



AGENDA

REGULAR CITY COMMISSION MEETING

MONDAY, JUNE 1, 2020 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."

RULES OF CIVILITY FOR PUBLIC PARTICIPATION

1. The goal of Commission meetings is to accomplish the public's business in an environment that encourages a fair discussion and exchange of ideas without fear of personal attacks.
2. Anger, rudeness, ridicule, impatience and lack of respect for others is unacceptable behavior. Demonstrations to support or oppose a speaker or idea, such as clapping, cheering, booing, hissing, or the use of intimidating body language are not permitted.
3. When persons refuse to abide by reasonable rules of civility and decorum, or ignore repeated requests by the Mayor to finish their remarks within the time limit adopted by the City Commission, and/or who make threats of physical violence shall be removed from the meeting room by law enforcement officers, either at the Mayor's request or by an affirmative vote of a majority of the sitting Commissioners.

"Politeness costs so little." – ABRAHAM LINCOLN

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. APPROVAL OF MINUTES OF THE REGULAR COMMISSION MEETINGS ON APRIL 29, 2020 AND MAY 4, 2020
- V. ADDITIONS OR DELETIONS OF THE AGENDA
- VI. CHANGES TO THE ORDER OF TOPICS ON THE AGENDA
- VII. PRESENTATIONS
None
- VIII. PUBLIC COMMENTS
- IX. COMMISSIONER COMMENTS

X. PUBLIC HEARINGS

1. Request for Renewal of Conditional Use Permit for Outside Seating at: Cone Heads Ice Cream, 570 A1A Beach Boulevard (Lots 11,17, Block 4, Chautauqua Beach Subdivision, Ms. Maggie Kostka, Applicant) (Presenter: Brian Law, Building Official)

XI. CONSENT

2. Budget Resolution 20-XX, to Amend the FY 20 General Fund Budget to Transfer \$1,200 from the Forfeiture and Seizures Account to the Police Department's Crime Prevention/Community Account

XII. OLD BUSINESS

3. Lease of City Property for Bocce Courts: Request for Two to Three-Year Term (Presenter: Mr. Michael Castagno, Organizer, St. Auggie Bocce League)
4. Non-Ad Valorem Assessment for Solid Waste: Setting Rates and Date for Public Hearing (Presenter: Bill Tredik, Public Works Director)
5. Ordinance 20-XX, First Reading, to Change Sections 2-103 and 2-104 of the General City Code Regarding Transfers of Money between Accounts in the Annual Budget (Presenter: Max Royle, City Manager)

XIII. NEW BUSINESS

6. Access to City Street from Private Property: Consideration of Pyrus Street Barricade Proposal (Presenters: Christopher Cygul and Kristy Lee Wilson, 493 Pyrus Street)
7. Review of Proposed Resolutions for Changes to the Personnel Manual (Presenter: Beverly Raddatz, City Clerk)
8. Mixed Use District Along A1A Beach Boulevard: Consideration of Ordinance to Establish Boundaries (Presenter: Brian Law, Building Official)
9. Solid Waste Collection Regulations: Ordinance 20-XX, First Reading, to Amend Section 10 of the City Code (Presenter: Bill Tredik, Public Works Director)

XIV. STAFF COMMENTS

XV. ADJOURNMENT

NOTICES TO THE PUBLIC

1. **COMPREHENSIVE PLANNING AND ZONING BOARD.** It will hold its monthly meeting on Tuesday, June 16, 2020, at 6 p.m. in the Commission meeting room at city hall. Topics on the agenda may include: a. request for variance to reduce rear setback from 25 to 19 feet for a living room addition to 412 F Street; b. a request for a variance to reduce the side setback from 10 feet to seven feet for a bathroom addition at 115 15th Street; c. review of ordinance to define the boundaries of the mixed-use district along A1A Beach Boulevard.
2. **HOLIDAY.** City offices will be closed on Friday, July 3, 2020, in honor of the July 4th Holiday on Saturday. No pickup of household waste on Friday. Friday's pickup service will be done on Monday, July 6th. There'll be no change to the pickup of recyclables and yard trash during the week of July 3rd.

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.

MEMORANDUM

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

FROM: Max Royle, City Manager 

DATE: May 22, 2020

SUBJECT: Addition to the June 1st Agenda: Approval for Chamber of Commerce to Use City Seal on Pledge by Businesses to Follow Certain Pandemic-Related Procedures

Attached as pages 1-2 is the Pledge from the Chamber of Commerce for businesses to follow to protect the public. Please note the City seal in the lower left-hand corner. The City has been asked to show its support of the Pledge.

However, Section 2-4 of the City Code (pages 3-4) and Chapter 165.043, Florida Statutes (page 5), require your written approval of the use of the City's seal.

Please also note that Section 2-4 (7) states "In no event shall approval be given for the use of the seal for the following...." Subsection g. states that approval cannot be given for "publications other than official publications or publications serving a governmental purpose...." We suggest that the Chamber's Pledge clearly serves a governmental purpose, which is the health, safety, and welfare of the public.

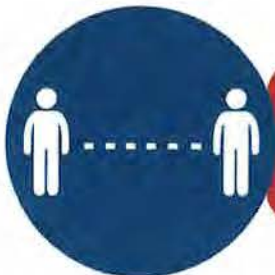


WE TOOK THE PLEDGE



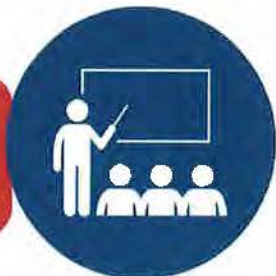
**FOLLOW CLEANING AND DISINFECTING PROTOCOLS
AS RECOMMENDED BY THE CDC.**

**ADHERE TO RECOMMENDED
GROUP SIZE LIMITATIONS.**



**COMPLY WITH SOCIAL DISTANCING
RECOMMENDATIONS.**

**IMPLEMENT ENHANCED EMPLOYEE
PROTOCOLS AND TRAINING.**



**ENCOURAGE THE USE OF FACE COVERINGS
BY EMPLOYEES AND CUSTOMERS.**





FACE COVERINGS



ARE ENCOURAGED



(b) It shall be unlawful, and the city hereby adopts the provisions of Ch. 91-59, Laws of Florida, for any person to utilize any image or impression of the city seal without the consent, in writing, of the city commission, as provided in Ch. 91-59, Laws of Florida, and violation hereof shall be punished as a second degree misdemeanor as provided in Ch. 91-59, Laws of Florida. The following standards are hereby adopted for the granting of consent for the use of the city seal:

- (1) The specific item to be manufactured;
- (2) The manner in which the seal is to be displayed on the item to be manufactured;
- (3) The nature of the proposed use, including manner, purpose and place of use;
- (4) Whether the public would tend to be misled by the appearance of the seal on the product to believe that the product carries official city sanction or approval;
- (5) Whether the use of the Seal would tend to mislead the public into believing that a person, meeting, project or event carries official city sanction or approval;
- (6) Whether the dignity of the Seal will be preserved if approval is granted.
- (7) In no event shall approval be given for the use of the seal for the following:
 - a. Political or campaign purposes;
 - b. Stationery other than official government stationery;
 - c. Decorative automobile license tags;
 - d. Business cards other than official government business cards;
 - e. Designation of landmarks not listed in the National Registry of Historical Places or designated as a historical site under a local ordinance;
 - f. T-shirts, jackets or other clothing which might lead the public to believe that the person wearing such apparel is an official of the city;
 - g. Publications other than official government publications or publications serving a governmental purpose; or

Sec. 2-4. City seal.

(a) There is hereby adopted as an official seal of the city as herein depicted:



h. Advertising and news releases.

(c) Any existing seal of the city may continue to be utilized by the city manager as an official seal of the city.

(Ord. No. 07-06, § 1, 4-2-07; Ord. No. 08-29, 11-3-08)

Editor's note—Section 1 of Ord. No. 07-06, adopted 4/2, 2007, added provisions designated as § 2-3. Inasmuch there already exists a section so designated, said provisions have been redesignated as § 2-4, to avoid duplication of section numbers.

Select Year: 2019 Go

The 2019 Florida Statutes

Title XII
MUNICIPALITIES

Chapter 165
FORMATION OF LOCAL GOVERNMENTS

[View Entire Chapter](#)

165.043 Official county or municipal seal.—The governing body of a county or municipality may, by ordinance, designate an official county or municipal seal. The manufacture, use, display, or other employment of any facsimile or reproduction of the county or municipal seal, except by county or municipal officials or employees in the performance of their official duties, without the express approval of the governing body is a second degree misdemeanor, punishable as provided in s. [775.082](#) or s. [775.083](#).

History. s. 1, ch. 91-59.

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MINUTES

REGULAR CITY COMMISSION MEETING

WEDNESDAY, APRIL 29, 2020, AT 6:00 P.M.

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

I. CALL TO ORDER

Mayor England called the meeting to order at 6:04 p.m.

Mayor explained the special requirements of this meeting which complies with Governor DeSantis Executive Order 20-69.

II. PLEDGE OF ALLEGIANCE

Mayor England asked Samora to lead the Pledge of Allegiance.

III. ROLL CALL

Present: Mayor Margaret England, Vice Mayor Maggie Kostka, Commissioner Undine George (Virtually), Commissioner Donald Samora, and Commissioner Dylan Rumrell (Virtually).

Also Present: City Manager Max Royle, Building Official Brian Law, Public Works Director Bill Tredik, Police Chief Robert Hardwick, City Attorney Charles Douglas, City Attorney Associate Lex Taylor and Deputy City Clerk Dariana Fitzgerald.

IV. APPROVAL OF MINUTES OF THE SPECIAL COMMISSION MEETING AND THE REGULAR COMMISSION MEETING ON MARCH 2, 2020 AND THE EMERGENCY COMMISSION MEETING ON MARCH 20, 2020

Motion: To approve the minutes as written. **Moved by:** Commissioner Samora, **Seconded by:** Mayor England. Roll call vote as follows:

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

Motion passed unanimously.

ADDED ITEM – REPRESENTATIVE JOHN RUTHERFORD, FLORIDA’S CONGRESSIONAL DISTRICT 4

Mayor England introduced Representative John Rutherford, Florida’s Congressional District 4, who gave information on the CARES Act and advised that most of the loans have gone to small businesses for \$100,000 or less. He also advised that Florida would be receiving \$8 billion. Three billion dollars will be distributed to cities with 500,000 populations and \$5 billion will be disbursed by the State of Florida. He advised that that Congress is asking FEMA to delete the 25% match for disasters.

Mayor England and Commissioners had no questions and thanked Representative Rutherford giving them an update and all his hard work.

Mayor England advised Representative Rutherford that the need for money to be distributed to smaller cities is so great and explained that our City is still trying to recoup from the last storms and decrease in sales taxes and power franchise fees with the City's reserves. Mayor England asked for the Congress to give guidelines to the State of Florida on how this money should be distributed to the smaller cities.

Representative Rutherford agreed and he advised that the Congress will be looking for funding to go out to counties and cities but doesn't want it to be used to bail out counties or cities who have not been fiscally responsible.

V. ADDITIONS OR DELETIONS OF THE AGENDA

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

Vice Mayor Kostka asked whether the meeting should continue, since the agenda was posted on the website under April 6th and not April 29.

Attorneys Douglas and Taylor stated that it was posted online and could be found by the public, so it meets requirements.

Commission agreed to proceed and added an additional item of Discussion of Communications Media Technology for Meetings

VI. CHANGES TO THE ORDER OF TOPICS ON THE AGENDA

Discussion of Communications Media Technology for Meetings was moved to before Presentations.

ADDED ITEM - DISCUSSION OF COMMUNICATIONS MEDIA TECHNOLOGY FOR MEETINGS

Mayor England asked IT Manager Johns to the podium.

IT Manager Johns spoke on his memo of March 29, 2020 from the agenda book. He suggested the phone's "park" system to manage calls and have a staff member answer calls outside the room.

Mayor England suggested staying close to St. Johns County and the City of St. Augustine virtual meeting system.

Vice Mayor Kostka noted that the County has more than ten people at their meetings. She wanted clarification on that limit and distancing requirements and asked if the City could use St. Johns County's meeting room during this emergency.

Mayor England asked staff to research the pros and cons on having the meetings at St. Johns County meeting room.

Commissioner Samora questioned this topic when Emergency Order expires soon.

Mayor England stated the Executive Order could be extended and there could be concerns on how to conduct the meetings.

Commissioner George agreed with Commissioner Samora that what they're doing now seems to be working, but other options could be explored.

Commissioner Rumrell had no comment.

Mayor England noted that there were few members outside and asked if there was a need for public comment by phone.

Vice Mayor Kostka would like to explore how many people are allowed inside the room at one time because St. Johns County has more, and she does not like that public have to sit outside. She did not want to give the impression of exclusion.

Commissioner Samora agreed with looking at inside seating with proper distancing. He explained that the phone call ins will be hard to manage.

Commissioner George asked how many requests were received by phone.

City Manager Royle advised that he would check with City Clerk Raddatz about email requests. And Deputy City Clerk Fitzgerald noted that she had not yet received any requests by phone for this or May 4th meeting.

Commissioner George explained that she believes that the room should be set up to protect the citizens, Commission and staff.

Commissioner Rumrell suggested a hybrid solution with indoor and phone solutions. He advised more transparency at this time is more important than ever.

Mayor England suggested the City Attorneys meet with staff to see if a few chairs or public call system could be implemented for May 4th.

IT Manager Johns noted that his department has been trying to provide avenues for comment. He suggested the public meeting room could be used for seating and wired for sound, but not video without a new TV in that room.

Mayor England asked what the television costs would be.

IT Manager Johns said a couple hundred dollars with mount.

VII. PRESENTATIONS

- A. Appointments to Code Enforcement Board: Mr. Ernesto Torres as Regular Member and Mr. Patrick Wilson as Alternate

Mayor England introduced Item VII.A. and asked for Mr. Torres to be connected by phone

Mr. Torres stated that he is prepared to continue serving on the Code Enforcement Board if not elected Commissioner.

Commissioner Samora noted the legal issue was resolved.

Mayor England asked for a motion.

Motion: to re-appoint Mr. Torres to the Code Enforcement Board. **Moved by:** Commissioner Samora **Seconded by:** Vice Mayor Kostka.

Roll call vote as follows:

Mayor England:	Yes
Vice Mayor Kostka:	Yes
Commissioner George:	Yes

Commissioner Samora: Yes
Commissioner Rumrell: Yes

Motion passed unanimously.

Mayor England asked Mr. Wilson to be connected by video.

Mr. Wilson was connected by video and then described his qualifications as a general contractor who has lived in the City for five to six years.

Mayor England clarified the duties of the Code Enforcement Board members and asked if Commission discussion.

Vice Mayor Kostka asked why Mr. White's application says he was applying to the Comprehensive Planning and Zoning Board instead of the Code Enforcement Board.

Building Official Law advised that he wanted to serve on the Comprehensive Planning and Zoning Board but was unable to attend the meeting to be appointed so he then requested to be on the Code Enforcement Board.

Commissioner Samora asked if he could make meetings.

Mr. White advised after clarification that he would be able to attend the meetings.

Commissioner George asked if he knew to withdraw from any potential conflicts of interest, since he is a contractor.

Mr. White agreed.

Commissioner Rumrell thanked Mr. White for wanting to serve.

Mayor England asked for a motion.

Motion: to appoint Mr. Wilson to Code Enforcement Board as an Alternate. **Moved by:** Commissioner George, **Seconded by:** Commissioner Samora.

Roll call vote as follows:

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

Motion passed unanimously.

B. Proclamations:

1. To Declare April 2020 as Sexual Assault Awareness Month
2. To Declare April 2020 as Water Conservation Month

Mayor England announced the proclamations and then for a motion.

Motion: to approve April as Sexual Assault Awareness Month and Water Conservation Month.
Moved by: Commissioner Samora, **Seconded by:** Vice Mayor Kostka.

Mayor England: Yes

Vice Mayor Kostka: Yes
Commissioner George: Yes
Commissioner Samora: Yes
Commissioner Rumrell: Yes

Motion passed unanimously.

VIII. PUBLIC COMMENTS

Mayor England advised that several emails were received and are part of the record and then opened the Public Comments section. The following addressed the Commission:

Nicolas Bender, 232 Big Magnolia Court, St. Augustine Beach, FL, spoke on copies of reports for meetings; public comment by phone; Civic Association lease of old garage; suggested table showing increases in solid waste valorem and non-ad valorem for various home values.

Tom Reynolds, 50 Brigantine Court, St. Augustine Beach, FL, stated that Commissioners needed to lobby for money for cities; need ordinance to stop drinking in public; suggested knocking down Jack's BBQ and make a parking lot; ordinance to stop trash being left on streets all weekend; and officials have no class.

Mayor England noted that Code Enforcement did speak with restaurants about Governor's Orders.

Vice Mayor Kostka noted that Commissioners cannot direct City staff.

Commissioner George noted that part of Jack's BBQ parking is a City parking lot and City should direct people to leave.

Mayor England closed the Public Comments section and moved on to Commissioner Comments.

IX. COMMISSIONER COMMENTS

Mayor England asked Vice Mayor Kostka for comments.

Vice Mayor Kostka thanked the community for its cooperation during this crisis and for helping St. Johns County totals remain below national average. She explained that she has attended all St. Johns County Emergency meetings. She advised that St. Johns County has 4% positive tests, national average 9%, there is a 14-day downward trend, which positions the City and St. Johns County well to phase in and reopen the economy. Unemployment claims in Florida increased over 1000% and offered advice on filing on State of Florida's website. St. Johns County is starting their own small business loan program with CDBG funds, which should start May 15th. She is serving on St. Johns County Economic Recovery Taskforce and explained all they can do for those in the community and businesses. Noted a food drive-through for donations at the St. Augustine Amphitheatre on May 9th. She stated that Governor DeSantis will start the next phase on Monday.

Commissioner Samora thanked community, staff, and law enforcement. He asked the public as the City moves into Phase 1 to do it responsibly.

Commissioner George wanted an update on what the maintenance plan are for City parks. Has received complaints on overgrowth at Lakeside Park and some parkettes. She then thanked the citizens dealing with COVID-19.

Public Works Director Tredik stated that there is a cycle and plan, but last month was focused on

essential services, mostly solid waste, to help keep staff separated and reduce risk of infection. He advised they are moving back towards the normal cycle and they have not had any infections of COVID-19, but some people ill for other reasons.

Commissioner Rumrell thanked Vice Mayor Kostka for her detailed information and thanked Public Works Director Tredik for applying for a grant for the weir repair, which looks like it was awarded for \$600,000 from the State of Florida. He mentioned that St. Augustine City Manager John Regan has purchased masks and is willing to share some with our City businesses.

Public Works Director Tredik added that the grant was \$632,000 and the rest would come from FEMA, so there would be no money due from the City. He hopes to send out bids in the summer and begin construction in October.

Mayor England also spoke with City Manager John Regan and he also has a project with KINSA, internet connected thermometers, to monitor health of residents. She noted an article about residents making washable cloth masks and that some went to Police and City Hall. She suggested working with those residents to help make masks for residents with the City's assistance at no cost to City.

Commissioner George concerned about liability with City collecting or distributing the masks, since the City is not testing or guaranteeing masks.

Commissioner Rumrell thinks it is great and shows community involvement. He agreed with Commissioner George on clarifying liability issues.

Vice Mayor Kostka suggested a link on website with information to keep it out of City hands.

Police Chief Hardwick noted the Governor's new Order would be non-essential surgeries will be allowed, 25% occupancies for restaurants as well as outdoor seating is allowed. He did not approve opening bars, beauty salons, or gyms for Phase 1. He stated that Building Official Law has stepped up to clarify to City businesses the Governor's Orders. He explained that there has been an increased in violent crimes. Considering opening beaches on Monday, sunrise to sunset and noted that the community has brought many meals to Police Department and Fire Department during this time and thanked them.

Building Official Law stated that flood program results came back with no deficiencies. Bill Ward has retired, and Jennifer Thompson, who has completed her Florida Association Code Enforcement test, is now the City's Code Enforcement Officer and is the first female Code Enforcement Officer in the City.

Mayor England moved on to Item 1.

X. PUBLIC HEARINGS

1. Conditional Use Permit for Outside Serving / Consumption of Food and Beverages at the Terra & Acqua Restaurant, 124 Sea Grove Main Street (Presenter: Brian Law, Building Official)

Mayor England introduced Item 1 and asked Building Official Law for his staff report.

Building Official Law described the renewal. He suggested that in the future conditional use permits could be made indefinite provided no complaints after an initial trial period.

Vice Mayor Kostka advised she had no comments since everything seems to be in order.

Commissioner Samora asked about going to indefinite orders and whether the codes should

be changed.

Building Official Law stated that it would help businesses and reduce City expenses in legal ads.

Commissioner George asked City Attorney Douglas if there is a higher standard for proof of testimony for revocation of conditional use permits than for granting of a renewal.

City Attorney Douglas stated that revocation would depend on actions of the applicant and to whom the original conditional use permit was issued. He noted that conditions around businesses change and conditional use permit may no longer be appropriate years down the line. Issues may better be addressed in an ordinance than with indefinite conditional use permit.

Commissioner Rumrell stated that if it was taking staff time and City funds, that should be addressed, but residents' needs should be addressed. He also stated that if someone buys a property next to a business, they should be aware of the surrounding properties, like buying a house by an airport and complaining about noise.

City Attorney Douglas noted that zoning changes may be better than conditional use permits in some cases.

Mayor England was not in favor of an indefinite conditional use permit.

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

Tom Reynolds, 50 Brigantine Court, St. Augustine Beach, FL, asked Commission to vote yes, since this was private property and that is where alcohol belonged.

Mayor England closed the Public Comments section and asked for a motion.

Commissioner George advised that she would make a motion to allow 15 years on this conditional use permit because of the location is surrounded by other commercial structures.

Motion: to extend the current conditional use permit for 15 years. **Moved by:** Commissioner George, **Seconded by:** Commissioner Samora.

Roll call vote as follows:

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

Motion passed unanimously.

2. Request for Modification to Final Development Orders for Sea Colony Subdivision Units I, II, III and IV for Amendment to Stipulated Regulations for Building Setbacks, Total Ground Coverage and Building Height (Presenter: Brian Law, Building Official)

Mayor England introduced Item 2 and asked Building Official Law for his report.

Building Official Law explained that Sea Colony was under the impression that it was a Planned

Unit Development (PUD) but is not. He stated that they have been operating for 20 years out of their HOA guidelines. He stated that if buildings are damaged, he cannot approve reconstruction under the HOA guidelines, for things like setbacks or 40-foot towers. He stated that this is not changing what Sea Colony has been doing but just allowing a way for them to maintain current construction conditions.

Mayor England confirmed that this is not changing setbacks, height limits, or anything else. She explained that she was a resident of Sea Colony and always thought it was a PUD.

Vice Mayor Kostka had no questions.

Commissioner Samora state he was very familiar with it and had no questions. He advised that he does live in Sea Colony and spoke with the City Attorneys and they advised that it would not be a conflict of interest to vote on this matter.

Commissioner George advised that she had no questions.

Commissioner Rumrell advised that he also lives at Sea Colony and spoke with the City Attorneys as well and Building Official Law on this subject.

Mayor England opened the Public Comments section. Being none, Mayor England closed the Public Comments section and Building Official Law read the revised Final Development Order.

Discussion ensued regarding the changes from the first version of the Final Development Order in the Commission books verses the new version that the Commission received today.

Mayor England asked for a motion.

Motion: to approve the modification to the Sea Colony Final Development Order read by Brian Law as amended at this meeting. **Moved by:** Mayor England, **Seconded by:** Commissioner Kostka.

Roll call vote as follows:

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

Motion passed unanimously.

3. Ordinance 20-04, Second Public Hearing and Final Reading: to Amend the Land Development Regulations by Establishing Section 5.06.00 for Dune Protection (Presenter: Brian Law, Building Official)

Mayor England introduced Item 3 and asked Building Official Law for a staff report.

Building Official Law advised there were no changes from the first reading of this ordinance.

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

Tom Reynolds, 50 Brigantine Court, St. Augustine Beach, FL, asked Mr. Law to confirm that it was the ordinance to counteract what Dr. Grimes did; noted that Grimes offered to build a walkover for the City and City turned him down.

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

Commissioner George asked about the exceptions for dune walkovers, if that had to be specified government constructed dune walkovers.

Building Official Law stated that dune walkovers must still be permitted by Department of Environmental Protection (DEP). He noted that some walkovers DEP approves may violate local codes, so he would rather keep it out of the City's hands.

Mayor England suggested language to say, "approved dune walkovers". Being there was no other Commission discussion, she asked for a motion.

Building Official Law read the title of the Ordinance.

Motion: to approve Ordinance 20-04 inserting "permitted" before "dune walkovers". **Moved by:** Commissioner George, **Seconded by:** Commissioner Rumrell.

Roll call vote as follows:

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

Motion passed unanimously.

There was a clarification for the record that the motion was not to insert the word "approved" but to insert the word "permitted" instead.

Commission agreed.

4. Ordinance 20-06, Public Hearing and Second Reading: to Adopt Water Management District's Irrigation Regulations (Presenter: Bill Tredik, Public Works Director)

Mayor England introduced Item 4 and asked Public Works Director Tredik to give a report.

Public Works Director Tredik introduced the ordinance and addressed Commissioners concerns from the previous meeting, which were answered in his memo. He noted that the penalty section has changed to a flat fee.

Mayor England opened the Public Comments section. Being none, Mayor England asked City Attorney Douglas to read the ordinance title.

City Attorney Douglas read ordinance title.

Since no Commissioners had any questions, Mayor England asked for a motion.

Motion: to approve Ordinance 20-06. **Moved by:** Commissioner Samora, **Seconded by:** Mayor England.

Roll call vote as follows:

Mayor England:	Yes
Vice Mayor Kostka:	Yes
Commissioner George:	Yes

Commissioner Samora: Yes
Commissioner Rumrell: Yes

Motion passed unanimously.

XI. CONSENT

5. Budget Resolution 20-02, to Transfer Money from the General Fund's Parks and Recreation Account to the Road / Bridge Fund to Clear Negative Fund Balance
6. Resolution 20-10, to Declare Items of City Property as Surplus and Authorize Their Disposal
Mayor England asked for a motion.

Motion: to approve the Consent Agenda, Budget Resolution 20-02 and Resolution 20-10.
Moved by: Samora, **Seconded by:** Rumrell.

Roll call vote as follows:

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

Motion passed unanimously.

XII. OLD BUSINESS

7. Non-Ad Valorem Assessment for the Collection and Disposal of Solid Waste and Recyclables:
Discussion of Setting Rate and Date for a Public Hearing (Presenter: Bill Tredik, Public Works Director)

Mayor England introduced Item 7 and asked Public Works Director Tredik for a report.

Public Works Director Tredik noted that he put this on the City's webpage and then showed his PowerPoint presentation to the Commission (Exhibit 8). He recapped the history of this subject to the Commission. He explained that the ranges will have to be set at a public hearing in June and then must approve an interlocal agreement by September with St. Johns County Tax Collector for the collection of the fees. He did a review of the FY19 costs of disposal rates to determine a range and advised that the estimate. He explained the cost differences in each category. He recommended \$68 - \$153 per year for commercial; \$89 - \$199 per year for residential; and \$0 - \$66 for recycling. He explained that he started at one-half of the cost the first year and then within five years it should cover the costs. He stated that this is the time to do it as a phased in approach so the City will be able to cover costs during an emergency situation.

Mayor England asked about commercial trash.

Public Works Director Tredik noted that there is a letter ready to go out to commercial customers this week with an effective date on October 1st. He stated that residential would not pay more than commercial. He explained that each year the costs would be reanalyzed the costs.

Vice Mayor Kostka asked on page 13 if average cost was based on residential total costs.

Public Works Director Tredik confirmed that as correct.

Commissioner Samora was impressed with the presentation. He noted that estimated \$460 came down to \$330 and thinks that may decrease for various reasons. He asked about recycling costs.

Public Works Director Tredik noted that Advanced Disposal's contract ends in April 2022 and the City doesn't know what will change or not at that point, services could increase or decrease, City could do in-house, etc.

Commissioner Rumrell asked if Public Works Director Tredik looked at taking disposal to other centers to help lower costs.

Public Works Director Tredik stated that they are researching other options, including the Bunnell transfer station and stated that there isn't much benefit on household waste disposal costs, but there was for recycling.

Commissioner Rumrell stated that it would be helpful for residents to know that the City is looking into reducing costs.

Commissioner George had no questions on the presentation and the numbers make sense.

Vice Mayor Kostka would like Public Works Director Tredik to look at a schedule based on mills and explained that she is opposed to a one size fits all approach. She noted that mills would include an annual increase due to rising property values.

Public Works Director Tredik advised that he would talk with Finance Director Douylliez about it.

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

Tom Reynolds, 50 Brigantine Court, St. Augustine Beach, FL, urged Commission to charge cost; users pays users costs; subsidizing from General Fund cheats over 1,000 condo owners; and anything less than charging actual cost is fiscally irresponsible.

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

Commissioner George noted that a lot of time has been spent on this issue and it has been carefully considered, even though she has not agreed with every decision and asked City Manager Royle to give input on the issue.

City Manager Royle stated it was a step in the right direction and this was one revenue source under the Commission's control. Others are limited by outside agencies and the City can't depend on things like parking tickets. He highly recommends moving forward and recalled that when \$74 disposal fee was set, notices were sent to all residents and it was well received and there weren't too many opposed. He reminded Commission that this would be for FY 2022, not next year.

Commissioner George does not want to exceed St. Johns County's rates on the high end.

Public Works Director Tredik stated that ranges aren't what will be implemented, but that will

be within the range. Doesn't see us going higher than St. Johns County, but having the higher range protects the City in the event of inflation or unexpected future costs. He asked that the Commission set the range high and implement small.

Commissioner George advised that she has concerns about the elderly and the review would be worthwhile.

Mayor England asked Commission to focus on chart on page six, Item 7, in the agenda books.

Commissioner Rumrell suggested the top range be the actual cost of \$329.73, which is the cost of the solid waste collection.

Public Works Director Tredik noted that his suggested high end included potential inflation for seven years.

Commissioner Samora asked to clarify the process to change the range.

City Manager Royle stated that it is exactly what the Commission is going through now. Notices would have to be sent to every applicable home and would need to be approved over several meetings.

Commissioner Samora would like to set the range of a high range from \$330. This is a big change for the public and he wants to not go over \$330. The distinct ranges would be \$50 for the residential collection low range and disposal side to \$75 and leave \$0 for recycling, which would be \$125 total for the low range and on the high part of the range from \$150 for residential collection, \$200 for disposal and \$50 for recycling, which is a range of \$125 to \$400.

Commissioner George like the low range of \$125 but is hesitant to go to \$400. She explained that she knows these are projections for the future but feels that there should be some subsidy from the City. She explained that the City should not go up that quickly in a five-year timeframe.

Commissioner Rumrell agreed with Commissioner Samora's range of \$125 to \$400; however, he feels that there should be some number for recycling because \$0 would be unrealistic. He suggested taking some money off another category to place something in recycling.

Public Works Director Tredik noted that the reason it was \$0 was in case the Commission stops recycling, but if that is off the table, then a number should be implemented.

Vice Mayor Kostka asked what the implementation scheduled for anticipated St. Johns County fees were and what they are based on.

Public Works Director Tredik advised that St. Johns County's fees are \$230, and they increase it by CPI each year. He stated that he doesn't know what their maximum range is. He explained that he used the minimum inflationary costs to get to the \$250 in 2026.

Vice Mayor Kostka shared that she is concerned that the City residents would be paying more than the County residents for trash collection. She was concerned telling residents that it will cost more for the City residents than County residents.

Public Works Director Tredik advised that the City Public Works Department does more than the County does, and the City's standards and services are higher.

Motion: to extend the meeting to 10:00 p.m. **Moved by:** Commissioner Samora, **Seconded**

by: Vice Mayor Kostka.

Roll call vote as follows:

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

Motion passed unanimously.

Vice Mayor Kostka advised it is a time of uncertainty and the City will have research ways to cut costs. She agreed with the suggestion that Commissioner Samora made.

Commissioner Samora asked if these rates could be done by the CPI in the future.

Public Works Director Tredik advised that he was not sure if the County does it by ordinance but could get the details from the County. He explained that the City would be using this range, unless it was modified in the future.

Mayor England suggested \$125 to \$375 range for perception purposes. She advised that it would be less than \$400. She commented that staff will try to bring the costs down.

Commissioner George asked how long would this be good for and shouldn't all the amounts start at \$0 in case a future Commission decides to stop trash collection. She asked how it is revoked and no one knows who is going to be on the Commission in the future. She wants the structure to be based on the future and not on what the Commission believes now.

Commissioner Rumrell advised that he agrees with \$125 to \$375.

Commissioner Samora advised that he agrees with \$125 to \$375.

Motion: to set the ranges for residential solid waste non-ad valorem as follows: Collection, \$50-\$150; Disposal, \$75-\$175, Recycling, \$0-\$50; and to have staff set a public hearing in June. **Moved by:** Commissioner Samora, **Seconded by:** Mayor England.

Roll call vote as follows:

Commissioner Rumrell:	Yes
Mayor England:	Yes
Vice Mayor Kostka:	No
Commissioner George:	No
Commissioner Samora:	Yes

Motion passed 3-2.

Mayor England thanked everyone for input and participation.

XIII. NEW BUSINESS

8. Transferring Money in the Annual Budget: Review of Advisory Recommendations and Request to Change Sections 2 –103 and 2-104 of the General City Code (Presenter: Max Royle, City Manager)

City Manager Royle described recommendation from the Auditors described in the memo.

He advised that there needs to be an ordinance to amend Sections 2-103 and 2-104 to set the amount higher.

Mayor George suggested \$15,000 and clarified that it is only for interdepartmental transfers.

City Manager Royle confirmed it would not change purchasing policies.

Vice Mayor Kostka suggested \$10,000 or \$15,000.

Commissioner Samora agreed with \$15,000.

Motion: to ask the City Attorney to prepare an ordinance that would allow the City Manager to transfer between funds within a department or between departments up to and including \$15,000. **Moved by:** Mayor England, **Seconded by:** Commissioner Samora.

Roll call vote as follows:

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

Motion passed unanimously.

XIV. STAFF COMMENTS

This was done under Commission Comments.

XV. ADJOURNMENT

Mayor England adjourned the meeting at 9:45 p.m.

Margaret England, Mayor

ATTEST:

Beverly Raddatz, City Clerk



MINUTES

REGULAR CITY COMMISSION MEETING

MONDAY, MAY 4, 2020 AT 6:00 P.M.

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

I. CALL TO ORDER

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

II. PLEDGE OF ALLEGIANCE

Mayor England led the Pledge of Allegiance.

III. ROLL CALL

Mayor England asked City Clerk Raddatz for roll call.

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

Also present were: City Manager Royle, City Attorney Douglas, Assistant City Attorney Lex Taylor, Police Chief Hardwick, City Clerk Raddatz, Finance Director Douylliez, Building Official Law, and Public Works Director Tredik (virtually).

IV. ADDITIONS OR DELETIONS OF THE AGENDA

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

City Manager Royle asked to add Resolution 20-11 to the agenda.

The Commission agreed and Mayor England added the item under New Business as Item 8.

Mayor England moved to Item VI, Changes to the Order of Topics on the Agenda.

V. CHANGES TO THE ORDER OF TOPICS ON THE AGENDA

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

VI. PRESENTATIONS

- A. North Florida Transportation Planning Organization's Five-year Transportation Improvement Program (Presenter: Ms. Wanda Forrest, Transportation Planning Manager)

Mayor England introduced VI.A. There were some technical difficulties for Ms. Forrest's computer, so Mayor England decided to take public comments and come back to Ms. Forrest.

Mayor England came back to the item after Public Comments and asked Ms. Forrest to give her Power Point presentation (Exhibit 1).

Commissioner George advised she had no questions.

Commissioner Rumrell thanked Ms. Forrest for keeping the Commission up to date.

Vice Mayor Kostka advised she had no questions.

Commissioner Samora asked what the overall budget for the project that Ms. Forrest presented.

Ms. Forrest advised she was not sure of the budget from the Department of Transportation Work Plan in District 2 but could find out.

Commissioner Samora advised that this was the second presentation where the City of St. Augustine Beach does not have any improvements and requested that more projects be focused on this City.

Ms. Forrest advised that the City needs representation at their meetings to keep asking for improvement projects.

Mayor England asked what happened to the electric charging units.

Ms. Forrest advised that the City did not have a power source.

Discussion ensued regarding there was not a power source; having the engineer relook at Building C; and there was no communication from Northeast Planning Organization regarding this issue of no power source to the City.

Ms. Forrest advised that she would send a letter to explain what was needed as a power source and explain what needs to be done to move forward.

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

Ed Slavin, P.O. Box 3084, St. Augustine, FL, opposed the improvements to CR 313 because it is an environmentally sensitive area; complained that the Department of Transportation does not give any public transportation and advised not to give them any money.

Mayor England closed the Public Comments section and moved on to Commissioner Comments.

VII. PUBLIC COMMENTS

Mayor England opened the Public Comments section and advised that the Commission is accepting comments from the public at the meeting and virtual comments. The following addressed the Commission:

Tom Reynolds, 50 Brigantine Court, St. Augustine Beach, FL, explained that there were 790 condominium property owners in the City that are subsidizing trash pickup, which he disagrees with and advised that they are subsidizing the City \$262 per unit.

Ed Prickett, 1121 Overdale Road, St. Augustine Beach, FL, advised that the Police Department did a great job on the beach patrol and service calls.

Ed Slavin, P.O. Box 3084, St. Augustine, FL, thanked first responders, medical responders, grocery store workers, and others for their efforts; complained about City Manager Royle not attending meetings at the Emergency Operations Center and not doing his job; instruct attorneys to do the public records requests when asked from their firm and comply with Florida Statutes 119; requested to fly the rainbow flag this year; and place on the agenda in a future meeting the St. Augustine National Historical Park and National Seashore and a civil rights museum at Pier Park.

Mayor England closed the Public Comments section and then went to Presentations.

VIII. COMMISSIONER COMMENTS

Mayor England asked Commissioner Rumrell.

Commissioner Rumrell advised that he had no comments.

Commissioner George advised that she had no comments.

Vice Mayor Kostka thanked Public Works Director Tredik and his team for responding so quickly to the City's parkettes which needed attention. She advised that Lakeside Park needs more attention. She reminded the citizens to complete the census when they receive it. She thanked Police Chief Hardwick and his staff for continued diligence through this COVID-19 mitigation and especially for opening the beaches during Phase 1. She mentioned that there would be a food-drive next week at the Amphitheater.

Commissioner Samora thanked the Police Department and the Public Works Department for the seamless reopening of Phase 1.

Mayor England thanked staff as well and advised that washable cloth masks are available at Ace Hardware.

Mayor England moved on to Item 1.

IX. PUBLIC HEARINGS

None

X. CONSENT

None

XI. OLD BUSINESS

1. Emotional Support Animals: Review of Recommendation to Allow by Conditional Use Permit (Presenter: Brian Law, Building Official)

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

Building Official Law advised that the Commission stopped code enforcement action for 120 days on this item; however, next month the 120 days will be over and he needs an answer on how to move forward.

City Attorney Douglas advised that his analysis began with Anderson vs. Blue Ash court case which states that municipalities must follow the Fair Housing Amendments Act. He explained that the burden for the modification or reasonableness would have to be weighed against the benefits that would be accrued for the plaintiff. He submitted that the Code Enforcement Board would be the proper venue. The Code Enforcement Board could take direct testimony from the Code Enforcement Inspector and the violator, which would give finding of facts based on the evidence and shall then give an order based on those facts. If the violator does not agree with the decision of the Code Enforcement Board, they could appeal to the circuit court.

Building Official Law advised that he would send this to the Code Enforcement Board and have it on the agenda for their next meeting.

Commissioner George advised that City Attorney Douglas gave a very thorough presentation and thanked him for his work on this issue.

Commissioner Rumrell advised that City Attorney Douglas did a good presentation and has no other questions.

Vice Mayor Kostka had no questions.

Commissioner Samora recapped that there will be no process for a variance accommodation, so a resident who has a violation would go in front of the Code Enforcement Board for a hearing and they will follow the Fair Housing Act guidelines and then appeal in the circuit court if they disagreed with the Code Enforcement Board's order.

City Attorney Douglas advised that was correct. He explained that the case would go to the Code Enforcement Board who will decide on any or no accommodations according to federal guidelines and an order would be written. It would then be up to the person whether to appeal the decision of the Code Enforcement Board if they do not agree to the circuit courts.

Building Official Law explained the Code Enforcement Board process. He explained that fees are not charged to the violator for the case to come to the Code Enforcement Board; however, the Code Enforcement Board can charge fees for being out of compliance with the City's codes.

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

Ed Slavin, P.O. Box 3084, St. Augustine, FL, agreed with City Attorney, but suggested the Commission consider an amendment to the codes on the process regarding this issue.

Mayor England closed the Public Comments section and then moved on to Item 2.

2. 2020 New Year's Eve Fireworks Show: Review of Update Report (Presenter: Max Royle, City Manager, and Patricia Douylliez, Finance Director)

Mayor England introduced Item 2 and then asked City Manager Royle to give a staff report.

City Manager Royle advised that the previous Communications and Events Coordinator gave her report on what went well and what needs improvement. She gave credit to law enforcement for their work as well as the Public Works Department and the volunteers. She asked for more buses and better fireworks music. He explained that Finance Director Douylliez will go over the revenues and expenses and advised that the proceeds were \$4,972.

