219	1	REPAIRS TO #79	1,088.00	001-3400-534-4630	Expenditure		39	1	
				GARBAGE					
41882	04/25/19	TIREH005 TIREHUB LLC						1437	
19-01247	1	3 TIRES-PATROL VEHICLES	532.08	001-2100-521-4630	Expenditure		75	1	
				LAW ENFORCEMENT					
41883	04/25/19	UNITED020 UNITED HEALTHCARE INSURANCE CO				04/30/19		1437	
19-01241	1	HEALTH INS	6,821.05	001-229-2000	G/L		61	1	
				Health Insurance-Employee Portion					
19-01241	2	HEALTH INS	5,699.66	001-229-2100	G/L		62	1	
				Insurance-Other Employee Paid					
19-01241	3	HEALTH INS	607.52	001-1200-512-2300	Expenditure		63	1	
				EXECUTIVE					
19-01241	4	HEALTH INS	8,053.53	001-1300-513-2300	Expenditure		64	1	
				FINANCE					
19-01241	5	HEALTH INS	930.78	001-1500-515-2300	Expenditure		65	1	
				COMP PLANNING					
19-01241	6	HEALTH INS	5,030.41	001-1900-519-2300	Expenditure		66	1	
				OTHER GOVERNMENTAL					
19-01241	7	HEALTH INS	17,144.16	001-2100-521-2300	Expenditure		67	1	
				LAW ENFORCEMENT					
19-01241	8	HEALTH INS	2,214.13	001-2400-524-2300	Expenditure		68	1	
				PROT INSPECTIONS					
19-01241	9	HEALTH INS	5,615.10	001-3400-534-2300	Expenditure		69	1	
				GARBAGE					

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Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Seq	Ref Num
PO #	Item	Description						Acct
001TD	OPERATING		Continued					
41883		UNITED HEALTHCARE INSURANCE CO	Continued					
19-01241	10	HEALTH INS	8,733.43	001-131-1000	G/L		70	1
				Due From Road & Bridge Fund				
			<u>60,849.77</u>					
41884	04/25/19	VERIZ010 VERIZON WIRELESS				04/30/19	1437	
19-01266	1	CELL PHONES	37.51	001-2400-524-4100	Expenditure		92	1
				PROT INSPECTIONS				
19-01266	2	CELL PHONES	306.94	001-3400-534-4100	Expenditure		93	1
				GARBAGE				
19-01266	3	CELL PHONES	306.94	001-131-1000	G/L		94	1
				Due From Road & Bridge Fund				
			<u>651.39</u>					
41885	04/25/19	WAL-M010 WAL-MART STORE#01-0579				04/30/19	1437	
19-01281	1	SUPPLIES	77.71	001-1900-519-5290	Expenditure		117	1
				OTHER GOVERNMENTAL				
41886	04/25/19	WATER015 WATERLOGIC					1437	
19-01252	1	WATER TANK	132.93	001-2100-521-5290	Expenditure		76	1
				LAW ENFORCEMENT				
41887	04/25/19	WIDE0005 WIDE OPEN MOBILE TECH				04/30/19	1437	
19-01260	1	MAINTENANCE #136	320.00	001-2100-521-4630	Expenditure		85	1
				LAW ENFORCEMENT				
19-01260	2	MAINTENANCE #136	385.00	001-2100-521-4630	Expenditure		86	1
				LAW ENFORCEMENT				
			<u>705.00</u>					
41888	04/25/19	WILSO010 WILSON MACHINE & WELDING WORKS					1437	
19-01230	1	SUPPLY RACK	56.80	001-1900-519-5290	Expenditure		52	1
				OTHER GOVERNMENTAL				
41889	04/25/19	WINDS005 WINDSTREAM					1437	
19-01221	1	PHONE/INTERNET	706.76	001-1300-513-4100	Expenditure		42	1
				FINANCE				
19-01221	2	PHONE/INTERNET	1,472.41	001-2100-521-4100	Expenditure		43	1
				LAW ENFORCEMENT				
19-01221	3	PHONE/INTERNET	323.93	001-2400-524-4100	Expenditure		44	1
				PROT INSPECTIONS				
19-01221	4	PHONE/INTERNET	88.34	001-1900-519-4100	Expenditure		45	1
				OTHER GOVERNMENTAL				
19-01221	5	PHONE/INTERNET	147.24	001-3400-534-4100	Expenditure		46	1
				GARBAGE				
19-01221	6	PHONE/INTERNET	206.14	001-131-1000	G/L		47	1
				Due From Road & Bridge Fund				
			<u>2,944.82</u>					
41890	04/25/19	ZOHOC005 ZOHO CORP				04/30/19	1437	
19-01239	1	AUDIT LOG FAILURE SOFTWARE	345.00	001-2100-521-5290	Expenditure		57	1
				LAW ENFORCEMENT				

