



AGENDA

REGULAR CITY COMMISSION MEETING MONDAY, OCTOBER 5, 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 SPECIAL BUDGET MEETING OF SEPTEMBER 14, 2020, AND SEPTEMBER 22, 2020, AND REGULAR MEETING OF SEPTEMBER 14, 2020, AND THE CONTINUATION OF THE REGULAR MEETING ON SEPTEMBER 22, 2020.**
- V. **ADDITIONS OR DELETIONS OF THE AGENDA**
- VI. **CHANGES TO THE ORDER OF TOPICS ON THE AGENDA**
- VII. **PRESENTATIONS**
 - A. Proclamation to Declare October 2020 as Violence Awareness Month (Presenter: Kenlie Kubart, Betty Griffin Center)
- VIII. **PUBLIC COMMENTS**

IX. COMMISSIONER COMMENTS

X. PUBLIC HEARINGS

1. Ordinance 20-12, Public Hearing and Final Reading: to Amend Section 6.02.03 of the Land Development Code for Provisions to Permit Access of Private Property from Dead-End Streets (Presenter: Brian Law, Building Official)

XI. CONSENT

2. Resolution 20-XX, to Have Canvassing and Certification of Vote-by-Mail Ballots Cast in the November 2020 General Election Done by the Supervisor of Election and County Canvassing Board
3. Budget Resolution 20-XX, to Amend General Fund Due to Shortfalls in Revenue and Budget Resolution 20-XX, to Amend the Road/Bridge Fund to Reduce the Transfer to General Fund and Accounts for Two Capital Projects

XII. OLD BUSINESS

4. Ocean Walk Drainage Improvements: Request to Approve Amendment #33 to Contract with Civil Engineering Consultant CMT for Investigation and Evaluation of Flood Control Improvements (Presenter: Bill Tredik, Public Works Director)
5. Ocean Hammock Park: Report on Proposed Improvements (Presenter: Bill Tredik, Public Works Director)

XIII. NEW BUSINESS

6. Police Chief: Discussion of Appointing Interim Chief and Scheduling a Workshop in November (Presenter: Police Chief Robert Hardwick)
7. Stormwater Utility Fee: Consideration of Proposal (Presenter: Bill Tredik, Public Works Director)
8. Land Development Regulations: Proposal to Change Section 4.01.06 re: Recreation Standards for Facilities (Presenter: Brian Law, Building Official)
9. November Regular City Commission Meeting: Scheduling Date for It Because Commission Room Will be a Polling Site for the November General Election (Presenter: Max Royle, City Manager)

XIV. STAFF COMMENTS

XV. ADJOURNMENT

NOTICES TO THE PUBLIC

1. **COMPREHENSIVE PLANNING AND ZONING BOARD.** Because the Commission room later in October will be used as a polling site for early voting, the Planning Board will meet on the second Tuesday, October 13, 2020 at 6:00 p.m. Topics on the agenda may include: a) Two conditional use permits to build a residence in a commercial land use district at 17 13th Street and at 16 5th Street; b) two variance requests for 17 13th Street: one to exempt the requirement that vehicles can back onto a street only from a driveway; the second to reduce the front setback from 25 to 20 feet and

the rear setback from five feet to three-and-a-half feet; c) at the City Commission's request, reconsideration of the Board's approval of post-permit modifications to a new mixed-use building at 12 13th Street.

2. **EARLY VOTING.** Early voting for the general election will begin on Monday, October 19th, and will end on Saturday, October 31, 2020. The hours for early voting will be from 8:00 a.m. to 6:00 p.m. The polling site is the City Commission room at City hall, 2200 A1A South, St. Augustine Beach, FL 32080.
3. **GENERAL ELECTION.** It will be held on Tuesday, November 3, 2020, from 7:00 a.m. to 7:00 p.m. The polling site is the City Commission room at City hall, 2200 A1A South, St. Augustine Beach, FL 32080.

NOTE:

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

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

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



MINUTES

SPECIAL CITY COMMISSION BUDGET MEETING

MONDAY, SEPTEMBER 14, 2020, AT 5:01 P.M.

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

I. CALL TO ORDER

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

II. PLEDGE OF ALLEGIANCE

Mayor England lead the Pledge of Allegiance.

III. ROLL CALL

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

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

IV. PROPOSED BUDGET FOR FISCAL YEAR 2021

A. Discussion of Proposed Budget, Millage and First Reading of Ordinance 20-XX, to Adopt Operating and Debt Millage (Presenters: Max Royle, City Manager; Patricia Douylliez, Finance Director)

Mayor England introduced Item IV.A. and asked City Manager Royle for a staff report.

City Manager Royle advised that St. Johns County preempted the date the Commission schedule on September 21st, so a new date must be scheduled. The main purpose of this meeting is to look at the budget with the public and discuss the millage rate. He explained that the residents received a notice of the proposed millage rate of 2.60 or \$2.60 for \$1,000 of property evaluation. He commented that the reason the millage rate was set at 2.60 was in case the revenues were worse than expected. He recommended 2.45 millage rate because the reserves need to be increased. He asked Finance Director Douylliez to give her presentation.

Finance Director Douylliez showed her PowerPoint presentation (Exhibit 1).

Mayor England thanked Ms. Douylliez for her excellent presentation and advised that the reserves need to increase due to the City policy and the auditors within two years. She explained that the reserves had a shortfall for much more than two years.

Finance Director Douylliez advised that there was a decrease in reserves in 2016 and 2017 and the auditors already made comments to correct the reserves within two years and they could escalate to a finding if the reserves are not increased. If the City does not increase the reserves in two years, the Auditor General is alerted, and they would be watching to see why the City is in the shape it is in. She suggested to increase the reserves as quickly as possible. She explained that the City could use the COVID-19 as an excuse this year, but there were shortfalls. She said that the record shows that this has been going on for years prior to COVID-19 and it needs to be addressed.

Mayor England advised that this would affect the City when needed to borrow money.

Finance Director Douylliez advised that the City needs a \$2.9 million loan for the weir, and it could affect the City from borrowing money. She advised that there are two grants that will pay the loan back; however, they may take a long time to repay the money. She explained that one of the grantors just sent the money for the work that was done on the weir a year ago.

Commissioners Samora had no questions.

Commissioner George thanked Ms. Douylliez for her presentation. She explained that she wanted the public who are watching the meeting to know that for \$200,000 of assessed value the proposed millage would equate to \$32.96 as an increase. The median property value in the City is \$390,000 and that would equate to an increase of \$45.00 for any homeowner who occupies their home in the City.

Mayor England thanked Commissioner George and advised that it is an excellent point.

Commissioner Rumrell advised that he had no comments.

Mayor England thanked Ms. Douylliez for putting in the demographics and the reserve history slides. She then opened the Public Comment section. The following addressed the Commission:

Nicolas Binder, 232 Big Magnolia Court, St. Augustine Beach, FL, advised that he has attended budget hearings for the last 15 years and this overall budget presentation has been the best he has seen in years. He explained that the City's residents will have a lesser increase than the non-ad valorem tax and asked to keep in mind the exemptions. The Maratea property had a grant of \$1.5 million and asked if that went into the reserves or the budget. He suggested that the Beach Blast Off should be cancelled due to health and safety reasons and it would save money.