Finance Director Douylliez advised that the event went well overall. She explained that she will be going over some problems that happened with the vendors, such as collecting the funds ahead of time. She explained that the Tourist Development Council (TDC) has advised that the City will be getting the money for the fireworks and promotional grant assistance this year. She explained that other assistance from them is not approved yet due to COVID-19. She remarked that staff is on hold on asking for sponsorships due to a lot of the businesses being closed during this time. She commented that staff has discussed whether to scale the event back due to social distancing of COVID-19.

Commissioner George commented that the City would have to wait and see what happens in the future. She asked that staff research with other cities to see what they are doing at this time.

Commissioner Rumrell remarked that it is hard to ask for money at this time. He explained that social distancing would have to continue but suggested maybe only having the fireworks display this year instead of having vendors.

Vice Mayor Kostka agreed with Commissioners George and Rumrell. She explained that the City is on hold at this time.

Commissioner Samora congratulated everyone involved for having a fantastic event and agreed with the other Commissioners.

Mayor England asked staff to start meetings for Beach Blast Off by July and advise the Commission what the event would be. She requested that this item be put back on the Commission's agenda in August.

City Manager Royle advised that he has already asked the Communications and Events Coordinator to schedule a meeting next week to discuss this issue. He advised that the event might have to be reduced to meet reductions in revenues.

Mayor England suggested to go out to different types of sponsors who have not been so affected by the COVID-19 situation.

City Manager Royle advised that the City of St. Augustine's July 4th fireworks show, and City Manager John Regan advised that they were waiting to see about the social distancing as well, so they are not sure if they would have the event.

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

Tom Reynolds, 50 Brigantine Court, St. Augustine Beach, FL, advised that the event should be cancelled due to COVID-19 and the social distancing requirements.

Ed Slavin, P.O. Box 3084, St. Augustine, FL, asked to cancel Beach Blast Off due to social distancing and suggested asking the Florida League of Cities what they are doing.

Merrill Roland, 6281 Old Dixie Drive, St. Augustine, FL, explained that the St. Augustine Beach Civic Association owes \$4,250 for the VIP tent that they used at previous Beach Blast Off events.

Mayor England closed the Public Comments section and advised that this will be discussed by staff and staff will be getting input from lots of agencies before a final decision is made. She then moved on to Item 3.

XII. NEW BUSINESS

3. Property and Workers' Compensation Insurance: Review of Information re: Bids and Request to Award Bid to Florida Municipal Insurance Trust (Presenter: Beverly Raddatz, City Clerk)

Mayor England introduced Item 3 and then asked City Clerk Raddatz to give a staff report.

City Clerk Raddatz advised the Request for Proposal was put out to bid on March 19, 2020 and that ten agencies were interested. Out of the ten agencies three agencies gave a proposal. The three agencies were: Florida Municipal Insurance Trust (FMIT), Preferred Risk Insurance Association, (PRIA) and Public Risk Management of Florida (PRM). She explained that there was an evaluation team which consisted of herself, City Manager Royle, and Finance Director Douylliez. She explained that a spreadsheet was done on the pertinent information. She recommended Florida Municipal Insurance Trust because of their coverage, their prices, and their stability.

Commissioner Rumrell advised that he spoke with City Clerk Raddatz today and got some of the numbers and has no future questions. He explained that two of the agencies, Florida Municipal Insurance Trust and Public Risk Management of Florida have coverage for the weir pumps. He agreed with City Clerk Raddatz's recommendation.

Commissioner George explained that she was a real advocate to get quotes from other insurance companies and thanked staff on their excellent analysis. She asked if FMIT would cover the weir totally or just the pumps.

City Clerk Raddatz advised that at this point the pumps are there and they will be covered; however, the concrete structure for the weir has not been done yet so they cannot cover it as of now. She advised that Tom Conley from FMIT was on the phone to explain the coverage of the weir once built. She explained that PRM has a quote of \$500,000, which would be the full weir once completed.

Commissioner George advised that she agrees with the \$2 million coverage and agrees with the recommendations from the Evaluation Committee. She thanked them for their hard work.

Vice Mayor Kostka thanked City Clerk Raddatz for all her hard work. She explained that she requested the asset listing today and it was on the list for coverage. She commented that the only thing the City has for the weir were the pumps and that was on the asset listing. She explained that the total reconstruction costs and the adjusted FMIT value was a difference of \$413,000 and asked if the full cost would be covered by FMIT.

City Clerk Raddatz asked Tom Conley to answer Vice Mayor Kostka's and Commissioner George's questions.

Commissioner Samora asked if the rates were for a two-year term.

City Clerk Raddatz advised that they are annual rates. She explained that staff did ask for two-year terms and didn't know if the insurance agencies were able to do that. She suggested that the Commission should get the \$2 million coverage because of the weir and advised that \$5 million coverage is being overly insured for the City.

Commissioner Samora asked where the pricing is now.

City Clerk Raddatz advised that the costs have come down and FMIT also gives back a percentage of what they don't spend every year. Last year FMIT gave the City \$40,000 in grants.

Discussion ensued regarding the rates; grants that FMIT has given in the past; and whether FMIT would be able to give the grants in the future.

Tom Conley, FMIT representative, thanked the Commission for being a long-time FMIT member. He explained that the weir will be covered as it gets built; however, for now the pumps are covered. He explained that the difference between the reconstruction costs and the survey difference means nothing to the City. The City has a 90% co-insurance policy for full replacement value so if the costs are covered at 90% FMIT will pay full costs.

Commissioner Rumrell asked if the return of premium would be given this year to bring down the cost for the \$2 million coverage.

Tom Conley advised that FMIT has been giving a return on premium every year; however, it does depend on what insurance issues come up in the year. He advised if there were hurricanes, then you may not get a return on premium for that year.

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

Ed Slavin, P.O. Box 3084, St. Augustine, FL, thanked the Commission for rebidding the insurance because it has not been done in 22 years and then complained why the City Manager did not make sure the weir was covered and suggested firing him. He suggested working with the City of St. Augustine to unify purchasing to get better prices.

Mayor England closed the Public Comments section and then asked for a motion.

Motion: to accept staff's recommendation of \$2 million coverage with FMIT. **Moved by** Commissioner Samora, **Seconded by** Commissioner Kostka.

Roll Call was as followed:

Mayor England	Yes
Vice Mayor Kostka	Yes
Commissioner George	Yes
Commissioner Rumrell	Yes
Commissioner Samora	Yes

Motion passed unanimously.

Mayor England thanks the agencies who gave the City proposals and then moved on to Item 4.

4. Former Police Department Garage at Former City Hall: Request by Civic Association to Renew Lease (Presenter: Mr. Bill Jones, Civic Association President)

Mayor England introduced Item 1 and then asked City Manager Royle for a staff report.

Mr. Merrill Roland asked for a copy of what was being handed out, Exhibit 2.

Mayor England advised staff to give a copy to the public.

City Manager Royle advised that the Police Department moved to the new police station in 1999, then the Civic Association asked for a year to year lease for the garage after the police moved. He said that the Civic Association wanted to use it for the farmers market and other events. In 2006 the lease changed from a garage to office use. Every five-years the lease has been renewed at a cost of \$1 per year. The lease expires in August 2020. He advised that on February 19, 2020, Mr. Jones, President of the Civic Association, asked to renew the lease via email and then gave a formal request with what the building would be used for.

After an interruption from the public regarding Exhibit 3 not being given to the virtual Commissioners, Mayor England asked the Commission to not look at Exhibit 3 until Mr. Jones speaks.

Mr. Bill Jones, President of Civic Association, advised that Exhibit 3 is a script of what he is saying to the Commission, but appreciated Mr. Roland's concern for transparency of the meeting. He explained that the Civic Association rented the garage and painted a beach mural on the outside of the building to enhance Pier Park. He commented that the Civic Association has allowed other non-profits in the community use the facility as well. He explained that the Civic Association does not have the farmers market anymore due to St. Johns County bidding it out. He commented that the Civic Association operates the Music by the Sea concerts, City's Christmas Tree event, gives free WiFi for Pier Park, and always promotes the City. He commented that the Police Department has a need for housing their four-wheel vehicles in the garage and explained that the Civic Association would be willing to change the layout of the garage to fit the Police Department needs and could do so immediately. He commented that St. Johns County expressed an interest in the garage as well for rescue vehicles to be on the beach and suggested that St. Johns County could use the Mosquito Control property, which is less than a mile away. The Civic Association recommended forming a think tank consisting of citizens and interested parties to develop the whole property and to find funding. He requested to renew the lease for five-years at a \$1 per year with an escape clause if a need arises from the City.

Mayor England noted that the emails have been received from the members of the Civic Association to the Commission. She then asked if the Commission had any questions at this time. Being none, Mayor England asked Commander Ashlock to give his presentation.

Commander Ashlock advised that the City's Police Department and St. Johns County would like to use the garage for rescue vehicles, to shelter the vehicles from the elements, and to save time coming from the Police Department to the beach. He explained two different options and showed a presentation, (Exhibit 4).

Mayor England asked Commander Ashlock if the Police Department wants to take over the garage or if the Police Department wants to share the space with the Civic Association.

Commander Ashlock advised that the Police Department would need more space than the Civic Association has suggested. He commented that the Police Department would like the entire building because the space is not conducive to put multi vehicles in the space suggested by the Civic Association.

Police Chief Hardwick advised that he does not want air conditioning or office space and is looking for a place to store at least two ATV's in the summertime. He explained that St. Johns County rescue vehicles are bigger because they carry patients. He commented that all the local agencies around us do not have storage either and explained that the Police Department's ATV's were in the elements under the parking garage at Embassy Suites for two to three years. He explained that he has three ATV's that need protection, which are stored at Embassy Suites and the Police Department. One of the ATV's was unserviceable and is now at Public Works.

Discussion ensued regarding storing the vehicles closer to the beach and service calls at night are handled by police officers.

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

Tom Reynolds, 50 Brigantine Court, St. Augustine Beach, FL, wanted the garage to be a police substation and not just for storage. He asked the Commission not to renew the lease.

Merrill Roland, 6281 Old Dixie Drive, St. Augustine, FL, advised that the Civic Association has a sponsor that owns a storage facility; the Civic Association did not get a permit or inspections for their construction in 2006; Civic Association has been subletting and is against the contract; Civic Association came in last place in the bidding process for the farmers market; the Civic Association does not provide WiFi; and is not a good security risk to take.

Ed Slavin, P.O. Box 3084, St. Augustine, FL, advised that the insurance rates will not be the same with the Police Department and the Civic Association sharing the same building; and Police Department needs to be on the beach because of the COVID-19. He requested that the Police Department take over the building.

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

Vice Mayor Kostka explained that at the time the lease was made, there was no need for the garage. She advised that the City needs to take care of their resources and it takes time for the Police Department to go to calls on the beach because they have no storage at the beach, which could make a difference to someone's life. She agrees with sharing the space with St. Johns County and believes that the Police Department does have a need and should take the garage over. She explained that City should rent facilities at fair market value and advised that her storage unit 10 x 25 feet is \$125 a month.

Commissioner Samora advised that the garage is sought after and agreed with Vice Mayor Kostka that times have changed and there is a need for the Police Department. He commented that we need to take care of the City's needs first, St. Johns County needs second and if something can be worked out with the Civic Association that would be fine. He advised that it could be for the Police Department only if they need it, but if they want to share with St. Johns County it's fine.

Commissioner George commended the Civic Association for their community involvement and their teamwork on problem solving this issue. She agreed with the other Commissioners and advised that public safety is the City's number one priority, especially now and preservation of City assets are important as well. She pointed out that the City's Land Use Regulations do not allow storage facilities or office spaces and because the Civic Association

does not have the farmers market, it might be illegal to allow them to lease the property. She agreed with public safety first but thanked the Civic Association for all they do in the community.

Commissioner Rumrell agreed with all the Commissioners regarding public safety. He thought that it was great that St. Johns County could utilize the space as well and would like to build bridges with them. He commented that if the City and St. Johns County does not need all the space, then a discussion could be done with the Civic Association.

Mayor England explained that the City needs should come first; however, the Civic Association has worked and has been a benefit to the City for years and so if the City takes back the garage, the City should help them out month to month if they are going to share space. She didn't agree with not renewing the lease and not working with the Civic Association.

Vice Mayor Kostka disagreed with Mayor England. She advised that the City is not able to put stipulations on what the Police Department should use the space for. She explained that the lease does not expire until August 2020 and for 15 years they have had the building for free. She commented that the Commission must put the City's needs first. She suggested giving the building to the Police Department and letting the lease expire.

Commissioner Samora said that the City's needs come first, County second and the Civic Association third. He commented that there are three months for the them to work it out, which is enough time. He said if the Civic Association needs more time, the Commission could discuss it then.

Commissioner George advised that the Police Department and Civic Association have time to work out the details. She commented that safety must come first and the concerts and other events that the Civic Association put on are not essential. She agreed with the lease being terminated.

Commissioner Rumrell agreed with Commissioners Samora and George, which is a good compromise for everyone. He asked if the Police Department takes the lease over, do they have sole discretion of who they allow to use the building.

Vice Mayor Kostka advised that the Police Department does not need a lease but wanted that confirmed by the City Attorney.

Assistant City Attorney Douglas advised that it would not be a lease to the Police Department because it was an asset of the City.

Police Chief Hardwick asked the Commission to allow the Police Department and St. Johns County lay out the footprint of the building and see if there is any space left over. He explained that he does not want to sublease the building.

Mayor England asked for a motion.

Motion: to allow the lease between the Civic Association and the City of St. Augustine Beach to expire at the end of the term and turn the use and control of the building over to the Police Department to prioritize shared use with County Fire and Rescue, Marine Rescue, the Public Works Department, and Beach Services. **Moved by** Vice Mayor Kostka.

Commissioner George advised that she would second the motion if Vice Mayor Kostka would amend the motion to allow the lease to expire. She asked for clarification if the use must be determined.

City Attorney Douglas advised that the motion does not have to include the use.

Vice Mayor Kostka agreed and amended her motion.

Motion: to allow the lease to expire between the Civic Association and the City of St. Augustine Beach. **Moved by** Vice Mayor Kostka, **Seconded by** Commissioner George.

Roll call as follows:

Mayor England	YES
Vice Mayor Kostka	YES
Commissioner George	YES
Commissioner Rumrell	YES
Commissioner Samora	YES

Motion passed unanimously.

Mayor England moved on to Item 5.

5. Budget Matters: Review to Date of Effect of the Pandemic on the Fiscal Year 20 Budget and Discussion of Preliminary Preparation for the FY 21 Budget (Presenter: Patty Douylliez, Finance Director)

Mayor England introduced Item 1 and then asked Finance Director Douylliez to give a staff report.

Finance Director Douylliez gave a quick update on the current budget. She explained that through March expenditures are 49.5%, which is on track; however, COVID-19 could cause the revenues that were expected not to come in for this year. She commented that none of the Finance Directors in the other cities know how to project the decrease in revenues because revenues come in two months behind. She remarked that she cannot give the Commission an update until the revenue checks come in from Florida Power and Light and the State of Florida in June. The Office of Economic and Demographic Research is being watched because that is where the revenue numbers are given to the Finance Directors. She remarked that there is a spending freeze within the City currently and changes have been made, such as having the Police Department get their gas from Public Works instead of fuel cards. She explained that the FY21 budget has been started; however, the State of Florida is expecting a delay in revenues. She explained that the City needs to reach out to the State of Florida for some of the relief monies given to the state in order to make the City whole going forward. She advised that she will update the Commission monthly on the revenue numbers and where the City is at. She explained that 11.9% comes from state revenues, 10.3% comes from Florida Power and Light franchise fees and electric tax, and the bulk of taxes come from ad valorem taxes. She advised that 59% of the revenues comes from outside of the City as ad valorem taxes. She noted that the solid waste franchise fees are coming in which helps.

Mayor England advised that the City is going to lose sales tax.

Financial Director Douylliez advised that there was an increase of sales tax in March because of bulk purchasing. She explained that Florida Power and Light taxes could be a loss of \$20,000 a month if there are no commercial revenues; however, there might be an increase in residential taxes because more people are at home.

Commissioner George thanked Financial Douylliez for doing all she can and for the update.

Commissioner Rumrell suggested to go to the federal and state representatives to see if the City could get some of the relief funds. He asked Police Chief Hardwick to schedule a meeting with Congressman Waltz and Congressman Rutherford, who he knows very well. He offered to speak with those he knows as well to try to get the relief funding as soon as possible. He also suggested to have the City of St. Augustine and St. Johns County ask as a group for the funding.

Commissioner Samora agreed with Commissioner Rumrell and asked staff to act when the federal assistance is available and support any way the Commissioners can individually. He explained that Finance Director Douylliez did a great job in identifying the sources of revenues that are expected to decrease but wants to have more scenarios to be presented to the Commission. He asked for 30%, 50%, 60% best and worse guess scenarios.

Finance Director Douylliez advised that she will do the scenarios, but asked that the Commission not to hold her to the numbers.

Vice Mayor Kostka thanked Finance Director Douylliez and advised that she was disappointed in the City Manager for not standing with her because it falls under his job description. She explained that the Investments Fund pay for part of the City's bills during the year and then when the property ad valorem taxes come in it is paid back. She explained that the General Fund and the Investment Fund are considered the General Fund. She advised that April 2020 was the third best month for the stock market since World War II and she hoped that there will be an improvement in the investments. She explained that the federal recovery money is going from the federal level to the state level, so the representatives for the State of Florida should be contacted to help our City. She advised that our City is based on tourism and 50% of people have cancelled their summer vacations already. She commended staff on all the steps that were taken already and advised that the auditor said that there needs to be a healthier emergency fund before COVID-19 hit. She advised that this should be kept in mind as the City moves forward in the next budget year.

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

Tom Reynolds, 50 Brigantine Court, St. Augustine Beach, FL, advised that the City does not have a large reserve because of waste disposal subsidies.

Mayor England closed the Public Comments section and asked for any further Commission discussion. Being none, Mayor England moved on to Item 6.

6. Increasing Building Department Fees: Request to Approve Resolution 20-09 (Presenter: Brian Law, Building Official)

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

Building Official Law recapped the proposed changes in fees which were in the Commission's packages in red.

Commissioner Samora asked if the fees can start in 90 days instead of immediately.

After a discussion, the Commission agreed to the effect date to go into effect August 1, 2020.

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

Motion: to approve Resolution 20-09 with the effective date of August 1, 2020. **Moved by** Mayor England, **Seconded by** Commissioner Samora. Motion passed unanimously.

Mayor England	YES
Vice Mayor Kostka	YES
Commissioner George	YES
Commissioner Rumrell	YES
Commissioner Samora	YES

Mayor England moved on to Item 7.

7. St. Johns County Local Mitigation Strategy Plan: Approval of Resolution 20-10 to Adopt (Presenter: Brian Law, Building Official)

Mayor England introduced Item 7 and asked Building Official Law for his report.

Building Official Law advised that this would allow the City to apply for the Hazard Mitigation Grant which has funded 100% of the weir. He explained that this is for natural hazards.

Vice Mayor Kostka agreed to move forward with Resolution 20-10.

Mayor England advised that the City relies on St. Johns County for lost mitigation on everything.

Commissioner George had no comments.

Commissioner Rumrell had no comments.

Commissioner Samora had no comments.

Vice Mayor Kostka asked to let the Commission know if they would consider COVID-19 in their local mitigation strategy.

Building Official Law advised that he would let the Commission know.

Motion: to approve Resolution 20-10. **Moved by** Commissioner Samora, **Seconded by** Commissioner George.

Mayor England	YES
Vice Mayor Kostka	YES
Commissioner George	YES
Commissioner Rumrell	YES
Commissioner Samora	YES

Motion passed unanimously.

8. ADDED ITEM - Temporary Outdoor Seating Resolution 20-11

Mayor England introduced the Item 8 and asked Building Official Law for his staff report.

Building Official Law advised that the City Attorney wrote the resolution and he added certain conditions to the resolution to allow temporary outdoor seating for the City's restaurants. He recommended that he would have the authority to approve temporary outdoor seating, make sure handicap parking, fire extinguishers, maximum size of tents, etc. He explained that it would sunset when Governor DeSantis gives restaurants 50% seating capacity or to the end of the year.

Vice Mayor Kostka thanked Building Official Law for doing this.

Mayor England asked if it could be limited to 30-days.

Building Official Law advised that it be limited to what the Commission wants.

Commissioner Samora asked to not exceed the seating capacity of the restaurant. He was concerned over the capacity of the sewers.

Building Official Law advised that he would add a clause not to extend the restaurant's seating capacity.

Commissioner George advised that this is good government.

Commissioner Rumrell agreed with Commissioner George.

Motion: to approve Resolution 20-11. **Moved by** Mayor England, **Seconded by** Commissioner George.

Mayor England	YES
Vice Mayor Kostka	YES
Commissioner George	YES
Commissioner Rumrell	YES
Commissioner Samora	YES

Motion passed unanimously.

Commissioner George requested that Resolution 20-11 would be given to all the businesses.

Building Official Law advised that he spoke with a lot of the business owners already and they support Resolution 20-11 and he would be going to all the businesses tomorrow and explaining Resolution 20-11 to them.

Commissioner Samora advised that he would drop it to the Florida Restaurant and Lodging Association.

Mayor England moved on to Item XIV.

XIV. STAFF COMMENTS

Mayor England asked Police Chief Hardwick for comments.

Police Chief Hardwick advised that driving on the beach is under discussion and he will inform the Commission when or if it changes. He wants to get through Mother's Day first before it is decided.

Discussion ensued regarding whether Police Chief Hardwick has spoken to other jurisdictions on when they are releasing restrictions on their beaches; keeping St. Johns Sheriff Department and Putnam County Sheriff's involved in the discussions; limiting the driving on the beach; and youth being destructive.

City Manager Royle explained that after the meeting on April 29th the Commission decided to hold a public hearing on the non-ad valorem solid waste collection and asked when the Commission would be available. He explained that he needs the date to advertise and send letters to every homeowner who would be subject to the non-ad valorem assessment.

After discussion the Commission agreed to June 15, 2020 at 6:00 p.m.

City Clerk Raddatz apologized for being out on April 29th due to emergency surgery. She also asked the Commission if they still want to go out to bid for the medical insurance due to the COVID-19 situation. She explained that she did check with several agencies that want to bid on the insurance and most of them said they are not sure what will happen to the insurance rates in the next year.

The Commission agreed to move forward on the Request for Proposal for Medical Insurance.

Public Works Director Tredik advised that the beach is open, and the Public Works staff is back to their normal schedules. He mentioned that the crosswalk flags are out, and landscaping is now being done.

XV. ADJOURNMENT

Mayor England asked for a motion to adjourn.

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

Mayor George adjourned the meeting at 9:27 p.m.


Margaret England, Mayor

ATTEST:

Beverly Raddatz, City Clerk

MEMORANDUM

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

FROM: Max Royle, City Manager 

DATE: May 20, 2020

SUBJECT: Request for Renewal of Conditional Use Permit for Outside Seating at Cone Heads Ice Cream, 570 A1A Beach Boulevard (lots 11 and 17, Block 4, Chautauqua Beach Subdivision, Ms. Maggie Kostka, Applicant)

INTRODUCTION

Table 3.02.02 of the Land Development Regulations states that a conditional use permit is required for "food and/or beverage service or consumption outside of an enclosed building on the premises of a restaurant or hotel/motel."

The City Commission has approved two conditional use permits to allow food and/or beverage consumption outside this business:

- May 2012, permit valid for three years
- June 2015, permit valid for five years

Now the owner has applied for a renewal of the permit.

The Comprehensive Planning and Zoning Board reviewed the application at its May 19, 2020, meeting, and by a 7-0 vote approved the following recommendation to you:

- That you approve the renewal of the current conditional use permit for food/beverage service outside an enclosed building at Cone Heads Ice Cream, 570 A1A Beach Boulevard, subject to the condition that the permit be non-transferable and that its term be valid for as long as Ms. Maggi Kostka owns the property and operates the business.

ATTACHMENTS

Attached for your review is the following information:

- a. Pages 1-14, the application that the Planning Board considered at its May 19th meeting.
- b. Page 15, a memo from the Building Department's Executive Assistant in which she states the Planning Board's recommendation that you approve the permit subject to it being non-transferable and that it will be valid for as long as Ms. Kostka owns the property and operates the business there.

RECOMMENDATION

Considering that this business has had a conditional use permit for the outside consumption of food and/or beverage for eight continuous years and that the City hasn't received any complaints about the outside consumption, the recommendation is that you approve the conditional use permit in accordance with what the Planning Board has recommended: that the permit be non-transferable and that it have no limit as long as Ms. Kostka owns and operates the business.

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: Bonnie Miller, Executive Assistant
CC: Brian Law, Building Official
Date: 05-12-2020
Re: Conditional Use File No. CU 2020-02

Conditional Use File No. CU 2020-02 is for renewal of a current conditional use permit that expires June 1, 2020, issued for food and/or beverage service and consumption outside of an enclosed building on the premises of Cone Heads Ice Cream, per Section 3.02.02 of the City's Land Development Regulations, at 570 A1A Beach Boulevard, on the northeast corner of A1A Beach Boulevard and 7th Street. The applicant and owner of this business, Maggie Kostka, who has owned and operated Cone Heads Ice Cream since 2011, is asking to renew the current conditional use permit issued for outdoor dining and food and beverage service for as long as owns the business.

To date, the Building and Zoning Department has received no complaints about the outdoor dining at Cone Heads Ice Cream since the original conditional use permit for outdoor dining, food and beverage service was granted by the City Commission in May 2012. This original conditional use permit for outdoor seating was granted for three years and renewed in 2015 for five years. Cone Heads currently has eight circular picnic tables, for a total of 50 seats, and a bench outside in front facing A1A Beach Boulevard.

The Building and Zoning Department has no objection to the renewal of the conditional use permit for outdoor food and/or beverage service and consumption for as long as Cone Heads is in operation under its current ownership. No other conditions are recommended for the renewal of this conditional use order for outside seating.

Sincerely,

Bonnie Miller

Executive Assistant
Building and Zoning Department

City of St. Augustine Beach Building and Zoning Department
Conditional Use Permit Application

2200 A1A SOUTH ST. AUGUSTINE BEACH, FLORIDA 32080
 WWW.STAUGUSTINEFL.COM BLDG. & ZONING (904)471-8758 FAX (904) 471-4470

1. Legal description of the parcel for which the conditional use permit is being sought:

Lot(s) 11, 17 Block(s) 4 Subdivision Chautauqua Beach

Street Address 570 A1A Beach Blvd

2. Location (N, S, W, E): East Side of (Street Name): A1A Beach Boulevard

3. Is the property seaward of the Coastal Construction Control Line (CCCL)? Yes ☐ **No** ☒ (Circle one)

4. Real estate parcel identification number: 168640-0000

5. Name and address of owner(s) as shown in St. Johns County Public Records: _____

Genesis Property & Management Group, LLC/ Margaret Kostka 570 A1A Beach Blvd St Augustine Beach,
FL 32080

6. Current land use classification: Commercial

7. Section of land use code from which the conditional use permit is being sought: 3.02.02

8. Description of conditional use permit being sought: Renewal of existing permit for outside food/beverage
consumption on the current seating area.

9. Supporting data which should be considered by the Board: No complaints in the 9 years of operation of
business nor the 8 years of allowing for outside seating.

10. Has an application for a conditional use permit been submitted in the past year? Yes No (Circle one)

If yes, what was the final result? _____

11. Please check if the following information required for submittal of the application has been included:

☒ Legal description of property

☒ Copy of warranty deed

☐ Owner Permission Form (if applicable) N/A

☒ List of names and addresses of all property owners within 300-foot radius

☒ First-class postage-stamped legal-size envelopes with names and addresses of all property owners within 300-foot radius

☐ Survey to include all existing structures and fences N/A

☐ Elevations and overall site plan of proposed structure if conditional use is requested for construction of a residential structure in a commercial land use district N/A

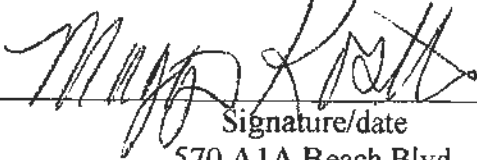
☒ Other documents or relevant information to be considered

In filing this application for a conditional use permit, the undersigned acknowledges it becomes part of the official record of the Comprehensive Planning and Zoning Board and the Board of City Commissioners and does hereby certify that all information contained is true and accurate, to the best of his/her knowledge.

Margaret Kostka

Print name (owner or his/ her agent)

Print name (applicant or his/her agent)



Signature/date

Signature/date

570 A1A Beach Blvd
St. Augustine, FL 32080

Owner/agent address

Applicant/agent address

904-669-5132

Phone number

Phone number

****All agents must have notarized written authorization from the property owner(s)****

****Conditional use permits shall be recorded prior to issuance of the building/development permit****

**** Please note that if you are a resident within a development or subdivision that has covenants and restrictions, be aware that approval of this application by the City Commission does not constitute approval for variation from the covenants and restrictions. ****

Date: 4-27-2020

Conditional Use File #: CU202002

Applicant's name: Margaret Kostka, Genes Property Management Group LLC

Applicant's address: 570 A1A Beach Boulevard, St. Augustine Beach, Florida 32080

For conditional use permit at: same as above

Charges

Application Fee: \$400.00 Date Paid: 4-27-2020

Legal Notice Sign: \$7.50 Date Paid: 4-27-2020

Received by: BM

Date: 4-27-2020

Invoice #: I2001096

Check #: 13272

Definition—Conditional Use Permit

A use that would not be appropriate generally or without restriction throughout a land use district, but which, if controlled as to number, area, location or relation to the neighborhood, would promote the public health, safety, welfare, order, comfort, convenience, appearance or prosperity. Such uses may be permitted in a land use district only in accordance with the provisions of this Code, and if the Code allows a conditional use in a particular land use category. The application for a conditional use permit shall be the same as for a concept review, except that the Comprehensive Planning and Zoning Board shall make a recommendation to the City Commission, which has final approval. The Building Official may delete submittals required in the concept application outlined in Article XII that are not applicable.

Instructions for applying for a Conditional Use Permit

The following requirements must be adhered to in applying for a conditional use permit. It is of the utmost importance that all required information be furnished in detail and accurately. Incorrect information can delay or nullify any action on the application. If there is inadequate space for all the necessary information, please attach extra sheets with the question numbers clearly marked.

In accordance with Table 3.02.02, which lists permitted and conditional uses for all land use districts, all conditional use permits must be heard by the Comprehensive Planning and Zoning Board, which will make a recommendation to the City Commission, which has final approval.

Documentation needed for a Conditional Use Permit

- 1) The legal description of the parcel of land for which the permit is requested shall be shown on the deed of the property or as determined on a survey. If the parcel of land is in a recorded subdivision, use lots and block number. Include street address and location by indication street(s) boundary and side (south, east, etc.) and nearest intersecting street. If the land is a portion of the lot, indicate what portion of the lot, i.e. south 1/2, west 1/3, etc. If the parcel is located in an unrecorded, unplatted subdivision, use the metes and bounds description of the boundaries.
- 2) Provide the name and address of the owner of the property. The person's name on the application should agree with the public records of St. Johns County. If the names are different, attach a clarifying statement.
- 3) Indicate the current land use classification of the parcel under consideration. Current land use map are on display in the office of the Building and Zoning Department and the personnel there will assist you in finding the current land use district classification.
- 4) Notification of all property owners within a radius of 300 feet of the property for which the conditional use permit is being sought is mandated by law. The St. Johns County Real Estate/Survey Department (telephone number 904-209-0804) will provide applicants with a list of the names and addresses of the property owners within 300 feet of the property for which the conditional use permit is requested. **This list of names and**

addresses of all property owners within 300 feet is to include the applicant's name and address. Along with the list of all property owners within 300 feet, the applicant shall submit stamped, addressed legal-size envelopes with the application. (Note: Do not fill in a return address on the stamped envelopes. The Building and Zoning Department will stamp its address on the envelopes as the return address and mail the legal notices to all property owners). Signatures and approvals of property owners within 300 feet are not necessary. Applicants may provide a separate petition with the signatures of affected property owners who approve or do not object to the granting of the conditional use permit, but these persons should not sign the application itself. Applicants should ensure correct names and addresses are provided, as incorrect information shall delay or nullify any action on the conditional use permit application.

- 5) Provide the section of the land use code from which the conditional use permit is being sought. Personnel in the Building and Zoning Department will assist you in this matter if needed.
- 6) A fee of \$407.50 will be charged for the conditional use permit administrative procedure, which includes the legal notice sign, and legal advertising. The applicant will be required to post the legal notice sign on the property for which the conditional use permit application is submitted within clear view of the street and not more than 10 feet inside the property line, no later than 15 days before the first meeting date at which the conditional use permit application will be heard.
- 7) A final order on each request for a conditional use permit shall be made within thirty (30) days of the last hearing at which the application was considered. Each final order shall contain findings upon which the City Commission's order is based and may include such conditions and safeguards prescribed by the Commission as appropriated in the matter, including reasonable time limits which action pursuant to such order shall be begun or completed or both.
- 8) Appeal of decisions on conditional use permits granted by the City Commission shall be made to the Circuit Court of St. Johns County, Florida.
- 9) The application must be signed by the owner of the property for which the conditional use permit is requested and/or the owner's authorized agent. All authorized agents must provide notarized written authorization, which must accompany the application, approving such representation.

Limitations on granting a Conditional Use Permit

Conditional use permits shall be nontransferable and granted to the applicant only, and the use shall be commenced within a period of one (1) year from the effective date of the final order granting same; provided, however, that the City Commission may adopt the following conditions to any permit:

- 1) That the conditional use permit will be transferable and run with the land when the facts involved warrant same, or where construction or land development is included as part of the permit.
- 2) The time within which the use shall be commenced may be extended for a period of time longer than one (1) year. Failure to exercise the permit by commencement of the use or action approved thereby

within one (1) year or such longer time as approved by the City Commission shall render the permit invalid, and all rights granted thereunder shall terminate. Transfer of the property by the applicant, unless the permit runs with the land, shall terminate the permit.

- 3) Whenever the City Commission denies an application for a conditional use permit, no further application shall be filed for the same use on any part or all of the same property for a period of one (1) year from the date of such action. In the event that two (2) or more applications for the same use on any part or all of the same property has been denied, no further application shall be filed for this same use on any part or all of the same property for a period of two (2) years from the date of such action denying the last application filed.
- 4) The time limits in paragraph 3 above may be waived by the affirmative votes of a majority of the City Commission when such action is deemed necessary to prevent injustice or to facilitate proper development of the City.

**BEFORE THE CITY COMMISSION
OF THE CITY OF
ST. AUGUSTINE BEACH, FLORIDA**

Public Records of St. Johns County, FL
Clerk number 2015042680
BK 4054 PG 1394
7/9/2015 9 08 AM

In re:

**APPLICATION FOR CONDITIONAL USE PERMIT
FOR FOOD AND BEVERAGE CONSUMPTION
OUTSIDE OF AN ENCLOSED BUILDING IN A
COMMERCIAL LAND USE DISTRICT ON THE
PREMISES OF CONE HEADS ICE CREAM AT
570 A1A BEACH BOULEVARD, ST. AUGUSTINE
BEACH, FLORIDA.**

ORDER APPROVING CONDITIONAL USE

The application of Genesis Property & Management Group, LLC, Maggie Kostka, owner/president, for a conditional use permit to allow food and/or beverage service and consumption outside of an enclosed building in a commercial land use district located at 570 A1A Beach Boulevard, St. Augustine Beach, Florida 32080, having come on to be heard before the City Commission on June 1, 2015, and the City Commission having received the recommendations of the Comprehensive Planning and Zoning Board, having taken public comments, and having considered said application fully, it is therefore:

ORDERED that the application is hereby approved as follows:

1. The documentation for granting of a conditional use as detailed in the Application and discussed at the hearing are incorporated herein as findings of fact.
2. The conditional use granted shall conform to all materials submitted with the Application and which were provided by the Applicant to supplement the Application, including all drawings, sketches and renderings.
3. The conditional use permit is granted to allow serving and consumption of food and beverages outside of an enclosed building in a commercial land district located at 570 A1A Beach Boulevard, St. Augustine Beach, Florida 32080.
4. The use shall expire five (5) years after the approval hereof, and the Applicant shall be required to apply to extend the Conditional Use beyond June 1, 2020.
5. No outdoor amplified music, public address system, or speakers shall be allowed.
6. The applicant shall provide and install brick pavers in the outdoor seating area between the front of the Cone Heads Ice Cream building and the Cone Heads Ice Cream sign to match pavers used at the adjacent city-owned plaza at 8th Street and A1A Beach Boulevard.

7. The use shall be conducted in such a way as to not violate City Code or become a nuisance.
8. No other expansion of the existing restaurant shall be conducted other than that specifically granted herein except expressly permitted by the Land Development Regulations.
9. The use shall be non-transferable.
10. The use shall be commenced within one (1) year and shall not lapse for more than one (1) year.
11. A violation of the conditions listed above shall void the conditional use granted herein.

Any appeal of this decision may be made by filing an appropriate action with a court of competent jurisdiction within thirty (30) days of the date of this Order.

DONE AND ORDERED this 1st day of June, 2015, at St. Augustine Beach, St. Johns County, Florida.

**CITY COMMISSION OF THE
CITY OF ST. AUGUSTINE BEACH,
FLORIDA**

ATTEST: 
City Manager

BY: 
Mayor – Commissioner

12-52
12-52

Prepared by and return to:
Christina Guyette

Taylor & Taylor P.A.
6015 A1A South
St. Augustine, FL 32080
904-471-5050
File Number: 11-0051

[Space Above This Line For Recording Data]

Warranty Deed

This Warranty Deed made this 26th day of September, 2011 between Douglas W. Macke, an unmarried person, individually and as Trustee of the Macke Living Trust dated April 4, 2007 and Nancy A. Macke, an unmarried person, individually and as Trustee under the Macke Living Trust dated April 4, 2007, whose post office address is 112 Summerhill Circle, St. Augustine, FL 32086, grantor, and Genesis Property & Management Group LLC, limited liability company, whose post office address is 8 Mickler Blvd., St. Augustine, FL 32080, grantee:

(Whenever used herein the terms "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives, and assigns of individuals, and the successors and assigns of corporations, trusts and trustees)

Witnesseth, that said grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said grantee, and grantee's heirs and assigns forever, the following described land, situate, lying and being in Saint Johns County, Florida to-wit:

Lots 11 and 17, Block 4, except Right of Way of State Road A1A, CHAUTAUQUA BEACH SUBDIVISION OF THE ANASTASIA METHODIST ASSEMBLY GROUNDS, according to the plat thereof as recorded in Map Book 2, Page(s) 5, Public Records of St. Johns County, Florida.

Parcel Identification Number: 168640-0000

Grantors warrant that at the time of this conveyance, the subject property is not the Grantors homestead within the meaning set forth in the constitution of the state of Florida, nor is it contiguous to or a part of homestead property.

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

To Have and to Hold, the same in fee simple forever.

And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to December 31, 2010.

In Witness Whereof, grantor has hereunto set grantor's hand and seal the day and year first above written.

DoubleTimes

Signed, sealed and delivered in our presence:

Christina M. Guyette

Witness Name: Christina M. Guyette

Nancy Macke

Nancy Macke, individually and as Trustee

Mary Kelley Kruzwick

Witness Name: MARY KELLEY KRZEWICK

Douglas Macke

Douglas Macke, individually and as Trustee

State of Florida
County of St. Johns

The foregoing instrument was acknowledged before me this 26th day of September, 2011 by Nancy Macke, Trustee, who ☐ is personally known or ☒ has produced a driver's license as identification.

[Notary Seal]



State of Florida
County of St. Johns

The foregoing instrument was acknowledged before me this 26th day of September, 2011 by Douglas Macke, Trustee, who ☐ is personally known or ☒ has produced a driver's license as identification.

[Notary Seal]



Christina M. Guyette

Notary Public

Printed Name: _____

My Commission Expires: _____

Christina M. Guyette

Notary Public

Printed Name: _____

My Commission Expires: _____



St. Johns County, FL

Tax Bill

[My Tax Bill](#)

Estimate Taxes

[Tax Estimator](#)

2019 TRIM Notice

[2019 TRIM Notice](#)

2018 TRIM Notice

[2018 TRIM Notice](#)

Summary

Parcel ID 1686400000
Location Address 570 A1A BEACH BLVD
 SAINT AUGUSTINE 32080-0000
Neighborhood A1A Beach Boulevard (COM) (71702)
Tax Description* 2-5 CHAUTAUQUA BCH LOT 11 & ALL LOT 17 (EX R/W A1A) BLK 4 OR3478/B
*The Description above is not to be used on legal documents
Property Use Code Mixed Use (Store/Office/Residential Combo) (1200)
Subdivision Chautauqua Beach Subdivision of the Anas
Sec/Twp/Rng 34-7-30
District City of St Augustine Beach (District 551)
Millage Rate 16.9195
Acreage 0.260
Homestead N

Owner Information

Owner Name Genesis Property & Management Group LLC 100%
Mailing Address 570 A1A BEACH BLVD
 SAINT AUGUSTINE, FL 32080-0000

Map



Valuation Information

Building Value	2020
Extra Features Value	\$103,209
Total Land Value	\$3,577
Agricultural (Assessed) Value	\$390,600
Agricultural (Market) Value	\$0
Just (Market) Value	\$0
Total Deferred	\$497,386
Assessed Value	\$17,480
Total Exemptions	\$479,906
Taxable Value	\$0
	\$479,906

Values listed are from our working tax roll and are subject to change.