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Seq	Num Acct
PO #	Item	Description						
001TDOPERATING								
41890 ZOH0 CORP								
Continued								
19-01239	2	AUDIT LOG FAILURE SOFTWARE	300.00	001-2100-521-5290	Expenditure		58	1
				LAW ENFORCEMENT				
19-01239	3	AUDIT LOG FAILURE SOFTWARE	245.00	001-2100-521-5290	Expenditure		59	1
				LAW ENFORCEMENT				
			890.00					
Checking Account Totals								
		Paid	Void	Amount Paid	Amount Void			
	Checks:	116	6	228,803.30	239.00			
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	Total:	116	6	228,803.30	239.00			
002IMPACTFEES								
1567	04/30/19	STJOH020 ST JOHNS COUNTY FINANCE DEPT					1439	
19-01370	1	IMPACT FEES-APR 2019	37,213.95	001-208-0000	G/L		1	1
				Due to Other Governments				
Checking Account Totals								
		Paid	Void	Amount Paid	Amount Void			
	Checks:	1	0	37,213.95	0.00			
	Direct Deposit:	0	0	0.00	0.00			
	Total:	1	0	37,213.95	0.00			
101TDBANKRDBRG								
20379	04/11/19	BUGOU010 BUG OUT SERVICE INC				04/30/19	1435	
19-01165	1	LAWN PEST CONTROL	327.00	101-4100-541-3400	Expenditure		20	1
				ROADS & BRIDGES				
20380	04/11/19	CHIEF015 CHIEF SUPPLY				04/30/19	1435	
19-01177	1	LIGHTS-REPAIRS	477.99	101-4100-541-4630	Expenditure		21	1
				ROADS & BRIDGES				
20381	04/11/19	FLORI250 FLORIDA POWER & LIGHT COMPANY				04/11/19 VOID		0
20382	04/11/19	FLORI250 FLORIDA POWER & LIGHT COMPANY				04/30/19	1435	
19-01126	1	ELECTRICITY	4,403.89	101-4100-541-5320	Expenditure		2	1
				ROADS & BRIDGES				
19-01126	2	ELECTRICITY	92.23	101-4100-541-5320	Expenditure		3	1
				ROADS & BRIDGES				
19-01126	3	ELECTRICITY	37.35	101-4100-541-4310	Expenditure		4	1
				ROADS & BRIDGES				
19-01126	4	ELECTRICITY	11.10	101-4100-541-4310	Expenditure		5	1
				ROADS & BRIDGES				
19-01126	5	ELECTRICITY	23.19	101-4100-541-4310	Expenditure		6	1
				ROADS & BRIDGES				
19-01126	6	ELECTRICITY	11.60	101-4100-541-4310	Expenditure		7	1
				ROADS & BRIDGES				
19-01126	7	ELECTRICITY	14.29	101-4100-541-4310	Expenditure		8	1
				ROADS & BRIDGES				
19-01126	8	ELECTRICITY	22.83	101-4100-541-4310	Expenditure		9	1
				ROADS & BRIDGES				
19-01126	9	ELECTRICITY	307.19	101-4100-541-4310	Expenditure		10	1
				ROADS & BRIDGES				