Mayor England closed the Public Comments section and advised Mr. Binder that the grant for the Maratea property was part of the purchase price and there were no reimbursements.

City Manager Royle advised that the property was 4.5 acres for \$4.5 million. He explained that he and then Mayor O'Brien went to Tallahassee and they received a grant for \$1.5 million, which went towards the purchase of the Maratea property. He

also commented that the money for Beach Blast Off is not in the budget except for the \$25,000, which was given to the City by the Tourist Development Council.

Mayor England asked that if the Commissioners wanted to reduce an expense, she would like the Commissioners to consider having the savings go towards reserves. She advised that the reserves are critical and need to be addressed.

Commissioner George advised that building the reserves is critical to the financial stability of the City and explained that the Commission has been frugal every step of the way. She advised that the City is facing a perfect storm with revenues being reduced due to the pandemic; the numerous years of hurricane damage; cutting infrastructure improvements; and delays in federal reimbursements, which have dramatically reduced the City's reserves. The City is a coastal community and maintaining the reserves are essential and more than a policy can dictate. She advised that it would be fiscally irresponsible for the Commission to ignore investing in the City's reserves. She explained that the increase for the median property owner would be \$45.00 and commented that the only opposition has been for the non-ad valorem assessment. She remarked that it is a small investment in the future of the City, and she held the millage rate the same over the last nine years, but agrees with the 2.45 millage rate this year. She advised that when the reimbursements for the weir are received and when the pandemic passes, the City may be able to roll the millage rate back next year. She agreed that if there are any small projects that could be cancelled, then the money should be directed to reserves so future emergencies could be dealt with.

Commissioner Rumrell advised he has the same concerns as Commissioner George has. He commented that reserves have been decreased due to the pandemic, the purchase of park land, and hurricanes. He advised that it is important to maintain the infrastructure. He explained that the weir costs have gone up exponentially and is something the City must do. He explained that the weir helps everyone on the island and asked if St. Johns County could pay the loan for the weir until the City is reimbursed. He advised that residents do not want to defund the Police Department and do not want to lose police staff. He complimented Ms. Douylliez on doing an excellent job on the budget. He remarked that in the future the City needs to keep increasing the reserves in case of an emergency like a hurricane. He explained that the City is in a financial hardship and the Commission needs to start today on increasing the reserves this year and in the future. He said that the minimal increase of \$45.00, even though he does not like increases, should be done now and in the future. He remarked that the Commission has no decision because the decision has already been made for them. He supports the 2.45 millage rate but would like to roll it back at some point in the future. He advised that the future affects the employees and he did not want a mass exit of employees if the City cuts the employees' salaries and they go elsewhere. He advised that it might save money, but it does not save the knowledge and the training that the employees have presently.

Commissioner Samora advised that Commissioner George and Rumrell covered a lot of the same topics he was going to say. He said that staff has done a better job on the budget that he has ever looked at and thanked the staff for their efforts. He said staff nailed it on where the City needs to go in a responsible manner. He advised that he supports the budget as presented. He asked where the money was for the O & P Funds and whether they could be used for reserves.

Finance Director Douylliez advised the unassigned reserves could be used for any cataphoric event or a budget shortfall. She advised Commissioner Samora that the funds he is talking about are restricted funds and she would get the information to Commissioner Samora after the meeting.

Commissioner Samora advised that there is an amendment on the ballot that goes into effect on January 1st if approved by the voters regarding minimum salary wages and asked if it would affect the budget. He asked if staff has done any analysis on this topic and whether it would affect the budget.

Financial Director Douylliez advised no.

City Clerk Raddatz advised that no City employees make less than \$10 an hour; however, if it goes to \$15 an hour, the budget may be affected.

Public Works Director Tredik advised that some of his employees are under \$15 an hour and it would have to be accounted for.

Commissioner Samora advised that this is an unknown that may affect the budget and said that the reserves are critical to the City. He advised if 2020 has taught the City anything is that you cannot plan for everything and the reserves are critical and need to be rebuilt. He advised that he would support the proposed budget.

Finance Director Douylliez advised that staff is looking to schedule a meeting in February to discuss issues that need to be addressed, such as the pay analysis, the minimum wages in Florida, and other important topics to see where the City is going ten years down the road.

Vice Mayor Kostka did comparative research and found that the City is in the lower 25% regarding the millage rate. She advised that property values are in the middle in the State of Florida. She explained how COVID-19 affected all the budgets due to sales tax revenues decreasing because people were not spending money. She explained that she is not a proponent for increasing taxes, but as Commissioner George pointed out the proposed budget increase for a \$300,000 home would be \$48.76. She explained that 76% of the businesses reduced pay for four to twelve weeks to prevent job loss and Chief Executive Officers in other businesses have given their salary up to keep the businesses going. It is a difficult decision because COVID-19 is not the only reason why the reserves have been decreased. She remarked that the cities, counties, and states across the nation need to think of creative ideas that can be turned into solutions. She agreed with all the Commission that the City cannot afford to put off the capital projects and that the infrastructure is critical to the City's success. She

advised that the Commission has agreed to keep waste collection in-house, but the Public Works Department has no garage to put valuable equipment out of the weather. She advised that it would be irresponsible to not replenish the reserves in case of an emergency event. She commended staff and its departments on running the day to day business of the City and could not ask for any better staff. She agreed to the proposed millage of 2.45 percent. She advised that she hopes that the City could have a very good year and then roll the millage back. She asked about refinancing the City's debt on the bonds because the interest rate is lower than many years. She asked about the old city hall being demolished because of the desperate need of repairs and replacing it with a parking garage or selling the property after the lease is up in 2026. She remarked that last year the Commission agreed to have the performance evaluations done in July 2020 so decisions could be made regarding increases for the City Manager and Police Chief. She asked to delay any increase to the City Manager until the evaluations could be done. She also advised that the Commission discussed scheduling a meeting to discuss the City Manager's position.

Financial Director Douylliez advised that the bonds have penalties if they are paid off early. She explained that there is a ten-year lockout period for redemption of the bonds and advised that the Florida League of Cities does not suggest refinancing the bonds until 2025 or 2026. Investments for the City are very limited, and they need to be secure.

Vice Mayor Kostka asked about the park land purchase half-cent millage would expire before the debt is paid off.

Finance Director Douylliez advised that the half-cent millage will expire before the Debt Service Fund is paid in full. She explained that the General Fund gives money to the Debt Service Fund and it is held in an escrow account which builds up over time to pay for the rest of the bonds.

Vice Mayor Kostka found federal sites for low cost loans for projects.

Finance Director Douylliez advised that much of the revenue sources are pledged to pay down the debts that the City already has and being that there needs to be a loan for the weir, other projects are on the back burner. She commented that when the time comes, she would shop to find the best rates available.