Historical Assessment Information

Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value	Ag (Assessed) Value	Just (Market) Value	Assessed Value	Exempt Value	Taxable Value
\$95,033	\$3,852	\$390,600	\$0	\$0	\$489,485	\$436,278	\$53,207	\$436,278
\$66,564	\$4,393	\$390,600	\$0	\$0	\$461,557	\$396,616	\$64,941	\$396,616
\$68,613	\$4,577	\$287,370	\$0	\$0	\$360,560	\$360,560	\$0	\$360,560
\$74,691	\$4,762	\$287,370	\$0	\$0	\$366,823	\$366,823	\$0	\$366,823
\$76,856	\$4,946	\$287,370	\$0	\$0	\$369,172	\$369,172	\$0	\$369,172
\$65,363	\$4,056	\$287,370	\$0	\$0	\$356,789	\$356,789	\$0	\$356,789
\$67,314	\$4,241	\$287,370	\$0	\$0	\$358,925	\$358,925	\$0	\$358,925
\$69,266	\$4,425	\$287,370	\$0	\$0	\$361,061	\$361,061	\$0	\$361,061
\$69,695	\$5,139	\$280,744	\$0	\$0	\$355,578	\$355,578	\$50,000	\$305,578
\$71,605	\$5,139	\$312,480	\$0	\$0	\$389,224	\$389,224	\$50,000	\$339,224

Building Information

Building	1	Roof Structure	Wood Truss
Actual Area	3040	Roof Cover	Composite Shingle
Conditioned Area	2400	Interior Flooring	Carpet, Ceramic Tile
Actual Year Built	1989	Interior Wall	Drywall
Use	Mixed Use (Store/Office/Residential Combo)	Heating Type	Air Duct
Style	04	Heating Fuel	
Class	N	Air Conditioning	Central
Exterior Wall	Concrete Stucco	Baths	

Category	Type	Pct
Exterior Wall	Concrete Stucco	100%
Roofing Structure	Wood Truss	100%
Roofing Cover	Composite Shingle	100%
Interior Walls	Drywall	100%
Interior Flooring	Carpet	50%
Interior Flooring	Ceramic Tile	50%
Heating Type	Air Duct	100%
Air Conditioning	Central	100%
Frame	Masonry	100%
Plumbing	13 Fixtures	100%
Electrical	Average	100%
Foundation	Concrete Perimeter Footing	100%
Insulation	1" Fiberglass	100%
Floor System	Concrete Slab	100%
Condition	Average	100%

Description	Conditioned Area	Actual Area
BASE AREA	1200	1200
CANOPY (COMMERCIAL)	0	360
FINISHED UPPER STORY	1200	1200
FINISHED DECK	0	192
OUTSIDE STAIRS	0	88
Total SqFt	2400	3040

Extra Feature Information

Code Description	BLD	Length	Width	Height	Units
Concrete Paving	0	0	0	0	2154
Wood Fence (Commercial)	0	0	0	0	136

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Owner Occupied Mixed Use - Store/Office/Res Combo	93	120	11160	SF	\$390,600

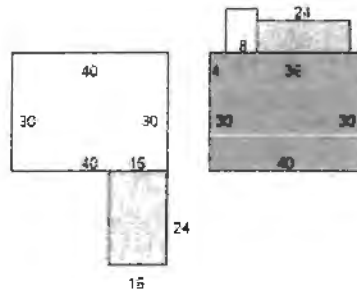
Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
9/28/2011	9/26/2011	\$375,000.00	WD	<u>3478</u>	<u>8</u>	Q	I	MACKE LIVING TRUST ETAL	GENESIS PROPERTY & MANAGEMENT GROUP LLC
	4/20/2009	\$0.00	LP	<u>3186</u>	<u>1015</u>	U	I	US BANK NATIONAL ASSOCIATION TRUSTEE	MACKE LIVING TRUST
	3/12/2009	\$0.00	FJ	<u>3173</u>	<u>1347</u>	U	I	MACKE NANCY ANN, DOUGLAS W	FJ/DISS MARR
	4/4/2007	\$100.00	WD	<u>2924</u>	<u>1659</u>	U	I	MACKE DOUGLAS W & NANCY A (H&W)	MACKE DOUGLAS W & NANCY A TRUSTEES
	6/15/2006	\$165,000.00	QC	<u>2741</u>	<u>909</u>	U	I	MACKE DOUGLAS W JOINED BY NANCY A	MACKE DOUGLAS W & NANCY A (H&W)
	6/15/2006	\$100.00	CD	<u>2741</u>	<u>907</u>	U	I	MACKE NANCY A & DOUGLAS W	MACKE DOUGLAS W
	8/29/2003	\$0.00	CD	<u>2121</u>	<u>1024</u>	U	I	MACKE NANCY A	MACKE DOUGLAS W
	8/29/2003	\$111,500.00	QC	<u>2100</u>	<u>1475</u>	U	I	MACKE NANCY A	MACKE DOUGLAS W
	7/20/2001	\$292,000.00	WD	<u>1638</u>	<u>1117</u>	Q	I	WILLIAMS ALAN	MACKE NANCY A & DOUGLAS W

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
	5/11/1994	\$164,000.00	WD	<u>1058</u>	<u>1621</u>	Q	I	HIGHSMITH RAMON E JACKIE I	WILLIAMS ALAN, SUSAN B
	8/1/1989	\$47,900.00		<u>820</u>	<u>1381</u>	Q	V		HIGHSMITH RAMON E JACKIE I
	1/1/1989	\$0.00		<u>807</u>	<u>228</u>	U	V		
	1/1/1986	\$39,000.00		<u>693</u>	<u>971</u>	Q	V		
	8/1/1985	\$0.00		<u>681</u>	<u>1223</u>	U	V		

Sketch Information

Room Type	Area
OST	0
DECK	0
FINISHED UPPER STORY	0
CGH	0
Pase	0



No data available for the following modules: Exemption Information.

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MEMO

To: Max Royle, City Manager
From: Bonnie Miller, Executive Assistant
Subject: Conditional Use File No. CU 2020-02
Date: Wednesday, May 20, 2020

Please be advised that at its regular monthly meeting held Tuesday, May 19, 2020 the City of St. Augustine Beach Comprehensive Planning and Zoning Board voted unanimously to recommend the City Commission approve a conditional use application submitted for renewal of a current conditional use permit granted for food and/or beverage service and consumption outside of an enclosed building on the premises of an existing business, Cone Heads Ice Cream, 570 A1A Beach Boulevard, St. Augustine Beach, Florida, 32080.

The application was filed by Margaret Kostka, Genesis Property & Management Group LLC, 570 A1A Beach Boulevard, St. Augustine Beach, Florida, 32080, for renewal of a conditional use permit granted for food and/or beverage service and consumption outside of an enclosed building, per Sections 3.02.02 and 10.03.00-10.03.05 of the City of St. Augustine Beach Land Development Regulations, on the premises of an existing business, Cone Heads Ice Cream, in a commercial land use district at 570 A1A Beach Boulevard, PERTAINING TO LOTS 11 AND 17, BLOCK 4, CHAUTAUQUA BEACH SUBDIVISION, REAL ESTATE PARCEL NUMBER 168640-0000, AKA 570 A1A BEACH BOULEVARD, SECTION 34, TOWNSHIP 7, RANGE 30, AS RECORDED IN MAP BOOK 2, PAGE 5, OF THE PUBLIC RECORDS OF ST. JOHNS COUNTY, FLORIDA.

Ms. Odom made the motion to recommend the City Commission approve the renewal of the current conditional use permit for food and/or beverage service and consumption outside of an enclosed building at Cone Heads Ice Cream, 570 A1A Beach Boulevard, St. Augustine Beach, Florida, 32080, subject to the condition that it be granted as non-transferable to the current property owner and applicant for as long as she owns the property and operates the business. Ms. Odom's motion was seconded by Mr. Mitherz and passed 7-0 by unanimous voice-vote.

M E M O R A N D U M

TO: MAX ROYLE, CITY MANAGER
FROM: PATTY DOUYLLIEZ, FINANCE DIRECTOR
SUBJECT: BUDGET RESOLUTION 20-____
DATE: 5/15/2020

This budget resolution is related to the Law Enforcement Department, specifically the use of Forfeiture & Seizure Funds. Florida Statutes allows the use of these funds for law enforcement education and training. The Police Department is in need of a new self defense suit for training classes in the amount of \$1,200.00.

Please let me know if more information is needed.

BUDGET RESOLUTION 20-____

**CITY OF ST. AUGUSTINE BEACH
ST. JOHNS COUNTY**

**RE: TO AMEND THE FY2020
GENERAL FUND BUDGET**

The City Commission does hereby approve the transfer and appropriation from within the Fiscal Year 2019-2020 General Fund Budget as follows:

INCREASE: Account 001-381-900 (Transfer from Forfeiture & Seizures) in the amount of \$1,200 which will increase the appropriation in this account to \$1,200.

INCREASE: Account 001-2100-521- (Law Enforcement-Crime Prevention/Community) in the amount of \$1,200 which will increase the appropriation in this account to \$8,200.

RESOLVED AND DONE, this 4th day of June 2020 by the City Commission of the City of St Augustine Beach, St. Johns County, Florida.


Mayor – Commissioner

ATTEST:

City Manager

MEMORANDUM

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

FROM: Max Royle, City Manager 

DATE: May 20, 2020

SUBJECT: Agreement to Lease City Property for Bocce Courts: Request for Two- to Three-Year Lease

INTRODUCTION

At your October 7, 2019, meeting, Mr. Michael Castagno asked you to approve the use of the bocce courts that are located on City property west of the former city hall. You approved the request and a one-year agreement with the St. Auggie Bocce League.

Now, after the Bocce League has made a number of improvements to the courts, Mr. Castagno wants to ask you to approve a two- to three-year agreement with the St. Auggie Bocce League. He will be at your meeting to make this request in person.

ATTACHMENTS

Attached for your review is the following information:

- a. Pages 1-2, a recent update from Mr. Castagno about the work the League has done to improve the courts and a schedule of tournaments. Photos showing the work were sent to you before the meeting.
- b. Pages 3-4, the minutes of that part of your October 7, 2019, when you approved the one-year agreement.
- c. The pages following the minutes have the information that was prepared for the October 7th meeting.

ACTION REQUESTED

It is that you discuss Mr. Castagno's request with him. An option is to have a two- or three-year agreement with the League with wording in the agreement that either party can be released from the agreement with 90 days' notice to the other.

Max Royle

From: Michael Castagno <mrcemc@gmail.com>
Sent: Tuesday, May 12, 2020 5:27 PM
To: Comm George; Comm England; Comm Samora; Comm Rumrell; Comm Kostka; Max Royle
Subject: Re: Bocce courts
Attachments: IMG-1036.jpg; IMG-1032.jpg; IMG-1027.jpg; IMG-1028.jpg

Hello everyone,

Just wanted to update you on St Auggie Bocce League efforts to improve that area.

We weeded, wacked, trimmed trees, cleaned up, painted the benches, and resurfaced the courts.

It is starting to look beautiful. However, much work still needs to be done like pouring concrete under the benches as they have shifted over the years, the grass is full of weeds and needs to be addressed, the sprinkler system for the grass is not working properly, additional vegetation needs to be put in for aesthetics, etc, etc
Here are some pictures.

On Fri, Oct 11, 2019 at 2:59 PM Michael Castagno <mrcemc@gmail.com> wrote:

Hi!

Thank you for approving the "St Auggie Bocce league". We have been working very hard to get the courts refurbished and ready for play.

It was quite a mess.

I am attaching before and after photos for your records.

...

"Thoughts become things....so choose the Good Ones!"



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2020 Spring Season Captainis and substitutes

ST AUGGIE BOCCE LEAGUE

Revised 3/1/2020

TEAM #	CAPTAIN NAME	TEAM NAME	NUMBER	EMAIL
1	Melanie Chamberlin	MISSION IMBOCCEBALL	774-270-0537	lennon1681@aol.com
2	Anne Constantine	PALINO BUSTERS	561-271-2592	anneofstaugbeach@gmail.com
3	Michael Castagno	SUNSET ROLLERS	856-264-5128	mrcemc@gmail.com
4	Brian Wing	MURABELLA MAULERS	518-727-4359	bj3412@msn.com
5	Gene Novitski	ROLLING THUNDER	908-872-6468	genenov@hotmail.com
6	Frank Mancaruso	LA BOCCE VITA	301-524-0110	robncaruso24@outlook.com
7	David Buys	B. B. B. C.	215-589-9913	davidwbuys@gmail.com
8	Dick Oyler	WHATS AMATTA YOU	386-916-5540	oyler47@hotmail.com
9	John Mc Giveron	ODD BALLS	401-864-8824	johnmcgiveron@comcast.net
10	Louis Post	SPACE BALLS	517-896-8547	lpost48@gmail.com

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SUBSTITUTES:

1	Tim Freeze	SUBSTITUTE	603-630-8270	tsflmf@mail.com
2	Linda Freeeze	SUBSTITUTE	603-630-6390	tsflmf@mail.com
3	Greg Pierce	SUBSTITUTE:	703-508-6882	gap@gapearce.com
4	Linda Townsend	SUBSTITUTE	305 766-7061	linleetown@gmail.com
5	Julie Pearce	SUBSTITUTE:	571-294-3887	datawoman@yahoo.com
6	Susie Ahrens	SUBSTITUTE:	847-421-6241	tig714@sbcglobal.net
7	Frank Merenda	SUBSTITUTE:	484-433-0571	flmerenda@gmail.com
8	Becky Pallas	SUBSTITUTE:	435-830-4609	beckypallas@gmail.com
9	Emma Saundra	SUBSTITUTE:	240-405-6798	dogmalove@gmail.com
10	Marybeth Ofiara	SUBSTITUTE:	904-295-8378	mbga@bellsouth.net
11	Ron Ofiara	SUBSTITUTE:	904-295-8378	mbga@bellsouth.net
12	Jill Garramone	SUBSTITUTE:	303-358-5019	jillgarramone@gmail.com
13	Barbara Lipman	SUBSTITUTE:	917 597 0914	blipman7@comcast.net
14	Bob Lenti	SUBSTITUTE	631-804-9066	kisaus@gmail.com
15	Gail Taylor	SUBSTITUTE	906 396 1010	tgailoakcrest@icloud.com
16	Mary Mossa	SUBSTITUTE	732-814-0141	marymossa@verizon.net
17	Ray Cervino	SUBSTITUTE	732-278-4168	Geezoman@verizon.net
18	Julie London	NOT AVAILABLE	904-304-5056	inslondon33@gmail.com

XIII. NEW BUSINESS

8. Bocce Ball League: Request to Use Bocce Courts on City Property at Pier Park (Presenter: Representative from the League)

Michael Castagno, 35103 Harbour Vista Circle, St. Augustine, FL, explained the benefits of bocce ball for seniors. He would like to hold a registered senior league for 55 years and older once or twice a week at the courts. He explained that St. Johns County helped to get the league together and they will have rules to follow for league members. He advised that he would participate with the league.

Mayor George asked what the registration fees would be.

Mr. Castagno advised that he does not know what the costs would be yet, but members would have to pay a fee for trophies and essentials. He asked the City to have a sign that the use of the courts is prioritized for the league.

Mayor George asked how this has been managed in the past as far as maintenance fees for the courts, etc.

City Manager Royle advised that the Civic Association constructed the courts with the Commission's approval, but the Sons of Italy maintained the courts and the City didn't charge them a fee. He explained that Sons of Italy is not using the courts, so they are not being maintained.

Mayor George asked if the league would maintain the courts.

Mr. Castagno advised yes. He explained that there is a little grass growing and they want dirt as well as a foul line to be painted.

Mayor George requested that Mr. Castagno also put up the signage with the days and hours they intend to have the league play.

Mr. Castagno asked for a six-week season and one to two weeks for the playoffs.

Mayor George asked the league to have two to three year for the courts.

City Attorney Wilson advised that a hold harmless agreement should be signed.

Mayor George asked to bring this back in November to see if the Commission would approve a hold harmless agreement.

Discussion ensued and it was the consensus to have the hold harmless agreement to be sent individually to each Commissioner when completed by the City Attorney.

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

John Grapsas, 7 16th Street, St. Augustine Beach, FL, supports the league and would like the league to hold open lessons for those who want to play.

Ed Slavin, P.O. Box 3084, St. Augustine, FL, supports the league, but suggested not approving it without the contract being seen by the Commission first. He advised that if the contract

circulates to each Commissioner individually, it would be polling and would be illegal. He wants audits of the money and does not want this prioritized.

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

Vice Mayor England suggested only a one-year period to make sure it's available to the public and protected. She suggested charging.

Mayor George advised that she wants a non-exclusive licensing and the City could terminate at any time.


It was the consensus of the Commission to allow the courts to be used by the league for one year.

Mayor George asked for a motion.

Motion: to have staff draft a non-exclusive agreement for a one-year period with maintenance of the courts, signage, indemnity and insurance paid by the league, and the right to terminate at any time. **Moved by** Mayor George. **Seconded by** Commissioner Samora. Motion passes unanimously.

MEMORANDUM

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

FROM: Max Royle, City Manager 

DATE: September 20, 2019

SUBJECT: Bocce Ball League: Request to Use Bocce Courts on City Property at Pier Park

Attached is a letter (page 1) from Mr. Michael Castango, who requests the use of the existing bocce ball courts that are on City property south of pier park. The courts would be used by a new bocce ball league. The league's proposed rules are attached as pages 2-9.

As Mr. Castango's proposal concerns the use of City property, we are bringing it to you for your review and approval.

If you decide to approve it, then we suggest that you also decide whether the approval is to be open ended, i.e., no end date, or to be for a specific term, perhaps five years. You may also want to include other conditions, such as insurance requirements and holding the City harmless.

Mr. Wilson can then draft an agreement between the City and the league with the terms that you want in it, and the agreement can be brought back to you for approval at your November 4th meeting,

Representatives from the league will be at your meeting to present the proposal and answer any questions you may have.

September 11, 2019

City of St. Augustine Beach

2200 A1A South

St. Augustine Beach, FL 32080

RE: Pier Park Bocce Ball Courts

Dear Mr. Royle,

Recently I reached out to the St. Johns County Parks and Recreation Department requesting an organized Bocce Ball League be held at the Pier Park courts. Unfortunately an MOU will be necessary and I was told this will take months to accomplish.

Therefore, it was suggested to approach the city to determine if it would be possible to start a senior bocce league at the pier without county participation.

Per your recommendation the Parks and Recreation staff reached out to the Sons of Italy to ensure there currently was not a league being offered at the Pier or that they objected to a formalized league being offered. The Sons of Italy did not object to the possibility of a county organized league.

St Auggie Bocce League (proposed name) would like to request use of the St. Augustine Beach Bocce Ball Courts located at the Pier to provide a recreational league for the local residents. Teams will register with the league and pay a \$20 per player registration fee. This fee is part of the Board of County Commissioners approved fee schedule to address cost recovery of programs.

Below are the league details:

1. The league will be held at least once a week at the courts
2. Teams will register with the League
3. We will set up the league rules and provide a league schedule with the help of the county officials.
4. We will attend games to collect scores.
5. The purpose of this league is to foster use of the bocce courts, teaching bocce, participating in team sport, socialization, and FUN, and put these beautiful courts to use.
6. To date over 30 people have showed an interest and most are women.

Please advise on if any additional information is needed to move forward with organizing this league.

MK Michael R Castango

ST AUGUSTINE BOCCE LEAGUE RULES

A) INTRODUCTION - CITY OF ST AUGUSTINE SERVICES DEPARTMENT BOCCE LEAGUE RULES AND REGULATIONS:

- a. Welcome to the City of St Augustine Services Department Adult Bocce Program.
- b. The information and rules below are specific to our league and it is expected that all team managers are familiar with and abide by them.
- c. It is the team manager's responsibility to ensure that all players have read through the rules and regulations and abide by them.
- d. The game of Bocce is played with eight (8) large bocce balls and one (1) small target ball called the "pallino."
- e. The object of the game is to roll the bocce ball closest to the pallino.
- f. There are two (2) balls per person, with four (4) players that make up a playing team.
- g. Two (2) players from each team are stationed at each end of the court for each game. **The first team to score ten (10) points wins the game (must be won by 2 points).**

B) LEAGUE REGULATIONS:

- a. Starting Time: Matches are played on weekday evenings, and will begin at times designated by The City, prior to the start of the season.
- b. Matches consist of three (3) games, or a total time limit of one (1) hour and forty-five (30) minutes.
- c. A team not present within fifteen (10) minutes of the scheduled starting time forfeits game one (1).
- d. A team not present within twenty-five (20) minutes of the scheduled starting time forfeits game two (2).
- e. A team not present within thirty (25) minutes of the scheduled starting time forfeits game three (3).
- f. The opposing team may not waive starting time forfeits.

C) LEAGUE SEASON AND PLAYOFFS:

- a. League season will last 6 weeks and 1-2 weeks for playoffs.
- b. Playoff schedule will be determined after final week of regulation play and posted accordingly.
- c. All teams in the league at the end of the season will make the playoffs.
- d. If there is a tie in the standings the first tiebreaker will be the team with the highest overall point differential, then the team with the highest overall game points, then the team pulled from the hat.

D) REGISTRATION FEES:

- a. There will be a registration fee of \$XX.00 per team.

ST AUGUSTINE BOCCE LEAGUE RULES

E) START OF MATCH:

- a. **The match shall begin with the flip of a coin between the capos (captains) from each team.**
- b. **The winner of the coin flip may have the first toss of the pallino, or choose the color of the balls.**
- c. **If playing the same team in the next game, players must switch ends between games and the winning team throws the pallino to start next game (players may be replaced by substitutes, however, a player never plays 2 consecutive games from the same end of the court). If playing a different team, play starts over with the coin toss and players may be reassigned as desired by the captain.**
- d. **Each team will have one ball to throw (ball may be thrown by any player that the team designates as their representative).**
- e. **A player may toss the pallino any distance so long as the pallino passes the center line of the court and does not hit the back wall.**
- f. **If a player fails to validly toss the pallino after one attempt, the opposing team will have a chance to toss the pallino and put it in play.**
- g. **If the opposing team fails to toss the pallino past the center line the pallino reverts to the original team.**
- h. **Once pallino is in play, the pallino can be knocked anywhere on the court except back over the center line or out of the court (frame ends, play resumes at opposite end, and same team throws the pallino).**
- i. **In any case, when the pallino has been properly put in play, the first bocce ball will be thrown by the team who originally tossed the pallino.**

F) PLAY THE GAME:

- a. **The team, who originally tosses the pallino, whether successfully or not, throws the first bocce ball.**
- b. **If the bocce ball hits the back board, that team must roll in its original position. The thrown ball is removed from play.**
- c. **If a player rolls the wrong colored ball, simply replace it with the correct color when the ball comes to rest.**
- d. **If a player rolls out of turn the opposing team may leave everything, including the thrown ball, exactly where it is or may return any moved balls to their approximate original positions and remove the thrown ball from play.**
- e. **If a bocce hitting the backboard is not removed quickly enough and, as a result, strikes a moving ball that likely would have hit the backboard, allowing the moving ball to remain in play, that moving ball remains in play where it comes to rest.**
- f. **Balls may be bounced off or played against sideboards.**

ST AUGUSTINE BOCCE LEAGUE RULES

G) PALLINO:

- a. Once the pallino has been validly put into play, it remains in play even if it hits the backboard.
- b. However, if the pallino is knocked out of the court or it is knocked in the front of the center line, the frame will end, no points are awarded, and the game will resume from the opposite end of the court with the same team tossing the pallino.

H) FOUL LINE:

- a. Player's movements are limited to the foul line.
- b. The player may step on, but should not step over the foul line before releasing the pallino or bocce ball.
- c. If the intent of the foot foul rule is abused, the offending player may be removed from the game by a director of the St Augustine Bocce League.
- d. When a player releases the pallino or bocce, both feet must be on the court unless the player has a significant physical impairment.

I) SHOOTING:

- a. Shooting is lofting the ball in the air beyond the center of the court. Shooting is allowed if the thrown ball hits the ground before hitting the ball.
- b. If the thrown ball does not hit the ground first, everything goes back to its approximate original position. The thrown ball is out of play.

J) DISPUTES:

- a. The teams playing will referee their own game unless the League has supplied a referee.
- b. Any dispute which cannot be resolved by the team capos shall be decided by one member of the St Augustine Bocce league.
- c. Upon his/her decision the game shall continue.
- d. Reviews of any disputes will be handled in a fair and speedy manner.

K) SCORING:

- a. Only the "inside" team scores.

ST AUGUSTINE BOCCE LEAGUE RULES

- b. One point is given for each ball of the inside team that is closer to the pallino than any ball of the opposing team. Any Bocce leaning/kissing on the Pallino (a Baci) is scored as 2 points. Two Bocci of opposing teams equidistant from the Pallino cancel each other out, and no additional points are scored for those Bocci and any Bocci beyond them.
- c. If at the end of any frame the closest ball of each team is equidistant from the pallino, the frame ends in a tie and no points are awarded to either team.
- d. The game will resume from the opposite end of the court with the same team tossing the pallino.
- e. Capos of each team are responsible for keeping the score sheet and for reporting the results of the match.
- f. The team who scores 10 points wins the game (must win by 2 pts).

L) MEASUREMENTS:

- a. All measurements (by league supplied measuring tape) should be made from the inside dimensions of the bocce ball to the inside dimension of the pallino.
- b. Only an **official** and **one representative** from each team may be present for the measurement.
- c. If both teams agree on which team has the point(s) and it is later determined that a mistake has been made, all balls played are valid.
- d. If both teams have balls remaining, the team that does not have the closest ball to the pallino rolls again.
- e. If all balls have been played, points are awarded based on the balls that are actually closest to the pallino in accordance with the "Scoring" rule.

M) PROTESTS:

- a. A protest will be considered valid only if the opposing capo is notified at the time of the dispute (before the next frame begins) and the game is officially recognized as being played under protest.
- b. All protests must be submitted in writing to the St Augustine Bocce league within 72 hours of the disputed game.
- c. Their decision will be final.
- d. A \$5.00 fee must accompany all written protests. The fee will be returned if the protest is valid.

ST AUGUSTINE BOCCE LEAGUE RULES

N) FORFEITS:

- a. If a team forfeits any three matches, they will be dropped from league play and the team capo will be notified by mail.
- b. **All games previously played will be null and void.**

O) TIME LIMITS:

- a. One (1) hour (45) forty-five minutes is the maximum time limit for any match.
- b. After one (1) hour (45) forty-five the match ends (including the current game being played) at the conclusion of its current frame, and whichever team is ahead at that time wins the last game.
- c. No game shall end in a tie. In the event that a game is tied, there will be a "roll off" between the two teams.
- d. In the event that time runs out before the third game has begun play, there will be a "roll off" between the two teams.
- e. The teams will have a coin flip to determine who will roll the pallino.
- f. The team that wins the coin flip will then decide if they want to roll the pallino and go first or if they would like the other team to do so.
- g. Each team will have one ball to throw (ball may be thrown by any player that the team designates as their representative).
- h. The ball that is closest to the pallino wins a point and the game. Score will be recorded as 3-0 in favor of the team that won the "roll off".

P) SCHEDULE CHANGES AND RESCHEDULED GAMES:

- a. **Schedule cancellations will be made by 4 PM by league officials.**
- b. **The league officials reserve the right to make cancellations after 4 PM.**
- c. **Games may not be rescheduled unless both capos agree.**
- d. All rescheduled games must be played no later than one week after the originally scheduled date.

Q) PLAYERS:

- a. All completed rosters must be turned into the Federation before the deadline. The deadline is the scheduled third game for the team.
- b. No more than 8 people maybe on the roster and no less than 5.
- c. A person can only play on one team in the open league.
- d. A team forfeits any game in which they play a non-roster player.
- e. The opposing team may not waive non-roster player forfeits.
- f. If a team fields less then 2 players, the game is a forfeit.
- g. A 2 or 3 member team may play throwing only 2 balls per player.

ST AUGUSTINE BOCCE LEAGUE RULES

- h. A 3rd or 4th player arriving late may enter the game after the completion of the frame.
- i. There is a minimum age limit of 55, however no more than 1/2 of the team may be under the age of 65 and at least one person in every game must be 65 or over.
- j. A team may make one substitution per game. Substitutions may only be made between frames. **A team with 4 players on the court may make up to four substitutions between games but only one substitution during a game. A player replaced during a game cannot reenter that game or the next game.**
- k. No player may play two consecutive games from the same end of the court.
- l. Players need not alternate throws. Consecutive or alternating throws by teammates shall be at the option of the players.
- m. **Players must remain behind the hitting foul line at all times except the thrower may go out to the center line just prior to throwing to observe the position of balls on the court.**
- n. **Players may request an "IN" count or a measurement at any time. An "IN" count is not official until all 8 balls have been played and necessary measurements made.**
- o. **Players may converse with one another but only with players on their end of the court. Only hand signals may be used with players at the opposite end of the court.**
- p. **Players shall not talk to or interfere with a thrower on the court prior to the release of the ball. When the thrower is on the court, all other players must be off the court and remain behind the backboard.**
- q. **No player may go up to the balls and instruct a team player how or where to throw the ball.**
- r. **Player practice after the game start time is limited to one complete frame in each direction.**
- s. **To preserve the condition of the clay court, players shall minimize walking on the court**

P) CONDUCT AND CURTESY:

- a. Team captains are responsible for the actions of their players.
- b. If a player is standing in the playing half of the court while the opposing team requests that the player step aside, that request should be honored.
- c. Only participating players should be on the court while the game is in progress. Spectators are not allowed on the courts at anytime during regulation play.
- d. Courtesy and respect should be displayed at all times. Profanity and unsportsmanlike conduct is not permitted. Violations may result in a warning by a ruling official to the player and team captain. Severe violations or a violation after a warning may result in the player's expulsion by the ruling official from the game or match.
- e. Our Bocce league is family friendly and has a diverse group of people. We believe teams and players should respect each other and conduct themselves

ST AUGUSTINE BOCCE LEAGUE RULES

in an appropriate fashion. We ask that NO team offends, talks offensively, or creates hate speech. Hollering will not be tolerated.

- f. We reserve the right to discuss this with individuals and eject or suspend a player/team that acts unprofessionally or without respect.
- g. No violence will be tolerated and those involved will be suspended for the match and for 3 additional matches
- h. All trash, pop tops, cigarette butts, etc. are to be discarded in appropriate containers.
- i. Bike riding is prohibited on or around the courts.
- j. Alcohol: No player shall appear upon the day of play at any time in an intoxicated condition. City Staff is required to immediately suspend player from further play and report player to the League Director.
- k. Dress Code is determined by League Officials. Teams may wear team shirts that have approved by the League.
- l. Any Music must be deemed acceptable (to be determined by referee or league official) and played at a reasonable level.

Q)OFFICIAL REFEREES:

- a. **Referees shall be qualified bocce experts and fully knowledgeable of the league/tournament rules.**
- b. **Referees shall have a copy and enforce all game rules.**
- c. **All "IN" determinations and measurements are made by the Referee. (Measurements may be made with any device that reliably and repeatably indicates the difference between the measurements.)[?]**
- d. **The referee determines the points for each frame and reports the point score to scorekeepers.**
- e. **The referee shall not give advice to either team or coach players as to where to direct their throw.**
- f. **The referee has the final word in disputes and must document any formal objections/protests for future action by the club/league/tournament committee.**
- g. **Formal objections/protests must be made by the team captain before the next ball is played.**
- h. **A referee for valid reasons may allow a time-out up to 10 minutes maximum.**
- i. **The official referee has the option, after one or more warnings to the player and team captain, to eject a player for continued rule violations, arguing, or disrupting play.**

R) TEAM PLAY WITHOUT OFFICIAL REFEREES:

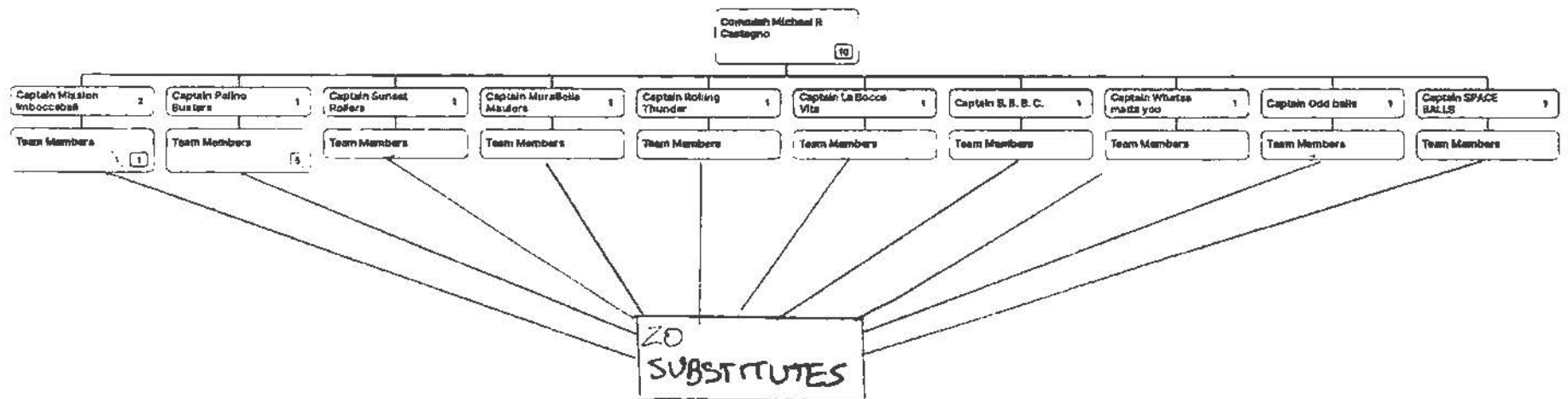
- a. **Team Captain assigns team members to each end of court. Team Captain appoints one of the team members at the opposite end of the court to be the 'End Captain' for that end. The Team Captain is the 'End Captain' for their end of the court.**

ST AUGUSTINE BOCCE LEAGUE RULES

- b. The End Captain determines who throws and in what order for the team members on their end of the court.
- c. The End Captain of each team at the non-throwing end of the court stand at the side of the court near the pallino and serve as the referees (Official Referee rules apply). If they agree on the 'IN' color they notify the other end of which color should throw. If they disagree, they measure and then notify the other end of which color should throw. The same procedure applies to determining the point count. [?]
- d. The End Captains report the point score to scorekeepers.
- e. The End Captains are the only 2 people allowed on the court to make measurements, determine points, and return balls. All other players must remain behind the end backboards at these times.
- f. The End Captains refereeing can not verbally coach their team members on the throwing end, however, they can give hand signals but only from the side of the court. They can respond on the court to a thrower's question as to which balls are 'IN'.

St Auggie Bocce League

Commish Michael R
Castagno



MEMORANDUM

TO: Max Royle, City Manager

FROM: William Tredik, P.E. Public Works Director

DATE: June 1, 2020

SUBJECT: Establishment of Fees for non-Ad Valorem Assessment to Pay costs to Collect Household Waste, Recyclables and Yard Trash

BACKGROUND

The City of St. Augustine Beach currently levies a yearly non-ad valorem assessment to pay a portion of the cost to dispose of household waste and yard trash. The existing assessment was first levied in 2012 at a rate of \$74 per household and has not changed since inception. The current non-ad valorem assessment pays only a portion of disposal costs and does not pay for collection costs for household waste, yard trash or recyclables. The remainder of the disposal costs are paid from General Fund Revenues. For collection and disposal of recyclables from residences, the City pays \$9,100 from the General Fund per month to a private company, Advanced Disposal.

Beginning in September, the City Commission has taken the following steps toward establishment of a new non-ad valorem assessment for residential customers and provide a dedicated funding source for collection and disposal of solid waste and recyclable materials.

- 9/10/19 Moved to proceed with non-ad valorem assessment
- 10/7/19 Consensus to continue process
- 12/2/19 Passed Resolution 19-13; Intent to levy a non-ad valorem assessment
- 4/29/20 Established non-ad valorem assessment ranges for collection, disposal and recycling

DISCUSSION

At the April 29, 2020 City Commission Meeting, it was discussed that the next step in the process is to hold a public hearing to adopt a non-ad valorem assessment roll. Per Florida Statute 197.3632(4)(a):

"A local government shall adopt a non-ad valorem assessment roll at a public hearing held between January 1 and September 15."

Florida Statute 197.3632(4)(b) states:

"At least 20 days prior to the public hearing, the local government shall notice the hearing by first-class United States mail and by publication in a newspaper generally circulated within each county contained in the boundaries of the local government. The notice by mail shall be sent to each person owning property subject to the assessment and shall include the following information: the purpose of the assessment; the total amount to be levied against each parcel; the unit of measurement to be applied against each parcel to determine the assessment; the number of such units contained within each parcel; the total revenue the local government will collect by the assessment; a statement that failure to pay the assessment will cause a tax certificate to be issued against the property which may result in a loss of title; a statement that all affected property owners have a right to appear at the hearing and to file written objections with the local governing board within 20 days of the notice; and the date, time, and place of the hearing..."

In order to meet the conditions of the statute, the noticing must include the amount to be levied against each parcel. In order to include this information in the noticing, the City Commission must select the initial non-ad valorem assessment rates for residential collection, disposal and recycling prior to the mailing of the notice.

At the April 29, 2020 City Commission meeting, the commission approved the following ranges for the special assessment:

	Bottom of Range	Top of Range
Collection	\$50/year	\$150/year
Disposal	\$75/year	\$175/year
Recycling	\$ 0/year	\$ 50/year

Staff presented two potential implementation schedules for the non-ad valorem assessment. Though these proposed schedules differed in their rate of implementation, they both began with the following initial assessment (one-half of the cost of providing the services):


Collection	\$ 68/year
Disposal	\$ 89/year
Recycling	\$ 28/year
Total	\$185/year

ACTIONS REQUESTED

1. The City Commission set an initial assessment rate to be included in the public meeting notice mailed to impacted homeowners.
2. The City Commission select a date to hold the public hearing to adopt the non-ad valorem assessment roll.

MEMORANDUM

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

FROM: Max Royle, City Manager 

DATE: May 15, 2020

SUBJECT: Ordinance 20-XX, First Reading, to Change Sections 2-103 and 2-104 of the General City Code Regarding Transfers of Money Between Accounts in the Annual Budget

PLEASE NOTE: We've not assigned a number to the ordinance. Ms. Raddatz says it will be less confusing not to assign a number to an ordinance until you have approved it on first reading. Sometimes ordinances aren't passed on first reading, or their passage is postponed to have changes made to them. Ordinance numbers can then get out of sequence. The same will be done for resolutions: no number will be assigned until you have approved them.

The County uses the post-first reading ordinance numbering system.

INTRODUCTION

The budget that's prepared during the summer before the start of a fiscal year has the Finance Director's and the department heads' best estimates of expenditures for upcoming fiscal year. Often, as the year progresses, more money than expected is spent from an account in a department's budget. For example, there may be the unanticipated (and expensive) repair of a critical vehicle; or fuel prices may increase causing more money than estimated to be spent from a department's fuel account. To keep department accounts in the black, the City Commission in 1990 approved Ordinance 90-24, which provided regulations for the transferring of money between accounts in a single department and between departments. Those regulations have been codified in the general City Code as Sections 2-103 and 2-104.

These sections concern who has the authority to transfer money between expenditure accounts during the fiscal year. Section 2-103 allows the City Manager to approve transfers of up to \$1,500 between accounts in a department's budget. The City Manager must report transfers between \$501 and \$1,500 to the City Commission. A transfer over \$1,500 can only be done by a resolution that's been approved by the City Commission.

Section 2-104 requires that a transfer of any amount BETWEEN departments can only be done by a Commission-approved resolution. The City Manager has no authority to approve such transfers.

Sections 2-103 and 2-104 are attached.

AUDITOR'S RECOMMENDATION

At your March 2nd meeting, Mr. James Halleran of James Moore, the City's auditing firm, presented the audit report for Fiscal Year 2019. On pages 43-44 of the report is the Auditors' Management letter. On

page 44, the auditors provided two recommendations. One is 2019-004, Budgetary Legal Level of Control. It states:

"During our audit of the City's budgetary compliance, we noted the budgetary legal level of control is \$1,500 for the City Manager to make intradepartmental transfers and transfers of appropriations between departments require approval of the City Commission. To increase efficiency of staff and Commission time, we recommend the City consider amending the City Ordinances to increase the legal level of control to allow City Manager approval of any interdepartmental transfers of appropriation and City Commission approval for any changes in the total budget for a fund."

In summary, what the auditors' recommendation means is this:

- That the City Manager be allowed to transfer any amount of money between accounts in any single department and as well as between departments, so long as the total appropriation approved by the Commission for the fund for the entire fiscal year is not exceeded.
- Transfers that exceed the total appropriation for a fund would require City Commission approval.

For example, the total appropriation approved last September by the City Commission for the General Fund for FY 2020 is \$7,273,278. Any transfers of money by the City Manager during the fiscal year could not change that amount. If the amount needed would change that "bottom line," then the transfer could be done only by a Commission-approved resolution. Usually such a change to a fund's total appropriation means a transfer is required from a reserve or the unassigned fund balance and such transfers have always been brought to the Commission for approval.