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Seq	Ref Num
PO #	Item	Description						Acct
101TDBANKRDBRG				Continued				
20382	FLORIDA POWER & LIGHT COMPANY	Continued						
19-01126	10	ELECTRICITY	11.10	101-4100-541-4310	Expenditure		11	1
				ROADS & BRIDGES				
19-01126	11	ELECTRICITY	14.79	101-4100-541-4310	Expenditure		12	1
				ROADS & BRIDGES				
19-01126	12	ELECTRICITY	33.64	101-4100-541-4310	Expenditure		13	1
				ROADS & BRIDGES				
19-01126	13	ELECTRICITY	347.47	101-4100-541-4310	Expenditure		14	1
				ROADS & BRIDGES				
19-01126	14	ELECTRICITY	24.28	101-4100-541-4310	Expenditure		15	1
				ROADS & BRIDGES				
19-01126	15	ELECTRICITY	31.77	101-4100-541-4310	Expenditure		16	1
				ROADS & BRIDGES				
			5,386.72					
20383	04/11/19	FORTI010 FORTILINE WATERWORKS				04/30/19		1435
19-00856	1	WOODLAND SUB DRAINAGE	1,620.00	101-4100-541-6380	Expenditure		1	1
				ROADS & BRIDGES				
20384	04/11/19	FOSTE005 FOSTER AND COMPANY, INC				04/30/19		1435
19-01139	1	SUPPLIES	108.20	101-4100-541-5290	Expenditure		19	1
				ROADS & BRIDGES				
20385	04/11/19	SAFET010 SAFETY KLEEN CORP.				04/30/19		1435
19-01187	1	PARTS WASHER SVC	134.19	101-4100-541-5290	Expenditure		22	1
				ROADS & BRIDGES				
20386	04/11/19	SOUTH010 SOUTHERN HORTICULTURE				04/30/19		1435
19-01136	1	CITY HALL PLANTS	129.50	101-4100-541-5270	Expenditure		18	1
				ROADS & BRIDGES				
20387	04/11/19	THELA020 THE LAKE DOCTORS				04/30/19		1435
19-01134	1	WATER MGT SVC	595.00	101-4100-541-3400	Expenditure		17	1
				ROADS & BRIDGES				
20388	04/25/19	FUTCH010 FUTCH'S TRACTOR DEPOT				04/30/19		1438
19-01231	1	REPAIRS TO KUBOTA	70.75	101-4100-541-4620	Expenditure		6	1
				ROADS & BRIDGES				
20389	04/25/19	HAGAN020 HAGAN ACE HARDWARE				04/30/19		1438
19-01225	1	CHAIN FOR ARBOR DAY FLAG	40.42	101-4100-541-5290	Expenditure		3	1
				ROADS & BRIDGES				
19-01294	1	REPAIR TO IRRIGATION	2.76	101-4100-541-5270	Expenditure		11	1
				ROADS & BRIDGES				
			43.18					
20390	04/25/19	MELVI010 MELVIN'S REPAIR SHOP						1438
19-01227	1	REPAIR-KABOTA	47.70	101-4100-541-4620	Expenditure		5	1
				ROADS & BRIDGES				

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CITY OF ST. AUGUSTINE BEACH
Check Register By Check Date

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Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #	Item	Description							
101TDBANKRDBRG		Continued							
20391	04/25/19	NORTH010 NORTH FLORIDA IRRIGATION EQUIP					1438		
19-01297	1	REPAIRS TO IRRIGATION	371.98	101-4100-541-5270	Expenditure		14	1	
		ROADS & BRIDGES							
20392	04/25/19	SANF0005 SANFORD AND SON AUTO PARTS INC				04/30/19	1438		
19-01288	1	REPAIR SUPPLIES	95.90	101-4100-541-4630	Expenditure		10	1	
		ROADS & BRIDGES							
20393	04/25/19	STAUG090 ST AUGUSTINE POWER HOUSE				04/30/19	1438		
19-01236	1	REPAIRS-EQUIP	127.59	101-4100-541-4620	Expenditure		8	1	
		ROADS & BRIDGES							
19-01236	2	REPAIRS-EQUIP	134.94	101-4100-541-4620	Expenditure		9	1	
		ROADS & BRIDGES							
19-01295	1	REPAIRS TO EQUIP	19.74	101-4100-541-4620	Expenditure		12	1	
		ROADS & BRIDGES							
			282.27						
20394	04/25/19	STJOH245 ST JOHNS SALES & SERVICE				04/30/19	1438		
19-01232	1	BLADES	233.78	101-4100-541-5290	Expenditure		7	1	
		ROADS & BRIDGES							
20395	04/25/19	STONE010 STONE ENGINEERING GROUP					1438		
19-01302	1	SAB HMFP PH2 DESIGN	5,577.00	101-4100-541-6383	Expenditure		15	1	
		ROADS & BRIDGES							
19-01303	1	3RD ALLEY DRAINAGE	5,360.00	101-4100-541-6380	Expenditure		16	1	
		ROADS & BRIDGES							
			10,937.00						
20396	04/25/19	TAYLO020 TAYLOR RENTAL				04/30/19	1438		
19-01226	1	PRESSURE WASHER	270.94	101-4100-541-5310	Expenditure		4	1	
		ROADS & BRIDGES							
20397	04/25/19	TRACT010 TRACTOR SUPPLY CO					1438		
19-01222	1	POST/ROPE, REPAIR PARTS	40.93	101-4100-541-4630	Expenditure		1	1	
		ROADS & BRIDGES							
19-01222	2	POST/ROPE, REPAIR PARTS	328.26	101-4100-541-5310	Expenditure		2	1	
		ROADS & BRIDGES							
			369.19						
20398	04/25/19	USA0025 USA SERVICES				04/30/19	1438		
19-01296	1	SWEEPING SERVICES	180.00	101-4100-541-3400	Expenditure		13	1	
		ROADS & BRIDGES							
Checking Account Totals									
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>				
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	Direct Deposit:	0	0	0.00	0.00				
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CITY OF ST. AUGUSTINE BEACH
Check Register By Check Date