Vice Mayor Kostka advised Public Works Director Tredik that there are some funds available under the CARES Act and would give the information after the meeting.

Mayor England remarked that the City has a difficult cash-flow problem, which needs to be worked on in order to prorate the revenues to last all year instead of running out of funds after three quarters of the year. She thanked the staff on reducing the overall budget by cutting salary increases in half. She pointed out regular salary increases in the Police Department and the Building Department.

Building Official Law advised that the salary increase was due to having a full-time code enforcement officer instead of a part-time code enforcement officer and

explained that he will have to change the budget next year to have the City pay half of the salary next year for transient rentals.

Police Chief advised that under the Fair Labor Standards Act the officers work 84 hours instead of 80 hours in two-week period. He advised that the Commission would see an increase in overtime, but a decrease in overall expenses.

Mayor England advised that in every department in the City the expenses were stable or went down, so there is no fluff in the budget and there is a need to increase the reserves. She advised that the City's credit rating is the most important thing to have and there is a need to borrow money for the weir upfront. She advised that last year she requested the Commission to go to 2.5 millage rate and is requesting it again this year.

The Commissioners did not agree with 2.5 millage rate this budget year.

City Manager Royle advised that the Commission needs to approve the millage rate at 2.45 for first reading, then approve the budget ordinance for first reading and then schedule the final budget meeting.

City Attorney Douglas read Ordinance 20-10 in its entirety.

Mayor England asked for a motion.

Motion: to approve Ordinance 20-10 at 2.45% millage rate. **Moved by** Mayor England, **Seconded by** Commissioner Samora.

Mayor England asked for rollcall:

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

Motion passes unanimously.

Mayor England moved on to IV.B.

Ordinance 20-10, First Reading, to Adopt FY 2021 Budget (Presenter: Patty Douylliez, Finance Director)

Mayor England introduced Item IV.B. and asked if the Commission would like to discuss the salaries for the Police Chief and City Manager. She advised that there is an increase for the Commission in the budget as well and wanted to bring that to everyone's attention. She advised that last year the City Manager did not receive an increase because the City Manager is at the top of his salary range. She proposed a one percent increase for the City Manager. She advised that Police Chief's increase is three percent and asked for further discussion.

Commissioner George advised that if the City Manager is at the top of his range, he should not receive an increase. She advised that giving a minimal increase to the

Commission would not impact the budget and has been under paid for too long. She remarked that people do not want to serve for the amount the Commission gets paid and they do not get any health insurance either for serving.

Commissioner Rumrell advised that the City Manager should get a cost-of-living increase of one percent.

Commissioner Samora advised that he would support the COLA increase for the position even though it is at the top of the range. He suggested one percent or 1.6 percent.

Vice Mayor Kostka advised that most of cities and counties have frozen wages. She advised because of the decrease in the costs of medical insurance for the employees, she would be willing to give an increase to the employees. She advised that she would support the one percent increase for the City Manager.

Mayor England advised that it has been years since the last salary ranges were done and salary ranges need to be researched. She advised that the three percent increase for salaries is reasonable. She advised that City Clerk Raddatz commented that the proposed budgets for the City of St. Augustine Beach and St. Johns County was three percent.

City Clerk Raddatz explained that the State of Florida employees received a three percent increase. St. Johns County proposal has not been finalized yet, but they proposing a 2.5% for their employees, which is a COLA, not a merit increase.

Mayor England agreed that the proposed salary increases are reasonable.

City Attorney Douglas read Ordinance 20-11 in its entirety.

Motion: to approve budget be approved with the exception that the salary of the City Manager be limited to one percent over his current salary range. **Moved by** Mayor England, **Seconded by** Commissioner Samora.

Mayor England asked for rollcall:

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

Motion Passes 4 To 1.

Mayor England moved on to Item IV.C.

- B. Confirmation of Date and Time for Second Public Hearing and Final Reading of the Millage and Budget Ordinances for FY 21 on Monday, September 21, 2020, 5:01 p.m.
(Presenter: Max Royle, City Manager)

Mayor England introduced Item IV.C. and asked City Manager Royle for a staff report.

City Manager Royle advised that due to St. Johns County changing their final budget meeting to September 21, 2020, the City needs to change their scheduled meeting and asked when the Commission is available the week of September 21st.

After discussion from the Commission, Mayor England made a motion.

Mayor England asked for a motion.

Motion: that the next budget meeting will be Tuesday, September 22, 2020 at 5:01 p.m. **Moved by** Mayor England, **Seconded by** Commissioner George.

Mayor England called for a rollcall vote:

Commissioner Rumrell Yes

Commissioner George Yes

Vice Mayor Kostka Yes

Commissioner Samora Yes

Mayor England Yes

Motion passed unanimously.

V. ADJOURNMENT

Mayor England asked for a motion to adjourn.

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

Mayor England adjourned the meeting at 6:19 p.m. and then recessed the meeting for five minutes before starting the Regular Commission meeting.

Margaret England, Mayor

ATTEST:

Beverly Raddatz, City Clerk



MINUTES

**SPECIAL BUDGET CITY COMMISSION MEETING
TUESDAY, SEPTEMBER 22, 2020, AT 5:01 P.M.
CITY OF ST. AUGUSTINE BEACH, 2200 A1A South, St. Augustine Beach, FL 32080**

I. CALL TO ORDER

Mayor England opened the meeting at 5:01 p.m.

II. PLEDGE OF ALLEGIANCE

Mayor England led the Pledge of Allegiance.

III. ROLL CALL

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

Also present: City Manager Royle, Assistant City Attorney Taylor, Police Chief Hardwick, Commander Daniel Carswell, Finance Director Douylliez, City Clerk Raddatz, Building Official Law, and Public Works Director Tredik.

IV. PROPOSED BUDGET FOR FISCAL YEAR 2021

A. Discussion of Proposed Budget, Millage and Final Reading of Ordinance 20-10, to Adopt Operating and Debt Millage (Presenters: Max Royle, City Manager; Patricia Douylliez, Finance Director)

B. Ordinance 20-11, Final Reading, to Adopt FY 2021 Budget (Presenter: Patty Douylliez, Finance Director)

Mayor England introduced Item IV.A. and IV.B. She then asked for a staff report from City Manager Royle.

City Manager Royle recapped the results of the last budget meeting on September 14, 2020.

At Mayor England's request, Finance Director Douylliez advised that she did not have any comments.

Mayor England opened the Public Comments section. Being none, Mayor England closed the Public Comments section and asked what the budget does not cover.

Finance Director Douylliez advised that body cameras and pay ranges were not put in the budget.

Public Works Director Tredik advised that he has everything in the budget that he needs.

Building Official Law advised that he has everything in the budget he needs.

City Manager Royle advised that he has nothing to add in the budget.

Police Chief Hardwick asked to delete one car for \$50,000 in the budget and instead purchase body cams the Police Department if he still can do it. He asked to allocate the funds from one vehicle to purchase body cams if he can without changing the amount of the budget.