REASONS FOR THIS REQUEST

There are two:

1. To lessen the time during your meetings that you spend on matters that could be handled administratively. This will help you focus your attention and time on matters that are legislative/policy making in nature, such as changes to the Land Development Regulations, approval of final development plans, ordinances and contracts, awarding bids, increasing fees, and so on.
2. Because often there is no choice regarding the budget transfers you now approve: money must be transferred to repair a sanitation truck or police car, or to get accounts in the black because unforeseen circumstances have required more spending from them than expected.

You can still be kept informed of the transfers the City Manager makes by requiring a report from him. As noted above, Section 2-103 already requires that he inform you of transfers between \$501 and \$1,500. He now does this routinely as part of the financial report that's provided to you each month. You could require him to report to you transfers in excess of \$15,000, \$20,000, \$25,000, or a higher amount.

At your April 29th meeting you reviewed this request and approved the City Attorney preparing an ordinance that would allow the City Manager to transfer up to \$15,000 between accounts within a department or between departments.

ACTION REQUESTED

It is that you review the ordinance and pass it on first reading. If you do, it will be scheduled for a public hearing and final reading at your July 6th meeting.

Your motion can be: approval of ordinance on first reading to change sections 2-103 and 2-104 in the General City Code.

Sec. 2-104. Transfer of funds between departments.

(a) Funds may be moved with city commission approval from one (1) department to another department.

(b) This transfer shall be done only by resolution approved by the city commission at a regular or special meeting.

(c) The format shall be the same as for the transfer of funds between accounts in one (1) department.

(Ord. No. 90-24, § 1, 1-7-91)

Sec. 2-103. Transfer of funds between accounts in individual departments.

(a) The city manager may approve transfers of fifteen hundred dollars (\$1,500.00) or less between accounts in a department. A transfer over fifteen hundred dollars (\$1,500.00) between accounts in a department may be made with the approval of the city commission. All transfers in excess of five hundred dollars (\$500.00) shall be reported to the city commission.

(b) A transfer in excess of fifteen hundred dollars (\$1,500.00) shall be done only by resolution approved by the city commission at regular or special meetings.

(c) The resolution shall be prepared in accordance with the format below:

(1) Resolution shall be labeled BR (Budget Resolution).

(2) Format shall be as follows:

The City Commission does hereby approve the transfer of funds within the _____ Department as follows:

From Account No. _____ the amount of \$ _____ which will decrease the appropriation in this account to \$ _____ To Account No. _____, which will increase the appropriation to this account to \$ _____.

(Ord. No. 90-24, § 1, 1-7-91; Ord. No. 92-24, § 1, 1-4-93; Ord. No. 03-02, § 1, 3-3-03)

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF SAINT AUGUSTINE BEACH, FLORIDA, MAKING FINDINGS OF FACT RELATING TO THE AUDITOR'S REPORT FROM FISCAL YEAR 2019; AMENDING THE CITY'S CODE OF ORDINANCES SECTION 2-103 TO REGULATE TRANSFER OF FUNDS BETWEEN ACCOUNTS IN INDIVIDUAL DEPARTMENTS AND SECTION 2-104 TRANSFER OF FUNDS BETWEEN DEPARTMENTS; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING AN IMMEDIATE EFFECTIVE DATE.

WITNESSETH:

WHEREAS, in 1990 the City Commission approved Ordinance 90-24, which provided regulations for the transferring of money between accounts in a single department and between departments. Those regulations have been codified in the general City Code as Sections 2-103 and 2-104.

WHEREAS, at the March 2, 2020 meeting of the City Commission, Mr. James Halleran of James Moore, the City's auditing firm, presented the audit report for Fiscal Year 2019. On pages 43-44 of the report is the Auditor's Management letter where the auditor made this recommendation:

"During our audit of the City's budgetary compliance, we noted the budgetary legal level of control is \$1,500.00 for the City Manager to make intradepartmental transfers and transfers of appropriations between departments require approval of the City Commission. To increase efficiency of staff and Commission time, we recommend the City consider amending the City Ordinances to increase the legal level of control to allow City Manager approval of any interdepartmental transfers of appropriation and City Commission approval for any changes in the total budget for a fund."

WHEREAS, the City Commission seeks to lessen the time during meetings spent on matters that would be handled administratively.

WHEREAS, the City Commission will still be kept informed of the transfers the City Manager makes by requiring a report from him or her.

NOW THEREFORE BE IT ORDAINED BY THE PEOPLE OF THE CITY OF SAINT AUGUSTINE BEACH:

SECTION 1. The foregoing recitals are incorporated as legislative findings of fact.

SECTION 2. From and after the effective date of this ordinance, Chapter 2 – ADMINISTRATION, Article II, Section 2-103 and Section 2-104 of the Code of Ordinances of the City is amended as follows:

Sec. 2-103. - Transfer of funds between accounts in individual departments.

- a) The city manager may approve transfers of fifteen hundred ~~thousand~~ dollars (\$1,500.00 ~~\$15,000.00~~) or less between accounts in a department. A transfer over fifteen hundred ~~thousand~~ dollars (\$1,500.00 ~~\$15,000.00~~) between accounts in a department may be made with the approval of the city commission. All transfers in excess of five hundred dollars (\$500.00) shall be reported to the city commission.
- b) A transfer in excess of fifteen hundred ~~thousand~~ dollars (\$1,500.00 ~~\$15,000.00~~) shall be done only by resolution approved by the city commission at regular or special meetings.
- c) The resolution shall be prepared in accordance with the format below:
- d) Resolution shall be labeled BR (Budget Resolution).
- e) Format shall be as follows:
 - 1. The City Commission does hereby approve the transfer of funds within the _____ Department as follows:
 - 2. From Account No. _____ the amount of \$ _____ which will decrease the appropriation in this account to \$ _____.
 - To Account No. _____, which will increase the appropriation to this account to \$ _____.

(Ord. No. 90-24, § 1, 1-7-91; Ord. No. 92-24, § 1, 1-4-93; Ord. No. 03-02, § 1, 3-3-03; Ord. No. 20-____, § _____)

Sec. 2-104. - Transfer of funds between departments.

- a) Funds may be moved with city commission approval from one ~~(1)~~ department to another department. The city manager may approve transfers from one (1) department to another department of fifteen thousand dollars (\$15,000.00) or less. A transfer over fifteen thousand dollars (\$15,000.00) between a department may be made with the approval of the city commission. All transfers in excess of five hundred dollars (\$500.00) shall be reported to the city commission.
- b) This transfer shall be done only by resolution approved by the city commission at a regular or special meeting.
- c) The format shall be the same as for the transfer of funds between accounts in one (1) department.

(Ord. No. 90-24, § 1, 1-7-91; Ord. No. 20-____, § _____)

SECTION 3. All ordinances or parts of ordinances in conflict herewith are repealed to the extent of such conflict.

SECTION 4. The appropriate officers and agents of the City are authorized and directed to codify, include and publish in electronic format the provisions of this Ordinance within the City of Saint Augustine Beach Code, and unless a contrary ordinance is adopted within ninety (90) days following such publication, the codification of this Ordinance shall become the final and official record of the matters herein ordained. Section numbers may be assigned and changed whenever necessary or convenient.

SECTION 5. This Ordinance shall take effect immediately upon passage.

PASSED, APPROVED AND ADOPTED at the regular meeting of the City Commission of the City of Saint Augustine Beach, Florida this ____ day of _____ 2020.

MAYOR

ATTEST:

CITY CLERK


EXAMINED AND APPROVED by me this ____ day of _____, 2020.

MAYOR

Published in the _____ on the ____ day of _____, 2020. Posted on www.staugbch.com on the ____ day of _____, 2020.

MEMORANDUM

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

FROM: Max Royle, City Manager 

DATE: May 19, 2020

SUBJECT: Accessing Public Street from Rear of Private Property: Consideration of Pyrus Street Barricade Proposal

THE SITUATION

Pyrus Street is a street on the east side of State Road A1A, south of 11th Street. It goes a short distance, perhaps 400 feet east, where it dead ends at a property, 240 Bluebird Lane, which is in a private subdivision, Island Hammock. 240 Bluebird Lane is owned by Lee and Fiona Godfrey.

The Godfreys have used Pyrus for access to their property for various purposes. However, some of their neighbors object to this practice and have blocked the end of Pyrus to prevent access. This has resulted in a neighborhood feud that eventually has involved the City, as you can see from some of the attached information. The staff can find nothing in the City's regulations that prohibits the Godfreys from accessing the rear of their property from a public street.

Mr. Chris Cygul and Ms. Kristy Lee Wilson have asked to present a proposal to you to approve a wooden barricade or fence at the east end of Pyrus. They will be at your meeting to make their presentation in person. Some of their neighbors may also attend the meeting via Zoom.

We have forwarded Mr. Cygul's and Ms. Wilson's proposal to the Godfreys and have informed them of the presentation at your June 1st meeting in the event they want to speak to you about it.

ATTACHMENTS

Attached for your review is the following information:

- a. Pages 1-7, Mr. Cygul's and Ms. Wilson's proposal.
- b. Pages 8-9, an email from the Godfreys, in which they explain why they have used Pyrus for access to their property and their plan to put a fence with a gate from their property to Pyrus.
- c. Pages 10-15, emails concerning the Pyrus access dispute from the Public Works Director, City Attorney and Police Commander.

ACTIONS REQUESTED

There are two. The first is that you review the proposal with Mr. Cygul and Ms. Wilson, and hear from the Godfreys their side of the dispute.

Second, that you decide a policy that will govern the access of public streets from private property. The City administration's recommendation is that you allow such because it is common throughout our City. Many private subdivisions as well as private properties have accesses through gates or fences to public streets. These include:

- The Makarios subdivision: from Makarios Drive to A1A Beach Boulevard through a gate and from private property to F Street through a second gate.
- The Raintree and Ocean Woods subdivisions: Private properties have access through gates to 11th Street.
- Island Hammock subdivision: private property has access through a gate to Mickler Boulevard.
- Sandpiper Village subdivision: private property has access through a gate to a public street, Sabor de Sal.
- Villa del Rey subdivision: Bowers Lane, a private street, has access through a gate to Atlantic Oaks Circle, a public street.
- Ocean Ridge subdivision: easement owned by the homeowners' association has a gate to provide access to 8th Street, a public street.
- Spanish Oak subdivision: Spanish Oaks Lane, a private street, has access through a gate to Azalea Court, a public street.

If you agree with this recommendation, then the Godfreys could have a fence with a gate to provide non-vehicular access from their property to Pyrus Street similar to what other properties in the City now have.

Also, if you agree with this recommendation, then the City Attorney can prepare an ordinance that will make it part of the City Code.

Pyrus Street Barricade Proposal

05.18.2020

Chris Cygul & Kristy Lee Wilson

Property Owners

493 Pyrus St.

Saint Augustine Beach, FL 32080

Overview

We kindly request the St. Augustine Beach City Commission to address the concern of Pyrus Street currently being used as a "thru street", and to review a proposal during a live commission meeting, for the justification of the addition of a "barricade" at the end of Pyrus Street, located inside the city limits.

Goals

1. To provide safety, security and promote concurrent conformity on the "No Outlet" aka Dead End Street
2. To prevent Pyrus St. from being used (as is currently) as a "thru street" to neighboring Island Hammock community

Background

Pyrus St. is a quiet "No Outlet" marked residential street located within the city limits, just one block south of the 11th St, and exits to the main roadway of A1A South



Photo: Pyrus St Relation to 11th St



Photo: Pyrus St Relation to Island Hammock



Photo: Pyrus St., End of Street View (approx 2018)

Current

Pyrus Street is currently marked as a “No Outlet” Street. There are (8) individual residential homes and duplexes, none of which are short term rentals. It is very family friendly, with (4) small children living at the very end of the street, ages 3, 4, 5, & 6, with (4) dogs also.



Photo: Pyrus St., A1A S View & “No Outlet” Sign (as of 5/10/2020)



Photos: Pyrus St. residents, families & dogs (as of 5/10/2020)

Abuse Of “Right Of Way”

The residents at 240 Bluebird Lane in neighboring Island Hammock, currently using Pyrus Street to remove debris from the rear of their property



Photo: Pyrus St., End of Street Current (as of 5/14/2020)



Photos: Truck hauling debris of 240 Bluebird Ln on 9:36am Saturday (before Mother's Day)

Unknown Timeline & Scope Of Work

- A. Project began over (9) months ago with fence panels left and large tree debris on the ground
- B. Multiple Workers, Talk of "wall" construction, a new roof installation & Backfilling of rear of property (which would allow for multiple large trucks delivering dirt), all planning to be accessed from Pyrus St.

Using At Any And All Hours

Unsafe Driving and Disregard For Children In The Roadway

Disregard For Private Property, New Grass & City Roadway

- C. Driving over the grass of 491 Pyrus St
- D. Debris on the road

Barricade Proposal

Existing Barricades Within City Limits



Proposed Barricade

E. Installation on City Property/Street/Easement

F. Materials

1. Wooden construction and of similar size and width as set forth on other beachside dead end streets
2. Barricade comprised of:
 - a) (3) 4" x 4" x 6' Pressure treated lumber
 - b) (2) 1' x 2" x 12' Pressure treated lumber

G. Proposed Design



Photo: Pyrus St., as of 5/18/2020, showing proposed barricade design (not to scale)

Conclusion

We respect the time and resources of the Commission and staff, and hope the concerns of our street can be addressed, with the hopes that a safe and conforming solution aka a "Barricade", can be approved and installed at the end of Pyrus Street.

Max Royle

From: Florida Seaside <floridaseaside@yahoo.com>
Sent: Wednesday, May 13, 2020 4:14 PM
To: City Attorney; Thomas Ashlock; bward@cityofsab.org; Brian Law; Max Royle; braddat@cityofsab.org; Jennifer Thompson
Subject: OUTSIDE ATTACHMENT:RE: 240 Bluebird Lane and 491 Pyrus Street, St. Augustine Beach
Attachments: Mr_Tredik.pdf

* * * * * This message originated from outside of your organization! DO NOT click any links or open any attachments unless you validate the sender and know the content is safe. Please forward this email to IT@cityofsab.org if you believe the email is suspicious. * * * * *

Dear City Officials:

Our names are Lee and Fiona Godfrey who own the property at 240 Bluebird Lane. Our backyard abuts the property at 491 Pyrus Street, owned by Kevin and Jennifer Pessina.

A portion of our backyard backs on to the public street Pyrus street.

We are presently clearing our land and bring a pickup truck with trailer attached to load debris out of the back of our property and drive down Pyrus. The owner of 491 Pyrus Street, Kevin and Jennifer Pessina have been made aware of this and at present sometimes we cross the corner of their front lawn which joins the street and our land by approximately 1-2 feet. Example backing out of a driveway and going onto neighbors grass.

We are being advised by two residents namely, 490 and 493 Pyrus Street that we are not allowed to access our property or in fact drive down the public street. This was addressed by email from Director Mr. Bill Tredik, which we delivered to the three residents. A copy of this email is attached.

The two residents in question have now blocked the particular corner on 491 Pyrus Street property to deny our access. We can understand Mr. and Mrs. Pessina's reluctance in requesting movement of the 25 sandbags and basketball net on the corner of their lawn due to the tension of the situation with their neighbors.

Our understanding is that even though Mr. and Mrs. Pessina own the property up to 120 feet the balance of land of approximately 15-20 feet to the joining of the street is owned by the City as a public right of way for use.

Our intention is to clear the land of brush etc. level the land as it is uneven as our neighbor is considerably higher and eventually put a fence with a gate on to Pyrus for

walking, bicycles, truck to drop off kayaks, etc. not to park trucks or put in driveway, just access like most people on the island who abut City property.

We would like to note that all activity is done during normal hours, we do not park, just drop off and leave.

We have tried all avenues and thought that when we received our letter of access we assumed the antics would stop. We would not have thought they would place their neighbor/friend in a compromising position nor finding another way to block our access on City property, as they believe it is private property. We are at a point where we are unable to continue our work.

We understand this seems out of the ordinary but we have extraordinary circumstances. We would appreciate if we can expand on our access letter to state that we may cross over/gain access regularly without continuous conflicts it is a public right of way in order that all parties have a clear concise understanding.

We are hoping that we have reached the correct departments for our confirmation.

We have endured over a month of bullying antics by two residents whose property does not abut ours but, feel we should not have access on their street.

Until I can have clear clarification all work has halted due to these existing tensions and would respectfully request this matter to be dealt as a priority.

We thank you in advance for your anticipated cooperation.

Regards,

Lee and Fiona Godfrey

240 Bluebird Lane

904-461-1220

RE: 240 Bluebird Lane

From: Bill Tredik (btredik@cityofsab.org)
To: daytonarepair@yanoo.com
... blaw@cityofsab.org
Date: Friday, April 24, 2020, 04:41 PM EDT

Mr. Godfrey,

The City of Saint Augustine Beach has reviewed your situation on accessing the rear of your property on 240 Bluebird Lane, Saint Augustine, Florida 32080 from Pyrus Street. We can find no lawful reason why you cannot access the rear portion of your property on 240 Bluebird Lane via the City of Saint Augustine Beach's right of way on Pyrus Street.

William Tredik PE, Public Works Director / City Engineer

City of St. Augustine Beach

2200 A1A South

St. Augustine Beach, Florida 32080

Ph: (904) 471-1119

email: btredik@cityofsab.org

PLEASE NOTE: Under Florida law, most communications to and from the City are public records. Your emails, including your email address, may be subject to public disclosure.

Max Royle

From: Lex Taylor <lex@dhclawyers.com>
Sent: Tuesday, May 12, 2020 2:04 PM
To: Max Royle; Charlie Douglas; Linda Campbell; Tammy Vining
Cc: Thomas Ashlock; Bill Tredik; Brian Law
Subject: RE: 240 Bluebird Lane

Max,

I spoke with Brian Law and neither of us can find anything in the Code that we can enforce against either party in this matter.

I would be happy to examine any portion of Code that one of the parties provides to see if we should enforce something differently, but at this time, I can see no reason for us to get involved to say that the person cannot access the Bluebird Lane property from Pyrus Road or that the City would issue any citations for placing a basketball hoop or parking a car in the right of way, both seem to be permissible within the Code.

I believe this matter is a civil matter between the two neighbors. My advice is for us to let them know we believe this matter is between the two parties civilly and not an issue for the City.

Yours truly,

Lex Morton Taylor III

Lex Morton Taylor III
Florida Bar Number: 0123365

[Douglas Law Firm](#)

Offices: Palatka, Saint Augustine, Jacksonville, and Orange Park
Phone: 1-800-705-5457

DOUGLAS
LAW FIRM —

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From: Max Royle <mroyle@cityofsab.org>

Sent: Tuesday, May 12, 2020 1:16 PM

To: Charlie Douglas <charlie@dhclawyers.com>; Lex Taylor <lex@dhclawyers.com>; Linda Campbell <Linda@dhclawyers.com>; Tammy Vining <tammy@dhclawyers.com>

Cc: Thomas Ashlock <ashlocktl@sabpd.org>; Bill Tredik <btredik@cityofsab.org>; Brian Law <blaw@cityofsab.org>

Subject: FW: 240 Bluebird Lane

Folks,

Since this may come to the City Commission's attention, I need one of you to advise the City administration as to what the City's options are in this situation.

Thanks

From: Thomas Ashlock <ashlocktl@sabpd.org>

Sent: Tuesday, May 12, 2020 12:56 PM

To: Lex Taylor <lex@dhclawyers.com>; Bill Tredik <btredik@cityofsab.org>; Brian Law <blaw@cityofsab.org>

Cc: Max Royle <mroyle@cityofsab.org>; Ken Gatchell <kgatchell@cityofsab.org>; April Haskins

<ayhaskins@cityofsab.org>; Charlie Douglas <charlie@dhclawyers.com>; Robert Hardwick <hardwickra@sabpd.org>

Subject: Re: 240 Bluebird Lane

All,

Today law enforcement was called out to Pyrus regarding this ongoing issue. There was a similar blockade in the roadway to the pictures Bill took yesterday, minus the medieval buttressing.

I personally met with all parties and in short informed the Pyrus crew they are not allowed to place objects in the roadway, especially sandbags, tables, and chairs regardless if a dead-end or not. However, the grassy right of way is not the road and correct me if I am wrong, but anyone could park or use the right of way for any legal purposes? Further, the right of way is not a travel lane, the residents on Bluebird must transverse along the right of way. This is due to their property not extending south enough to completely access Pyrus. Both parties agree that blocking the road access at the end of Pyrus is currently not allowed, however, the right of way is not normally used to drive through and if any person wanted to park a vehicle there or place a basketball hoop that would be allowed by our city ordinances?

I believe there needs to be clarification on this matter, as it is only going to get worse. I believe we need to address the following;

- Are residents allowed to park on the pavement or in the right of way on Pyrus, as long as they do not violate any other specific ordinance, such as proximity to a fire hydrant, etc?
- Are residents allowed to place a basketball hoop or chairs in the grassy right of way of Pyrus? Sec. 18-7. - Construction within rights-of-way states no construction or placement of any temporary structures. Would a rolling basketball hoop, chairs, and a table be a temporary structure? Attached is a picture that was sent to me after the blockade was removed.

- There are many other streets within the city with fencing blocking a property owner from accessing their property with a vehicle. Why is this different? Is it due to the road stopping directly on the Bluebird owner's property line?

I look forward to everyone's input.

Thanks!

**Thomas Lee Ashlock
Commander**

St. Augustine Beach Police Department
2300 A1A South
St. Augustine Beach, FL 32080
Main (904)471-3600
Fax (904)471-0737
Email- ashlocktl@sabpd.org



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From: Lex Taylor <lex@dhclawyers.com>

Sent: Wednesday, April 22, 2020 2:54 PM

To: Bill Tredik <btredik@cityofsab.org>; Brian Law <blaw@cityofsab.org>

Cc: Max Royle <mroyle@cityofsab.org>; Ken Gatchell <kgatchell@cityofsab.org>; April Haskins <ayhaskins@cityofsab.org>; Thomas Ashlock <ashlocktl@sabpd.org>; Brian Law <blaw@cityofsab.org>; Charlie Douglas <charlie@dhclawyers.com>

Subject: RE: 240 Bluebird Lane

Bill & Brian,

Bill, thank you for speaking with me yesterday. Per our conversation, I researched Right of Ways for this property.

We do not want to issue a City legal opinion in this matter. This has a high likelihood of becoming a civil matter between the two property owners. From our conversation, the City has nothing to enforce against either party and the issues are all civil between the two neighbors.

From what I can see on GIS, the 240 Bluebird Lane property is abutted by the City's Right of Way for Pryus Street. As such the Bluebird Lane is entitled to access the back portion of their property via Pryus Street unless there is anything else in our Code that prevents it. From our conversation, Bill did not believe there was an issue with the Code.

Bill, you were going to verify the location of the fire hydrant on the road to confirm whether the Pryus neighbor was blocking a fire hydrant when he was parking and blocking access to the rear access of the Bluebird Lane property.

We may want to look if anything in the Code prevents someone from blocking a right of way? If that is the case, we may be able to warn the Pryus Street neighbor that we could enforce against them for blocking the right of way when they park large vehicles on their property to block rear entrance to the Bluebird property if that is a code violation.

Brian or Bill if you see something else specific in the Code you want me to review on this let me know. I always hate to see neighbors fighting. Bill if you do decide to write anything for the City, I should review it before it goes out.

Yours truly,

Lex Morton Taylor III

Lex Morton Taylor III

Florida Bar Number: 0123365

[Douglas Law Firm](#)

Offices: Palatka, Saint Augustine, Jacksonville, and Orange Park

Phone: 1-800-705-5457

DOUGLAS

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From: Bill Tredik <btredik@cityofsab.org>

Sent: Tuesday, April 21, 2020 4:09 PM

To: charlie@shclawyers.com; Lex Taylor <lex@dhclawyers.com>

Cc: Max Royle <mroyle@cityofsab.org>; Ken Gatchell <kgatchell@cityofsab.org>; April Haskins <ayhaskins@cityofsab.org>; Thomas Ashlock <ashlocktl@sabpd.org>; Brian Law <blaw@cityofsab.org>

Subject: 240 Bluebird Lane

Charlie:

I have a legal question regarding access rights, and the City's right to grant and/or deny secondary access to a property.


As shown on the image below, the property on the right abuts approximately 25' of the end of the 60' wide Pyrus Street right of way.

According to the east property owner, they have historically occasionally accessed the rear of his property with a trailer.

The house directly west of him is newly constructed, with the property line approximately 22' from the edge of Pyrus.

MEMORANDUM

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

FROM: Max Royle, City Manager 

DATE: May 6, 2020

SUBJECT: Review of Proposed Resolutions for Changes to the Personnel Manual

INTRODUCTION

As part of her continuing review and updating of the City's Personnel Manual, Ms. Raddatz, the City Clerk/Human Resources Director, has prepared three resolutions, each with a memo which explains the reason for it.

The information and the resolutions are attached as follows:

- a. Pages 1-4, the memo and Resolution 20-03, which amends the Personnel Manual to add Section XII.4 for Employee Compensation During a Declared Emergency
- b. Pages 5-13, the memo and Resolution 20-07, which amends the following sections of the Personnel Manual:
 - Section I.1, Equal Employment Opportunity
 - Section XIX.1-4 Educational Assistance Program
 - Adding Section XIX.5, Incentive Pay, to the Manual.
- c. Pages 14-16, the memo and Resolution 20-08 to amends the following sections of the Manual:
 - Section I.8, Administration
 - Section I.9, Americans with Disabilities Act Coordinators
 - Section I.10, Records
 - Section I.11, Interpretations
 - Section I.12, Conflict of Interest

At your June 1st meeting, Ms. Raddatz will review with you the information she has provided in each memo.

ACTION REQUESTED

It is that after your review with Ms. Raddatz, you decide whether to adopt Resolution 20-03, Resolution 20-07, and Resolution 20-08. They can all be adopted by a single motion and vote, or they can be adopted separately.



CITY OF ST. AUGUSTINE BEACH

Date: May 5, 2020

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

From: Beverly Raddatz, MMC, City Clerk *BR*

Subject: Adding Sections XII.14 Employee Compensation During a Declared Emergency Operation

Background:

Staff would like to add a policy that when the City Manager or Police Chief require mandatory coverage during an emergency all employees would receive overtime. This policy would also give FEMA a basis for reimbursement of the regular and overtime pay.

Budget Analysis:

Minimum due to FEMA's reimbursement for employees who work and complete FEMA form 214/218.

Impact Analysis:

The City's employees who are mandated to be a part of the emergency response would be assured that they would be compensated and the City would have our regular teams of Public Works and Police Officers helping residents to know the extent of the emergency first hand by our own City employees.

Recommendation:

It is the recommendation of staff to adopt the proposed Resolution 20-03.

RESOLUTION NO. 20 - 03

CITY OF ST. AUGUSTINE BEACH
ST. JOHNS COUNTY

RE: TO ADD SECTION XII.14 EMPLOYEE
COMPENSATION DURING A DECLARED EMERGENCY
OPERATION IN THE PERSONNEL MANUAL OF 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 1, 2020, resolves as follows:

1. To add Sections XII.14 of the Personnel Manual for the City of St. Augustine Beach is hereby added as shown in Exhibit A of this resolution and such language shall be incorporated into the Personnel manual.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission of the City of St. Augustine Beach, St. Johns County, Florida added Section XII.14, Employee Compensation During a Declared Emergency Operation to the City of St. Augustine Beach Personnel Manual to read as shown in Exhibit A, with the remainder of the policies remaining as adopted previously.

RESOLVED AND DONE, this 1st day of June 2020, by the City Commission of the City of St. Augustine Beach, St. Johns County, Florida.

Margaret England, Mayor

ATTEST:

Max Royle, City Manager

EXHIBIT A

XII.14 Employee Compensation During a Declared Emergency Operation

The purposed policy statement is to establish the procedures for employee compensation during a declared emergency for all City personnel during a declared emergency.

Under the following conditions, personnel will be eligible for employee compensation during an emergency:

Employees Not Working During a Declared Emergency: The City of St. Augustine Beach understands that the employees must stay home during emergencies, unless they are part of the emergency team. Since the City being closed is not the fault of the employees, the employees will receive their normal hourly compensation during the emergency. The City Manager and Chief of Police are authorized to declare an emergency and allow employees to leave work. When city hall is opened after the emergency, all employees are expected to return at their normally scheduled hours. In times of an emergency employees are on standby and can be recalled anytime to return to their duties at the discretion of the City Manager or Chief of Police. Any scheduled vacation time would be cancelled and the employee would have to be able to come back to work if directed to. If the employee could not come back within 24 hours because they were already on vacation before the emergency and it would take over 24 hours to get back to the City, then the employee would be paid from their vacation time.

Emergency Procedures and Compensation When Working:

1. St. Johns County has signed a declaration declaring a State of Emergency exists in St. Johns County. The Police Chief and City Manager have the authority to close City buildings when appropriate for employees to leave safely before the emergency if possible. Employees are on standby and could be recalled anytime at the City Manager and Chief of Police's discretion.
2. St. Johns County has activated its Emergency Operations Center and the City Manager or Police Chief, or their designee directs implementation the County's Emergency Management Plan.
3. All employees will be paid one and a half times (1 ½) of their regular pay for actual hours worked on duties related to the emergency declaration, including temporary staging at an approved shelter location over multiple days in order to quickly respond to the City's needs. These employees are required to complete FEMA Forms 214/218 in order for the City to receive funding from FEMA.
4. The City Manager / Chief of Police will submit a report to the City Commission on a weekly basis with an estimated time frame for return to normal City operations for each operating department. Normal City operations means when a City department returns to their normal operating times and schedules. At the time a department returns to normal work and operating schedules, overtime for all employees will cease.
5. The City of St. Augustine Beach and St. Johns Emergency Operations Center provide shelter space for employees during a disaster. It is clearly understood all employees who are ordered to stay at the shelter will be compensated at the rate of one and a half times (1 ½) pay.

6. Employees who are on the emergency team are expected to report at the beginning of their shifts during an emergency. Failure to report at the beginning of each shift will constitute being absent without authorization and is subject to disciplinary action as provided in the City's Personnel Manual.
7. Pre-emergency and post- emergency duties for the Public Works and Police Department may include, but not limited to:
 - A. Police
 - 1) Mobilization
 - 2) Travel
 - 3) Hours worked fulfilling requests from Florida Sheriff's Association, State Director of Emergency Management, or the Governor
 - 4) Demobilization
 - B. Public Works
 - 1) Mobilization after emergency
 - 2) Clearing rights-of-way and streets
 - 3) Checking for damaged buildings
 - 4) Picking up and hauling away debris
 - 5) Assessing damage
 - 6) Securing City assets



CITY OF ST. AUGUSTINE BEACH

Date: May 5, 2020

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

From: Beverly Raddatz, MMC, City Clerk *BR*

Subject: Amending the Personnel Manual Regarding Sections I.1, Equal Employment Opportunity, XIX.1 -4, Educational Assistance Program, and Adding XIX.5, Incentive Pay

Background:

There have been updates in law regarding Equal Employment Opportunities. Resolution 20-07 shows changes in different class protections and what qualifies an individual with a disability under the provision of the ADA. It also gives the procedure on how to file for a disability with the City, guidelines on what the City would be able to do as a reasonable accommodation for an employee and how to file a complaint if an accommodation is not being done.

The Police Department would not be a part of the education discussion because they are covered under Florida State Statutes Section 943.22(2)(a) and 11B-14.003 for Authorized Salary Incentive Payments.

Staff is recommending changing language to the Educational Assistance Program. It should include certification classes and the Public Administration (PAD) course fee costs. Also, staff feels that the City should only reimburse Florida in-state course fees, not out-of-state educational fees. In order to make the classes more affordable for the employees, staff has added rental books to be reimbursed. If an employee wants a non-rental book, the employee would have to pay for the difference to purchase their own book. To budget for employees' classes, it is imperative that the employee informs their Department Head that they will be taking classes before the new budget is approved so the money can be allotted in the budget during that fiscal year. Since the City is putting money into education, staff felt that if the employee leaves the City, the employee should have to reimburse a percentage of the City's money allotted unless the employee stays with the City for four (4) years after completion of the classes.

Incentive Pay helps employees complete their goals. It shows the employee that the City appreciates them trying to better themselves and helps the City by making them a more valuable employee for reaching goals that are needed in the departments.

Budget Analysis:

There is a cost to the City when education is paid for; however, it will help the City by having more valuable employees that can do their jobs better in assisting the citizens of the City. Not all the staff will take advantage of the education incentives; however, it makes an educationally diversified staff which is easier to cross-train and assists with succession planning.

Staff Impact:

None.

Recommendation:

It is the recommendation of staff to adopt the proposed Resolution 20-07 and include it in the Personnel Manual.

RESOLUTION NO. 20-07

CITY OF ST. AUGUSTINE BEACH
ST. JOHNS COUNTY

RE: TO AMENDING SECTIONS I.1 AND XIX.1-4,
AND ADDING XIX.5 IN THE PERSONNEL
MANUAL OF THE CITY OF ST. AUGUSTINE
BEACH

The City Commission of St. Augustine Beach, St. Johns County, Florida, in the regular meeting duly assembled on May 4, 2020, resolves as follows:

To amend the Personnel Manual regarding *General Policies, Section I.1 Equal Employment Opportunity, and Educational Assistance Program, Sections XIX. 1-4 and add Section XIX.5, Incentive Pay* for the City of St. Augustine Beach and is hereby changed as shown in Exhibit A of this resolution, which shall be incorporated into the Personnel Manual.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission of the City of St. Augustine Beach, St. Johns County, Florida shall amend Section I.1 of St. Augustine Beach Personnel Manual to read as shown in Exhibit A, with the remainder of the policies remaining as adopted previously.

EFFECTIVE DATE: October 1, 2020

RESOLVED AND DONE, this 1st day of June 2020, by the City Commission of the City of St. Augustine Beach, St. Johns County, Florida.

Margaret England, Mayor

ATTEST:

Max Royle, City Manager

EXHIBIT A

I. GENERAL POLICIES

I.1 EQUAL EMPLOYMENT OPPORTUNITY

- A. The City of St. Augustine Beach is an equal opportunity employer. We enthusiastically accept our responsibility to make employment decisions without regard to race, religious creed, color, age, sex, sexual orientation, gender identity, national origin, religion, marital status, medical condition, disability and/or handicap, military service, pregnancy, childbirth, genetic information, individuals with caregiving responsibilities, equal pay, protecting immigrant, migrant and other vulnerable workers from discrimination, and related medical conditions, or any other classification protected by applicable federal, state, and local laws and ordinances.

Our management is dedicated to ensuring the fulfillment of this policy with respect to hiring, placement, promotion, transfer, demotion, layoff, termination, recruitment advertising, pay, and other forms of compensation, training, and general treatment during employment.

Any violation of this policy will not be tolerated and will result in appropriate disciplinary action, up to and including termination. If an employee believes someone has violated this policy, the employee should bring the matter to the attention of the City Clerk or City Manager in the City Manager's Office (904) 471-2122. The City will promptly investigate the facts and circumstances of any claim this policy has been violated and take appropriate corrective measures.

No employee will be subject to, and the City prohibits, any form of discipline or retaliation for reporting perceived violations of this policy, pursuing any such claim, or cooperating in any way in the investigation of such claims.

- B. Reasonable accommodation is available to an employee with a disability when the disability affects the performance of job functions. We make our employment decisions based on the merits of the situation in accordance with defined criteria, not the disability of the individual. Qualified individuals with disabilities are entitled to equal pay and other forms of compensation (or changes in compensation) as well as job assignments, classifications, organizational structures, position descriptions, lines of progression, and seniority lists. Reasonable accommodations are available to employees who have qualifying disabilities.

We make many types of leaves of absence available to all employees on an equal basis. We are committed to not discriminating against any qualified employee or applicant because the person is related to or associated with a person with a disability. We follow all state or local laws that gives more protection to a person with a disability than the ADA gives. We are committed to taking all other actions that are necessary to ensure equal employment opportunity for persons with disabilities in accordance with the ADA and any other applicable federal, state, and local laws.

- C. The definition of a "disability" and a "qualified individual with a disability" under provisions of the ADA, along with information from the employee's health care provider, to help make this determination.

1. The ADA defines a disability as one of the following: a) a physical or mental impairment that substantially limits a major life activity; b) a record of a physical or mental impairment that substantially limited a major life activity; or c) being regarded as having such an impairment.
2. According to the Equal Employment Opportunity Commission (EEOC), the ADA Amendments Act (ADAAA) includes impairments that would automatically be considered disabilities. They include deafness, blindness, intellectual disability, completely or partially missing limbs, mobility impairments that require the use of a wheelchair, autism, cancer, cerebral palsy, diabetes, epilepsy, HIV or AIDS, multiple sclerosis and muscular dystrophy, major depression, bipolar disorder, post-traumatic stress disorder, obsessive-compulsive disorder, and schizophrenia.
3. The definition of major life activities includes caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating and working. Major bodily functions include functions of the immune system; normal cell growth; and digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine and reproductive functions.
4. The definition of a disability also includes situations in which an employer takes an action prohibited by the ADA based on an actual or perceived impairment—for example, removing from customer contact a bank teller who has severe facial scars because customers may feel uncomfortable working with this employee or may perceive the employee as having an impairment when, in fact, he or she does not.
5. The ADAAA directs that if a "mitigating measure," such as medication, medical equipment, devices, prosthetic limbs or low vision devices eliminates or reduces the symptoms or impact of the impairment, that fact cannot be used in determining if a person meets the definition of having a disability. Instead, the determination of disability should focus on whether the individual would be substantially limited in performing a major life activity without the mitigating measure. This rule, however, does not apply to people who wear ordinary eye glasses or contact lenses.
6. The following are *not* disabilities under the ADA: transvestism, transsexualism, pedophilia, exhibitionism, voyeurism, gender identity disorders not resulting from physical impairments, other sexual behavior disorders, compulsive gambling, kleptomania, pyromania, and psychoactive substance use disorders resulting from current illegal use of drugs.

D. The Americans with Disabilities Act (ADA) protects individuals with disabilities against discrimination by public entities. It provides comprehensive civil rights protection to individuals with disabilities in the areas of employment, public accommodations, state and local government services, programs and telecommunications. The City of St. Augustine Beach fully supports the ADA and will undertake necessary action to comply with its provisions and will provide reasonable accommodation to otherwise qualified job applicants and employees with known disabilities, unless doing so would impose an undue hardship on the City or pose a direct threat of substantial harm to the employee or others.

E. An employee should contact the Human Resources Department for an ADA Accommodation form (JAN, Job Accommodation Network Form. JAN is funded by ADA) if the employee feels that they need a reasonable accommodation. The employee should bring documentation from a physician to the Human Resources Department and complete the ADA Accommodation form to start the process. The City Manager, Department Head, and Human Resources Department will review the request for accommodation and notify the employee within ten (10) days from receipt of the physician's documentation and the completed ADA Accommodation form.

In the event the employer needs to consult with the employee's health care provider, the employer must obtain a written medical release or permission from the employee. The employee's health care provider may not disclose information or answer questions about the employee's disability without his or her permission.

- E. The City's written policy is a part of the City's Personnel Manual which is available for review in the office of the City Manager. The City encourages any individual who has a complaint regarding the City's compliance with the ADA to submit that complaint in writing so that a prompt resolution of the concern can be reached. A complaint should contain the name and address of the person filing it, and briefly describe the action alleged to be prohibited by the regulations. The law and regulations may be examined in the office of the City Manager. A complaint should be filed with the City Manager, or in the instance of employees of the City Police Department with the Chief of Police, within ten (10) days of the action alleged to be prohibited by the regulations. The City Manager or the Chief of Police, as applicable, shall conduct such investigation of a complaint as may be appropriate to determine its validity. A written decision determining the validity of the complaint shall be issued by the City within thirty (30) days after its filing. The City Manager shall maintain the files and records of the City of St. Augustine Beach relating to complaints filed under the Act for at least three years. The individual's right to prompt and equitable resolution of the complaint will not be impaired by the pursuit of other remedies provided under the Act. The use of this grievance procedure is not prerequisite to the pursuit of other remedies.

XIX. EDUCATIONAL ASSISTANCE PROGRAM

XIX.1 POLICY

The City recognizes that it is in the best interests of the residents and taxpayers of St. Augustine Beach that the City have an educated, trained and skilled workforce. To implement this policy, the City creates an Educational Assistance Program for its employees which is designed to encourage employees to improve skills and/or acquire knowledge in areas that are directly related to the employees' positions with the City; or to help the employee gain skills and knowledge which will enable him or her to advance within the City's workforce.

XIX.2 ELIGIBILITY

To be eligible for the Educational Assistance Program, an employee must:

- A. Be working on full-time status for the City for at least one year before the course(s) for which the assistance is requested begin.
- B. Be recommended for the Program by the employee's immediate supervisor.
- C. Have a work performance record rated "Satisfactory" or better.
- D. Provide a detailed request in writing that will show the relationship of the courses/classes to be undertaken with the employee's current position with the City or his or her plans for advancement within the City's workforce.
- E. Each course must be pre-approved by the department head, who will make a determination based on the needs of the department/City and availability of funding.

XIX.3 ELIGIBLE COURSES

Educational assistance will be provided in accordance with the following provisions:

- A. Course work must be directly related to the employee's current duties and position or must directly enhance the employee's knowledge, skills and ability to perform his or her work for the City; or be directly related to long-term and defined goals to achieve advancement within the City's workforce.
- B. The facilities offering the course(s) must be state-operated institutions or licensed by either the Florida Department of Education, Board of Independent Colleges and Universities, Southern Association of Colleges and Schools, or the Board of Independent Post-Secondary Vocational Trade and Business Schools. Courses and/or degrees offered through distant learning institutions may be approved for reimbursement if the course hours are accepted at a Florida college or university accredited by the Commission on Colleges of the Southern Association of Colleges and Schools, or a part of a professional certification. However, the City will only pay up to the costs of Florida in-state tuition or Public Administration (PAD) fee costs for courses taken.
- C. Course(s) shall be taken during an employee's non-work hours, and time spent on the course(s) will not be counted as part of an employee's normal work schedule.