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Check #	Check Date	Vendor			Reconciled/Void	Ref Num
PO #	Item	Description	Amount Paid	Charge Account	Account Type	Contract Ref Seq Acct
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Report Totals			Continued			
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:		136	7	287,698.54	239.00
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Totals by Year-Fund Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	9-001	187,600.76	126.50	78,289.99	266,017.25
ROAD & BRIDGE FUND	9-101	21,681.29	0.00	0.00	21,681.29
Total Of All Funds:		209,282.05	126.50	78,289.99	287,698.54

Totals by Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	001	187,600.76	126.50	78,289.99	266,017.25
ROAD & BRIDGE FUND	101	21,681.29	0.00	0.00	21,681.29
Total of All Funds:		209,282.05	126.50	78,289.99	287,698.54

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
GENERAL FUND	9-001	187,591.76	9.00	0.00	0.00	187,600.76
ROAD & BRIDGE FUND	9-101	21,681.29	0.00	0.00	0.00	21,681.29
Total of All Funds:		<u>209,273.05</u>	<u>9.00</u>	<u>0.00</u>	<u>0.00</u>	<u>209,282.05</u>

PENDING ACTIVITIES AND PROJECTS

Revised May 28, 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 in July 2019 to prepare their respective reviews in advance of the discussion of the Fiscal Year 2020 budget.
2. **LAND DEVELOPMENT REGULATIONS.** The next change is an ordinance to allow building and related fees to be adopted by resolution. The ordinance had a first reading at the Commission's April 1st meeting and its first public hearing and second reading at the Commission's May 6th meeting. The second public hearing and final reading are scheduled for the Commission's June 10th meeting.
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 City Manager will bring the topic back to the Commission at its June 10th meeting.
5. **PARKING PLAN.** An outcome of the City Commission's joint meeting on March 19th with the Comprehensive 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, 2019, 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 other County beach parking lots in April 2019. The City Commission decided to change direction and adopt the same paid parking system that the County adopts. The Commission believes this would be less confusing for residents and visitors.

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 and 14th Streets west of the Boulevard, where the residents have requested the signs.

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 Commission decided to hold a special meeting on April 29th, to discuss the parking management plan submitted by the County, and to pass on first reading the ordinance to establish the resident only parking system and ordinance to adopt changes to the City's parking regulations.

At the County Commission's April 2nd meeting, by majority vote it authorized the County staff to enter negotiations with Republic Parking for a parking management plan with proposed parking fees of \$5 a day and \$50 for the year. On April 15th, Commissioner Samora, the City's Chief Financial Officer, Ms. Melissa Burns, and the City Manager met with the County Administrator, Mr. Michael Wanchick, and the County's Director of the Office of Management and Budget, Mr. Jesse Dunn, to discuss how the City could be involved in the negotiations with Republic so that both the City and the County would have one parking management plan. The City Manager later sent the locations and numbers of public parking spaces that could be included in the Republic plan. The City's total number of possible paid parking spaces is 152. The City Manager later in a later email reminded Mr. Dunn to include City staff in the negotiations with Republic. A meeting

with Republic Parking will be held in June. In April, Mr. Dunne informed the Manager that the County likely would implement its paid parking plan in March 2020.

In the meantime, the City Commission at its April 29, 2019, reviewed a proposed ordinance to establish a residential parking permit system, made changes to the ordinance and asked the City Attorney to have a final draft for the June 10th regular meeting. Also, at that meeting will be an ordinance to amend the parking regulations in Chapter 19 of the City Code.