Vice Mayor Kostka wants a solid statement that any savings will be put into the reserves. She advised that the City cannot continue in the direction its going. She asked for a capital improvement plan next year that can be accomplished in one year instead of a five-year plan. She compared other cities budgets to ours and found that many other cities have alternative revenue sources, which our City does not.

Mayor England commended all the staff for their hard work on the Vice Mayor Kostka's report.

Finance Director Douylliez advised that the other cities have stormwater fees, utility fees, etc. She mentioned that staff wants to implement a stormwater fee next year.

Mayor England advised that the other cities have large reserves also.

Finance Director Douylliez advised that there is a negative balance of \$121,000, but there are still monies outstanding coming in.

Commissioner George advised that SEPAC wants \$10,000 out of the landscaping line item in the Road and Bridge Fund and asked if Public Works Director Tredik would allow \$5,000 out of that line item.

Public Works Director Tredik advised no, he needs the money to do landscaping for the City. He explained that SEPAC spent money in 2019 on trees and they are still not planted. In 2020 they did not spend any budgeted money.

Commissioner George asked if the money increased since last year. She advised that only the half of the money was spent last year on landscaping from staff and advised that complaints from the residents were regarding pruning and trimming, not planting.

Public Works Director advised that this line item should not be touched.

Commissioner George asked if the lights line item could be used.

Public Works Director advised that he would be using that money for lights this year.

Commissioner George would like to give a policy direction for SEPAC that if they recommend a project the Commission would have to approve the funding. She asked if the Commission is not going to support SEPAC, why are they in existence.

Mayor England mentioned that SEPAC supplied trees for Arbor Day.

Public Works Director Tredik commented that the Public Works Department would fund the trees for Arbor Day.

Commissioner Rumrell explained that he does not want to lose the volunteers from SEPAC, but that the City is in a financial hardship. He advised that he wants to use the money wisely.

Commissioner Samora commented that the SEPAC should not be defunded. He explained that the Public Works Department has some money and suggested giving SEPAC \$2,500 and work with the Public Works Department on what project they use the money for.

Mayor England advised that the Beautification Committee line item was budgeted in 2019 but not in 2021.

Finance Director Douylliez explained that if more revenues come in, then a budget could be allocated to SEPAC.

Vice Mayor Kostka advised that she would propose that the Commission monitors, evaluates, and then decides when to use the money. Money is not guaranteed and suggested waiting for the revenues first. She would support monitoring the situation on a quarterly basis.

Mayor England asked if SEPAC would come to us in the first quarter and advise what project they are working on.

Commissioner George advised that the City knows we are getting the money back from the weir grants and other projects. There has been a resistance to SEPAC plans and so they have not had the money to spend. It would help if the Commission could allocate the money to SEPAC of \$2,500. The Chair requested \$5,000 but will use whatever is allocated.

Mayor England asked if anyone was opposed to this suggestion. Being no Commissioner was opposed, she advised that she would put an allocation of \$2,500 to SEPAC in the motion.

Commissioner Rumrell asked for an Action Plan from City Manager Royle on what will be done in FY 20-21 and show the residents what the money is being used for. He would like to show in the Action Plan what is being done by staff and to hold staff accountable to a timeframe.

Mayor England advised that the Commission gets a Financial Report monthly.

Commissioner Rumrell advised that he would like more communication with the citizens and put it out to the social media and the website, then the residents can see projects being completed with the increase millage that they are paying for.

Mayor England asked if that could be summarized.

City Manager Royle advised that it could be done.

Commissioner George asked to show some pie graphs, what policies the Commission is implementing, such as, beautification and what the Police Department is accomplishing as well.

Commissioner Samora asked how much money with the millage increase would the reserves receive.

Finance Director Douylliez advised she could not say that yet because it depends on what revenues are received and what expenses comes in; however, \$160,000 would be added to the reserves. She explained that she expects in FY 22 there would be approximately \$720,000.

Commissioner Samora commented that it was not much ground but some ground.

Mayor England asked if that would not give the City four months of reserves.

Finance Director Douylliez advised that would give two months of reserves.

Mayor England asked if there was any support to increase the millage rate to 2.5 percent instead of 2.45 percent.

Commissioner George advised that it was passed at 2.45 percent and asked if it could go up at this point.

City Manager Royle advised that the millage rate can go up.

Commissioner George asked if at the end of next year, the City would have \$170,000 in the reserves.

Financial Director Douylliez advised that the reserves would increase by \$160,000 in the budget and whatever savings would go into reserves as well.

Mayor England asked where the savings would be.

Finance Director Douylliez advised savings could be in the Police Department and from the weir grants. She explained that this year the City budgeted at 95% tax level instead of 98%.

Mayor England asked if the impact fees could be used in the reserves.

Building Official Law advised that would be illegal.

Commissioner George asked what the differential amount would be between 2.45 percent and 2.5 percent.

As Finance Director Douylliez computed the differential, Mayor England asked if Commissioner Samora agreed with a 2.5 percent.

Commissioner Samora advised no.

Vice Mayor Kostka advised no.

Finance Director Douylliez advised the differential would be \$106,000.

Commissioner George advised no.

Commissioner Rumrell advised no.

Mayor England made a motion.

Motion: to approve the budget and millage rate at 2.45, adding an additional \$2,500 in the line item of Beautification projects for SEPAC, and place in the social media and website a summary by the City Manager of projects and expenses on a monthly basis.

Vice Mayor Kostka asked to add that all surpluses be put into reserves.

Mayor England added to the motion that all surpluses be added to the reserves.

Finance Director asked if the \$2,500 for SEPAC would be taken out of the landscaping line item or out of the current budgeted reserves reducing the \$160,000.

Mayor England advised that it would come out of reserves.

Commissioner George asked if the projects should be done on a monthly basis or quarterly basis.

Mayor England advised that she agreed with Commissioner George that monthly made be a lot to do and asked Commissioner Rumrell his opinion since it was his suggestion.

Commissioner Rumrell agreed with a quarterly report.

Commissioner George wanted that the \$2,500 for SEPAC to come from the Beautification line item.

Mayor England advised that Public Works Director Tredik has been chastised for upkeep and maintenance on landscaping, so she suggested not taking the money from his department.

Commissioner George said that she is okay with it either way.

Mayor England amended her motion.

Motion: to approve the budget and millage rate at 2.45, adding an additional \$2,500 to SEPAC from reserves, place in the social media and website a summary by the City Manager of projects and expenses on a quarterly basis, and to add policy that all surpluses from savings will go the reserves. **Motion by** Mayor England, **Seconded by** Commissioner George.

City Attorney Taylor read Ordinance 20-10 and Ordinance 20-11 in their entirety.

Mayor England asked for rollcall:

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

Motion passes unanimously.

Mayor England moved on to adjourn.

V. ADJOURNMENT

Mayor England asked for a motion to adjourn.

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

Mayor England adjourned the meeting at 5:55 p.m. and then recessed the meeting for five minutes before starting the Regular Commission meeting.