XIX.4 REIMBURSEMENT

Reimbursement will be provided to employees in accordance with these provisions

- A. Only tuition for courses and the cost of rental books (not for ~~books~~, supplies, equipment, travel to and from the institution, etc.) will be reimbursed. If an employee wants new books, they would have to pay the difference in costs between rental books and new books.
- B. Application for assistance must be submitted to the City at least one (1) month before the course(s) are to begin so as to give the City time to determine whether the course(s) meet the standards set forth in these regulations. If the employee plans to go to a college or university, they must notify their department head before the budget is approved in order to be reimbursed for their tuition in that fiscal year.
- C. Reimbursement will be provided only after successful completion of the course(s) and in accordance with the following schedule:
 - 100% reimbursement for each course with a grade of A.
 - 75% reimbursement for each course with a grade of B.
 - 50% reimbursement for each course with a grade of C.
 - No reimbursement for any grade below a C.
 - ~~100~~ 50% reimbursement for a "Pass" grade for courses which are graded pass /fail.

To receive reimbursement, the employee must provide a certified copy of the grade(s) for the course(s) taken within ninety (90) days of course completion.

- D. The employee must continue to work full time for the City at least ~~one (1)~~ three (3) years after final reimbursement. If the employee fails to complete ~~this full~~ the three (3) years of service for the City, the employee shall be required to refund ~~all money~~ a percentage paid by the City in connection with the courses (i.e. 100% for one (1) year; 75% for two (2) years; 50% for three (3) years and 25% for (4) years.) The City reserves the right to withhold the money owed for

reimbursement from any final amount owed to the employee on the date of separation from hours worked and/or accrued sick or vacation leave.

The above requirement may be waived by the department head should the employee have to resign because of accident or illness.

XIX.5. Incentive Pay

The City believes in giving incentive pay for employees who are willing to better themselves and their department. Upon approval of Resolution 20-07 forward, incentive pay would be eligible for employees. The incentive pay for each employee can not go over \$2,500 a fiscal year. The following incentive pay will be paid throughout the fiscal year with passing of the following degrees or certifications:

A. Administration / Finance

- AA / AS Degree - \$1,000
- BA /BS Degree - \$1,500
- Master's Degree - \$2,000
- Certified Municipal Clerk - \$1,000
- Master Certified Clerk - \$2,000
- CPA - \$2,000

B. Building Department

- AA / AS Degree - \$1,000
- BA /BS Degree - \$1,500
- Master's Degree - \$2,000

Certifications for Building Inspector

- Any BCAIB approved inspector or plans examiner = \$1000.00
- Building Code Administrator = \$2000.00
- ICC certified accessibility inspector/plans examiner (exam id 21) = \$1000.00
- ICC certified residential energy inspector/plans examiner (exam id 79) = \$1000.00
- Certified Floodplain Manager = \$2000.00

Certifications for Permit Technician

- ICC certified permit technician (exam id 14) = \$1,000.00
- ICC certified zoning inspector (exam id 75) = \$1,000.00
- ICC certified property maintenance and housing inspector (exam id 64) = \$1,000.00
- ICC combination designation permit specialist (T6) = \$2,000.00
- Certified Floodplain Manager=\$2,000.00

Certifications for Permit Specialist / Executive Assistant

- ICC certified zoning inspector (exam id 75) = \$1,000.00
- ICC certified property maintenance and housing inspector (exam id 64) = \$1,000.00
- ICC combination designation permit specialist (T6) = \$2,000.00

- Certified Floodplain Manager=\$2,000.00

Certifications for Code Enforcement Officer

- ICC certified zoning inspector (exam id 75) = \$1,000.00
- ICC certified property maintenance and housing inspector (exam id 64) = \$1,000.00
- Certified Floodplain Manager=\$2,000.00
- FACE certification--\$1,000 per level

C. Police Department

Police Department incentive pay is done through Florida Statutes, Section 942.22(2)(a).

D. Public Works Department

- AA / AS Degree - \$1,000
- BA /BS Degree - \$1,500
- Master's Degree - \$2,000



CITY OF ST. AUGUSTINE BEACH

Date: May 5, 2020

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

From: Beverly Raddatz, MMC, City Clerk *BR*

Subject: Amending the Personnel Manual Regarding Sections I.8 Administration, I.9 Americans with Disabilities Act Coordinators, I.10 Records, I.11 Interpretations and I.12 Conflict of Interest

Background:

General Polices under Section I are split into several functions as stated in the subject line. Best practices are that the City Manager and in our City the Chief of Police are responsible for the administration and implementation of the City's Personnel Manual. The City Commission bases the performances of the City Manager and Chief of Police on how efficient the City is being run but in best practices would not be involved in changes to the Personnel Manual.

The Personnel Manual should be updated and changed by the City Clerk / HR Director as laws change or suggestions are made /directed by the City Manager and Chief of Police who work with the employees on a day to day basis and know what the needs are for discipline, responsibilities and performances. Therefore, staff suggests the changes from the Commission approving the Personnel Manual to the City Manager and Chief of Police. The Commission; however, approves the budget and the City Manager and Chief of Police would have to adhere to the budget regarding benefits, etc.

Budget Analysis:

There would be no budget impact.

Staff Impact:

None.

Recommendation:

It is the recommendation of staff to adopt the proposed Resolution 20-08 and include it in the Personnel Manual.

RESOLUTION NO. 20-08

**CITY OF ST. AUGUSTINE BEACH
ST. JOHNS COUNTY**

**RE: AMENDING SECTIONS I.1 IN THE
PERSONNEL MANUAL OF 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 1, 2020, resolves as follows:

To amend the Personnel Manual regarding **amending Sections I.8, Administration, I.9 Americans with Disabilities Act Coordinators, I.10 Records, I.11, Interpretations and I.12 Conflict of Interest** for the City of St. Augustine Beach and is hereby changed as shown in Exhibit A of this resolution, which shall be incorporated into the Personnel Manual.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission of the City of St. Augustine Beach, St. Johns County, Florida shall amend Section I.1 of St. Augustine Beach Personnel Manual to read as shown in Exhibit A, with the remainder of the policies remaining as adopted previously.

RESOLVED AND DONE, this 1 day of June 2020, by the City Commission of the City of St. Augustine Beach, St. Johns County, Florida.

Margaret England, Mayor

ATTEST:

Max Royle, City Manager

EXHIBIT A

I. GENERAL POLICIES

I.8 ADMINISTRATION

The City Manager shall be responsible for the administration and implementation of the City's personnel regulations. ~~as established by the City Commission and applicable to those employees working under the City Manager's administration.~~ This same rule shall apply to the Chief of Police for those non-sworn employees under his administration and direction. This concept shall apply throughout the Personnel Manual, except where otherwise noted.

I.9 AMERICANS WITH DISABILITIES ACT COORDINATORS

The City Manager/Chief of Police or their designee shall be the City's ADA coordinators for their respective areas of operations. ~~Grievances concerning disabilities shall be governed by Section XVI of the Personnel Manual.~~

I.10 RECORDS

The originals of all personnel records, including employment applications, leave requests, work performance evaluations, etc., for all departments shall be kept in the ~~City Manager's office~~ City Clerk / HR Director's office, with the exception of the Police Department records, which shall be kept in the Police Department building. Confidential medical information will be kept in separate files in the City Clerk / HR Director's office and Police Department.

I.11 INTERPRETATIONS


Interpretations of the provisions of the Personnel Manual ~~shall be made by the~~ when made by the City Commission the City Manager or Police Chief and shall prevail over interpretations made by anyone else.

I.12 CONFLICT OF INTEREST

City employees, except for sworn officers who have their own policies, shall abide by all applicable provisions of the state's Code of Ethics (Part III of Chapter 112, Florida Statutes).

MEMORANDUM

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

FROM: Max Royle, City Manager 

DATE: May 18, 2020

SUBJECT: Mixed Use District Along A1A Beach Boulevard: Consideration of Ordinance to Establish Boundaries

BACKGROUND

The "A1A Beach Boulevard Corridor Vision Plan", which was prepared in 2006, recommended that the following be designated Boulevard Mixed-Use: the commercial area 150 feet east of the Boulevard from 16th to F Street; the area west of the Boulevard between 2nd Avenue and the Boulevard from 11th to F Street; and the 300-foot wide commercial strip west of the Boulevard between 16th and 11th Streets. The Vision Plan on page 29 stated:

"Eliminating the interface of medium density residential and commercial-zoned districts along the west boundary of the corridor helps to minimize the likelihood of incompatibilities and encroachments by making 2nd Avenue the clear-cut transition between the two districts. It is recommended that standards for buffering between uses, for access and for traffic circulation within and around sites all be revisited to ensure that any weaknesses in these regulations are resolved. Moreover, the standards should prohibit the location of any stand-alone commercial use, or commercial uses that are part of a mixed-use development less than 200 feet from the right-of-way line of 2nd Avenue, to further minimize the possibility of conflicts."

Since 2006, the Commission has adopted several ordinances to regulate mixed-use developments. These ordinances have been consolidated in Section 3.02.02.01 of the Land Development Regulations. That Section is attached as pages 1-5.

However, despite the adoption of those detailed mixed-use regulations, the areas covered by them were never delineated or designated on the future land use map. It was assumed that the areas were those traditionally designated as commercial on the map: 150 east of the Boulevards centerline and 300 feet west of the centerline between 16th and F Street.

ACTION REQUESTED

It is that you consider Mr. Law's proposal that the mixed-use areas be designated as stated in the proposed ordinance (attached as pages 6-7). The designation is: all the land currently zoned commercial along the Boulevard from the south side of F Street to the City's limit on the north side of Pope Road.

Mr. Law will present this proposal and can answer any questions you have concerning it.

If you agree with the proposal, then we ask that you pass the attached ordinance on first reading.

Sec. 3.02.02.01. Mixed use districts.

A. *Purpose.* The purpose of a mixed use district is:

1. To accommodate a mixture of retail, service, residential, and other uses.
2. Encourage development that exhibits the physical design characteristics of pedestrian oriented, store front shopping streets; and
3. Promote the health and well being of residents by encouraging physical activity, alternative transportation and greater social interaction.
4. To site structures so their siting is compatible with the future vision of the city as well as city codes.
5. Ensure that the massing of the structure/structures are compatible with surrounding buildings.
6. Ensure that the proposed projects do not exceed the size and scale of other buildings in the vicinity and that a proportionate scale is maintained between height and width of structures.
7. Ensure that roof forms, detailing, textures, colors, and the rhythm of a

structure, wall space and doors and windows are compatible with city codes and the future vision for the city.

B. *Definitions.*

Commercial use: A structure used only for a commercial operation that is allowed by the land development regulations.

Floor area ratio: The ratio of the building gross floor area to the square footage of each lot a structure is located on.

Gross floor area: The sum of all horizontal floor areas for a structure measured from the outside faces of the exterior walls. Not included are second or third level balconies and porches and attic space. Where parking is provided under a structure, the footprint of the parking will be considered as the gross floor area.

Horizontal / vertical articulation: Architectural features that break the flat surface of a building wall. Minimum distance between any horizontal or vertical feature is ten (10) feet in any direction.

Horizontal and vertical articulation to the building facade is required for structures fronting A1A Beach Boulevard. The vertical articulation features shall be within the allowed setback

areas dependent on the proposed use of the structure, the horizontal features ten (10) feet above finished grade will be allowed to encroach into the setback area no more than twelve (12) inches.

Mixed use building: A structure containing a mix of commercial and residential uses, one (1) floor devoted for commercial use, the other floor devoted to residential use.

Residential use: A structure used solely for a single-family residence.

C. Table of allowed uses.

P - Permitted C - Conditional Use N - Not Allowed

Household Living

Business live/work above the ground floor P

Business live/work on ground floor P

Dwellings above ground floor P

Detached house P

Multifamily residential C

Townhouse C

Group Living

Assisted living C

Group home P

Nursing home C

Public and Civic

School P

Parks and recreation P

Postal service P

Religious assembly P

Lodge or private club N

Day care P

Commercial

Retail/office P

Restaurant—Sit down/take-out P

Fast food drive-thru N

Vehicle service facilities N

Hotel/motel P

Parking for commercial uses P

Manufacturing/industrial N

Other

Wireless-towers, freestanding N

Architectural tower co-locate design on structure P

This use table should be refined to reflect local characteristics and planning objectives. The range

of uses should be as broad as possible fitting the character of the city and the locations. There may be instances where a drive-thru facility is needed due to the type of business such as a bank or pharmacies. Also, buildings with residential units, commercial uses, will be self-policing because possible owner associations may ensure that commercial uses within buildings will be comparable with upper story residential uses.

D. Mixed use size limits. The minimum lot area for mixed use is eight thousand five hundred (8,500) square feet unless approved by variance after application to the City of St. Augustine Beach Planning and Zoning Board. The minimum floor area for a mixed use structure is eight hundred (800) square feet or twenty-five (25) percent of the lot area (whichever is greater) for lots with street frontage of fifty (50) feet width or more. For fifty (50) feet or less, street frontage, the minimum floor area is twenty (20) percent of the lot area.

The gross first floor area for any Commercial establishment shall not exceed fifteen thousand (15,000) square feet.

For separate commercial or residential use, the minimum first floor area shall be one thousand (1,000) square feet.

E. Structure height for twenty-five-foot setbacks. Structure or building height shall be measured in accordance with Section 6.01.03.B.4. Thirty-five (35) feet to the roof ridge is the allowable height and an allowance for architectural detail to the forty-foot height is allowed. The forty-foot height shall not exceed forty (40) percent of the building perimeter on any side. This additional height allowance is allowed when being utilized for screening roof top mounted equipment.

F. Setbacks and height restrictions for mixed use. Setbacks for mixed use are variable dependent on the type of commercial use sought in the application and the projected structure height.

Retail Shops: Allowable setbacks are from zero (0) to twenty-five (25) feet or more. The minimum setback for a two-story structure with a second level porch/balcony, is five (5)

feet, the porch not exceeding five (5) feet in depth. Maximum height allowed to the roof ridge is twenty-seven (27) feet within the setback area from zero (0) to fifteen (15) feet. Between fifteen (15) feet to twenty-five (25) feet or more, the allowable height is thirty-five (35) feet to the roof ridge. Structure or building height shall be measured in accordance with Section 6.01.03.B.4. T

Business Use: Same allowance as retail use.

Restaurant Use: Minimum setback allowed is ten (10) feet if outside seating is proposed. A second level deck will be allowed a zero (0) foot setback for the front setback and a five-foot side setback. Restaurants having A1A Beach Boulevard and side street frontage, shall have an option for placing decks for outside seating facing either street meeting the following setback requirements. Fronting the Boulevard, a three-foot landscaped setback will be required. Side street setbacks for a wood deck shall be five (5) feet. Landscaping will be optional dependent upon existing site conditions. Decorative structural posts may be used for support elements for existing construction or porches may be cantilevered or supported by diagonal bracing.

Hotel/Motel Use: Minimum allowed setback is twenty-five (25) feet for those building facades exceeding twenty-seven (27) feet. The portion of a hotel/motel having a single story section, mainly a porte cochere, fronting a street will be allowed a five-foot front setback for that section providing the roof ridge does not exceed eighteen (18) feet. Structure or building height shall be measured in accordance with Section 6.01.03.B.4. T

Residential Use: All stand-alone residential uses are subject to approval by planning and zoning board for the City of St. Augustine Beach.

G. *Construction materials, exterior colors.* The roof and exterior finishes are those materials reflected in the catalog of recommended architectural and site features.

Exterior finishes for any structure fronting A1A Beach Boulevard shall be approved by the City of St. Augustine Beach in accordance with

approved color palettes maintained in the building department. These color finishes established by community appearance standards as established by ordinance.

H. *Mechanical and utility equipment location and screening.* Single or dual mechanical equipment (ac compressors) shall be located in the side or rear setback area. Multiple units, three (3) or more, shall be placed on rooftops and screened by architectural details to the roof line. Ground located equipment shall be screened by walls constructed from the same materials as the main structure exterior finish, then accented by landscaping.

Utility services shall be placed underground for all new construction and for any structure subject to remodel work. All structures located within the mixed use zoning classification shall be required to hook up to water and sewer from St. Johns County Utility Services.

I. *Catalog of recommended architectural and site features.*

Recommended Architectural Design:

Key West Style, Florida Vernacular, Cracker Design, Spanish Mediterranean Design Stepped Parapet Storefront, Classical Gable House, Classical Double Gallery House.

Recommended Architectural Features:

Accents to all structures by vertical and horizontal articulation.

Exterior finish materials shall be limited to masonry finishes, rock, brick, wood siding, concrete composite siding materials.

Roofing materials are limited to architectural grade shingles, metal roofing, and concrete composite roofing products.

Shutters, dormers, in scale with the structure's design, porches with gingerbread effects, patios with decorative fencing or guardrails, open soffits, cupolas.

Recommended Site Features:

Xeriscape landscaping for decorative gardens in place of grasses, use of stone or mulch for ground cover, Brick pavers for drives, sidewalks, parking areas.

J. Parking requirements. All parking for retail, business, restaurant uses and garage openings for residential use shall be placed in the rear or at the side. Parking located at the side of a structure shall be required to have landscape buffers, five (5) feet in width between the edge of the parking area and the right-of-way of the adjacent street. All plant materials used shall be three-gallon minimum container size. Landscape plans shall also be subject to approval by the St. Augustine Beach Beautification Committee. Access to the parking shall be from the numbered or lettered streets perpendicular to A1A Beach Boulevard. Hotel/motel parking can be placed in the front of the structure.

Curb cuts from A1A Beach Boulevard shall be allowed where a platted alleyway whether the alleyway is open or not opened.

Shared parking and shared access to parking is encouraged.

K. Signage. All signage, ground and wall signs shall be subject to approval from the planning and zoning board within the mixed use districts. Ground signs shall have ground lighting illumination or back lit illumination, wall signs will be allowed to be back lit with the proposed intensity of the illumination being subject to approval by the planning and zoning board. No exposed neon shall be allowed. The use of metal supports is discouraged with wood or masonry products being encouraged.

The maximum size for a ground sign shall be determined by the frontage on the A1A Beach Boulevard. For those lots with fifty-foot frontage or less, the maximum sign face shall be thirty-two (32) square feet; fifty-foot to one hundred fifty-foot frontage shall be allowed forty-eight (48) square feet; greater than one hundred fifty-foot frontage shall be allowed seventy (70) square feet sign face. This allowance does not include

the sign supports, which size and material shall be subject to planning and zoning board approvals.

The allowable heights are also dependent upon the frontage. Fifty (50) feet or less are allowed seven-foot height; fifty-foot to one hundred fifty-foot frontage are allowed eight-foot height; greater than one hundred fifty-foot frontage are allowed nine-foot height. This measurement taken from the existing finished grade to the top edge of the sign.

A seven-year amortization period is provided for those signs located along A1A Beach Boulevard that will be deemed as nonconforming by the requirements of this ordinance. All such signs shall either be brought into conformity or removed seven (7) years following the adoption of this section. All nonconforming signs as a result of ordinances passed prior to the passage of this section shall be brought into conformity or removed as provided in the respective ordinances rendering such signs as nonconforming or seven (7) years from the date of this ordinance, whichever is the earlier.

L. Compliance requirements. The comprehensive planning and zoning board shall review and either approve or deny any proposed development within the mixed use zoning. Upon a showing of economic hardship demonstrating a substantial reduction in value of the property subject to the application for review based on a reasonable investment-backed expectation the comprehensive planning and zoning board may grant a variance with or without conditions from the strict provisions of this section. Review by the city commission of a determination by the comprehensive planning and zoning board shall be in the same manner as other appeals from the comprehensive planning and zoning board.

M. Unless specifically allowed by the mixed use district land development regulations or incorporated into the written development order approval received from the comprehensive planning and zoning board or the city commission on appeal, all mixed use development shall comply with the other applicable land development regulations, including those regulations not specified

by the mixed use district and, in particular, those regulations that apply to the underlying zoning. (Ord. No. 18-07, § 1(Exh. 1), 5-7-18)

ORDINANCE NO. 20-__

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE BEACH RELATING TO AND AMENDING SECTION 3.02.02.01.A OF APPENDIX A, LAND DEVELOPMENT REGULATIONS OF ST. AUGUSTINE BEACH CODE, BY DESIGNATING AS MIXED USE DISTRICTS ALL COMMERCIALY-ZONED LAND USE DISTRICTS WITHIN THE CORPORATE LIMITS OF THE CITY OF ST. AUGUSTINE BEACH FROM THE SOUTH SIDE OF F STREET TO THE NORTHERLY CITY LIMITS NORTH OF POPE ROAD, TO ACCOMMODATE A MIXTURE OF RETAIL, SERVICE, RESIDENTIAL, AND OTHER USES; CONTAINING FINDINGS, AND PROVIDING AN EFFECTIVE DATE.

THEREFORE, BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF ST. AUGUSTINE BEACH, FLORIDA:

Section 1. Findings: The City Commission of the City of St. Augustine Beach having received the recommendations of the Comprehensive Planning and Zoning Board of the City and received the comments and testimony of residents and property owners of the City finds that the economic health, safety and general welfare of the City require that the areas of the City designated in the title hereof should be designated as mixed use districts, to accommodate a mixture of retail, service, residential, and other uses.

Section 2. Section 3.02.02.01, Appendix A, Land Development Regulations of St. Augustine Beach Code, shall be hereby amended by designating the following described areas to accommodate a mixture of retail, service, residential, and other uses under the category of "mixed use districts" as defined in Section 3.02.02.01:

SEC.02.02.01. – Mixed use districts.

All commercially zoned lands within the corporate limits of the City of St. Augustine Beach from the south side of F Street to the northerly City limits north of Pope Road shall be designated mixed use districts.

A. *Purpose.* The purpose of a mixed use district is: ...

Section 3. This Ordinance shall take effect as provided by law.

Passed on this _____ day of _____, 2020, by the City Commission, City of St. Augustine Beach, Florida.

Attest: _____
City Manager Max Royle

By: _____
Mayor Margaret England

Passed First Reading:

Passed Public Hearing and Second Reading:

Passed Public Hearing and Final Reading:

Sec. 3.02.02.01. - Mixed use districts.

All commercially-zoned lands within the corporate limits of the City of St. Augustine Beach from the south side of F Street to the northerly City limits north of Pope Road shall be designated mixed use districts.

A. *Purpose.* The purpose of a mixed use district is:

1. To accommodate a mixture of retail, service, residential, and other uses.
2. Encourage development that exhibits the physical design characteristics of pedestrian oriented, store front shopping streets; and
3. Promote the health and well-being of residents by encouraging physical activity, alternative transportation and greater social interaction.
4. To site structures so their siting is compatible with the future vision of the city as well as city codes.
5. Ensure that the massing of the structure/structures are compatible with surrounding buildings.
6. Ensure that the proposed projects do not exceed the size and scale of other buildings in the vicinity and that a proportionate scale is maintained between height and width of structures.
7. Ensure that roof forms, detailing, textures, colors, and the rhythm of a structure, wall space and doors and windows are compatible with city codes and the future vision for the city.

MEMORANDUM

Agenda Item # 9

Meeting Date 6-1-2020

TO: Max Royle, City Manager

FROM: William Tredik, P.E. Public Works Director

DATE: June 1, 2020

SUBJECT: Ordinance 20-XX, Public Hearing and First Reading, to amend and revise Chapter 10 – Garbage and Trash of the City code

DISCUSSION

Chapter 10, Article II – Solid Waste Non-Ad Valorem Special Assessment of the City Code includes language specific to the current non-ad valorem assessment, and only provides assessment for disposal of solid waste. The new non-ad valorem assessment will include fees for collection and recycling in addition to disposal. Section II of Chapter 10 must therefore be modified to provide for these additional services to be funded through the non-ad valorem assessment.

In addition to the required modifications to Section II of Chapter 10, the following minor changes to Chapter 10 of the City Code provide clarification to the city's solid waste and recycling program. These changes are listed below with their location in the draft ordinance indicated in brackets:

- Added garden trash in the definition of solid waste [Sec. 10-1 par. 22]
- Required waste cart/container areas to meet same placement criteria as dumpsters and commercial trash areas. [Sec. 10-3 (b)]
- Clarification to exclude recycling services to condominium and apartments consisting of 6 or more units. [Sec. 10-4 (d)]
- Clarification to limit recycling to only those commercial service premises for which the city provides solid waste services [Sec. 10-12 (g)]
- Add provision allowing businesses to elect to use private collection services utilizing carts or cans [Sec. 10-13 (c) (6)]
- Restrict commercial construction debris collection and disposal to commercial service premises that receive solid waste collection and disposal services from the city [Sec 10-13 (j)]

ACTION REQUESTED

Hold a public meeting and approve Ordinance 20-XX on first reading.

ORDINANCE NO: 20-

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE BEACH, FLORIDA, RELATING TO GARBAGE AND TRASH; AMENDING THE CODE OF THE CITY OF ST. AUGUSTINE BEACH, CHAPTER 10, GARBAGE AND TRASH, TO AMEND, REVISE AND RESTATE THE ENTIRE CHAPTER 10 OF THE CITY CODE; AND PROVIDING AN EFFECTIVE DATE.

BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF ST. AUGUSTINE BEACH, FLORIDA:

Section 1. Chapter 10 of the Code of the City of St. Augustine Beach

be, and the same is, hereby amended, revised and restated to read:

Chapter 10 - GARBAGE AND TRASH

ARTICLE I. - IN GENERAL

Sec. 10-1. - Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Commercial service premises means a service premises used primarily for any business or commercial use; and shall include apartment buildings or complexes having more than five (5) dwelling units, condominiums having more than five (5) dwelling units, motels, hotels, transient rentals, and any property owned by any governmental entity.

Commercial trash area means any area used for accumulation of trash generated by any business, whether or not deposited in a container, which area is not enclosed within a building.

Commercial waste receptacle shall mean a wheeled waste cart purchased from the City with a volume between sixty-four (64) and ninety-six (96) gallons

with a hinged lid and integral metal lifting bar designed and/or intended to be placed at the curb by the customer and capable of being manually aligned to the collection truck by the City collector and mechanically dumped using semi-automated equipment.

Construction debris means the debris, generated by construction, remodeling, or demolition of buildings, structures and/or improvements to real property.

Contractor means any person who shall hold a franchise or contract with the city for the collection of any type of solid waste within the city.

Garbage means every refuse accumulation of animal, fruit or vegetable matter that attends the preparation, use, cooking, and dealing in or storage of meats, fish, fowl, fruits or vegetables, and any other matter of any nature whatsoever which is subject to decay and generates noxious or offensive gases or odors, or which, during or after decay, may serve as breeding or feeding material for flies or other germ-carrying insects, and any bottles, cans or other containers which, due to their ability to retain water, may serve as breeding places for mosquitoes or other water-breeding insects.

Garbage dumpster means and includes any factory-built, leak proof, steel or aluminum commercial bulk container designed or intended to be mechanically hoisted and dumped into a specially equipped truck. It shall include a roll-off container.

Garden trash means every refuse accumulation of grass or shrubbery cuttings, and other refuse attending the care of lawns, shrubbery, vines, trees and tree limbs.

Hazardous waste means that waste, which, because of its quantity, concentration, or physical, chemical, or infectious characteristics, may cause, or significantly contribute to, an increase in mortality or an increase in serious irreversible or incapacitating reversible illness or may pose a substantial present or potential hazard to human health or the environment when improperly accumulated, transported, disposed of, stored, treated, or otherwise managed. It shall also include "hazardous waste" as such term may be defined from time to time within the Florida Administrative Code in the rules pertaining to hazardous waste, or by federal law, rule or regulation. It shall also include "biohazardous waste", meaning that waste which may cause disease or reasonably may be suspected of harboring pathogenic organisms and shall include but not be limited to waste resulting from the operation of medical and veterinary offices and clinics, hospitals, and other facilities

producing waste which may consist of, but are not limited to, diseased human and animal parts, contaminated bandages, pathological specimens, hypodermic needles, contaminated clothing and surgical gloves. It shall also include "biohazardous waste" as such term may be defined from time to time within the Florida Administrative Code in the rules pertaining to biohazardous waste, or by federal law, rule or regulation.

Improved real property means land within the city upon which there is a building for which a certificate of occupancy has been issued, or upon which there is a building which is or has previously been used or occupied, either for residential or commercial usage, or a combination usage, or upon which any building is located for which application for a certificate of occupancy has been filed with the city.

Land clearing means the removal and disposition of trees, shrubs, or any other objects in order to make land suitable for another activity or improvements. Land clearing shall not mean maintenance removal of trees and shrubs from improved real property.

Mixed use building: A structure containing a mix of commercial and residential uses, one (1) floor devoted for commercial use, the other floor devoted to residential use.

Owner means a person owning, occupying or leasing (not including transient leasees) any premises coming under the terms of this chapter.

Recycling container means a plastic or other city approved receptacle used to separate paper, glass, plastic, cans, bottles, or other materials for the recycling system.

Recyclable material means solid waste such as paper, glass, plastic, cans, bottles, or other materials which are collected separately from other solid waste.

Recycling system means a city approved system of reusing, recovering or treating recyclable material. It shall include city or county sponsored resource recovery projects, solid waste composting projects, solid waste incinerator systems, treatment systems, and/or other such systems and projects as may exist from time to time.

Residential service premises means a service premises used as a residence or dwelling unit by one (1) or more human beings; but shall not include apartment building or complexes having more than five (5) dwelling units,

condominiums having more than five (5) dwelling units, motels and hotels, nor transient rentals.

Rubbish means every accumulation of waste material of a relatively small or light weight nature other than garbage and trash such as, but not necessarily limited to, paper, sweepings, dust, rags, bottles, cans, or other such wastes. Rubbish shall not include special waste, white goods, sludge, construction debris, hazardous waste, and debris from land clearing.

Service premises means improved real property that: (a) generates solid waste, (b) has a street address to which mail is deliverable by the United States Postal Service, and (c) is eligible to receive waste collection service by the city or its contractor according to such additional criteria, if any, as the city commission shall adopt from time to time by ordinance or resolution of the city commission. If a list of service premises is established and approved by resolution of the city commission at any time, then the city manager shall have authority to make additions or deletions to such list according to the requirements contained in Chapter 10 of the City Code and any resolutions of the city commission.

Sludge means any substance that contains any of the waste products or other discharges from a water treatment plant, sewage disposal system facility, septic tank, grease trap, portable toilets and related operations.

Solid waste means garbage, rubbish, sludge, special waste, trash, white goods, hazardous waste, debris from land clearing, garden trash, construction debris, and other discarded or discharged solid or semisolid materials, including but not limited to any debris from any source. It shall also mean wrecked vehicles and boats, and junk of any kind resulting from domestic, residential, commercial, and governmental operations.

Special waste means that waste that requires special management, including lead-acid batteries, tires, waste oil, dead animals, and all other solid waste requiring special management, except the following: garbage, rubbish, trash, white goods, hazardous waste, sludge, debris from land clearing, construction debris, and wrecked vehicles and boats.

Transient Lodging Establishments —Any unit, group of units, dwelling, building, group of buildings within a single complex of buildings, or any similar place, as defined in the City Code, Appendix A – Land Development Regulations, Article II. -Definitions, Section 2.00.00.

Trash means rugs, mattresses, furniture, small appliances, bicycles, tools, automobile parts of a commonly replaceable nature, including but not limited to, spark plugs, brake shoes, filters, hoses, belts, shock absorbers and mufflers, and comparable materials, and garden trash. Trash shall include scraps and other small amounts of building materials, including lumber and other wood products, plaster, wallboard, tile and shingles, and other similar small items wasted in the minor maintenance of the service premises. Trash does not include special waste.

Waste materials means sand, wood, stone, brick, cement, concrete, roofing and other refuse building materials attending the construction, alteration, repair or demolition of buildings or other structures. Also, trees, tree limbs, tree trunks and tree stumps.

Waste receptacle means and includes any light gauge steel, plastic, or galvanized receptacle of a nonabsorbent material, closed at one (1) end and open at the other, furnished with a closely fitted top or lid and two (2) handles and of not more than thirty-two (32) gallons capacity. A waste receptacle may also include a heavy duty, securely tied, plastic bag, not exceeding thirty-two (32) gallons capacity, designed for use as a garbage, rubbish or trash receptacle. It shall not include a garbage dumpster.

Waste cart means a wheeled plastic container with a volume between sixty-four (64) and ninety-six (96) gallons with a hinged lid and integral metal lifting bar, designed and/or intended to be placed at the curb by the customer and capable of being manually aligned to the collection truck by the City collector and mechanically dumped using semi-automated equipment.

White goods means inoperative and discarded refrigerators, ranges, washers, water heaters, and other similar domestic and commercial appliances.

Yard; front, side and rear are defined in section 2.00.00 of Appendix A to the St. Augustine Beach City Code.

Sec. 10-2. - Containers-Generally.

- (a) It shall be the duty of all owners of residences, businesses, professional offices, stores, shops, restaurants, hotels, boarding houses, apartment houses or other establishments in the city, to supply each of such establishments with sufficient waste receptacles or waste carts.
- (b) Waste receptacles or waste carts shall be kept in a place easily accessible and

shall be subject to inspection and approval of condition by the city manager or designee. The city manager or designee shall have the power and right to demand replacements, if, in his opinion, it be necessary in the interest of the health and safety of the people.

- (c) All garbage, rubbish, and trash suitable for containerization shall be deposited in waste receptacles or waste carts marked and placed as from time to time required by the regulation of the city manager, provided that garbage and rubbish shall not be placed together with trash in the same waste receptacle or waste carts. The regulation to be adopted by the city manager will provide for the convenient identification by city garbage and trash drivers and collectors of the ownership of the receptacles or carts.

Sec. 10-3. - Placement.

- (a) No waste receptacle, waste cart, garbage dumpster, commercial trash area, or uncontainerized trash, excluding garden trash, shall be kept or maintained upon or adjacent to any public thoroughfare or public sidewalk, parkway, front yard, side yard, or in any place within the view of persons using any public thoroughfare or public sidewalk in the city, except that:
 - (1) Not earlier than 12:00 noon of the day preceding that upon which garbage, rubbish, and containerized trash collections are customarily made from such premises, waste receptacles or waste carts containing such garbage, rubbish or trash shall be placed within five (5) feet of the street or alley for the purpose of permitting the collection of garbage, rubbish, and trash therefrom; such waste receptacles or waste carts shall be permitted to remain in such places only for and during the period of the day upon which such collection was made.
 - (2) No more than twenty-four (24) hours before the day upon which uncontainerized trash collections are customarily made from such premises, trash not contained in a waste receptacle or waste cart, excluding garden trash, shall be deposited within five (5) feet of the street or alley upon the premises of the person by whom such accumulation is made, or where such premises are located upon a used alley, at a point easily accessible to and readily noticeable from such alley for the collection of uncontainerized trash from the premises; such uncontainerized trash shall be permitted to remain in such places only for and during the period of the day upon which such collection was made.
 - (3) Waste receptacles or waste carts placed on commercial property solely for the convenience of customers, and not used for deposit or storage of

garbage, rubbish or trash generated by the business, may be located within the view of persons using the public thoroughfares or public sidewalks.

- (4) Not earlier than 12:00 noon of the day preceding that upon which white goods or special waste collections are customarily made from such premises, such white goods or special waste shall be placed within five (5) feet of the street or alley for the purpose of permitting the collection of the same: such white goods or special waste shall be permitted to remain in such place only for and during the period of the day upon which such collection was made.
 - (5) Any container that is allowed to remain at curbside or roadside at times other than those permitted by this section, and any container other than the assigned cart, that has become damaged or deteriorated, may be impounded by the city. The owner of any such container so impounded shall be notified immediately in writing by the city by mail to the address where picked up or by placing a notice thereof in a conspicuous place on such premises, or both. The owner may redeem such impounded containers within thirty (30) days after the same are impounded by the city by paying the charges as set by resolution of the City Commission. Any container not redeemed within the thirty-day period may be used by the city in any manner as the city may determine in furtherance of the waste control program or may be sold to the highest bidder at a noticed public sale for cash, which cash shall be deposited in the general fund of the city.
- (b) A garbage dumpster, waste cart/container area, or commercial trash area is permissible only if totally blocked from the view of persons using any public thoroughfare or public sidewalk by a building, landscaping or fence. Such fence shall not be less than six (6) feet or more than eight (8) feet in height, measured from ground level. The minimum setback distance for a fence shall be ten (10) feet in the front yard, five (5) feet in the side yard, and five (5) feet in the rear yard. Such fence and any gate must be so constructed as to prevent any trash or its container from being visible to persons using the public thoroughfare or public sidewalks. The maximum space allowable between slats or pickets of a wooden fence or gate is three-quarters ($\frac{3}{4}$) of an inch. The fence may also be constructed of brick or masonry. All fencing shall require a building permit in accordance with the standard building code prior to construction. Other construction materials must be approved by the planning and zoning board. Landscaping must be of sufficient height, width, and density to totally block the view of the garbage dumpster, waste

cart/container area, or commercial trash area from the view of persons using any public thoroughfare, public sidewalk, or adjacent property and must be maintained by the owner of the property. The sufficiency of the fence or landscaping shall be determined by the city building official. The minimum distance from any garbage dumpster, waste cart/container area or commercial trash area shall be fifteen (15) feet from the boundary of any adjacent residential or multi-family zoned property. Dumpster, waste cart/container areas ~~or~~ and commercial trash areas shall be constructed of impervious materials and shall be of sufficient size to fully contain the volume of solid waste generated from a commercial service premises, and to prevent any waste from being transported to outside the enclosure area via wind, water or other natural occurrences. Runoff from dumpsters, waste cart/container areas and commercial trash areas shall be conveyed to on-site stormwater treatment areas and shall not be allowed to leave the site untreated.

- (c) A fence constructed to enclose a garbage dumpster or commercial trash area, with such fence being no greater in circumference than the minimum size necessary to enclose the garbage dumpster or commercial trash area, shall not be subject to the height requirements of section 7.01.03C. of Appendix A to the St. Augustine Beach Code.
- (d) Garbage dumpsters or other trash containers located on property owned by the City or St. Johns County and placed thereon with consent of the city or St. Johns County, shall be exempt from the requirements of this section.
- (e) The owner of the premises upon which, or adjacent to which, a violation of this section occurs shall be responsible for such violation. In the event of a violation of this section, for the first violation in a calendar year the property owner shall receive a written warning, as well as a copy of this ordinance [Ord. No. 01-03]. Subsequent violations shall result in a one hundred dollar (\$100.00) charge for continued trash and garbage service. In all cases, there shall be an additional late charge if the fee is not paid within thirty (30) days of the notice date, or in the event an appeal is filed and denied, within thirty (30) days of the mailing of the denial notice. The late charge shall be ten (10) percent of the amount due. These fees and charges shall constitute a lien on the property. The official records of the city manager shall constitute notice of the pendency of such lien. Notice of the existence of and reason for such a lien shall be mailed to the property owner's last known address and the city manager shall be authorized to record a copy thereof with the Clerk of the Circuit Court of St. Johns County, Florida, in the event that notice of protest shall not be received within thirty days from the date of mailing. In the event of notice of protest is received within such thirty (30) days the city manager

shall schedule the protest for hearing before the city commission for determination of the validity of such lien and furnish the owner with notice of the time and place of hearing. In addition to the fine provided in this section, the general penalty and additional remedies prescribed in section 1-9 of the St. Augustine Beach Code shall apply to any violation of this section.

- (f) This section shall take effect upon its passage. Any garbage dumpster or commercial trash area which is not presently blocked from view in accordance with the requirements of this section shall be brought into compliance within ninety (90) days from passage of this section.

Sec, 10-4, - Residential waste,

- (a) The quantities of garbage, rubbish, trash, white goods, and recyclable material which a service premises consisting of a single family residence may place for collection by the city shall be subject to the following maximum limits:

- (1) Once a week pickup of up to four (4) thirty-two (32) gallon waste receptacles of garbage and rubbish with a maximum weight limit of forty (40) pounds per receptacle, or once a week pickup of up to two (2) sixty-four (64) gallon through ninety-six (96) gallon waste carts of garbage and rubbish for once a week pickup.
- (2) Two (2) cubic yards of uncontainerized garden trash with no item over forty (40) pounds or a length greater than four (4) feet, for each once a week pickup. Such waste shall be neatly stacked in an area accessible for collection with no overhead obstructions, not placed on top of storm drains, and/or adjacent to or on top of fire hydrants, mailboxes, electrical transformers or communication risers (pedestals)
- (3) Any quantity of garden trash capable of being placed into a container shall be placed in containers with substantial strength enough to support and hold the weight of the waste, whether by use of cardboard boxes, plastic bags or thirty- two-gallon trash cans, with a maximum weight limit of forty (40) pounds;
- (4) Privately employed tree trimmers, tree surgeons, landscape contractors, lawn maintenance service providers and operators of tree and shrubbery maintenance services and other like services who receive a fee shall remove all trash and debris from the premises on which they are working, including but not limited to, limbs, tree trunks, roots, shrubbery, grass clippings, bulky yard and vegetative wastes and other debris resulting from their work and dispose of it in the proper manner. No lawn trash or grass clippings shall

be left on the paved street abutting the property or on adjacent property. Bulky yard or vegetative waste shall not be placed in carts or bulk refuse containers.