Also, at the April 29th meeting, the Commission discussed the possibility of leasing the vacant property between 4th and 5th Streets on the west side of the Boulevard, south of the Marriott Hotel. It is owned by the company that owns the Marriott. The owner proposes a 3-5-year lease with the City paying yearly the property taxes on the six lots that would be used for parking. The taxes currently are over \$13,410. It would cost about \$100,000 to make the property suitable for 104 parking spaces. The Commission made no decision but directed that the topic be on the agenda for the June 17th special meeting, when finance and budget matters will be discussed.

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 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 16th meeting. At that meeting, the Planning Board approved the submission to the

Commission of the changes proposed by its members. The Commission will review those changes at its June 10th 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. **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.
10. **CROSSWALKS AND PEDESTRIAN SAFETY.** City residents have asked that the pedestrian safety flag system on A1A Beach Boulevard be provided at 13th and 8th streets. At this time, the County Road and Bridge Department reports that because the number of pedestrian crossings at these intersections is low, the flag system cannot be justified.

At the Commission's May 6th meeting, Ms. Wanda Forrest of the North Florida Transportation Organization presented the TPO's five-year transportation improvements plan for northeast Florida. The Commission asked her for the TPO's help for pedestrian safety improvements on the Boulevard. She said she could bring the request to the attention of her Executive Director. Chief Hardwick has since been in contact by email with the TPO about possible improvements.

Chief Hardwick and the Public Works Director, Bill Tredik, will meet in June with County staff to discuss pedestrian safety improvements on the Boulevard.

11. **NEW REVENUE SOURCES:**

- A. **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 a special meeting on June 17th. The Commission will also discuss whether to do safety inspections of the haulers' vehicles.
- B. **NON-AD VALOREM ASSESSMENT FOR COLLECTION OF HOUSEHOLD WASTE, RECYCLING AND YARD TRASH.** For several years, the City has levied a yearly assessment of \$74 per residence that is on the property tax bill residents receive each November. The \$74 pays the costs to disposal of household wastes, etc. The proposed additional assessment will pay the costs to

collect the wastes. The proposal will be presented to the Commission at its June 17th special meeting.

12. STREETLIGHTS ALONG STATE ROAD A1A. The City's new Public Works Director, Bill Tredik, has taken the lead on this project.
13. 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.
14. LED STREETLIGHTS. FPL representatives will present a proposal to the Commission at its June 10th meeting to change the lights throughout the City to LED lights.
15. 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.
16. CITY ATTORNEY SEARCH. City Attorney James Wilson announced his intention to resign at the Commission's April 1st meeting. At its April 29th special meeting, the Commission reviewed a draft of a Request for Proposals, made some changes to it, and provided suggestions to the City staff where to advertise the RFP. Deadline for responses to the RFP will be Friday, May 31, 2019, at 4 p.m. The Commission will interview the candidates at a special meeting on Monday, June 17th, which will begin at 5:30 p.m.
17. EQUIPMENT TO MAKE STREAMING OF CITY MEETINGS COMPLIANT WITH THE AMERICANS WITH DISABILITIES ACT. At its April 29th special meeting, the City Commission reviewed three options with the Information Technology Manager Anthony Johns, and because of their significant costs, decided that the City should advertise a Request for Proposals. The IT staff drafted the terms and the RFP was advertised in May with the deadline of June 17th. After that date, the IT staff will review the proposals and provide a recommendation to the City Commission at its July 1st meeting. After the Commission awards the bid, the company selected will provide the equipment, connect it to the City's equipment and test the system. It may be possible to have the streaming ADA compliant for the Commission's August 5th meeting.
18. REQUEST FOR SUBSIDY FOR SUNSHINE BUS SYSTEM. In early April, the City Manager received a letter from the County Administrator, Mr. Michael Wanchick, informing him of an annual shortfall in the Sunshine Bus system's budget of \$550,000. The shortfall is due to reduction in federal funding, increased operating costs, and increase in the cost of liability insurance. Mr. Wanchick also informed the Manager the average number of passengers using the bus system to get to and from St. Augustine Beach was 3,400 a month. Based on that ridership, he asked that the City consider providing a subsidy in Fiscal Year 2020 of \$49,000. A similar request was made to St. Augustine for a higher subsidy based on higher ridership to and from that City. On May 7th, the

City's Chief Financial Officer, Ms. Melissa Burns, and the City Manager met with Mr. Wanchick, representatives from St. Augustine's staff, and from the Sunshine Bus system. Ms. Becky Yanni, Director of the system, will be present the request to the City Commission at its June 10th meeting.