Margaret England, Mayor

ATTEST:

Beverly Raddatz, City Clerk



MINUTES

REGULAR CITY COMMISSION MEETING

MONDAY, SEPTEMBER 14, 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 6:25 p.m.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was done previously at the Budget meeting.

III. ROLL CALL

Roll call was done at the Budget meeting.

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 Taylor, Police Chief Hardwick, City Clerk Raddatz, Finance Director Douylliez, Building Official Law, and Public Works Director Tredik.

IV. APPROVAL OF MINUTES OF THE SPECIAL COMMISSION MEETING JULY 27, 2020 AND REGULAR COMMISSION MEETING OF AUGUST 3, 2020.

Mayor England asked if there were any changes to the minutes. Being none, Mayor England asked for a motion.

Motion: to approve the Special Commission meeting of July 27, 2020 and Regular Commission meeting August 3, 2020 minutes as printed. **Moved by** Commissioner Rumrell, **Seconded by** Mayor England.

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 moved on to Item V.

V. ADDITIONS OR DELETIONS OF THE AGENDA

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

City Manager advised that Item 3 reappointments of Hester Longstreet and Dennis King, not Chris Pranis as stated on the agenda. Item 1 the appeal is by Sonia Kulyk, not Sandra Kulyk.

VI. 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 to Presentations, Item VII. Being none, Mayor England moved on to Item VII.

VII. PRESENTATIONS

- A. Interview of Mr. Scott Andrew Babbitt for Position of Alternate on the Comprehensive Planning and Zoning Board.

Mayor England introduced Item VII and asked Mr. Scott Babbitt to come to the podium.

Mr. Babbitt, 70 Atlantic Oaks Circle, St. Augustine Beach, FL, advised he runs his own realty business and he asked Commissioner Samora how he could be more involved with the City and Commissioner Samora that there were some seats opened on the Comprehensive Planning and Zoning Board.

Mayor England advised that it is a good place to start as a member of the Comprehensive Planning and Zoning Board because that is where most of the Commission members came from.

Commissioner George asked if Mr. Babbitt understood that if he had any conflict of interests when he is selling properties that he would have to recusing himself. She also advised that he needs to familiarize himself with the City Charter, Codes of Ordinances, etc. She suggested to ask the City Attorney or City Manager for more information.

Commissioner Rumrell advised John Brooks gave a great review of Mr. Babbitt, so he is very satisfied with this candidate.

Commissioner Samora thanked Mr. Babbitt for wanting to do community service.

Vice Mayor Kostka advised that she applauded his interest in the community and the working of the City.

Mayor England advised Mr. Babbitt to read up on the Sunshine Laws, Quasi-judicial hearings, and public record laws, which are extremely important. She advised that fairness is important.

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

Motion: to approve Scott Andrew Babbitt as Alternate of the Comprehensive Planning and Zoning Board. **Moved by** Mayor England, **Seconded by** Vice Mayor Kostka.

Roll Call was as followed:

Commissioner George Yes

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

Motion passes unanimously.

Mayor England moved on to Item VIII.

VIII. PUBLIC COMMENTS

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

Nicolas Binder, 232 Big Magnolia Court, St. Augustine Beach, FL, encouraged the City to start looking for a new Police Chief; voters do not want to lose the Police Department; and asked to please consider the staffing for the Police Chief position in-house.

Ken Champagne, 17 Sandpiper Drive, St. Augustine Beach, FL, said he email all five Commissioners regarding the lack of body cameras. He met with Police Chief and encouraged the use of body camera for Police Officers. He wanted police protections, protection for the public and for individuals that the police may encounter. He did not want lawsuits that the residents must pay for. He asked for police officers to have psychology training as a requirement.

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

IX. COMMISSIONER COMMENTS

Commissioner Rumrell congratulated Police Chief Hardwick on winning his primary election. He advised that Finance Director Douylliez did a great job on the budget as well as the other staff involved.

Commissioner George had no comments.

Commissioner Samora had no comments.

Mayor England commented that she did meetings electronically met for a couple of meeting with the North Florida Transportation Planning Organization. She would put their agenda in the Commissioner's mailboxes. She asked for an update on the electronic charging stations.

Public Works Director Tredik advised that the stations should go in within the next few weeks.

Mayor England moved on to Item 1.

X. PUBLIC HEARINGS

1. Appeal of Comprehensive Planning and Zoning Board's Decision to Grant Post-Permit Modifications to Oceans Thirteen, 12 13th Street, Ms. Sandra Kulyk, Appellant: (Presenter: Brian Law, Building Official)

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

City Attorney Taylor announced that this a quasi-judicial hearing and a separate meeting.

Mayor England advised that she would asked for City Attorney Taylor to set the rules of the quasi-judicial proceedings once Building Official Law's report is finished.

Building Official Law advised in November 2017 the Comprehensive Planning and Zoning Board approved a mixed-use building along the Boulevard. The building is two units downstairs and two residential units upstairs. According to your packet, the Commission can see the history of the building and what was approved by the Comprehensive Planning and Zoning Board, which was a proposed permit change. He explained that he was out on his walk and said there was a large deck being constructed. He informed the applicant / contractor, Tom Marsh, that they were not in compliance with their mixed-use development order and to stop construction on the deck. Mr. Marsh was in the audience. He explained the procedure he did and scheduled a meeting with Mr. Marsh. He explained at that time there was a change in the new handicapped parking converting four parking spaces on the south side of the property. The information that was made available was from the Public Works Director and St. Johns County Fire Department. Fire Department had no objection. The Public Works Director asked for landscaping, which the Comprehensive Planning and Zoning Board also asked for the applicant to go in front of the SEPAC Board if they can convene. The applicant for the appeal was filed and were advised that they could not appeal the building only the decision of the Comprehensive Planning and Zoning Board and demonstrate where they errored and at that point he turned it over to City Attorney Taylor. He advised that any technical questions of the building, he could address.

Mayor England asked City Attorney Taylor to give the Commission direction on the nature of the appeal and how to proceed with what can be considered at this hearing. She asked City Attorney Taylor to interrupt if something is not allowed in the record.

City Attorney Taylor announced that this is a quasi-judicial proceeding. He explained that in this meeting the Commission acts as judges. He informed Mayor England to gavel when the proceedings start and asked each Commissioner to give any ex parte communications that were done regarding the property and whether any Commissioner has done a visit to the property. He advised that it is proper for the Commission to communicate and visit the area, but it needs to be disclosed. After that, the City Clerk will swear in any witnesses, then staff will give their presentations, then the applicant will have time to speak, then there will be public comments and a rebuttal from the other side and then Mayor England will close the hearing and there will be a vote on whether to approve the Comprehensive Planning and Zoning Board's opinion, reverse the opinion, to modify the decision, or to send it back to the Comprehensive Planning and Zoning Board and give them some direction. He said that the standard as judges that the Commission is whether or not the Comprehensive Planning and Zoning Board relied on competence of substantial evidence. He explained that the Commission is not allowed to reweigh any evidence and can only look at evidence that the Comprehensive Planning and Zoning Board members used. No new evidence is allowed. He explained that the Commission needs to decide whether the Comprehensive Planning and Zoning Board used reasonable construction of the evidence that supports their opinion. He explained that the Commission is only here to decide whether or not they made a mistake.