- (5) Two (2) items of white goods for each once a week pickup, provided that no more than ten (10) such items shall be collected in a calendar year; and
 - (6) Two (2) recycling containers holding recyclable material for each once a week pickup.
 - (7) Two (2) cubic yards of residential construction debris or trash, if generated by the home occupant with a valid building permit if such a permit is required, is to be collected from each residential unit once per week. (Construction debris generated by a contractor shall not be collected by the city and the contractor shall be responsible for disposal regardless of whether the waste is residential or commercial.)
- (b) The owner or owners of a residential service premises consisting of two (2) to five (5) dwelling units shall be allowed to place for collection the maximum quantities provided in subsection (a) for each dwelling unit.
- (c) The owner or owners of a residential service premises contained within a mixed-use building may utilize the commercial dumpster or commercial trash area associated with the mixed-use building, upon filing of permission from the commercial services premises in the mixed-use building. When a residential service premises within a mixed-use building elects to utilize the commercial dumpster or commercial trash area associated with the mixed-use building, the residential service premises may request exemption from the solid waste non-ad valorem special assessment, and all solid waste collection and disposal fees for the mixed-use building will be the responsibility of the commercial services premises. The owner or owners of the commercial service premises in the mixed use building must provide a notarized affidavit indicating their authority and agreement to allow the residential services premises within the mixed-use building to utilize the commercial dumpster or commercial trash area on the mixed-use building property.
- (d) Beginning October 1, 2020, the owner or owners of a service premises consisting of a condominium having six (6) or more dwelling units, or of an apartment building having six (6) or more dwelling units, shall not be eligible for solid waste collection and disposal nor recycling services by the city and must secure private collection and disposal services.
- (e) This section does not prohibit an owner from placing for collection garbage,

rubbish, trash, white goods, and recyclable material in excess of the maximum quantities provided under subsection (a) when the city has previously agreed with the owner to collect such excess quantities.

- (f) The city will not collect residential waste contained in a garbage dumpster from any service premises.

Sec. 10-5. - Prohibited practices.

- (a) It is unlawful for any person:

- (1) To deposit on or bury in, or cause to be deposited on or buried in, any land, public square, street, alley, vacant lot or unoccupied lot, any lake, creek, watercourse, or ditch, within the city, any solid waste or noxious, malodorous, or offensive matter.
- (2) To deposit or place in, or cause to be deposited or placed in, a waste receptacle or waste cart containing garbage or rubbish, any materials other than garbage and rubbish;
- (3) To deposit or place in, or cause to be deposited or placed in, a waste receptacle or waste cart containing trash, any materials other than trash;
- (4) To fail or neglect to keep, or cause to be kept, clean, sanitary, tightly covered, free from vile and noxious odors, and in good state of repair, all waste receptacles and waste carts;
- (5) To use or supply waste receptacles or waste carts other than those defined and provided for in this chapter;
- (6) To deposit any garden trash upon any adjoining lot or premises, whether vacant or improved, occupied or unoccupied, or upon any other lot or premises, storm drain or street, alley or park, or in any canal or waterway, lake or pool.
- (7) To burn any solid waste within the city limits without first obtaining a permit to do so from the City Manager.
- (8) To deposit any hazardous waste as defined by this chapter and/or the Florida Statutes, or special wastes such as tires, lead-acid batteries, waste oil, paint, etc. in any waste receptacle, waste cart or bulk refuse container.
- (9) To dispose of any solid waste not generated within the city limits.

- (b) It is unlawful for any person to permit a violation of subsection (a) to be done.

Sec. 10-6. - Authority.

The city commission shall have authority to enter into one (1) or more franchises or contracts with any person or persons for the exclusive or nonexclusive collection, transportation, and disposal of solid waste generated by any premises within the city, and upon such terms and conditions as the city commission may determine to be in the public interest.

Sec. 10-7. - Investigation-Hearings.

The city commission shall have the power to investigate the quality of service of contractors, and their compliance with any franchise or contract, or with city, county, state and federal laws, rules, regulations and ordinances, and may hold hearings, and enter such orders pertaining to same as shall be in the public interest.

Sec. 10-8. - Revocation of contracts.

- (a) Any franchise or contract issued under this chapter may be revoked by the city commission if the contractor:
- (1) Refuses to comply with any lawful order of the city commission entered after a public hearing that pertains to the franchise or contract, or this chapter or any resolution of the city commission passed pursuant thereto.
 - (2) Charges or collects any rate, fee or charge not provided for in the franchise or contract or in excess of an amount authorized by the city commission.
 - (3) Violates or fails to comply with any provision of the City Code or any resolutions passed pursuant thereto, relating to the collection, transportation, or disposal of solid waste, or violates the provisions of the franchise or contract, or any county, state, or federal law, rule, regulation or ordinance relating to the collection and disposal of solid waste.
 - (4) Fails to submit any report or information required under the franchise or contract.
 - (5) Abandons, fails or refuses to perform the services required under the franchise or contract.

- (b) If the city commission or city manager, deems a contractor to be in violation of its franchise or contract, or in violation of this Chapter 10 or a resolution passed thereunder, the city manager shall notify the contractor by certified mail of the reasons why the contractor is considered to be in violation and shall provide ten (10) days or such other reasonable time for the contractor to comply with the terms of the franchise or contract. Failure by the contractor to comply in the specified time will result in a hearing before the city commission. The contractor shall be given at least ten (10) days prior notice of the hearing. The city commission, at or subsequent to said hearing, may, at its option and for good cause, adopt a resolution terminating the franchise or contract or requiring the contractor within a time certain to perform the tasks necessary to comply with the terms of the franchise or contract. The city commission shall specify the grounds considered by the city commission for its action.
- (c) Notwithstanding the above, if by reason of force majeure, acts of God, or other such catastrophic unavoidable circumstance, a contractor is unable to comply with its obligations under its franchise or contract, such failure shall not be grounds for revocation of the franchise or contract provided that the cause for such noncompliance is capable of being fixed, remedied and corrected within a reasonable time and provided further that the contractor timely commences and proceeds with all actions reasonably necessary to comply with its obligations.

Sec. 10-9. - Appeals.

Appeals from final orders and decisions rendered by the city commission after hearings as provided in or pursuant to this chapter, shall be by timely certiorari to the circuit court in accordance with applicable Florida Rules of Appellate Procedure.

Sec. 10-10. - Prohibition on garbage collection business.

It shall be unlawful for any person, not holding a valid franchise, contract, or other authority issued by the city commission, to engage in the business of, or to receive pay or consideration for, the collection of garbage and rubbish generated by residential or commercial service premises within the city.

Sec. 10-11. - Penalty.

Any person violating any of the provisions of this Chapter 10 shall be

subject to the general penalty provided under section 1-9 of the St. Augustine Beach City Code, in addition to being subject to any penalties provided for under the terms of this Chapter 10. Additionally, and not in lieu of the general penalty, the provisions of sections 10-3, 10-5, and 10-14 of this chapter may be enforced by the building and zoning department before the municipal code enforcement board which is specifically authorized to hear violations of such sections.

Sec. 10-12. - Recycling containers and recyclable material.

- (a) Upon the placement of a recycling container holding recyclable material upon the city right-of-way, or at any other location from which collection is customarily made by the city, the recyclable material shall become the property of the city.
- (b) The assignment of a recycling container to a person shall permit such person to use the recycling container only for the holding of recyclable material, and for no other purpose. Upon such assignment, the city shall remain the owner of the recycling container, and the person receiving the recycling container shall be responsible to use the same only in the recycling program, and to return the recycling container to the city upon request. A recycling container shall not be removed by a person from the property to which it has been assigned.
- (c) It is unlawful for any person:
 - (1) To remove material of any kind from any recycling container which is placed upon the city's right-of-way, or at any other location from which the city customarily collects recyclable material, unless such person is an authorized employee or agent of the city doing so as part of the recycling program; or
 - (2) To intentionally misuse, damage, or destroy a recycling container; or
 - (3) To obtain or use, or endeavor to obtain or to use, a recycling container with intent to, either temporarily or permanently:
 - a. Deprive the city thereof; or
 - b. Appropriate a recycling container to his own use or to the use of any person not entitled thereto.
- (d) Nothing in this section shall limit the right of any person to donate, sell, or otherwise dispose of the recyclable material generated by such person.
- (e) The city's building and zoning department shall have the authority to enforce the provisions of this section. This authority shall be in addition to the

authority granted to police officers pursuant to the City Charter and ordinances.

- (f) Any person who violates any of the provisions of this section 10-12 shall be subject to the penalty provided under section 10-11 of the St. Augustine Beach City Code.
- (g) Each commercial service premises for which the city provides solid waste collection and disposal services shall be entitled to a single eighteen (18) gallon recycling container collected once per week. Commercial service premises desiring to recycle beyond the base amount shall be charged the actual costs, including administrative costs, incurred by the city. The number and size of recycling containers in excess of the single eighteen (18) gallon container base shall be established by the commercial service premises prior to October 1 of each year and shall not be altered, except to permanently stop recycling, for the ensuing fiscal year.

Sec. 10-13. - Commercial waste.

- (a) Every commercial service premises, including but not limited to hotels and motels and transient rentals, shall pay to the city for the collection and disposal of waste collected by the city, or the availability of such service, the service charges provided in this section.
- (b) Commercial services premises which generate, or have historically generated more than an average of ten (10) 32-gallon waste receptacles (or equivalent volume) of solid waste per week will not be eligible for city solid waste collection services and must secure a private hauler for solid waste collection and disposal services, provided the hauler is duly franchised and authorized to collect solid waste within the city.
- (c) Authorized commercial containers; collection.
 - (1) Commercial service premises shall purchase, from the city, waste carts with a volume between sixty-four (64) and ninety-six (96) gallons for use in city solid waste collection. The number / total volume of waste carts to be purchased shall be based upon historic can count information for each commercial services premises. In cases where historic can count information is unavailable, the business owner will coordinate with the public works director to determine the appropriate "starting solid waste volume" based upon similar businesses. Carts purchased from the city will be uniquely identified, and will be picked up during normal solid waste collection schedules without the assessment of additional fees, provided the carts are placed appropriately per Sec. 10-3. – Placement, are in proper working

order, and are not overfilled so that the lids do not completely close. Cart purchase prices will be adjusted annually by the City Manager, based upon actual material and labor costs.

- (2) For the disposal of garbage, rubbish, and trash contained in sixty-four (64) through ninety-six (96) gallon waste carts as designated pursuant to subsection (2) hereof, excluding garden trash, each commercial service premises shall pay a monthly charge for each authorized waste cart purchased from the city. Monthly charges for waste carts will be established by resolution.
- (3) Unauthorized receptacles. Solid waste in unauthorized cans, carts, bags or other containers will be logged and assessed additional pickup fees as established by resolution. The volume of any solid waste collected from unauthorized receptacles will be measured and logged. If a commercial service premises utilizes unauthorized receptacles more than six (6) times in a twelve (12) month period, the commercial service premise will be required to purchase additional waste carts of sufficient volume so as to avoid future solid waste overages. An authorized receptacle which is overstuffed so that the lid does not completely close, or not placed per Sec. 10-3. – Placement, will be deemed an unauthorized receptacle, and will be logged and assessed an additional pickup fee.
- (4) Uncontainerized solid waste. Uncontainerized solid waste will be charged additional pickup fees, depending upon the quantity, volume and type of material collected. A fee schedule for uncontainerized solid waste will be set by resolution.
- (5) Change in commercial solid waste volume. If a business undergoes changes resulting in the reduction of solid waste generation, they may request an adjustment of the mandated number / volume of solid waste carts. The business must submit, in writing, to the City Manager's office, a request for a revaluation of solid waste fee. Upon receipt, the Public Works Department will conduct a random audit of the business's solid waste volume, to determine if a fee reduction is warranted. The random audit will be conducted within a six (6) month period to account for seasonal variation. If it is determined that a fee reduction is warranted, the business must return the appropriate number of waste carts to the city, and the monthly cart fee will be adjusted accordingly. A business may request a reduction of the mandated number / volume of solid waste carts a maximum of once per 12-month time period.
- (6) The owner of a commercial service premises may elect, as provided in subsection (g) hereof, on a form designated by the city manager to exempt the commercial service establishment from collection by the city provided

that thea commercial garbage dumpster, waste receptacle storage area, waste cart storage area or commercial trash area is usedmeets the requirements of Sec. 10-3. Placement (d).

- (c) The quantity of garbage and rubbish which a commercial services premises may place for collection is limited to that which will fit within the business's purchased authorized commercial receptacles. The quantity of trash, white goods and recyclable material which a commercial service premises may place for collection by the city is subject to the same maximum limits provided for a single family residence under subsection 10-4(a).
- (d) This section does not prohibit an owner from placing for collection garbage, rubbish, trash, white goods, and recyclable material in excess of the maximum quantities provided under subsection (c) when the city has previously agreed with the owner to collect such excess quantities. Quantities in excess of the maximum quantities will be assessed an additional pickup fee as set by resolution.
- (e) The city will not collect commercial waste contained in a garbage dumpster from any service premises.
- (f) The service charges provided in subsection (b) shall be due and by the end of the calendar month in which the invoice for such services is rendered and shall be regarded as delinquent thereafter.
- (g) A commercial service premises may be exempted from payment of the service charges upon written notice delivered to the office of the city manager, stating that the owner elects not to receive any waste collection and disposal service from the city, provided the owner furnishes evidence of a contract for dumpster service. It shall be a violation of this Code punishable as provided in section 10-11 hereof to collect dumpster garbage and trash between the hours of 7:00 p.m. of any day and 7:00 a.m. of the ensuing day.
- (h) The city manager is hereby authorized, from time to time, to determine the cost to the city for the utilization of landfills and to promulgate waste disposal service charges for each equivalent container to be charged pursuant to subsection (b) hereof in accordance with such costs. Such charges shall become effective as of the beginning of the next ensuing fiscal quarter after a copy thereof has been furnished to the city commission, unless the city commission shall, by ordinance, provide some other fee or charge or direct that no charge be made.
- (i) Commercial garden trash collection shall be provided to each commercial service premises once per week and be subject to the same rules governing the

collection of uncontainerized and containerized residential garden trash waste. The amount charged by the city for such collection shall be set by resolution.

- (j) Up to Two (2) cubic yards of commercial construction debris per week, if generated by the business occupant with a valid building permit, if such a permit is required, is to be collected from each commercial service premises that receives solid waste collection and disposal services from the city one per week. (Construction debris generated by a contractor shall not be collected by the city and the contractor shall be responsible for disposal regardless of whether the waste is residential or commercial.)
- (k) Collection of garbage and refuse for commercial service premises may be permitted in excess of one (1) day per week on a subscription basis. Commercial service premises shall pay an additional fee for each additional collection day plus the standard disposal costs as required with basic collection services. Commercial service premises may have up to one (1) additional collection days per week, provided an application for such service is made to the city and the city manager or his designee determines the public works department has capacity to provide the additional service. No garbage or refuse will be collected on Wednesdays, weekends or City holidays. Fees for the additional collection services shall be set from time to time by resolution of the city commission.
- (l) In lieu of receiving garbage collection service from the city, commercial service businesses may contract with a private hauler for garbage and refuse collection services provided the hauler is duly franchised and authorized to collect garbage within the city

Sec. 10-14. - Enforcement of payment of service charges.

- (a) The owner of each service premises shall be liable to the city for the amount of service charges provided by sections 10-4 and 10-13. The city shall bill the owner of the service premises, unless the service premises is leased and the owner guarantees in writing payment of the service charges by the tenant. If the tenant shall fail to pay any service charges billed to him, the tenant and the owner shall be jointly and severally liable to the city for payment of the service charges.
- (b) In the event an owner or tenant of any service premises fails to pay the amount due the city under section 10-4 or 10-13, by the end of the month in which the invoice for commercial waste service is rendered, there shall be

added thereto a late charge of the greater of ten (10) percent of such invoice or five dollars (\$5.00). If such invoice, shall not be paid within thirty (30) days thereafter the amount of such service charges including late fees shall double and if not paid within sixty (60) days the city may enforce the collection of the service charge by imposing a lien on the real property involved by filing a civil action against the owner and/or the tenant for the amount due the city, including the city's attorney's fees in bringing the action, or by ceasing further waste collection service, or by all of said remedies, including enforcement before the local code enforcement board with each day of non-payment constituting a separate violation.

- (c) If the service charge for a service premises is not paid within ninety (90) days after the due date, the city may forthwith impose a lien upon the service premises. The city manager is authorized to file a notice of lien in the official records maintained by the Office of the Clerk of the Court of St. Johns County, Florida. Said notice shall identify the owner of the service premises, describe the property upon which the lien is claimed, and the amount of the lien. The amount of the lien shall be equal to the sum of the service charges past due, costs incident to recording the lien, and the City's attorney fees.
- (d) Any lien described in this section may be enforced and collected as provided by the laws of Florida, or may be enforced in equity in the manner provided by the laws of Florida for the enforcement of mortgage liens. The owner shall be responsible for all attorney's fees and costs incurred by the city in any action to enforce the lien. Such attorney fees and costs shall be added to the amount of the lien.
- (e) If any person pays the service charges after the filing of a notice of lien in the official records, the person shall also pay to the city the fees charged by the office of the clerk of the court for recording the notice of lien and a satisfaction of the lien.

Sec. 10-15. - Owner to be responsible for compliance with Code.

Every owner remains liable for violations of responsibilities imposed upon an owner by this article even though an obligation is also imposed on the occupant of the premises and even though the owner has by agreement imposed on the occupant the duty of maintaining the premises or furnishing required refuse containers and collection.

Secs. 10-16--10-99. - Reserved.

ARTICLE II. - SOLID WASTE NON-AD VALOREM SPECIAL ASSESSMENT

Sec. 10-100. - Need for special assessment.

The special assessment shall provide for ~~the a comprehensive, coordinated, economical and efficient program for the collection and disposal of solid waste and recyclables and is necessary in order to fund a comprehensive, coordinated, economical and efficient program for the disposal of solid waste~~ within the corporate limits of the City of St. Augustine Beach. In the event ~~that it may be deemed necessary due to changes in the interlocal agreement between St. Johns County and the City of St. Augustine Beach for solid waste disposal services, or other~~ costs pertaining to City's solid waste ~~program~~operations, including collection, disposal and recycling, are found to exceed the revenues generated by the special assessment, the city may expand the assessment and the application of the revenues for such purpose.

Sec. 10-101. - Properties subject to the special assessment.

Within the City of St. Augustine Beach, the levy and collection of the annual special assessment shall apply to all properties within the incorporated area of the City of St. Augustine Beach as legally described in Section 1-2 of Article I of the Charter of the City of St. Augustine Beach and in official documents in the possession of the City Clerk as amended from time to time.

Sec. 10-102. - Annual certification.

- (a) By June 1, 1992, the office of the city manager shall certify to the county property appraiser and county administrator a list of all properties within the city subject to the special assessment at any time after the adoption of this section and prior to the date of certification.
- (b) Annually by June 1 of each year thereafter, the office of the city manager shall certify to the county property appraiser and county administrator a list of all properties within the city subject to the special assessment at any time subsequent to the last annual certification and prior to the date of the then current certification.

- (c) The office of the city manager shall not include in the list under subsections (a) or (b) above any properties subject to the special assessment based on any list prepared by the county property appraiser or the county in accordance with applicable county ordinances or state law.

Sec. 10-103. - Interlocal agreement.

The city commission is authorized to enter into an interlocal agreement with St. Johns County in connection herewith.

Sec. 10-104. - Franchise required for businesses conducting private collection and disposal of commercial, construction and demolition debris.

- (a) It shall be unlawful for any person or other legal entity not holding a valid and appropriate franchise issued by the city and which allows such person or entity to engage in the business of, or to receive compensation or consideration for, the performance of the following: collecting, hauling or transporting commercial, construction and demolition debris by containerized motor vehicles, roll-offs, compactor containers or dumpsters from any property within the city. These provisions shall not apply to (1) the collection, hauling or transporting of land clearing debris; hazardous, radiological and biohazardous waste; wrecked, scrapped, ruined or dismantled motor vehicles, boats or motor vehicle parts; or garden trash or (2) when the collecting, hauling or transporting of commercial, construction and demolition debris is clearly subordinate and incidental to the services for which compensation is paid.
- (b) The city manager, or his or her designee, may enter into a franchise agreement with qualified applicants for the non-exclusive right to collect and transport commercial, construction and demolition debris from any property within the city limits when the city manager, or his or her designee, has received satisfactory evidence of the following and when the applicant covenants as follows:
 - (1) The application is made in good faith
 - (2) The applicant has the means and resources to carry out the collection and transportation service required by the franchise.
 - (3) The applicant demonstrates the ability to maintain insurance in the form and amount prescribed by the city, including liability coverage, and to indemnify the city.
 - (4) The applicant has complied, or demonstrates its capacity and willingness to comply, with all applicable federal, state and local laws and ordinances,

rules and regulations, including required permitting.

- (5) The applicant demonstrates the ability to provide a bond in the amount of five thousand dollars (\$5,000.00) or other surety for the applicant's faithful payment under this ordinance and the franchise.
 - (6) The applicant shall maintain an office located in St. Johns County.
- (c) The city manager shall prescribe forms for franchise applications, and said forms may require (i) certified copies of all corporate, partnership or other documents reflecting the applicant's owners, shareholders, partners, officers or agents; (ii) bonds; (iii) insurance; (iv) a proposed schedule of rates, fees and charges and (v) any other relevant information deemed necessary to fully advise the city commission of the applicant's qualifications and ability to perform under a franchise agreement. The city manager shall not require submittal of proprietary information if such information is exempt or confidential as defined by the Florida Public Records Act, F.S. Ch. 119.
- (1) Initial application for non-exclusive franchise for the collection, transportation and disposal of construction and demolition debris shall be submitted on a form provided by the city.
 - (2) Any non-exclusive franchise granted shall be for a three (3) year period beginning November 1 and ending October 31st of the third year.
 - (3) Thereafter, renewal applications shall be submitted between July 1 and August 1 of the third year, unless otherwise provided by resolution of the city commission.
 - (4) Failure to submit applications as provided above shall result in a forfeiture of an applicant's ability to obtain a non-exclusive franchise.
- (d) The following franchise fees shall be paid to the city for non-exclusive franchises:
- (1) The franchisee or authorized collector shall pay franchise fees to the city for the privilege of using the public rights-of-way and other thoroughfares of the city for the collection and transportation of construction and demolition debris which originates within the city limits.
 - (2) The franchise fee schedule is as follows:
 - a. The franchisee's fee for commercial, construction and demolition debris shall be equal to ten (10) percent of the franchisee's gross revenue collected for collection, transportation, processing and/or disposal of commercial, construction and demolition debris.

- b. Haulers shall pay three hundred dollars (\$300.00) fee for the term of the franchise and for each subsequent renewal.
- (3) Franchise fees shall be paid to the city on a time schedule as determined in the franchise agreement, or if not provided in the franchise agreement, as determined in writing by the city manager or his or her designee.
- (4) The franchise fee amount or percentage may be amended by resolution of the city commission following public hearing.
- (e) *Regulations applicable to franchise holders.* Non-exclusive franchisees collecting, transporting and/or disposing of commercial, construction and demolition debris shall comply with the following requirements:
 - (1) When collecting, transporting and/or disposing of commercial, construction and demolition debris, each of the franchisee's employees shall wear a company shirt or uniform which shall have the franchisee's name or logo on a conspicuous place.
 - (2) All trucks used by the franchisee for the collection of commercial, construction and demolition debris shall be marked with the name and telephone number of the franchisee in plainly visible letters. Each container placed on a commercial site shall be labeled with the name of the franchisee on the side.
 - (3) All franchisee containers for hauling shall be totally enclosed or securely covered when transporting within the city.
 - (4) All vehicles used by the franchisee for transporting shall be maintained in good, clean and safe operating condition. Each franchisee shall have all vehicles used as part of the franchise agreement inspected at least once a year by a properly licensed professional mechanic and shall provide a written inspection report to the city public works department solid waste division.
 - (5) The franchisee shall provide the city with a current list of vehicles used under the franchise agreement and shall further provide the vehicle identification number and current license plate number of each vehicle.
 - (6) The franchisee immediately shall clean and properly dispose of any waste materials or products dropped or spilled by the franchisee. Upon completion of the clean-up, the franchisee shall timely report to the city solid waste division in writing the location, type of drop or spill and the corrective procedure conducted.
 - (7) All commercial, construction and demolition debris collected by the

franchisee or collector shall be processed or disposed of at a properly permitted or licensed facility.

- (8) For the purpose of verifying the amount of any franchise fee payable to the city pursuant to this ordinance, or for the purpose of verifying the items, reports and information provided by the franchisee pursuant to this ordinance, the city shall have access at all reasonable hours to the franchisee's places of business and its statistical, customer service and other records relating to the accumulation, collection, transportation and disposal of commercial, construction and demolition debris from properties within the city during the preceding year and such other information as the city may require in support of same.
- (9) All reports, audits and payments shall be timely made by each franchisee and failure therein shall be a default in the franchise agreement. Any late payments of franchise fees due under the franchise shall bear interest at the maximum rate allowed by law.
- (f) If the city manager deems a franchisee to be in violation of its franchise agreement, or in violation of this ordinance or resolutions, rules or regulations promulgated hereunder, the city manager shall notify the franchisee by certified mail of the reasons why the franchisee is considered to be in violation and shall provide ten (10) days for the franchisee to review the violation and to comply with the terms of the franchise agreement. Failure by the franchisee to comply in the specified time may result in termination of the franchise.

Section 2. 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. 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 and the Director of Public Works.

Section 4. 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 3rd day of March, 2020.

**CITY COMMISSION OF THE CITY OF
ST. AUGUSTINE BEACH**

ATTEST: _____
City Manager

By: _____
Margaret England, Mayor

**BOARD AND DEPARTMENTAL REPORT FOR CITY COMMISSION MEETING
JUNE 1, 2020**

CODE ENFORCEMENT/BUILDING/ZONING

The report is attached as pages 1-8.

COMPREHENSIVE PLANNING AND ZONING BOARD

The Board did not meet in April. A summary of its May 19th meeting is attached as page 1. The minutes of that meeting will be attached to this report for the City Commission's July 6th meeting.

SUSTAINABILITY AND ENVIRONMENTAL ADVISORY PLANNING COMMITTEE

The Committee did not meet in March, April and May.

POLICE DEPARTMENT

Please see page 9.

PUBLIC WORKS DEPARTMENT

Please see pages 10-13.

FINANCE/ADMINISTRATION

Please see page 14.

CITY MANAGER

1. Complaints

A. Yard Trash on Sabor de Sal by Sandpiper Resident

Mayor England forwarded this complaint to the City Manager and the Public Works Director. Public Works crews, if they are in the vicinity, will check Sabor de Sal during trash runs. Sabor de Sal residents have been asked to call the Department if they see yard waste along their street.

2. Major Projects

A. Road/Sidewalk Improvements

1) 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. The Public Works Director has sent a letter to the owners of the lots along this section of 2nd Street, asking

them if they would support the opening of 2nd Street and providing the utilities, knowing that they would be assessed the costs for the project. Thus far, the owners of 11 out of 16 lots have agreed to pay the costs, the owners of two lots have said no, and the remaining three owners haven't responded.

2) 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. However, because of the pandemic, the search for funding for this project will be suspended at this time.

B. Beach Matters

1) Off-Beach Parking

As the City Commission has decided not to have paid parking in the City, the focus concerning off-beach parking has shifted to improving the City's existing rights-of-way and plazas to improve the rights-of-way and areas where people can park. At its March 2, 2020, meeting, the Commission reviewed a report prepared by the Public Works Director of City-owned streets and plazas where parking improvements could be made. The Public Works Director and the City Manager asked the Tourist Development Council at its March 16th meeting for funding to improve three parking areas. However, as one TDC member said, revenue from the bed tax will likely decline significantly because of the coronavirus pandemic and the City is not likely to receive at this time any bed tax funds for the improvements.

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. The Public Works Director is applying to the state for a Florida Recreation Development Assistance Program grant to pay half the costs of the restrooms. The deadline for the grant is October 31, 2019. The City will know in early summer of 2020 whether it has received the grant. In addition, the City requested money from the County's \$15.5 million surplus. However, the County Commission at its November 5th meeting decided to use the surplus money for County capital projects that have been delayed from previous fiscal years. For the improvements, the City has applied for funding from a state grant and from a Federal grant from the National Oceanic and Atmospheric Administration. The City was told in March that the latter grant application had been approved for submission.

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 Land Development Regulations

The next change to the Regulations was an ordinance for dune protection, which was passed on first reading at the Commission's February 3rd meeting and had its first public hearing at the March 2nd meeting, when it was passed on second reading. Its second public hearing and final reading were held at the Commission's April 29th meeting, which the April 6th meeting that had to be postponed because of the pandemic.

Another change was to allow emotional support animals. It was reviewed by the Commission at its March 2nd meeting. At its May 4th regular meeting the Commission reviewed the Building Official's proposals to allow such animals by conditional use permit. However, as the Commission didn't approve the proposal, the current restrictions will remain in place.

Another change is to delineate the boundaries of the mixed-use district along A1A Beach Boulevard. The Commission will consider this at its June 1st meeting.

3. Construction in the City

As of Wednesday May 20, 2020, there were 36 permits active for single-family residences in the City.

SUBDIVISION	ADDRESS	DATE PERMIT ISSUED	
Anastasia Dunes	409 Ocean Forest Drive	07/18/2019	Active permit #P1915009
	1012 Island Way	09/16/2019	Active permit #P1915157
	1004 Island Way	02/04/2020	Active permit #P2000359
Atlantic Beach	12 13 th Street	09/09/2019	Active permit #P1915242
Chautauqua Beach	6 6 th Street	01/30/2019	Active permit #14397
	15 6 th Street	12/24/2019	Active permit #P2000023
	4 12 th Street	04/25/2019	Active permit #P1914615
	206 7 th Street	07/03/2019	Active permit #P1914954

SUBDIVISION	ADDRESS	DATE PERMIT ISSUED	
Coquina Gables	6 F Street	11/14/2018	Active permit #14270
	613 Mariposa Street	12/20/2019	Active permit #P2000091
Kings Quarry	613 Old Beach Road	01/16/2019	Active permit #14368
Ocean Oaks	504 A Street	11/26/2019	Active permit #P2000099
Ocean Walk	47 Lee Drive	2/19/2020	Active permit #P2000574
Overby & Gargan	27 Oceanside Circle	11/21/2019	Active permit #P2000096
Raintree	23 Deanna Drive	10/04/2019	Active permit #P1915282
Sandpiper West	103 Sandpiper Boulevard	02/04/2019	Active permit #14404
Sea Colony	612 Ocean Palm Way	09/10/2018	Active permit #P1915252
	332 South Forest Dune Drive	01/17/2019	Active permit #14373
	892 Ocean Palm Way	02/07/2019	Active permit #14417
Sea Grove	1304 Smiling Fish Lane	02/24/2020	Active permit #P2000360
Spanish Oaks	104 Spanish Oaks Lane	04/02/2020	Active permit #P2000692
The Ridge	542 Ridgeway Road	04/25/2019	Active permit #P1914613
	513 Ridgeway Road	06/18/2019	Active permit #P1914892
	23 High Dune Drive	06/21/2019	Active permit #P1914906
	43 High Dune Drive	07/17/2019	Active permit #P1915008
	462 Ridgeway Road	07/18/2019	Active permit #P1915020
	305 Ridgeway Road	07/31/2019	Active permit #P1915043
	420 Ridgeway Road	09/13/2019	Active permit #P1915279

SUBDIVISION	ADDRESS	DATE PERMIT ISSUED	
The Ridge (Cont.)	357 Ridgeway Road	10/15/2019	Active permit #P1915248
	522 Ridgeway Road	10/22/2019	Active permit #P1915334
	564 Ridgeway Road	11/13/2019	Active permit #P2000113
	196 Ridgeway Road	01/03/2020	Active permit #P2000430
	113 Ridgeway Road	01/27/2020	Active permit #P2000220
	352 Ridgeway Road	02/06/2020	Active permit #P2000586
	340 Ridgeway Road	02/24/2020	Active permit #P2000684
	77 High Dune Drive	02/27/2020	Active permit #P2000615

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

- a. 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.
- b. The Planning Board approved a similar commercial/residential building at its January 15, 2019, meeting. The building's address will be 610 A1A Beach Boulevard.
- c. 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 3, 2018, meeting. Preliminary plans have been submitted, though building permit hasn't yet been issued.
- d. The Building Official reports the withdrawal of a proposed mixed-use commercial building on ten of the lots on the vacant parcel south of the Marriott Hotel with houses to be constructed on each of the remaining six lots between 4th and 5th Streets. The Planning and Zoning Board approved this project at its March 24, 2020, meeting.

4. Finance and Budget

A. Fiscal Year 2020 Budget

April 30, 2020, marked the end of the seventh month of the fiscal year. As of that date, for the General Fund, the City had received \$4,483,925 and spent \$3,817,147, for a surplus of \$666,777. That surplus will diminish during the remaining five months of the Fiscal Year. In terms of percentages, 62.1% of the projected General Fund revenues had been received by the end of April while 52.9% of the projected expenditures had been spent. Property taxes continue to be the City's chief revenue source. As of the end of April, \$2,841,146 had been received.

ON A RELATED MATTER: It concerns the effect of the coronavirus pandemic on revenue, such as sales taxes, that the City receives from the State. Because money from sources will decline, the City is going to have to curtail spending and not undertake any new projects. The City staff is reviewing what expenditures can be reduced or deleted for Fiscal Year 2021.

B. Vendor Checks

Please see pages 15-34.

5. Miscellaneous

A. Permits for Upcoming Events

In April, the City Manager approved the permit for the Civic Association's Concerts by the Sea.

B. Strategic Plan

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 at its June 10th meeting and asked that the Planning Board and the Sustainability and Environmental Planning Advisory Committee be asked to provide their suggestions for the plan. The responses were reviewed by the Commission at its August 5th meeting. The Commission decided to have a mission statement developed. Suggestions for the statement were provided to the Commission for consideration at its September meeting. By consensus, the Commission asked the City Manager to develop a Mission Statement and provide it at a future meeting. This has been done along with a Vision Statement, a Values Statement and a list of tasks. The City Commission reviewed the proposed plan at its January 14th continuation meeting, provided comments and asked that the plan be submitted for another review at the City Commission's April 6th meeting. However, because of the need to shorten the Commission meetings because of the pandemic, review of the strategic plan will be postponed for the time being.



City of St. Augustine Beach Building and Zoning Department

TO: Max Royle
FROM: Brian Law
SUBJECT: Building and Zoning Department Monthly Report
DATE: 5-20-2020

Trees:

- 1) Removal of two hazardous oak trees close to home and awning at 691 16th Street, 2020, 5-5-2020.

Planning and Zoning Board: Regular Monthly Meeting Held 5-19-2020

- 1) Planning and Zoning Board recommended the City Commission approve a conditional use application to renew a current conditional use permit for outside seating for food and/or beverage service and consumption outside of an enclosed building on the premises of Cone Heads Ice Cream, 570 A1A Beach Boulevard, for as long as the current applicant owns the property and operates the business.
- 2) Planning and Zoning Board approved a variance request for reduction of the minimum 25-foot rear yard setback requirement to 12.5 feet for proposed new construction of a 459-square-foot in-law suite addition to an existing single-family residence at 52 Ocean Woods Drive East.

Code Enforcement: Regular Monthly Meeting Held 4-29-2020

- 1) Code Enforcement Board addressed citations issued to the property owner of 720 A1A Beach Boulevard for failure to obtain permits for deck and stairway repairs, and reassessment of fines imposed at the Board's 3-25-2020 meeting for unpermitted work.

Building:

- 1) Renovations to Endless Summer Realty Building at 491 A1A Beach Blvd are completed.
- 2) Redevelopment of new donut shop on the site of the former Carriage Realty building at 400 A1A Beach Boulevard is in the finishing stages of construction.
- 3) Corral Dental Facility at 2100 A1A South is currently in the sheet rock phase, however, interior work has been suspended by the contractor but exterior site work continues.
- 4) The concrete slab has been placed at Jack's Barbeque located at 681 A1A Beach Boulevard as per the mixed use development order issued for the new micro-brewery.