Mayor England opened the hearing with her gavel and asked each Commissioner if they visited the site or talked with the appellant.

Commissioner Samora advised that he has driven by the site to familiarize himself with it but has not had any conversations with the appellant. He explained that he read the appellant's emails, which he felt that there was no new information in them.

Vice Mayor Kostka advised she drove past the property to familiarize herself with the property and read the appellant's emails.

Commissioner George advised that all context has been through emails, which are part of the City's server.

Commissioner Rumrell explained that he is familiar with the site and has spoken to Sonia Kulyk only because the other party has not reached out to him.

Mayor England advised that has driven by the property and via assured the appellant that she would read all the material and all the minutes, which she has done.

City Attorney Taylor advised that next the City Clerk needs to add anything she received to the record and swear in the witnesses.

City Clerk Raddatz asked anyone who wanted to speak regarding this issue, please stand and raise their right hand. She then swore in the witnesses.

City Attorney Taylor asked staff if they had any more information.

Building Official Law advised that he could answer any other technical questions, but could not speak much about the decision of the Comprehensive Planning and Zoning Board because he was not present, but the Chair of the Comprehensive Planning and Zoning Board is present and would like to address the Commission.

Mayor England advised if it was appropriate to have the Chair of the Comprehensive Planning and Zoning Board to speak.

City Attorney Taylor advised yes; he is part of staff.

Mayor England asked after staff gives testimony would she call on the appellant and then after the appellant call for a rebuttal from staff.

City Attorney Taylor advised yes.

City Clerk Raddatz swore in Kevin Kincaid, Chair of the Comprehensive Planning and Zoning Board.

Kevin Kincaid, 6 11th Street, St. Augustine Beach, FL, advised that he was on the Board in November of 2017. There was considerable discussion regarding the property and opposition to it, but it was carefully evaluation and given the go ahead based on recommendations of the plan in 2017. This came back to the Board in July 2020 because of the construction that was being done outside of the permit according to Building Official Law. Building Official Law put a stop work order on the property. The Board received a post permit modification plan to make changes to the building and the structure. He explained that at that time the Board could approve the request, deny the request, or approve the requests with recommendations or conditions. The Board looked at the benefits to the citizens of St. Augustine Beach with the modifications that were being asked for. The modifications were mainly to do with the handicap accessibility, which the original design did not have. It required a ramp to go back further and shoulder underneath that raised it up to the building. He advised that the original plan was not going to work. If the Board denied the request would not work and tearing the building down was not an option. To build the building as it was originally drafted seem punitive and did not help anyone. The Board made a number of modifications, such as changing the deck, include additional buffers, incorporate a new design to have more parking spaces to improve the runoff, include more landscaping, made more aesthetically pleasing on the Boulevard. The Board didn't find any value in denying the request and there was support

to approve the plans as submitted. There was some consternation during the hearing about punitive measures and felt that the Board was not in a position to administer punishment.

Building Official Law advised that the applicant did pay a double permit fee and penalties with the approval of the Board.

Mr. Kincaid advised that there was no mechanism to charge penalties and believed that the Board's decision was well thought out. The approval made it possible for the building to move forward and complete the building that better serves the citizens and handicap population in the City.

Mayor England asked the appellant to come to the podium.

Allen Richman, 103 13th Street, St. Augustine Beach, FL, received a letter from City Manager Max Royle, which was imposing. He advised they tried to hire an attorney, but none of the attorneys would take the case. He explained that the contractor moved the one handicap parking spot from 13th Street to four parking spots and covered one thousand feet of permeable ground with a pad that is too small for four cars. He explained that he was glad they reduced the height of the building by one story, all two feet of it, but on the other end, he put seven feet of fill on the bottom. He advised that he did not think anyone has measured the building from the street, certainly not the Building Department. The original building permit says "shall" on the permit and all the plans had to be adhere to strictly and advised if the contractor did not, the permit shall be revoked. He advised that the Board did not have the lead way to make their decision. He then asked Sonia Kulyk finish the presentation.

Sonia Kulyk, 114 13th Street, St. Augustine Beach, FL, she advised that Mr. Richman and her put a lot of effort in this appeal. She explained that the parking was the second part of the request for post permit modification, which was a reconfiguration of the parking spaces. The Board discussed substantially the parking and the appeal on July 21, 2020 Board meeting. She clarified that the appeal that Mr. Richman and she filed was against the Board, not the builder. She advised that they are private citizens, just as the Board are and are not here to confront them in anyway. Her issue is the way the Board handled and granted the request for post permit modifications. The stated interest that we have in this specific case is on our appeal application. As residents of St. Augustine Beach, they are concerned of the continuous blatant disregard of following the codes. The post permit modifications in front of the Board on July 21, 2020 was a result of self-inflicted complications and hardships. The answer to the next item on the application was the specific error alleged to be made in this case was a three-page letter that the Commission saw. We have been instructed to only hear what was discussed at the July 21, 2020 Board meeting. She added that herself, Mr. Richman, and several of the neighbors have been following this project since it first appeared on the Board's docket in 2017. She advised that they have spoken to the Board, the Commission, and directly to Building Official Law and sent numerous emails regarding this building in various stages of construction. The feeling is that this mixed-use structure with the parking requirement would not fit on this site. The western boundary is 93 feet along the Boulevard and front to back it measures on 48.8 feet at which point there is another exiting structure in place. She advised that the lot is essentially smaller than a standard beach lot. The builders requested to use the City's right-of-way for four parking spots to satisfy the mixed-use requirement of 12 parking spots plus one handicap space. The original permit granted on November 2017 stated that all the necessary parking has to be within the parking boundaries, with the exception of one handicap parking spot that would be permitted on 13th Street. The drawings that were submitted and approved on November 2017 showed that clearly. The Board was given three

sets of drawings to review for the July meeting. The plans that were approved on November 2017, new plans that were drawn on February 4, 2019, and the most recent of June 2020. On the February 2019 drawings it showed four parking spots on 13th Street and at this point the builder had not submitted the plans for approval, as Building Official Law stated at the Board meeting minutes of April 2019. She advised that the drawings were submitted on April 8, 2019. She explained that Building Official Law stated at the April 2019 Board meeting that the Board approved the project on November 2017. The contractor was currently addressing issues based on comments from the Building Department, but the building must match the original design and plans submitted to the Board and comply with the mixed-use ordinances. She questioned the Commission what the parking configuration on the building plans under review between April 2019 and August 2019 was, before they even broke ground for the building.

Mayor England advised that the Commission can only hear about this case.

Ms. Kulyk advised that she just wanted to know how the parking all of a sudden got to 13th Street when it was not supposed to be on 13th Street given the chain of events. The plans were made to in 2017 regarding parking and evaluation and that would have been the time the builder should have been required to appear in front of the Comprehensive Planning and Zoning Board for approval. The documents in the packet seem likely that building proceeded to be constructed with four parking spaces on 13th Street and not until this past July, with the building almost fully built, that the builder came before the Comprehensive Planning and Zoning Board and requested this modification. The four Board members present at the July meeting were there in 2017. Two Board members spoke up immediately about the parking and remembered specifically that there was only one handicap parking space was permitted on 13th Street with all the others needing to be on 14th Lane as permitted. The builder had many reasons that the parking spaces needed to be on 13th Street including what was stated on the post modification request "reconfiguration of parking is needed to accommodate the staircases not shown accurately on the original site plan." The reality however the builder plan since 2019 to use the City's right-of-way to make the required parking. The second request was to make a 1100 square foot deck, which the builder had already constructed without a permit. This ran along the front of the building along A1A Beach Boulevard. She explained that Building Official Law noticed the very large deck and put a stop work order on the project and told the builder that he needed to appear before the Comprehensive Planning and Zoning Board to request a post modification permit. She advised that the builder did something illegal per Mr. Law. This was a direct violation of Chapter 1 of the Florida Building Code and also in violation of the 2017 permit, which stated that a violation of the conditions above with reference to the approved plans shall void the approval granted herein. During the Board meeting there was no mention of the code violation or reference to fines or penalties or even a reprimand for the infractions. So from a private citizens point of view, I will restate what was said in the appeal that the message to developers is saying submit your plans, make any modifications that the builders want and hopefully no one will notice, but if someone does just apply for a post modification permit and pay a \$300 fee and the builder will be good to go. A similar case came in front of the Commission in 2017, which involved Mayor Rich O'Brien and he was found guilty of code violations and paid \$25,000 in addition to making modifications to the building. She hoped this would serve as presence in guiding the Commission's decision.

City Attorney Taylor advised that the builder now could do a rebuttal.

Tom Marsh advised that he did not think he would have to speak so he did not get sworn in.

City Clerk Raddatz sworn in Tom Marsh.

Tom Marsh, Palmetto Builders, 22 Soto Street, St. Augustine, FL, explained that he worked with Building Official Law and Public Works Director Tredik on deck that they had built, which would replace a concrete ADA access to the front of the building. He advised that this would be disallowed access to the front of the building. The owner asked if the builder could substitute the concrete for wood, which they started to do and found that the concrete section on the original plan did not allow ADA to get around the structural columns in the building. It was at that point that Building Official Law confronted him about the deck and the builder explained the reason for it. He worked with Public Works Director Tredik and discussed how to address existing issues and then implemented their requests, which was approved by the Commission for the necessary permits to make it happen. He advised that he feels that the appearance of it is good and feel that they tried to do their best in following the directions given to them. He said if the Commission needed anything, he is here to answer them.

Mayor England asked Mr. Marsh if he understood now that any changes to the site needs to be approved prior to construction.

Mr. Marsh advised yes.

Commissioner George asked if the parking is on the north side of the lot.

Mr. Marsh advised that the proposed parking would be at the rear of duplex will come out on 14th Lane.

Mayor England clarified by saying the parking that is on the north side of lot on 14th Lane and asked if that all within the property line. She advised that that was on the plan that she has.

Commissioner George advised yes, that was her question. She explained that it appears that the parking is in the lot boundaries and it spills over to the right-of-way.

Mr. Marsh advised yes. The parking on the north side is contained within and behind the right-of-way property line so it is within the property boundaries on 14th Lane on the north side.

Commissioner George thanked Mr. Marsh.

Commissioner Rumrell had no questions.

Mayor England advised that the plan that was presented on the July 21st meeting was the latest and most accurate plan.

Mr. Marsh advised yes.

City Attorney Taylor advised that the next step would be to see if any Commissioners have questions for the appellant.

Mayor England asked if any Commissioners have any questions for the appellant.

Commissioner Rumrell advised he had no questions.

Commissioner George asked the appellant what the issue is with the decision of the Comprehensive Planning and Zoning Board made limited to the after-the-fact permit.

Mayor England asked Ms. Kulyk to the podium and specify what the error was and what the appellant is basing the appeal on based on the July 21st hearing.

Ms. Kulyk advised during the meeting the builders made light of the fact that they were co-opting for parking spots that belonged to the City and they made it sound like there were already two parking spots there and they were just swapping them out for another two parking spots. They played down the fact that they were told in no uncertain terms when they first applied for their permit that there was no parking permitted except for one handicap parking space on 13th Street. She advised that the deck proceeded without any ramifications. She said if she built something in her yard and someone drives by and sees she does not have a permit; she is guessing she would be fined. She advised that there are fines and reprimands for those who break the law. She advised according to Building Official Law it was a direct violation of the building code Chapter 1, so there should have been some discussion or an acknowledgement at the Comprehensive Planning and Zoning Board that what they did was wrong and should be corrected and should not be condoned. She said that they let the builder make the modifications and did not treat it like an infraction at all and said it does not look right. Those are the two issues the appellants had a problem with.

Commissioner George asked which four parking spots was the appellant objecting to.

Ms. Kulyk advised that those four parking spots are in the right-of-way and not on the property. She said that 10% of the four parking spots are on the property and the rest are on the right-of-way on 13th Street.

Commissioner George asked the four parking spots on 13th Street is referring to the four parking spots on the original plan that would have been on the left corner of the property.

Ms. Kulyk explained that the duplex down the street was grandfathered in on their parking on 13th Street. She was afraid that the new construction parking spots that the builder co-opted from the City was originally just a slab that would fit one handicap parking spot and now the builder made it into four parking spots as they reconfigured the property for whatever reason and could not put all the property on 14th Lane as was agreed to. She advised that those four parking spots are on the City's right-of-way.

Commissioner George said okay. She asked if there was a section in the code that the Comprehensive Planning and Zoning Board failed to consider? She asked on the second issue that was raised, was the proceeding without verifications.

Ms. Kulyk said she was referring to the original application that was approved with three conditions in 2017 and the third condition was that the building had to be built exactly according to the specs that were approved, which included the plans, materials, and everything else or else the permit would be voided.

Commissioner George advised that Ms. Kulyk was referring to paragraph three of the Final Order that says "a violation of the conditions listed above shall void the approval granted herein. She asked if that is what Ms. Kulyk is saying that the Comprehensive Planning and Zoning Board did not consider that paragraph.

Ms. Kulyk advised that and in addition to the Board not in anyway penalized the builder for building something without a permit, all though Building Official Law did say that the builder did pay some fees and would like to know when that was billed to them.

Commissioner George asked if there was any section of the code that addresses the after-the-fact permit for a review process that was overlooked.

Ms. Kulyk advised sorry Commission, but I am not an attorney so I am not that familiar with the codes that Commissioner George is referring to, so perhaps there is someone else that could answer that question. I am a private citizen that researched the minutes and documents and is not familiar with the Florida Building Code.