Certificates issued in FY 20: 28 Certificates of Occupancy and 645 Certificates of Completion

Application Id Building Code	Parcel Id Activity Type	Inspector	Property Location Date	Start Time	End Time	Owner Name Actual Time	Status	Phone	Permit No
827 ZONING	1748700030 Z-COND USE	BONNIE M	4001 A1A S 11/25/19			LP & FOX HOLDINGS LLC ETAL	APPROVED		
	RENEWAL OF CURRENT CONDITIONAL USE PERMIT CU 2014-02, WHICH EXPIRES 12/1/2019, FOR DAYCARE/PREKINDERGARTEN/ELEMENTARY SCHOOL AT ISLAND PREP, 4001 A1A SOUTH,								
853 ZONING	1698900180 Z-COND USE	BONNIE M	16 5TH ST 11/05/19			COCHRANE JAMES, KIMBERLY	APPROVED		
	CONDITIONAL USE FILE NO. CU 2019-05 APPLICATION FOR NEW CONSTRUCTION OF A SINGLE-FAMILY RESIDENCE IN A COMMERCIAL LAND USE DISTRICT								
962 ZONING	1674700000 Z-COND USE	BONNIE M	451 A1A BEACH BLVD 11/19/19			SOMEWHERE ON A1A PARTNERS LLC	APPROVED		
	P&Z RECOMMENDS APPROVAL 7-0 FOR FOOD OR BEVERAGE CONSUMPTION OUTSIDE ENCLOSED BUILDING								
ZONING	Z-COND USE	BONNIE M	12/02/19				APPROVED		
	COMMISSION APPROVED CONDITIONAL USE								
1034 ZONING	1630000000 Z-CONCEPT REV	BONNIE M	300 A1A BEACH BLVD 11/19/19			KEY BEACH NORTH LLC	APPROVED		P2000082
	CONCEPT REVIEW => NO RECOMMENDATION OR DECISION								
ZONING	Z-FINAL DEV	BONNIE M	12/17/19				APPROVED		
	P&Z RECOMMENDS APPROVAL OF A 42 ROOM ADDITION 5-2								
ZONING	Z-FINAL DEV	BONNIE M	01/06/20				APPROVED		
	COMMISSION APPROVES FINAL DEVELOPMENT ORDER 4-1								
1054 ZONING	1723300120 Z-TREE REMOVAL	BONNIE M	613 MARIPOSA ST 12/17/19			MACKAY, MATTHEW J., OLIVIA BYLES	APPROVED		P2000091
	P2B APPROVED REMOVAL OF 48-INCH DBH OAK TREE IN REAR PORCH FOOTPRINT AT 12/17/2019 REGULAR MONTHLY MEETING								
1081 ZONING	1709100000 Z-COND USE	BONNIE M	A1A BEACH BLVD LOTS 1-8 BLK 43 TRINCA LEONARD, RENEE 11/19/19				DENIED		
	P&Z RECOMMENDS DENIAL OF CONDITIONAL USE TO BUILD 8 SFR'S IN A COMMERCIAL SECTOR								

May 20, 2020
08:17 AM

CITY OF ST. AUGUSTINE BEACH
Permit Activity Report by Application Id

Page No: 2

Application Id Building Code	Parcel Id Activity Type	Inspector	Property Location Date	Start Time	End Time	Owner Name Actual Time	Status	Phone	Permit No
ZONING	Z-COND USE COMMISSION DENIED REQUEST	BONNIE M	12/02/19				DENIED		
1085 ZONING	1713800000 Z-VARIANCE VARIANCE DENIED P&Z APPROVED USE FOR EMOTIONAL SUPPORT CHICKENS	BONNIE M	11/19/19	313 A ST		WILDASIN, JENNIFER GRACE	DENIED		
ZONING	Z-APPEAL COMMISSION DID NOT OVERTURN THE USE HOWEVER INSTRUCTED STAFF TO PROPOSE CODE CHANGES	BONNIE M	02/04/20				APPROVED		
1341 ZONING	1724910470 Z-TREE REMOVAL P&Z APPROVED REMOVAL OF 40-INCH DBH OAK TREE IN BUILDING FOOTPRINT OF NEW SFR AT 12/17/2019 REGULAR MONTHLY MEETING	BONNIE M	12/17/19	1004 ISLAND WAY		MAGUIRE LINDSEY & DELLA SALA, DONALD	APPROVED		P2000359
1384 ZONING	1629611480 Z-VARIANCE VARIANCE FILE NO. VAR 2020-01 FOR SOUTH SIDE YARD SETBACK REDUCTION FROM 10 (TEN) FEET PER SEAGROVE PUD ORDINANCE NO. 01-15 TO 5 (FIVE) FEET FOR NEW INGROUND SWIMMING POOL, POOL DECK AND POOL SCREEN ENCLOSURE	BONNIE M	01/21/20	1181 OVERDALE RD		LEVY RODNEY B, KELLY	APPROVED		
1400 ZONING	1680200000 Z-VARIANCE VARIANCE FILE NO. VAR 2020-02 FOR REAR YARD SETBACK REDUCTION FROM 25 FEET TO 20 FEET FOR PROPOSED CONSTRUCTION OF NEW SINGLE-FAMILY RESIDENCE IN LOW DENSITY RESIDENTIAL LAND USE DISTRICT	BONNIE M	01/21/20	129 14TH ST		WIMBEY G WAYNE, JEANINE SAPIA	APPROVED		
1489 ZONING	1741912010 Z-VARIANCE SEE ATTACHED VARIANCE ORDER ALLOWING 40% ISR MAXIMUM TO BE EXCEEDED FOR ADDITION OF INGROUND SWIMMING POOL--VARIANCE APPROVED WITH 3-2 VOTE PENDING REMOVAL OF CONCRETE DRIVEWAY AND REPLACEMENT OF DRIVEWAY WITH 10% OR GREATER PERMEABLE PAVERS	BONNIE M	02/18/20	184 SEA COLONY PKWY		ROBISON MATTHEW J, KERRI N	APPROVED		P2000818
1553 ZONING	1629611940 Z-VARIANCE	BONNIE M	10/15/19	1349 SMILING FISH LN		STEIN DAVID J, LYNDEY H	APPROVED		
1554	1629611950			1353 SMILING FISH LN		PINIARSKI WILLIAM J, JENNIFER A			

Application Id Building Code	Parcel Id Activity Type	Inspector	Property Location Date	Start Time	End Time	Owner Name Actual Time	Status	Phone	Permit No
ZONING	Z-VARIANCE	BONNIE M	10/15/19				APPROVED		
1556 ZONING	1631430216 Z-FLEX SETBACKS FLEXIBLE SETBACKS	BONNIE M	47 LEE DR 11/19/19			LARSON KYLE, TAMMY	APPROVED		
ZONING	Z-TREE REMOVAL 36" TREE REMOVAL IN PROPOSED FOOTPRINT OF BUILDING	BONNIE M	11/19/19				APPROVED		
1617 ZONING	1641610390 Z-TREE REMOVAL REMOVAL OF 60" DBH TREE IN PROPOSED BUILDING FOOTPRINT APPROVED BY PZB WITH A 5-0 VOTE	BONNIE M	340 RIDGEWAY RD 02/18/20			RUNK PROPERTIES INC	APPROVED		P2000684
1696 ZONING	1692400000 Z-MIXED USE MIXED USE FILE NO. MU 2020-01 FOR TWO-STORY, 19,872-SQUARE-FOOT COMMERCIAL BUILDING WITH A MIX OF RETAIL SPACE ON THE FIRST FLOOR AND OFFICE SPACE ON THE SECOND FLOOR--APPROVED WITH THE FOLLOWING CONDITIONS: THE WESTERLY FENCE TO BE INCREASED TO 8' IN HEIGHT AND A 5' WIDE ADA ACCESSIBLE SIDEWALK IS TO BE CONSTRUCTED ADJACENT TO 5TH AVENUE.	BONNIE M	621 A1A BEACH BLVD 02/24/20			MSB HOTELS II LLC	APPROVED		
1698 ZONING	1629630070 Z-COND USE PZB RECOMMENDATION TO CITY COMMISSION; RECOMMENDS APPROVAL FOR 15 YEARS (END OF NEW SIGNED LEASE) UNDER CURRENT TENANT OWNERSHIP--NO CHANGE IN RESTAURANT OWNERSHIP ALLOWED WITH A 7-0 VOTE	BONNIE M	134 SEA GROVE MAIN ST 02/25/20			L & L PIRTON INC	APPROVED		
ZONING	Z-COND USE CITY COMMISSION	BONNIE M	04/29/20				APPROVED		
1699 ZONING	1631390110 Z-TREE REMOVAL REMOVAL OF A 36" AND A 37" OAK TREE IN THE FOOTPRINT OF THE HOUSE AND PAVER DRIVEWAY--APPROVED WITH A 7-0 VOTE BY PZB AT MARCH 24, 2020 REGULAR MONTHLY MEETING	BONNIE M	104 SPANISH OAKS LN 03/24/20			DILLINGER TERESA CRR, TERRY LEE	APPROVED		P2000692
1701 ZONING	1741910001 Z-FINAL DEV PZB RECOMMENDATION TO CITY COMMISSION:FINAL DEVELOPMENT MODIFICATION FILE	BONNIE M	100 SEA COLONY PKWY 02/25/20			SEA COLONY NEIGHBORHOOD ASSOC	APPROVED		

08:17 AM

Permit Activity Report by Application Id

5

May 20, 2020
08:17 AM

CITY OF ST. AUGUSTINE BEACH
Permit Activity Report by Application Id

Page No: 5

Application Id	Parcel Id	Property Location		Owner Name		Phone	Permit No
Building Code	Activity Type	Inspector	Date	Start Time	End Time		

Activity Type Totals:

Z-APPEAL:	1	Z-CONCEPT REV:	1	Z-COND USE:	9	Z-FINAL DEV:	4	Z-FLEX SETBACKS:	1
Z-MIXED USE:	1	Z-TREE REMOVAL:	5	Z-VARIANCE:	7				

Building Code Totals:

ZONING: 29

Total Activities: 29

Total Permits: 21

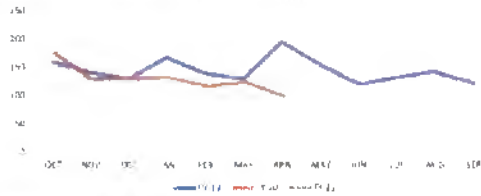
Inspector Totals:

BONNIE M: 29

CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

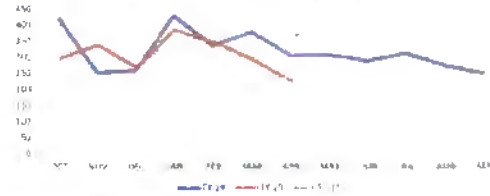
# OF PERMITS ISSUED			
	FY 19	FY 20	FY 21
OCT	158	175	
NOV	140	128	
DEC	129	129	
JAN	167	131	
FEB	139	118	
MAR	129	123	
APR	185	99	
MAY	255		
JUN	220		
JUL	132		
AUG	243		
SEP	122		
TOTAL	1729	801	

OF PERMITS ISSUED



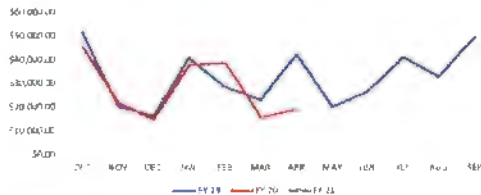
# OF INSPECTIONS PERFORMED			
	FY 19	FY 20	FY 21
OCT	424	288	
NOV	255	841	
DEC	282	272	
JAN	426	381	
FEB	334	545	
MAR	372	282	
APR	308	225	
MAY	308		
JUN	288		
JUL	312		
AUG	275		
SEP	250		
TOTAL	3837	2154	

OF INSPECTIONS PERFORMED



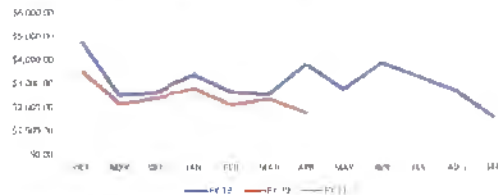
BUILDING PERMIT FEE REPORT			
	FY 19	FY 20	FY 21
OCT	\$51,855.01	\$45,109.74	
NOV	\$70,182.42	\$21,738.58	
DEC	\$16,104.22	\$14,568.55	
JAN	\$40,215.31	\$37,615.35	
FEB	\$28,526.70	\$38,549.13	
MAR	\$22,978.51	\$15,265.08	
APR	\$42,182.91	\$18,986.61	
MAY	\$20,020.12		
JUN	\$26,445.26		
JUL	\$41,120.86		
AUG	\$32,714.82		
SEP	\$49,543.66		
TOTAL	\$393,508.82	\$191,932.54	

BUILDING PERMIT FEE GRAPH



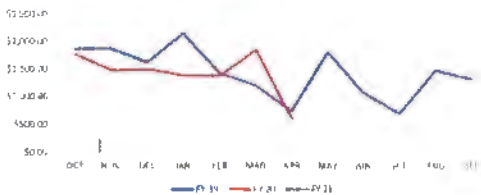
MECHANICAL PERMIT FEE REPORT			
	FY 19	FY 20	FY 21
OCT	\$4,819.09	\$3,540.67	
NOV	\$2,541.64	\$7,160.00	
DEC	\$2,633.84	\$2,409.67	
JAN	\$3,338.88	\$2,715.47	
FEB	\$2,401.00	\$2,044.08	
MAR	\$2,515.33	\$2,302.73	
APR	\$3,801.28	\$1,716.00	
MAY	\$2,296.33		
JUN	\$3,844.54		
JUL	\$1,286.00		
AUG	\$2,663.49		
SEP	\$1,579.42		
TOTAL	\$34,140.23	\$16,888.57	

MECHANICAL PERMIT FEE GRAPH



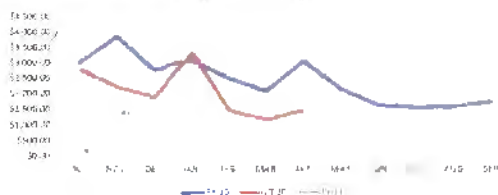
ELECTRICAL PERMIT FEE REPORT			
	FY 19	FY 20	FY 21
OCT	\$1,860.33	\$1,765.00	
NOV	\$1,872.66	\$1,475.00	
DEC	\$1,622.32	\$1,495.00	
JAN	\$2,151.66	\$1,380.00	
FEB	\$1,425.32	\$1,375.00	
MAR	\$1,203.33	\$1,843.00	
APR	\$743.00	\$600.00	
MAY	\$1,805.00		
JUN	\$1,065.00		
JUL	\$690.00		
AUG	\$1,460.00		
SEP	\$1,310.00		
TOTAL	\$17,208.61	\$9,833.00	

ELECTRICAL PERMIT FEE GRAPH



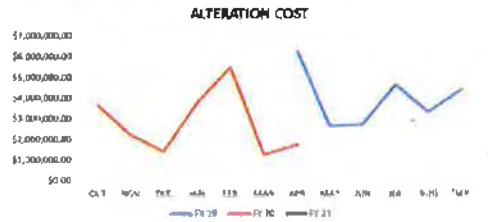
PLUMBING PERMIT FEE REPORT			
	FY 19	FY 20	FY 21
OCT	\$3,016.37	\$2,786.00	
NOV	\$3,867.41	\$2,221.00	
DEC	\$2,783.10	\$1,869.00	
JAN	\$3,011.40	\$3,258.00	
FEB	\$2,440.44	\$1,703.00	
MAR	\$2,037.24	\$1,123.00	
APR	\$3,015.00	\$1,430.00	
MAY	\$2,110.00		
JUN	\$1,590.00		
JUL	\$1,525.00		
AUG	\$1,550.00		
SEP	\$1,706.00		
TOTAL	\$28,471.94	\$14,082.00	

PLUMBING PERMIT FEE GRAPH



CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

ALTERATION COST			
	FY 19	FY 20	FY 21
OCT		\$3,657,414.56	
NOV		\$2,343,421.52	
DEC		\$1,449,815.40	
JAN		\$3,780,353.81	
FEB		\$5,519,800.00	
MAR		\$1,307,037.89	
APR	\$6,318,617.35	\$1,803,157.19	
MAY	\$2,725,410.75		
JUN	\$2,792,442.43		
JUL	\$4,717,293.00		
AUG	\$3,393,250.74		
SEP	\$4,302,737.63		
TOTAL	\$24,488,751.90	\$19,768,230.17	



COMMISSION REPORT

May 2020

TO: MAYOR/COMMISSIONERS

FROM: ROBERT A. HARDWICK, CHIEF OF POLICE

DEPARTMENT STATISTICS – April 16 – May 14

CALLS FOR SERVICE 655

OFFENSE REPORTS 51

CITATIONS ISSUED 46

LOCAL ORDINANCE CITATIONS 27

DUI 2

TRAFFIC WARNINGS 149

TRESSPASS WARNINGS 18

ANIMAL COMPLAINTS 17

ARRESTS 16

- 1 Moving Traffic Violation- DWLS 3rd or Subsq Off
- 1 Drug Possession- Control Substance W/O prescription
- 1 Drug Possession- Methamphetamine
- 1 Drug Possession- With intent to Sell (Schedule II/IV)
- 1 Drug Possession- Cocaine
- 1 Marijuana Possession
- 1 Synthetic Narcotic- Sell
- 1 Aggravated Battery
- 1 Damage Prop- Criminal Mischief
- 1 Moving Traffic Violation- Driving W/O valid License
- 2 Trespassing- Property nor structure or Conveyance
- 2 DUI
- 1 Disorderly Intoxication
- 1 Burglary- Unoccupied Structure State of Emergency

ANIMAL CONTROL:

- St. Johns County Animal Control handled 17 complaints in St. Augustine Beach area.

MONTHLY ACTIVITIES:

All activities canceled due to COVID-19

MEMORANDUM

Date: May 20, 2020
To: Max Royle, City Manager
From: Bill Tredik, P.E., Public Works Director
Subject: Monthly Report – May 2020

Funding Opportunities

Public Works has received notice of anticipated award for the following grant applications:

- **City of St. Augustine Beach Vulnerability Assessment**
Florida Resilient Coastlines Program - Resilience Planning Grant
Grant amount - \$72,500; no match required
Status – Awaiting State Budget Approval
- **Ocean Hammock Park Phase 3 Design**
Coastal Partnership Initiative Grant – NOAA funded
Grant amount \$25,000; \$25,000 match required
Status – Awaiting State Budget Approval
- **Mizell Pond Weir and Stormwater Pump Station**
Districtwide Cost Share – St. Johns River Water Management District
Grant amount \$632,000; FEMA HMGP money counts as match
Status – Awaiting SJRWMD Budget Approval

Additionally, the following grant has been included in the budget passed by the Florida Legislature and is awaiting action by the Governor.

- **Ocean Hammock Park Phase 2 Construction**
Florida Recreation Development Assistance Program (FRDAP)
Grant amount - \$106,500; \$35,500 match required
Status – Approved by Florida Legislature, awaiting Governor's action

Maintenance Activities

Rights-of-way and Parkettes – Public Works continues to provide essential maintenance services on rights-of-way and parkettes. All parking lots are now open, crosswalk flags have been redeployed, and restrooms on 10th St. and A St. are open all day and cleaned at least twice per day to help reduce spread of COVID-19. Mowing and litter collection efforts for rights-of-way and parkettes have been increased in frequency.

Splash Park – Splash Park and the adjacent children's play area remain closed until further notice to reduce the potential for transmission of the COVID-19 virus. The current plan is to reopen Splash Park no sooner than St. Johns County reopens pools for "family use" activities.

Mickler Boulevard Landscaping – Construction of these improvements was originally planned for Spring 2020 but is currently on hold due to potential financial impacts of the COVID-19 virus.

Buildings – Enhanced sanitization operations continue at City buildings and public restrooms to minimize the risk of spread of COVID-19. Essential maintenance activities at city buildings continue.

Fleet – The Public Works Department continues to do minor fleet maintenance on our larger trucks, heavy equipment and regular work trucks, to reduce outside repair costs.

Capital Improvements

Mizell Pond Outfall Improvements (HMGP Project No. 4283-88-R) [DESIGN] – The project includes repairing and improving the damaged weir, replacing stormwater pumps and improving the downstream conveyance. The City has received required permits and submitted the final design (Phase 1 of the HMGP) to the Florida Division of Emergency Management (FDEM) for approval. Staff provided supplementary information to FDEM to finalize approval of Phase 1 and receive authorization to proceed with Phase 2 (construction). The Project has been approved by the SJRWMD Governing Board (contingent upon their final budget approval in September 2020) for funding of \$632,000 in the FY 2020-2021 Districtwide cost-share program. The City intends to prequalify bidders in the early summer with formal bidding in late summer, and construction commencing in the fall.

3rd Lane Drainage Improvements [CONSTRUCTION] – The 3rd Lane Ditch Drainage Improvements will pipe approximately 450 feet of existing ditch west of the 2nd Avenue right-of-way and east of Sea Oaks Subdivision. This project will address localized stormwater flooding and eliminate potential for damage to adjacent properties, while reducing long-term drainage maintenance requirements. Due to Covid-19, the Contractor

temporarily suspended company operations prior to City execution of the contract. Staff issued a letter to the Contractor informing them that the project was being placed on-hold and would need to be rescope to reduce cost. The contractor was instructed to not incur any costs on the project until a path forward was approved by both parties. As of May 20, 2020, the contractor has not responded to the letter. As an interim measure – and due to the uncertainty of the length of project delay – Public Works installed 120 linear feet of new pipe to mitigate the worst of the ditch bank erosion. This installation is per the approved plans, and should allow the remainder of the project to be completed at a later date for a reduced cost when funding is available.

Ocean Hammock Park [DESIGN] –Public Works is beginning formal design of the site improvements in the vicinity of the proposed restroom. Construction is anticipated to commence in summer 2020, pending funding availability.

11th Street Pipe Repair and resurfacing [DESIGN/CONSTRUCTION]– 11th Street is experiencing subsidence in several locations due to leaks in existing pipe joints. Public Works procured geotechnical investigation on the roadway to ascertain the severity of the problem and determine the appropriate solution. The geotechnical investigation did not reveal any voids which pose an imminent danger to vehicular traffic, but it did show loose soils around the leaking pipe which will continue to subside and degrade the roadway. Public works has installed temporary patches to level and improve the safety and drivability of the roadway, however, these patches will continue to subside and are a temporary remedy until the project is constructed.

The City Engineer's engineering consultant has reviewed the stormwater model and determined that, due to the installation of the large diameter pipe along 10th Street roughly 10 years ago, the pipe under 11th Street is no longer needed. The project is thus being rescope to remove the failing pipe under 11th Street (rather than slip-lining) and make minor modifications to reroute the drainage. This change will reduce the project cost significantly and will be budgeted in FY21.

Mickler Boulevard Paving [DESIGN] – Geotechnical investigation indicates that due to the severe cracking of the soil cement base, a traditional mill /overlay is not sufficient to prevent reflective cracking in the new pavement. The soil cement roadway base will either require replacement or rejuvenation. Rejuvenation techniques would include crushing and recompacting, in place, the existing soil cement base prior to overlay. Without base rejuvenation (or replacement), cracks will reflect through a new overlay very quickly, leading to an undesirable roadway surface.

The project was budgeted construction in FY 2020, however, its commencement is being re-evaluated due to the potential financial impacts of the COVID-19 virus. The roadway, though heavily cracked, is structurally sound and its condition is not expected to change

significantly over the next year. Due to the severity of the existing cracking, a delay is not likely to change the methodology of repair, nor increase the anticipated cost. This project may need to be re-budgeted in FY2021 if work cannot be initiated in FY2020.

Streets / Rights of Way

City Parking – All parking areas are open.

Pope Road Parallel Parking Concept Plan – St Johns County has developed a concept plan for parallel parking along the north side of Pope Road between A1A Beach Boulevard and Mickler Boulevard. This plan is not yet in the County's workplan and they wanted to share it with the City to obtain feedback. Staff met with the County's consultant regarding the concept plan and discussed the following:

- The type of parking (likely similar materials to 5th Street)
- Concern about parallel parking west of Clipper due to existing trees and proximity to residences
- Concern about parallel parking directly abutting the multipurpose path. The concept plan shows a two-foot wide, at-grade, colored concrete strip between the edge of the proposed parallel parking and the multipurpose pathway.

As mentioned, this is a concept plan only, with no immediate plans to secure approval from the County Commission for inclusion into the work plan. Feedback from the City will allow the County to develop a project which best fits the needs of the community.

Lighting – Public Works is moving forward with the new streetlights along S.R. A1A and A1A Beach Boulevard. The city-wide conversion to LED streetlights and will be considered at a future City commission meeting. This item has been temporarily delayed due to the COVID-19 pandemic.

A1A Beach Boulevard Crosswalk Flags – Crosswalk flags have been redeployed due to the increase in traffic associated with reopening.

Traffic Calming – Public works continues to work with citizens in regard to the installation of a speed hump on the western portion of the Atlantic Oaks Circle. Installation was completed in May.

M E M O R A N D U M

TO: MAX ROYLE, CITY MANAGER
FROM: PATTY DOUYLLIEZ, FINANCE DIRECTOR
SUBJECT: MONTHLY REPORT
DATE: 5/15/2020

Finance

April financials have been reviewed and the City is trending on budget with no noticeable effects from the COVID-19 closures. Currently, our expenditures Citywide are 46.6% with approximately 58% of the year complete. Expenditures continue to be reviewed to ensure reductions are made when possible and every purchase is scrutinized to consider the need prior to purchase.

A review of revenue received is compared to budget to estimate the reductions which will impact the remainder of Fiscal Year 2020. As of the date of this memo, we are just beginning to receive State revenues for the month of March. It is anticipated that we will begin to receive revenue for April by mid-June, which will give us a better idea of the impact to the City from this pandemic.

Fiscal Year 2021 Budget preparations are under way. Department managers have reviewed their expense line items and submitted their capital and project requests for entry in the upcoming budget.

Communications and Events

Melinda continues to update our social media accounts to keep the residents up to date on the latest rules and restrictions for the City, County, and State. She is also maintaining contact with the TDC regarding any updates for funding Beach Blast Off in FY21. She will be hosting the first Beach Blast Off meeting with staff on Friday, May 22nd, to begin discussing suggestions for changes to the events, should we need to downsize this coming year.

Technology

The IT staff is currently working on the budget for equipment and software in Fiscal Year 2021.

May 14, 2020
03:05 PM

CITY OF ST. AUGUSTINE BEACH
Check Register By Check Date

Page No: 1

Range of Checking Accts: First to Last Range of Check Dates: 04/01/20 to 04/30/20
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
001TDOOPERATING							
43178	04/10/20	ADVAN010 ADVANCED DISPOSAL SERVICES				04/30/20	1524
20-01282	1	Recycle Fees-March	11,082.28	001-3400-534-3400	Expenditure		84 1
				GARBAGE			
43179	04/10/20	ADVAP010 ADVANCED AUTO PARTS				04/30/20	1524
20-01238	1	VEHICLE #124 WIPER BLADES	26.78	001-2100-521-4630	Expenditure		34 1
				LAW ENFORCEMENT			
20-01253	1	VEHICLE #106 WIPER BLADES	26.78	001-2100-521-4630	Expenditure		49 1
				LAW ENFORCEMENT			
20-01288	1	CREDIT FROM OP INV	5.80	001-3400-534-4630	Expenditure		88 1
				GARBAGE			
			47.76				
43180	04/10/20	AFLAC005 AFLAC				04/30/20	1524
20-01254	1	PREMIUMS	339.96	001-229-2100	G/L		50 1
				Insurance-Other Employee Paid			
43181	04/10/20	BAKER010 BAKER DISTRIBUTING CO.				04/30/20	1524
20-01306	1	AC FILTERS	86.64	001-1900-519-4610	Expenditure		101 1
				OTHER GOVERNMENTAL			
43182	04/10/20	BEAVE005 BEAVER TOYOTA				04/30/20	1524
20-01252	1	VEHICLE #104 MAINTENANCE	121.88	001-2100-521-4630	Expenditure		48 1
				LAW ENFORCEMENT			
20-01301	1	VEHICLE #130 DETAILED	110.00	001-2100-521-4630	Expenditure		95 1
				LAW ENFORCEMENT			
			231.88				
43183	04/10/20	BOZAR010 BOZARD FORD COMPANY				04/30/20	1524
20-01236	1	VEHICLE #25 OIL CHANGE	67.20	001-2400-524-5220	Expenditure		32 1
				PROT INSPECTIONS			
20-01239	1	VEHICLE #130 MAINTENANCE	111.23	001-2100-521-4630	Expenditure		35 1
				LAW ENFORCEMENT			
			178.43				
43184	04/10/20	CREAT005 CREATIVE FLEET MARKINGS LLC				04/30/20	1524
20-01313	1	VEHICLES #104 & #116	120.00	001-2100-521-4630	Expenditure		107 1
				LAW ENFORCEMENT			
20-01313	2	VEHICLES #104 & #116	375.00	001-2100-521-4630	Expenditure		108 1
				LAW ENFORCEMENT			
			495.00				
43185	04/10/20	DANAS010 DANA SAFETY SUPPLY				04/30/20	1524
20-01311	1	K-9 VEHICLE #108 FAN	325.99	001-2100-521-4640	Expenditure		104 1
				LAW ENFORCEMENT			
43186	04/10/20	DELMA005 DEL MAR VETERINARY HOSPITAL				04/30/20	1524
20-01229	1	K9 KILO VETERINARY SERVICES	89.10	001-2100-521-4640	Expenditure		31 1
				LAW ENFORCEMENT			

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
001TDOPERATING			Continued				
43187	04/10/20	DOUGL005 DOUGLAS LAW FIRM				04/30/20	1524
20-01240	1	LEGAL MAR-20	6,000.00	001-1300-513-3100 FINANCE	Expenditure		36 1
43188	04/10/20	ELITE005 ELITE SUPPLY & INSTALL'S LLC				04/30/20	1524
20-01246	1	VEHICLE #116 EQUIP INSTALL	2,385.00	001-2100-521-6410 LAW ENFORCEMENT	Expenditure		42 1
43189	04/10/20	EVANS010 EVANS AUTOMOTIVE				04/30/20	1524
20-01309	1	TRUCK #46 REPAIR	246.50	001-3400-534-4630 GARBAGE	Expenditure		102 1
43190	04/10/20	EVIDE010 EVIDENT INC				04/30/20	1524
20-01248	1	RIFLE BOXES	93.80	001-2100-521-5290 LAW ENFORCEMENT	Expenditure		44 1
43191	04/10/20	FEDER005 FEDERAL EASTERN INTERNATIONAL				04/30/20	1524
20-01290	1	VEST - EVANS	1,317.06	001-2100-521-5210 LAW ENFORCEMENT	Expenditure		106 1
43192	04/10/20	FIRST070 FIRST BANKCARD				04/10/20 VOID	0
43193	04/10/20	FIRST070 FIRST BANKCARD				04/10/20 VOID	0
43194	04/10/20	FIRST070 FIRST BANKCARD				04/10/20 VOID	0
43195	04/10/20	FIRST070 FIRST BANKCARD				04/10/20 VOID	0
43196	04/10/20	FIRST070 FIRST BANKCARD				04/30/20	1524
20-01037	1	AMAZON-PD CD/DVD SLEEVE ENVEL	19.18	001-2100-521-5100 LAW ENFORCEMENT	Expenditure		1 1
20-01122	1	AMAZON-BLDG PLAN REVIEW DESK	702.99	001-2400-524-6430 PROT INSPECTIONS	Expenditure		2 1
20-01123	1	CANCER SOCIETY DONATION	100.00	001-2100-521-5290 LAW ENFORCEMENT	Expenditure		3 1
20-01124	1	AMAZON-PD HONOR GUARD FLAG	89.95	001-2100-521-5290 LAW ENFORCEMENT	Expenditure		4 1
20-01125	1	AMAZON-PD NCIC/FCIC PRINTER	99.98	001-2100-521-5100 LAW ENFORCEMENT	Expenditure		5 1
20-01126	1	AMAZON-PD SANTA W/COPS & CLAUS	51.24	001-2100-521-5240 LAW ENFORCEMENT	Expenditure		6 1
20-01127	1	AMAZON-PD WAVE SUPPLIES	11.97	001-2100-521-5100 LAW ENFORCEMENT	Expenditure		7 1
20-01128	1	AMAZON-PD WAVE CLEANING SUPPLY	6.15	001-2100-521-5290 LAW ENFORCEMENT	Expenditure		8 1
20-01129	1	AMAZON-PD INVEST/OFFICE SUPPLY	6.99	001-2100-521-4930 LAW ENFORCEMENT	Expenditure		9 1
20-01129	2	AMAZON-PD INVEST/OFFICE SUPPLY	7.95	001-2100-521-5100 LAW ENFORCEMENT	Expenditure		10 1
20-01132	1	OFFICE MAX-BLDG CHAIRS HOLDERS	890.43	001-2400-524-5230 PROT INSPECTIONS	Expenditure		11 1

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PO #	Item	Description							
001TDOPERATING				Continued					
43196	FIRST	BANKCARD		Continued					
20-01133	1	SANTA SUIT-SANTA W/COPS CLAUS	193.99	001-2100-521-5240 LAW ENFORCEMENT	Expenditure		12	1	
20-01135	1	BOAF 2020 BLDG CONF-G BROWN	449.00	001-2400-524-5430 PROT INSPECTIONS	Expenditure		13	1	
20-01136	1	OFFICE CHAIR-PD SUPPLIES	99.99	001-2100-521-5100 LAW ENFORCEMENT	Expenditure		14	1	
20-01137	1	PD OFFICE CHAIR	199.99	001-2100-521-5100 LAW ENFORCEMENT	Expenditure		15	1	
20-01148	1	AMAZON-BLDG SML TOOL/EQUIP	17.99	001-2400-524-5230 PROT INSPECTIONS	Expenditure		22	1	
20-01149	1	XSTAMPER-BLDG STAMPS	59.20	001-2400-524-6430 PROT INSPECTIONS	Expenditure		23	1	
20-01150	1	AMAZON-PD EAR PROS	280.35	001-2100-521-5230 LAW ENFORCEMENT	Expenditure		24	1	
20-01152	1	SARAGLOVE-PD GLOVES	72.54	001-2100-521-5230 LAW ENFORCEMENT	Expenditure		25	1	
20-01153	1	AMAZON-PWD RECYCLING CARTS	119.90	001-131-1000 Due From Road & Bridge Fund	G/L		26	1	
20-01154	1	AMAZON-PWD OFFICE SUPPLIES	43.96	001-1900-519-5100 OTHER GOVERNMENTAL	Expenditure		27	1	
20-01155	1	DAYS HOTEL-PD TRAINING-GREEN	137.90	001-2100-521-4000 LAW ENFORCEMENT	Expenditure		28	1	
20-01155	2	DAYS HOTEL-PD TRAINING-GREEN	104.00	001-2100-521-4000 LAW ENFORCEMENT	Expenditure		29	1	
20-01201	1	STAPLES-BLDG OFFICE SUPPLIES	144.96	001-2400-524-5100 PROT INSPECTIONS	Expenditure		30	1	
20-01242	1	FLA JANITOR-BLDG SUPPLIES	16.66	001-2400-524-5290 PROT INSPECTIONS	Expenditure		37	1	
20-01243	1	PUBLIX-BLDG SUPPLIES	4.49	001-1500-515-5290 COMP PLANNING	Expenditure		38	1	
20-01244	1	ALL PROMOS-PD WAVE SUPPLIES	590.95	001-2100-521-5240 LAW ENFORCEMENT	Expenditure		39	1	
20-01245	1	WALMART-LEGAL OP SUPPLIES	34.21	001-1100-511-5290 LEGISLATIVE	Expenditure		40	1	
20-01245	2	WALMART-LEGAL OP SUPPLIES	34.22	001-1500-515-5290 COMP PLANNING	Expenditure		41	1	
20-01291	1	POSITIVE PROMOS-PD BRACELETS	235.80	001-2100-521-5240 LAW ENFORCEMENT	Expenditure		89	1	
20-01292	1	ANTONIOS-PD FOOD SHIFT	31.66	001-2100-521-5290 LAW ENFORCEMENT	Expenditure		90	1	
20-01293	1	AMAZON PRIME-PWD MEMBERSHIP	12.99	001-1900-519-5290 OTHER GOVERNMENTAL	Expenditure		91	1	
20-01294	1	AMAZON-PW COVID-19 THERMOMETER	150.99	001-1900-519-5230 OTHER GOVERNMENTAL	Expenditure		92	1	
20-01295	1	SURVEY MONKEY-EVENTS	384.00	001-1100-511-5290 LEGISLATIVE	Expenditure		93	1	
			5,406.57						
43197	04/10/20	FLEET020 FLEET & ASSOCIATES ARCHITECTS				04/30/20	1524		
20-01247	1	EAR PROFESSIONAL FEES	3,500.00	001-1500-515-3400 COMP PLANNING	Expenditure		43	1	

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001TDOPERATING			Continued				
43198	04/10/20	FLORI170 FLORIDA JANITOR & PAPER SUPPLY				04/30/20	1524
20-01256	1	JANITORIAL SUPPLIES	516.25	001-1900-519-5290 OTHER GOVERNMENTAL	Expenditure		52 1
20-01257	1	JANITORIAL SUPPLIES	310.98	001-1900-519-5290 OTHER GOVERNMENTAL	Expenditure		53 1
20-01258	1	JANITORIAL SUPPLIES	454.55	001-1900-519-5290 OTHER GOVERNMENTAL	Expenditure		54 1
20-01259	1	JANITORIAL SUPPLIES	320.04	001-1900-519-5290 OTHER GOVERNMENTAL	Expenditure		55 1
			<u>1,601.82</u>				
43199	04/10/20	FLORI250 FLORIDA POWER & LIGHT COMPANY				04/30/20	1524
20-01265	1	ELECTRICITY	78.81	001-1900-519-4310 OTHER GOVERNMENTAL	Expenditure		61 1
20-01265	2	ELECTRICITY	87.90	001-3400-534-4310 GARBAGE	Expenditure		62 1
20-01265	3	ELECTRICITY	136.38	001-131-1000 Due From Road & Bridge Fund	G/L		63 1
20-01266	1	ELECTRICITY	23.39	001-7200-572-4310 PARKS AND REC	Expenditure		64 1
20-01266	2	ELECTRICITY	41.79	001-7200-572-4310 PARKS AND REC	Expenditure		65 1
20-01266	3	ELECTRICITY	686.45	001-2100-521-4310 LAW ENFORCEMENT	Expenditure		66 1
20-01266	4	ELECTRICITY	609.02	001-1900-519-4310 OTHER GOVERNMENTAL	Expenditure		67 1
20-01266	5	ELECTRICITY	406.00	001-2400-524-4310 PROT INSPECTIONS	Expenditure		68 1
			<u>2,069.74</u>				
43200	04/10/20	FOPLO005 FOP LODGE 113				04/30/20	1524
20-01285	1	MEMBERSHIP DUES	14.00	001-229-1000 Miscellaneous Deductions	G/L		86 1
43201	04/10/20	GALLS010 GALLS LLC				04/30/20	1524
20-01312	1	UNIFORM PANTS-EVANS	106.75	001-2100-521-5210 LAW ENFORCEMENT	Expenditure		105 1
43202	04/10/20	HASTY020 HASTY'S COMMUNICATIONS				04/30/20	1524
20-01249	1	RADIO REPAIR	580.00	001-2100-521-4620 LAW ENFORCEMENT	Expenditure		45 1
43203	04/10/20	HOMED010 HOME DEPOT				04/30/20	1524
20-01237	1	IN-CAR PRINTER SUPPLIES	6.26	001-2100-521-5230 LAW ENFORCEMENT	Expenditure		33 1
43204	04/10/20	INDIA010 INDIANHEAD BIOMASS SERVICES				04/30/20	1524
20-01287	1	DISPOSAL FEES	3,278.47	001-3400-534-4940 GARBAGE	Expenditure		87 1

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PO #	Item	Description							
001TD	OPERATING			Continued					
43205	04/10/20	JUSTI005 JUSTIFACTS CREDENTIAL					1524		
20-01264	1	BACKGROUND CHECK-CANTRELL	59.25	001-1300-513-5290 FINANCE	Expenditure		60		1
43206	04/10/20	KATHI005 KATHI M HARRELL				04/30/20	1524		
20-01300	1	TUITION REIMBURSEMNT-K HARRELL	859.79	001-2100-521-5430 LAW ENFORCEMENT	Expenditure		94		1
43207	04/10/20	MELVI010 MELVIN'S REPAIR SHOP				04/30/20	1524		
20-01255	1	VEHICLE #75 TRUCK REPAIR	23.70	001-3400-534-4630 GARBAGE	Expenditure		51		1
20-01263	1	TRUCK #75 REPAIR	65.42	001-3400-534-4630 GARBAGE	Expenditure		59		1
			<u>89.12</u>						
43208	04/10/20	MORET010 MORE THAN INK				04/30/20	1524		
20-01279	1	BUS CARDS - J THOMPSON	89.00	001-2400-524-4700 PROT INSPECTIONS	Expenditure		74		1
43209	04/10/20	NATIO090 NATIONWIDE RETIREMENT SOLUTION				04/30/20	1524		
20-01284	1	DEFERRED COMP	1,714.52	001-235-0000 Deferred Compensation	G/L		85		1
43210	04/10/20	QUILLO10 QUILL LLC				04/30/20	1524		
20-01142	1	OFFICE SUPPLIES	22.36	001-2400-524-5100 PROT INSPECTIONS	Expenditure		16		1
20-01144	1	OFFICE SUPPLIES	208.13	001-1300-513-5100 FINANCE	Expenditure		17		1
20-01144	2	OFFICE SUPPLIES	66.13	001-2400-524-5100 PROT INSPECTIONS	Expenditure		18		1
			<u>296.62</u>						
43211	04/10/20	SAFETO20 SAFETY PRODUCTS, INC.				04/30/20	1524		
20-01260	1	UNIFORM SHIRTS	367.20	001-3400-534-5290 GARBAGE	Expenditure		56		1
20-01261	1	UNIFORM SHIRTS	734.40	001-3400-534-5290 GARBAGE	Expenditure		57		1
			<u>1,101.60</u>						
43212	04/10/20	SMITH010 SMITH BROS. PEST CONTROL				04/30/20	1524		
20-01272	1	PEST CONTROL	25.00	001-1900-519-4610 OTHER GOVERNMENTAL	Expenditure		69		1
20-01272	2	PEST CONTROL	52.00	001-1900-519-4610 OTHER GOVERNMENTAL	Expenditure		70		1
20-01272	3	PEST CONTROL	30.00	001-1900-519-4610 OTHER GOVERNMENTAL	Expenditure		71		1
20-01272	4	PEST CONTROL	52.00	001-1900-519-4610 OTHER GOVERNMENTAL	Expenditure		72		1
20-01272	5	PEST CONTROL	25.00	001-1900-519-4610 OTHER GOVERNMENTAL	Expenditure		73		1
			<u>184.00</u>						

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001TDOPERATING			Continued						
43213	04/10/20	SOUTH075 SOUTHERN WRECKER & RECOVERY				04/30/20	1524		
20-01310	1	VEHICLE #115 TOW	100.00	001-2100-521-4630	Expenditure		103	1	
				LAW ENFORCEMENT					
43214	04/10/20	SPORT010 SPORTS CORNER				04/30/20	1524		
20-01304	1	POLO'S-EVANS	42.00	001-2100-521-5210	Expenditure		99	1	
				LAW ENFORCEMENT					
43215	04/10/20	SSDIN005 SSD INTERNATIONAL INC				04/30/20	1524		
20-01146	1	AMMUNITION	1,750.00	001-2100-521-5430	Expenditure		19	1	
				LAW ENFORCEMENT					
20-01146	2	AMMUNITION	1,400.00	001-2100-521-5430	Expenditure		20	1	
				LAW ENFORCEMENT					
20-01146	3	SHIPPING	120.00	001-2100-521-5430	Expenditure		21	1	
				LAW ENFORCEMENT					
			3,270.00						
43216	04/10/20	STAUG110 ST AUGUSTINE RECORD				04/30/20	1524		
20-01121	1	PZB LEGAL AD	152.58	001-1500-515-4810	Expenditure		109	1	
				COMP PLANNING					
20-01156	1	LEGAL AD	143.60	001-1300-513-4810	Expenditure		111	1	
				FINANCE					
20-01157	1	LEGAL AD	71.80	001-1300-513-4810	Expenditure		112	1	
				FINANCE					
20-01158	1	LEGAL AD	76.29	001-1300-513-4810	Expenditure		113	1	
				FINANCE					
20-01197	1	LEGAL AD-MEETING NOTICE	71.80	001-2400-524-4810	Expenditure		110	1	
				PROT INSPECTIONS					
			516.07						
43217	04/10/20	SUNLI010 SUN LIFE FINANCIAL				04/30/20	1524		
20-01280	1	LIFE INS PREMIUM MAY-20	4.56	001-1200-512-2300	Expenditure		75	1	
				EXECUTIVE					
20-01280	2	LIFE INS PREMIUM MAY-20	63.91	001-1300-513-2300	Expenditure		76	1	
				FINANCE					
20-01280	3	LIFE INS PREMIUM MAY-20	14.15	001-1500-515-2300	Expenditure		77	1	
				COMP PLANNING					
20-01280	4	LIFE INS PREMIUM MAY-20	45.10	001-1900-519-2300	Expenditure		78	1	
				OTHER GOVERNMENTAL					
20-01280	5	LIFE INS PREMIUM MAY-20	209.99	001-2100-521-2300	Expenditure		79	1	
				LAW ENFORCEMENT					
20-01280	6	LIFE INS PREMIUM MAY-20	50.31	001-3400-534-2300	Expenditure		80	1	
				GARBAGE					
20-01280	7	LIFE INS PREMIUM MAY-20	40.63	001-2400-524-2300	Expenditure		81	1	
				PROT INSPECTIONS					
20-01280	8	LIFE INS PREMIUM MAY-20	78.06	001-131-1000	G/L		82	1	
				Due From Road & Bridge Fund					
20-01280	9	LIFE INS PREMIUM MAY-20	400.15	001-229-2100	G/L		83	1	
				Insurance-other Employee Paid					
			906.86						

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001	DOOPERATING			Continued					
43218	04/10/20	THEBA005 THE BANCORP BANK				04/30/20	1524		
20-01302	1	VEHICLE #128 LEASE	389.49	001-2100-521-4431	Expenditure		96	1	
				LAW ENFORCEMENT					
20-01303	1	VEHICLE LEASE	48,883.35	001-1700-517-7100	Expenditure		97	1	
20-01303	2	VEHICLE LEASE	1,446.65	001-1700-517-7200	Expenditure		98	1	
			50,719.49						
43219	04/10/20	ULTRA005 ULTRASHRED TECHNOLOGIES, INC				04/30/20	1524		
20-01250	1	SHRED SERVICES	51.51	001-2100-521-5100	Expenditure		46	1	
				LAW ENFORCEMENT					
43220	04/10/20	USBAN005 US BANK VOYAGER FLEET SYS				04/30/20	1524		
20-01314	1	PD FUEL	3,978.01	001-2100-521-5220	Expenditure		114	1	
				LAW ENFORCEMENT					
43221	04/10/20	VERIZ010 VERIZON WIRELESS				04/30/20	1524		
20-01305	1	PD CELL PHONES	835.31	001-2100-521-4100	Expenditure		100	1	
				LAW ENFORCEMENT					
43222	04/10/20	WAL-M010 WAL-MART STORE#01-0579				04/30/20	1524		
20-01262	1	OPERATING SUPPLIES	31.53	001-1900-519-5290	Expenditure		58	1	
				OTHER GOVERNMENTAL					
43223	04/10/20	ZOLLM005 ZOLL MEDICAL CORPORATION				04/30/20	1524		
20-01251	1	AED BATTERY	60.00	001-2100-521-5230	Expenditure		47	1	
				LAW ENFORCEMENT					
43224	04/24/20	A1AAU020 A1A AUTO CENTER INC				04/30/20	1526		
20-01344	1	VEHICLE #117 LIGHT BULB	24.50	001-2100-521-4630	Expenditure		34	1	
				LAW ENFORCEMENT					
43225	04/24/20	ADVAP010 ADVANCED AUTO PARTS				04/30/20	1526		
20-01342	1	VEHICLE SUPPLIES	55.50	001-2100-521-5290	Expenditure		32	1	
				LAW ENFORCEMENT					
20-01383	1	WIPER BLADES	34.82	001-2100-521-4630	Expenditure		98	1	
			90.32						
43226	04/24/20	AMERIO60 AMERICAN HERITAGE LIFE INSURAN				04/30/20	1526		
20-01360	1	DENTAL PREMIUM	29.56	001-229-2100	G/L		70	1	
				Insurance-Other Employee Paid					
20-01361	1	DENTAL PREMIUM	29.56	001-229-2100	G/L		71	1	
			59.12	Insurance-Other Employee Paid					
43227	04/24/20	AMERIC10 AMERICAN CROSSROADS APPAREL CO				04/30/20	1526		
20-01362	1	UNIFORM CLOTHING	100.00	001-2400-524-5210	Expenditure		72	1	
				PROT INSPECTIONS					

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001TDOPERATING				Continued					
43228	04/24/20	ATLAN040 ATLANTIC DODGE-CHRYSLER-JEEP				04/30/20	1526		
20-01370	1	VEHICLE #104 MAINTENANCE	36.01	001-2100-521-4630	Expenditure		82	1	
				LAW ENFORCEMENT					
43229	04/24/20	ATTUV010 AT&T				04/30/20	1526		
20-01323	1	INTERNET	45.47	001-1300-513-4100	Expenditure		5	1	
				FINANCE					
20-01323	2	INTERNET	45.48	001-2400-524-4100	Expenditure		6	1	
				PROT INSPECTIONS					
			90.95						
43230	04/24/20	BOZAR010 BOZARD FORD COMPANY				04/30/20	1526		
20-01346	1	VEHICLE #131 MAINTENANCE	69.53	001-2100-521-4630	Expenditure		36	1	
				LAW ENFORCEMENT					
20-01347	1	VEHICLE #109 MAINTENANCE	96.40	001-2100-521-4630	Expenditure		37	1	
				LAW ENFORCEMENT					
20-01348	1	VEHICLE #117 TIRE	33.51	001-2100-521-4630	Expenditure		38	1	
				LAW ENFORCEMENT					
20-01349	1	VEHICLE #134 MAINTENANCE	83.85	001-2100-521-4630	Expenditure		39	1	
				LAW ENFORCEMENT					
20-01371	1	VEHICLE #115 REPAIR	45.62	001-2100-521-4630	Expenditure		83	1	
				LAW ENFORCEMENT					
			328.91						
43231	04/24/20	CANON010 CANON FINANCIAL SERVICES				04/30/20	1526		
20-01395	1	CANON LEASE & USAGE	125.00	001-2400-524-4430	Expenditure		108	1	
				PROT INSPECTIONS					
20-01395	2	CANON LEASE & USAGE	75.64	001-2400-524-4700	Expenditure		109	1	
				PROT INSPECTIONS					
20-01395	3	CANON LEASE & USAGE	125.00	001-2100-521-4430	Expenditure		110	1	
				LAW ENFORCEMENT					
20-01395	4	CANON LEASE & USAGE	108.43	001-2100-521-4700	Expenditure		111	1	
				LAW ENFORCEMENT					
20-01395	5	CANON LEASE & USAGE	125.00	001-1300-513-4430	Expenditure		112	1	
				FINANCE					
20-01395	6	CANON LEASE & USAGE	50.66	001-1300-513-4700	Expenditure		113	1	
				FINANCE					
20-01396	1	CANON LEASE & USAGE	47.84	001-1900-519-4430	Expenditure		114	1	
				OTHER GOVERNMENTAL					
20-01396	2	CANON LEASE & USAGE	53.36	001-3400-534-4430	Expenditure		115	1	
				GARBAGE					
20-01396	3	CANON LEASE & USAGE	82.80	001-131-1000	G/L		116	1	
				Due From Road & Bridge Fund					
20-01396	4	CANON LEASE & USAGE	3.49	001-1900-519-5100	Expenditure		117	1	
				OTHER GOVERNMENTAL					
20-01396	5	CANON LEASE & USAGE	3.89	001-3400-534-5100	Expenditure		118	1	
				GARBAGE					
20-01396	6	CANON LEASE & USAGE	6.03	001-131-1000	G/L		119	1	
				Due From Road & Bridge Fund					
			807.14						

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PO #	Item	Description					Ref Seq	Acct
001TD	OPERATING			Continued				
43232	04/24/20	CLERK020 CLERK OF CIRCUIT COURT				04/30/20	1526	
20-01358	1	FILING FEES	27.00	001-1300-513-5290 FINANCE	Expenditure		59	1
43233	04/24/20	COLON010 COLONIAL SUPPLEMENTAL INSURANC				04/30/20	1526	
20-01353	1	INSURANCE PREMIUM	572.28	001-229-2100 Insurance-Other Employee Paid	G/L		48	1
43234	04/24/20	COMCA015 COMCAST				04/30/20	1526	
20-01384	1	CABLE TV - NEWS	65.40	001-2100-521-5100 LAW ENFORCEMENT	Expenditure		99	1
43235	04/24/20	DANIE035 DANIEL DEFENSE INC				04/30/20	1526	
20-01364	1	FIREARM FLASHLIGHT MOUNTS	230.00	001-2100-521-5230 LAW ENFORCEMENT	Expenditure		76	1
43236	04/24/20	DEBOR010 Deborah K. Christopher				04/30/20	1526	
20-01375	1	PAYROLL 12 HRS X \$30	360.00	001-2100-521-3400 LAW ENFORCEMENT	Expenditure		120	1
43237	04/24/20	DIVIS030 DIVISION OF MOTORIST SERVICES					1526	
20-01372	1	CONFIDENTIAL LICENSE PLATES	40.30	001-2100-521-4630 LAW ENFORCEMENT	Expenditure		84	1
43238	04/24/20	DRTOW010 DR TOWNSEND & ASSOCIATES P.A.					1526	
20-01343	1	NEW HIRE EVAL-POWELL	225.00	001-2100-521-4930 LAW ENFORCEMENT	Expenditure		33	1
43239	04/24/20	FLORI170 FLORIDA JANITOR & PAPER SUPPLY				04/30/20	1526	
20-01389	1	PD SUPPLIES	63.85	001-1900-519-5290 OTHER GOVERNMENTAL	Expenditure		104	1
43240	04/24/20	FOPLO005 FOP LODGE 113					1526	
20-01386	1	MEMBER DUES SMITH/WRIGHT	14.00	001-229-1000 Miscellaneous Deductions	G/L		101	1
43241	04/24/20	GLDIS005 GL DISTRIBUTORS, INC					1526	
20-01340	1	UNIFORM VEST - EVANS	95.00	001-2100-521-5210 LAW ENFORCEMENT	Expenditure		30	1
43242	04/24/20	GOLDE010 GOLDEN RULE CREATIONS				04/30/20	1526	
20-01366	1	UNIFORM PATCHES	475.80	001-2100-521-5210 LAW ENFORCEMENT	Expenditure		78	1
20-01380	1	UNIFORM CHEVRONS	62.15	001-2100-521-5210 LAW ENFORCEMENT	Expenditure		92	1
			<u>537.95</u>					
43243	04/24/20	GTDIS005 GT DISTRIBUTORS				04/30/20	1526	
20-01341	1	UNIFORM UNDERBELT-PADGETT	32.00	001-2100-521-5210 LAW ENFORCEMENT	Expenditure		31	1
20-01373	1	OC SPRAY	378.50	001-2100-521-5290 LAW ENFORCEMENT	Expenditure		85	1

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PO #	Item	Description							
001TDOPERATING			Continued						
43243	GT DISTRIBUTORS	Continued							
20-01374	1	UNIFORM ITEMS	238.45	001-2100-521-5210	Expenditure		86	1	
				LAW ENFORCEMENT					
			648.95						
43244	04/24/20	HAGAN020 HAGAN ACE MANAGEMENT CORP					1526		
20-01328	1	MAIN WATERLINE REPAIR SUPPLIES	35.57	001-1900-519-4610	Expenditure		19	1	
				OTHER GOVERNMENTAL					
20-01328	2	MAIN WATERLINE REPAIR SUPPLIES	12.99	001-1900-519-4610	Expenditure		20	1	
				OTHER GOVERNMENTAL					
20-01388	1	KEYS FOR GAS PUMP/PD	49.80	001-1900-519-5290	Expenditure		103	1	
				OTHER GOVERNMENTAL					
			98.36						
43245	04/24/20	HASTY020 HASTY'S COMMUNICATIONS				04/30/20	1526		
20-01379	1	RADIO CHARGERS	383.40	001-2100-521-5230	Expenditure		91	1	
				LAW ENFORCEMENT					
43246	04/24/20	HOMED010 HOME DEPOT				04/30/20	1526		
20-01316	1	HOME DEPOT-BLDG FRNT COUNT REN	277.46	001-2400-524-6200	Expenditure		1	1	
				PROT INSPECTIONS					
20-01329	1	SPLASH PARK SHOWER SUPPLIES	222.20	001-7200-572-5290	Expenditure		21	1	
				PARKS AND REC					
20-01330	1	SPLASH PARK PALLET CREDIT	15.00	001-7200-572-5290	Expenditure		22	1	
				PARKS AND REC					
20-01331	1	CITY HALL SUPPLIES	129.47	001-1900-519-4610	Expenditure		23	1	
				OTHER GOVERNMENTAL					
20-01332	1	SPLASH PARK SUPPLIES	8.75	001-7200-572-4610	Expenditure		24	1	
				PARKS AND REC					
			622.88						
43247	04/24/20	IIMC0010 IIMC					1526		
20-01394	1	IIMC MEMBERSHIP-D FITZGERALD	110.00	001-1300-513-5420	Expenditure		107	1	
				FINANCE					
43248	04/24/20	LAMPS005 LAMP SALES UNLIMITED, INC				04/30/20	1526		
20-01390	1	CITY HALL LED LIGHTING	998.00	001-1900-519-4610	Expenditure		105	1	
				OTHER GOVERNMENTAL					
43249	04/24/20	LEGAL005 LEGALSHIELD				04/30/20	1526		
20-01382	1	PREPAID LEGAL	15.95	001-229-2100	G/L		97	1	
				Insurance-Other Employee Paid					
43250	04/24/20	LIBER010 LIBERTY FLAGS				04/30/20	1526		
20-01369	1	FLAGS	190.39	001-2100-521-5290	Expenditure		81	1	
				LAW ENFORCEMENT					
43251	04/24/20	LOWES005 LOWES				04/30/20	1526		
20-01333	1	JANITORIAL SUPPLIES-PD DRAINS	95.61	001-1900-519-4610	Expenditure		25	1	
				OTHER GOVERNMENTAL					
20-01334	1	10th STREET RESTROOM REPAIR	22.62	001-1900-519-4610	Expenditure		26	1	
				OTHER GOVERNMENTAL					

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PO #	Item	Description							
001TDOPERATING									
43251	LOWES	Continued							
20-01335	1	10th STREET RESTROOM SUPPLIES	7.54	001-1900-519-4610	Expenditure		27	1	
				OTHER GOVERNMENTAL					
			125.77						
43252	04/24/20	LVHIE010 L.V. HIERS INC.				04/30/20	1526		
20-01381	1	742 GAL DIESEL FUEL	992.43	001-141-0000	G/L		93	1	
				Inventories - Fuel					
20-01381	2	742 GAL DIESEL FUEL	992.43	001-141-0000	G/L		94	1	
				Inventories - Fuel					
20-01381	3	742 GAL DIESEL FUEL	1,238.78	001-141-0000	G/L		95	1	
				Inventories - Fuel					
20-01381	4	374 GAL REGULAR 87 OCTANE	508.26	001-141-0000	G/L		96	1	
				Inventories - Fuel					
			1,747.04						
43253	04/24/20	MARIO010 MARIOTTI'S					1526		
20-01350	1	UNIFORM DRYCLEAN SVC MAR-20	169.23	001-2100-521-5210	Expenditure		40	1	
				LAW ENFORCEMENT					
43254	04/24/20	MIKES005 MIKE'S COLLISION CENTER				04/30/20	1526		
20-01376	1	VEHICLE #115 TAILGATE REPAIR	424.00	001-2100-521-4630	Expenditure		88	1	
				LAW ENFORCEMENT					
43255	04/24/20	NATIO090 NATIONWIDE RETIREMENT SOLUTION				04/30/20	1526		
20-01385	1	DEFERRED COMPENSATION	1,714.52	001-235-0000	G/L		100	1	
				Deferred Compensation					
43256	04/24/20	PATCH005 PATCH PLAQUES & MORE				04/30/20	1526		
20-01337	1	PLAQUES	449.95	001-2100-521-5290	Expenditure		28	1	
				LAW ENFORCEMENT					
43257	04/24/20	PATRI010 PATRICK'S UNIFORMS					1526		
20-01377	1	NEW HIRE GEAR	75.98	001-2100-521-5210	Expenditure		89	1	
				LAW ENFORCEMENT					
43258	04/24/20	POWER025 POWERSPORTS ST AUGUSTINE				04/30/20	1526		
20-01378	1	2020 HONDA PIONEER ATV	12,290.00	001-2100-521-6490	Expenditure		90	1	
				LAW ENFORCEMENT					
43259	04/24/20	PUBLI020 PUBLIX				04/30/20	1526		
20-01387	1	SUPPLIES	9.83	001-1900-519-5290	Expenditure		102	1	
				OTHER GOVERNMENTAL					
43260	04/24/20	QUADI005 QUADIENT LEASING USA INC				04/30/20	1526		
20-01322	1	MAIL MACINE LEASE MAY-AUG 20	99.21	001-1300-513-4430	Expenditure		2	1	
				FINANCE					
20-01322	2	MAIL MACINE LEASE MAY-AUG 20	27.06	001-2100-521-4430	Expenditure		3	1	
				LAW ENFORCEMENT					

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PO #	Item	Description							
001TD	OPERATING			Continued					
43260	QUADIENT LEASING USA INC	Continued							
20-01322	3	MAIL MACHINE LEASE MAY-AUG 20	54.12	001-2400-524-4430	Expenditure		4	1	
				PROT INSPECTIONS					
			180.39						
43261	04/24/20	QUILL010 QUILL LLC							1526
20-01355	1	OFFICE SUPPLIES	23.07	001-2400-524-5100	Expenditure		55	1	
				PROT INSPECTIONS					
20-01356	1	OFFICE SUPPLIES	413.01	001-2100-521-5100	Expenditure		56	1	
				LAW ENFORCEMENT					
20-01356	2	OFFICE SUPPLIES	6.60	001-1300-513-5100	Expenditure		57	1	
				FINANCE					
20-01357	1	OFFICE SUPPLIES	24.67	001-2400-524-5100	Expenditure		58	1	
				PROT INSPECTIONS					
			467.35						
43262	04/24/20	SPORT010 SPORTS CORNER				04/30/20			1526
20-01338	1	UNIFORM HAT - EVANS	30.00	001-2100-521-5210	Expenditure		29	1	
				LAW ENFORCEMENT					
43263	04/24/20	STADV010 STAPLES				04/30/20			1526
20-01354	1	OFFICE SUPPLIES	333.55	001-1300-513-5100	Expenditure		49	1	
				FINANCE					
20-01354	2	OFFICE SUPPLIES	7.69	001-2400-524-5100	Expenditure		50	1	
				PROT INSPECTIONS					
20-01354	3	OFFICE SUPPLIES	179.10	001-2100-521-5100	Expenditure		51	1	
				LAW ENFORCEMENT					
20-01354	4	OFFICE SUPPLIES	9.01	001-1900-519-5100	Expenditure		52	1	
				OTHER GOVERNMENTAL					
20-01354	5	OFFICE SUPPLIES	10.05	001-3400-534-5100	Expenditure		53	1	
				GARBAGE					
20-01354	6	OFFICE SUPPLIES	15.58	001-131-1000	G/L		54	1	
				Due From Road & Bridge Fund					
			554.98						
43264	04/24/20	STANL015 STANLEY STEEMER				04/30/20			1526
20-01325	1	CARPET CLEANING	291.00	001-2400-524-6200	Expenditure		8	1	
				PROT INSPECTIONS					
43265	04/24/20	STJOH110 ST. JOHNS COUNTY SOLID WASTE				04/30/20			1526
20-01351	1	DISPOSAL FEES MAR-20	13,548.53	001-3400-534-4940	Expenditure		41	1	
				GARBAGE					
43266	04/24/20	STJOH140 ST. JOHNS COUNTY UTILITY DEPAR				04/30/20			1526
20-01327	1	WATER SERVICE MAR-20	62.08	001-1900-519-4320	Expenditure		9	1	
				OTHER GOVERNMENTAL					
20-01327	2	WATER SERVICE MAR-20	69.24	001-3400-534-4320	Expenditure		10	1	
				GARBAGE					
20-01327	3	WATER SERVICE MAR-20	107.43	001-131-1000	G/L		11	1	
				Due From Road & Bridge Fund					
20-01327	4	WATER SERVICE MAR-20	400.82	001-1900-519-4320	Expenditure		12	1	
				OTHER GOVERNMENTAL					

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PO #	Item	Description					Seq	Acct
001TDOPERATING				Continued				
43266	ST. JOHNS COUNTY UTILITY DEPAR	Continued						
20-01327	5	WATER SERVICE MAR-20	267.20	001-2400-524-4320 PROT INSPECTIONS	Expenditure		13	1
20-01327	6	WATER SERVICE MAR-20	115.32	001-2100-521-4320 LAW ENFORCEMENT	Expenditure		14	1
20-01327	7	WATER SERVICE MAR-20	165.11	001-7200-572-4320 PARKS AND REC	Expenditure		15	1
20-01327	8	WATER SERVICE MAR-20	219.28	001-7200-572-4320 PARKS AND REC	Expenditure		16	1
20-01327	9	WATER SERVICE MAR-20	147.92	001-7200-572-4320 PARKS AND REC	Expenditure		17	1
20-01327	10	WATER SERVICE MAR-20	70.55	001-7200-572-4320 PARKS AND REC	Expenditure		18	1
			<u>1,624.95</u>					
43267	04/24/20	TIREH005 TIREHUB LLC				04/30/20	1526	
20-01368	1	TIRES	270.00	001-2100-521-4630 LAW ENFORCEMENT	Expenditure		80	1
43268	04/24/20	UNITE020 UNITED HEALTHCARE INSURANCE CO				04/30/20	1526	
20-01359	1	INSURANCE PREMIUM MAY-20	7,668.78	001-229-2000 Health Insurance-Employee Portion	G/L		60	1
20-01359	2	INSURANCE PREMIUM MAY-20	3,224.94	001-229-2100 Insurance-Other Employee Paid	G/L		61	1
20-01359	3	INSURANCE PREMIUM MAY-20	706.25	001-1200-512-2300 EXECUTIVE	Expenditure		62	1
20-01359	4	INSURANCE PREMIUM MAY-20	6,494.81	001-1300-513-2300 FINANCE	Expenditure		63	1
20-01359	5	INSURANCE PREMIUM MAY-20	1,060.50	001-1500-515-2300 COMP PLANNING	Expenditure		64	1
20-01359	6	INSURANCE PREMIUM MAY-20	5,065.13	001-1900-519-2300 OTHER GOVERNMENTAL	Expenditure		65	1
20-01359	7	INSURANCE PREMIUM MAY-20	20,166.86	001-2100-521-2300 LAW ENFORCEMENT	Expenditure		66	1
20-01359	8	INSURANCE PREMIUM MAY-20	2,448.33	001-2400-524-2300 PROT INSPECTIONS	Expenditure		67	1
20-01359	9	INSURANCE PREMIUM MAY-20	5,649.57	001-3400-534-2300 GARBAGE	Expenditure		68	1
20-01359	10	INSURANCE PREMIUM MAY-20	8,766.57	001-131-1000 Due From Road & Bridge Fund	G/L		69	1
			<u>61,251.74</u>					
43269	04/24/20	VERIZ010 VERIZON WIRELESS				04/30/20	1526	
20-01363	1	CELL PHONES	124.53	001-2400-524-4100 PROT INSPECTIONS	Expenditure		73	1
20-01363	2	CELL PHONES	299.63	001-3400-534-4100 GARBAGE	Expenditure		74	1
20-01363	3	CELL PHONES	299.63	001-131-1000 Due From Road & Bridge Fund	G/L		75	1
			<u>723.79</u>					

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PO #	Item	Description					Ref Seq Acct
001TDOPERATING			Continued				
43270	04/24/20	WATER015 WATERLOGIC				04/30/20	1526
20-01367	1	WATER SYSTEM	139.91	001-2100-521-5290	Expenditure		79 1
				LAW ENFORCEMENT			
43271	04/24/20	WINDS005 WINDSTREAM				04/30/20	1526
20-01352	1	PHONE/INTERNET	693.21	001-1300-513-4100	Expenditure		42 1
				FINANCE			
20-01352	2	PHONE/INTERNET	1,444.20	001-2100-521-4100	Expenditure		43 1
				LAW ENFORCEMENT			
20-01352	3	PHONE/INTERNET	317.72	001-2400-524-4100	Expenditure		44 1
				PROT INSPECTIONS			
20-01352	4	PHONE/INTERNET	86.65	001-1900-519-4100	Expenditure		45 1
				OTHER GOVERNMENTAL			
20-01352	5	PHONE/INTERNET	144.42	001-3400-534-4100	Expenditure		46 1
				GARBAGE			
20-01352	6	PHONE/INTERNET	202.19	001-131-1000	G/L		47 1
				Due From Road & Bridge Fund			
			2,888.39				
43272	04/24/20	ZOHOC005 ZOMO CORPORATION				04/30/20	1526
20-01393	1	RENEWAL-PD CJIS COMPLIANCE	887.00	001-2100-521-5290	Expenditure		106 1
				LAW ENFORCEMENT			
43273	04/24/20	ZOLLM005 ZOLL MEDICAL CORPORATION				04/30/20	1526
20-01365	1	AED BATTERIES	60.00	001-2100-521-5290	Expenditure		77 1
				LAW ENFORCEMENT			
Checking Account Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>	
		Checks:	92	4	211,147.70	0.00	
		Direct Deposit:	0	0	0.00	0.00	
		Total:	92	4	211,147.70	0.00	
002IMPACTFEES							
1579	04/30/20	STJOH020 ST JOHNS COUNTY FINANCE DEPT					1527
20-01423	1	IMPACT FEES-APR 2020	68,549.66	001-208-0000	G/L		1 1
				Due to Other Governments			
Checking Account Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>	
		Checks:	1	0	68,549.66	0.00	
		Direct Deposit:	0	0	0.00	0.00	
		Total:	1	0	68,549.66	0.00	
101TDBANKRDBRG							
20652	04/10/20	ADVAP010 ADVANCED AUTO PARTS				04/30/20	1523
20-01308	1	TRACTOR #49 REPAIR PARTS	6.01	101-4100-541-4620	Expenditure		34 1
				ROADS & BRIDGES			
20653	04/10/20	BEARD005 BEARD EQUIPMENT COMPANY				04/30/20	1523
20-01275	1	EQUIPMENT SERVICE	674.86	101-4100-541-4620	Expenditure		22 1
				ROADS & BRIGES			

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101TDBANKRDBRG				Continued					
20654	04/10/20	CITYE010 CITY ELECTRIC SUPPLY				04/30/20	1523		
20-01297	1	MISC SUPPLIES	28.48	101-4100-541-5290 ROADS & BRIDGES	Expenditure		29	1	
20655	04/10/20	CMRMO005 CMR MOBILE EQUIPMENT & TRUCK R				04/30/20	1523		
20-01278	1	LOADER SERVICE	550.00	101-4100-541-4630 ROADS & BRIDGES	Expenditure		25	1	
20656	04/10/20	CMT00005 CMT				04/30/20	1523		
20-01289	1	SJRWMD FUNDING APP HMGP PROJ	7,460.00	101-4100-541-6383 ROADS & BRIDGES	Expenditure		27	1	
20657	04/10/20	DUVAL010 DUVAL ASPHALT				04/30/20	1523		
20-01296	1	COLD MIX FOR STREET REPAIRS	600.62	101-4100-541-5310 ROADS & BRIDGES	Expenditure		28	1	
20658	04/10/20	FLORI250 FLORIDA POWER & LIGHT COMPANY				04/10/20 VOID		0	
20659	04/10/20	FLORI250 FLORIDA POWER & LIGHT COMPANY				04/30/20	1523		
20-01267	1	ELECTRICITY	4,320.28	101-4100-541-5320 ROADS & BRIDGES	Expenditure		1	1	
20-01267	2	ELECTRICITY	93.42	101-4100-541-5320 ROADS & BRIDGES	Expenditure		2	1	
20-01267	3	ELECTRICITY	14.78	101-4100-541-4310 ROADS & BRIDGES	Expenditure		3	1	
20-01267	4	ELECTRICITY	13.08	101-4100-541-4310 ROADS & BRIDGES	Expenditure		4	1	
20-01267	5	ELECTRICITY	11.46	101-4100-541-4310 ROADS & BRIDGES	Expenditure		5	1	
20-01267	6	ELECTRICITY	282.43	101-4100-541-4310 ROADS & BRIDGES	Expenditure		6	1	
20-01267	7	ELECTRICITY	10.81	101-4100-541-4310 ROADS & BRIDGES	Expenditure		7	1	
20-01267	8	ELECTRICITY	13.08	101-4100-541-4310 ROADS & BRIDGES	Expenditure		8	1	
20-01267	9	ELECTRICITY	38.19	101-4100-541-4310 ROADS & BRIDGES	Expenditure		9	1	
20-01267	10	ELECTRICITY	14.49	101-4100-541-4310 ROADS & BRIDGES	Expenditure		10	1	
20-01267	11	ELECTRICITY	11.94	101-4100-541-4310 ROADS & BRIDGES	Expenditure		11	1	
20-01268	1	ELECTRICITY	18.48	101-4100-541-4310 ROADS & BRIDGES	Expenditure		12	1	
20-01268	2	ELECTRICITY	19.80	101-4100-541-4310 ROADS & BRIDGES	Expenditure		13	1	
20-01268	3	ELECTRICITY	311.53	101-4100-541-4310 ROADS & BRIDGES	Expenditure		14	1	
20-01268	4	ELECTRICITY	11.86	101-4100-541-4310 ROADS & BRIDGES	Expenditure		15	1	

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PO #	Item	Description							
1010BANKROBRG									
		Continued							
20659	FLORIDA POWER & LIGHT COMPANY	Continued							
20-01269	1	ELECTRICITY-HOLIDAY LIGHTS	3,121.09	101-4100-541-6361	Expenditure		16	1	
				ROADS & BRIDGES					
			8,306.72						
20660	04/10/20	HAGAN020 HAGAN ACE MANAGEMENT CORP				04/30/20	1523		
20-01270	1	COVID-19 SIGNAGE SUPPLIES	6.49	101-4100-541-5290	Expenditure		17	1	
				ROADS & BRIDGES					
20661	04/10/20	NORTH010 NORTH FLORIDA IRRIGATION EQUIP				04/30/20	1523		
20-01299	1	IRRIGATION REPAIR	30.55	101-4100-541-5270	Expenditure		31	1	
				ROADS & BRIDGES					
20662	04/10/20	RBSUP010 R & B SUPPLY CO., INC.				04/30/20	1523		
20-01298	1	SAW BLADES	256.30	101-4100-541-5290	Expenditure		30	1	
				ROADS & BRIDGES					
20663	04/10/20	SANFO005 SANFORD AND SON AUTO PARTS INC				04/30/20	1523		
20-01277	1	SMALL TOOLS	54.49	101-4100-541-5230	Expenditure		24	1	
				ROADS & BRIDGES					
20664	04/10/20	SIGNS010 SIGNS NOW				04/30/20	1523		
20-01274	1	COVID-19 SIGNAGE	288.00	101-4100-541-5290	Expenditure		20	1	
				ROADS & BRIDGES					
20-01274	2	COVID-19 SIGNAGE	297.00	101-4100-541-5290	Expenditure		21	1	
				ROADS & BRIDGES					
20-01307	1	COVID-19 SIGNAGE	309.38	101-4100-541-5310	Expenditure		32	1	
				ROADS & BRIDGES					
20-01307	2	COVID-19 SIGNAGE	123.75	101-4100-541-5310	Expenditure		33	1	
				ROADS & BRIDGES					
			1,018.13						
20665	04/10/20	SOUTH010 SOUTHERN HORTICULTURE				04/30/20	1523		
20-01276	1	ARBOR DAY PLANTS	130.00	101-4100-541-6360	Expenditure		23	1	
				ROADS & BRIDGES					
20666	04/10/20	SRM00005 SRM MATERIALS				04/30/20	1523		
20-01273	1	ROAD REPAIR-11th STREET	45.76	101-4100-541-5310	Expenditure		19	1	
				ROADS & BRIDGES					
20667	04/10/20	THELA020 THE LAKE DOCTORS				04/30/20	1523		
20-01286	1	WATER MGT SVC	595.00	101-4100-541-3400	Expenditure		26	1	
				ROADS & BRIDGES					
20668	04/10/20	USA0025 USA SERVICES OF FLORIDA INC.				04/30/20	1523		
20-01271	1	STREET SWEEP SERVICE	180.00	101-4100-541-3400	Expenditure		18	1	
				ROADS & BRIDGES					
20669	04/24/20	AGPRO005 AG-PRO COMPANIES				04/30/20	1525		
20-01336	1	TRACTOR REPAIR PARTS	33.68	101-4100-541-4620	Expenditure		2	1	
				ROADS & BRIDGES					

May 14, 2020
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CITY OF ST. AUGUSTINE BEACH
Check Register By Check Date

Page No: 17

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
101TDBANKRDBRG			Continued				
20670	04/24/20	HUDS0005 HUDSON PUMP & EQUIPMENT					1525
20-01145	1	VEHICLE #71 PUMP REPL	2,713.00	101-4100-541-4630	Expenditure		1 1
				ROADS & BRIDGES			
20671	04/24/20	STJOH245 ST JOHNS SALES & SERVICE					1525
20-01391	1	EQUIPMENT REPAIR	240.63	101-4100-541-4620	Expenditure		3 1
				ROADS & BRIDGES			
20-01391	2	EQUIPMENT REPAIR	3.23	101-4100-541-4620	Expenditure		4 1
				ROADS & BRIDGES			
			<u>243.86</u>				
20672	04/24/20	WILSO010 WILSON MACHINE & WELDING WORKS					1525
20-01392	1	BIKE RACKS	830.00	101-4100-541-5310	Expenditure		5 1
				ROADS & BRIDGES			
Checking Account Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>	
	Checks:		20	1	23,763.95	0.00	
	Direct Deposit:		0	0	0.00	0.00	
	Total:		<u>20</u>	<u>1</u>	<u>23,763.95</u>	<u>0.00</u>	
Report Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>	
	Checks:		113	5	303,461.31	0.00	
	Direct Deposit:		0	0	0.00	0.00	
	Total:		<u>113</u>	<u>5</u>	<u>303,461.31</u>	<u>0.00</u>	

Totals by Year-Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	0-001	183,847.87	0.00	95,849.49	279,697.36
ROAD & BRIDGE FUND	0-101	23,763.95	0.00	0.00	23,763.95
Total of All Funds:		207,611.82	0.00	95,849.49	303,461.31

Totals by Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	001	183,847.87	0.00	95,849.49	279,697.36
ROAD & BRIDGE FUND	101	23,763.95	0.00	0.00	23,763.95
Total of All Funds:		207,611.82	0.00	95,849.49	303,461.31

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
GENERAL FUND	0-001	183,847.87	0.00	0.00	0.00	183,847.87
ROAD & BRIDGE FUND	0-101	23,763.95	0.00	0.00	0.00	23,763.95
Total of All Funds:		<u>207,611.82</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>207,611.82</u>

PENDING ACTIVITIES AND PROJECTS

Revised May 21, 2020

PLEASE NOTE: Some parts of this report have been shortened by the removal of outdated information.

1. **PERFORMANCE REVIEW OF POLICE CHIEF AND THE CITY MANAGER.** The reviews were discussed by the Commission at its January 14, 2020, continuation meeting. The Commission directed that that it be reminded in October 2020 to begin the reviews for the calendar year, with the reviews to be discussed at the Commission's December 7, 2020, meeting.
2. **LAND DEVELOPMENT REGULATIONS.** The ordinance for dune protection had its first public hearing and second reading at the March 2nd Commission meeting. As the City Commission's April 6th meeting was postponed because of the pandemic, the ordinance had its second public hearing and final reading at the Commission's April 29th meeting. In addition, the Building Official's proposal to allow by conditional use permit certain types of animals, such as chickens, as comfort animals, was discussed by the Commission at its March 2nd meeting. Such animals are currently prohibited in the City. The outcome of the discussion was for the Building Official and the new City Attorney to work on revisions to the proposal. At its May 4th meeting, the Commission discussed the Building Official's proposal but didn't approve it. Therefore, the prohibition remains in the Regulations.

At its June 1st meeting, the Commission will review a proposal from the Building Official to delineate the boundaries of the mixed-use district along the Boulevard.

3. **COUNTY PIER PARK.** Renovations have been completed. This topic will no longer be in this report.
4. **UPDATING STRATEGIC PLAN.** As its January 7, 2019, meeting, the City Commission decided to do the update itself with the City staff. At later meetings in 2019, the Planning Board and the Sustainability and Environmental Planning Advisory Committee provided suggestions for the plan. 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 has prepared a Mission Statement, a Vision Statement, a Values Statement and a list of goals and the tasks each. The Commission reviewed the plan and provided comments at its January 14, 2020, continuation meeting. The City Manager will revise the plan it back to the Commission at a future meeting.
5. **PARKING PLAN.** The City Commission has changed the focus of the parking plan from paid parking to improvements for parking on City-owned plazas and streets. The staff will draft a five-year plan and the Police Department is to determine the most effective parking regulations for the streets west of A1A Beach Boulevard. The parking plan will be provided to the Commission at a future meeting.
6. **JOINT MEETINGS:**
 - a. With the County Commission. No date has yet been proposed by either Commission for a joint meeting.
 - b. On February 10, 2020, the City Commission and Planning Board held a joint meeting. The topics discussed included communications, training for Board members, hiring a planner and providing more information to the Board. It was agreed to have a joint meeting every six

months. At its March 2nd meeting, the Commission asked that the Code Enforcement Board and the Sustainability and Environmental Planning Advisory Committee be asked for dates for a workshop meeting with the Commission.

7. **UPDATING PERSONNEL MANUAL.** At the City Commission's February 3, 2020, meeting, the City Clerk proposed two amendments to the Manual: to designate Christmas Eve and Good Friday as holidays for the City employees; and policies for to provide compensation to the employees during emergencies. The Commission approved the additional holidays but asked the City Clerk to provide revised policies for compensation for the employees during declared emergencies. The revisions will be presented at The Commission's June 1st meeting.
8. **NEW REVENUE SOURCES: 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 Commission at its June 17th meeting discussed the proposal and asked for more information. At its August 5th meeting, the City Commission postponed the topic to the September 9th meeting. By majority vote it authorized the City Manager to do the next step in the process, which is to contact the Tax Collector for the date or dates when the public hearing must be held on a resolution to adopt the assessment. At its October 7th meeting, the Commission approved continuing the steps to implement the non-ad valorem assessment in 2020 and agreed to continue the discussion to its November 4th meeting of changes to the commercial solid waste service fees. The Commission had length discussion at that meeting as well as the continuation meeting on November 6th without any decisions being reached. At its December 3rd continuation meeting, the Commission by a 3-2 vote approved a resolution to inform the Tax Collector of the City's intent to levy the non-ad valorem assessment for the collection of solid waste later in 2020. The signed resolution was sent to the Tax Collector, the Property Appraiser, and the Florida Department of Revenue.

At its May 4th meeting, the Commission set the ranges for various categories of solid waste for the non-ad valorem assessment for residential property in the City and scheduled a public hearing on the ranges for Monday, June 15th. However, the Commission will be asked at its June 1st meeting to set a specific fee for each solid waste service and to change the public hearing date because the notice to the residents must include the fee, not just ranges, that the City will charge in 2022.

9. **STREETLIGHTS ALONG STATE ROAD A1A.** The City's Public Works Director, Bill Tredik, has taken the lead on this project. He is working with Florida and Light and the Florida Department of Transportation to have lights put at seven locations between the city hall and Madrid Street, opposite the entrance to the Marsh Creek subdivision. DOT has approved the lights. At its January 13th continuation meeting, the Commission approved the agreement with FPL to have 19 new lights erected.
10. **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, City personnel 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.

11. LED STREETLIGHTS. FPL representatives presented a proposal to the Commission at its June 10th meeting to change the lights throughout the City to LED lights. The Commission decided it needed more information from FPL. Chief Hardwick has worked with FPL on a complete review of the lighting along the Boulevard. As its January 13th continuation meeting, the Commission approved the agreement for lighting changes subject to the following conditions: 1) to verify that the City must pay for the additional lights along the Boulevard; 2) that the City Attorney review the interlocal agreement with the County and the state; 3) that the Public Works Director and Police Chief review FPL's recommendations and be judicious about the number of lights along the Boulevard and hold off on changing any lights that might be converted to LEDs soon. The agreement with FPL for the conversion will be on the agenda for a future Commission meeting.
12. GRANTS. The Public Works Director has prepared and or will prepare applications for grants from the following agencies:
 - a. Florida Recreation Development Assistance Program, \$106,500, for restrooms at Ocean Hammock Park. City match would be \$35,500. Total project cost: \$142,000
 - b. Coastal Partnership Initiative: \$25,000, to fund planning for other improvements to Ocean Hammock Park: picnic pavilion, observation platform, playscape for children, more trails. City match would be \$25,000. Total project cost: \$50,000
 - c. Florida Resilient Coastlines Programs: to do a Vulnerability Assessment and Adaptability Plan. Total amount requested \$72,000. No match required. This will involve updating the City's stormwater model, identifying vulnerabilities, and recommending options for inclusion in a future Public Works Capital Improvements Plan.
 - d. Land and Water Conversation Fund: Application was submitted January 31, 2020, for improvements to Ocean Hammock Park. Requested amount is \$200,000 with a 50% match from the City required. The City was informed in early May that its project would not be funded. This topic will no longer be included in this report.
 - e. St. Johns River Water Management District Cost Share Program: Grant applied for in February to provide funds for the new weir at the City's Mizell Road retention pond. The amount requested is \$600,000. In April, the City was notified that its project was in line for funding. However, whether the money will be provided depends on the District appropriating it in the District's Fiscal Year 2021 budget.
13. REQUEST TO ST. AUGUSTINE PORT, WATERWAY AND BEACH COMMISSION FOR FUNDING FOR PROJECTS. The Public Works Director presented a list of projects to the Commission at its November 19th meeting. The Commission said one, the 5th Street dune walkover, might be eligible with the City paying part of the costs. The Director will present a funding request to the Port Commission at one of its future meetings for walkovers at 4th and 5th Streets.
14. REQUEST FOR FUNDING FROM TOURIST DEVELOPMENT COUNCIL FOR BEACH-RELATED PROJECTS. The Public Works Director prepared a proposal to the TDC for funding for improvements to the rights-of-way of certain City-owned streets for beach visitor parking. He and the City Manager presented it

to the TDC at its March 16th meeting for money to provide parking at 16th Street and the Boulevard and 4th Street and the Boulevard. TDC members said that it was unlikely the City would receive money because of the decline in revenue from the bed tax due to the coronavirus pandemic.

15. NON-CONFORMING BUSINESS SIGNS. The City's sign code has a height limit of 12 feet for business signs. A number of businesses have signs that exceed that height. According to the code, these signs must be made conforming by August 2023. The Building Official and his staff will notify the businesses of this requirement and will work with them to bring these signs into conformity.