Commissioner George asked Building Official Law to answer but wanted to know if there was anything else to consider from the appellant.

Ms. Kulyk advised that there is an extensive building fee listing, but it did not come up on the Comprehensive Planning and Zoning Board meeting. She explained that she goes to a lot of the meetings and usually if someone does something they are not supposed to do, they are called on it and fined.

Commissioner George advised that was all the questions at this time.

Mayor England asked Commissioner Rumrell for any questions.

Commissioner Rumrell advised after reading a little more into the minutes, it is said during the meeting that the approval at the Comprehensive Planning and Zoning Board meeting that Chairperson Ms. West that her concern was that the parking spaces to be buffered and that the parking spaces declared non-compliance and the problem with this was setting a precedence moving forward for mixed-use developments along the Boulevard, which would delete the parking provisions out the window because they are not being adhered to. He advised that it is on page 6 of the minutes in the packet that the Commission has.

Mayor England advised that the Commissioners need to focus on the July meeting and what the Comprehensive Planning and Zoning Board approved and what they have authority to approve.

City Attorney Taylor advised that before deliberations, the Mayor should call for public comments.

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

City Clerk Raddatz swore in Mr. Michael Longstreet.

Michael Longstreet, 11 13th Street, St. Augustine Beach, FL, advised that he lives one house from the property in question and explained that there was a problem from the beginning of construction when they built parking on the City's right-of-way and increase the fill on the property and built a deck without asking for a permit. He advised that the permit should be voided as the Final Order says for 2017.

Hester Longstreet, 11 13th Street, St. Augustine Beach, FL, advised that there was a violation from the conditions of the Final Order in 2017 and the permit should be voided. She advised that this was not the first-time builders had to come back and change things. She explained that the top of the roof had to be changed because it was over 35 feet, changing the stairs to the back of the building, the aesthetics of the building, and there were three stop work orders. There must be a minimum of a monetary price to be paid by builders who deceive. She explained that she is speaking as a resident and not as a member of the Comprehensive Planning and Zoning Board. She explained that Ms. West as Chair signed the Final Order and

as the Comprehensive Planning and Zoning Board, the members were hesitant to allow this. She explained that the Board wanted to allow the owners to build on the property within guidelines. She hopes the Commission does the right thing and make the builder be held accountable for what he did.

Mayor England closed the Public Comments section. She advised that at the July 21st Board meeting, the members made the Final Order to say it would be void; however, that does not mean it would be permanently voided. There is an opportunity for the builder to come back in and appeal and ask for approval. She advised that the Comprehensive Planning and Zoning Board did have authority to approve the permit and access fines or not. She explained that the deck the builder did, the Board approved it, which is within their authority. She asked if it met the building codes.

Building Official Law advised that it does meet the code, but he wanted to point out that the Comprehensive Planning and Zoning Board has the authority to issue a fine, that falls on the Code Enforcement Board and the Building Official. He advised that the builders were fined.

Mayor England advised that the Comprehensive Planning and Zoning Board approved the deck and it is within code.

Building Official Law advised yes, it is within the modification to dog-ear the corners to allow wheelchairs to get around structural columns.

Mayor England advised that bring the Commission the parking that was moved. She explained that the original plans were to have parking on 14th Lane all within the property line and the new plan had four parking spaces that was moved to 13th Street that is within the right-of-way.

Building Official Law advised that was addressed by himself at the Comprehensive Planning and Zoning Board meeting. He explained there was an existing path that they were going to repurpose the handicap parking spots, so that would be at least 17 feet wide. The Board approved four parking spots on the southern side of the property, part of their property and part on the right-of-way.

Mayor England advised that that is the piece she is zeroing in on. The approval for the four parking spots that was moved from the original plan to 13th Street and is now in the City's right-of-way. She asked City Attorney Taylor if he would like to direct the Commission.

City Attorney Taylor advised that the original 2017 plans had approved parking spaces that were in the right-of-way.

Mayor England advised for the duplex it was in the 2017 plan.

City Attorney Taylor advised it was on the plan for two handicap spots and maybe they put it into one handicap parking space, but the plan he saw it was two.

Building Official Law advised that a handicap parking spot in Florida has to be at least 17 feet wide, which is 12 feet required and five foot access and that's why people see double handicap parking spots together because the owner can save five feet. He commented that in this case 17 feet wide is almost two parking spots.

Mayor England advised that the Comprehensive Planning and Zoning Board was relying on that would have been their one handicap parking spot.

Building Official Law advised that one is required. The one handicap spot was originally proposed in 2017; however, that would be the worse spot to put a handicap parking space.

Mayor England advised for right now, this was what was approved, and they moved four parking spots to 13th Street, which relied on partially the right-of-way. She advised that she would like the other Commissioners to weigh in. Her question is, did the Comprehensive Planning and Zoning Board error in moving the four parking spots for the new building and relying on the City's right-of-way or do they need something further for that.

Commissioner George asked City Attorney Taylor what the standard of review would be for the Comprehensive Planning and Zoning Board to even approve a post permit change or to rewrite the Final Order.

City Attorney Taylor explained that the Board could default back to 2017, so they are renegotiating all the terms and all the terms would be on the table when they are having their meeting, but they are still subject to having to go back to the 2017 if they want to bring their application back into compliance for 2017 Final Order.

Commissioner George asked what criteria would the Board have to consider, such as the Comprehensive Plan or is it just open-ended.

City Attorney Taylor advised that it is open-ended in that they would have the same available options as the first appearance, with the exception that the applicant does not agree, the Board could go back to what was previously approved. The Board should take everything into consideration when they reevaluated it, but the Board knows that at the end of the day if the applicant wants to revoke their application on what was previously approve, that would be an option.

Commissioner George asked what is the City's standard of review in terms of whether or not the Comprehensive Planning and Zoning Board can consider the appropriate factors and is the Commission's review open-ended just like theirs.

City Attorney Taylor advised that the Commission's review is whether or not the Comprehensive Planning and Zoning Board use competent evidence and whether or not they were reasonable in the construction of that evidence, so it is a reasonable standard.

Commissioner George advised that to relay upon the right-of-way parking as reasonable.

City Attorney Taylor explained that he would temper that with that there is already grandfathered in right-of-way parking that was approved in 2017 and was approved from the minutes for over 20 years of the existing duplex. The existing duplex is also in the right-of-way. He said that all those things were approved going into the 2020 Board meeting and just expanded upon it by moving two of the parking spots from the north side to the south side.

Mayor England asked if the Board had the authority at the July 21st meeting to expand a non-conforming use? This was for the new building, but not the existing building. She explained that normally if the Board changes to our code with regard to parking and putting it in the right-of-way, does that require a variance.

City Attorney Taylor advised that he did not think it would require a variance because it was already pre-approved, and it was grandfathered in with this property. The Board had the power to do it. He explained that if the Commission decides that they should go for a variance, which would have been an extra step for the owner, it is within the Board's power structure

to do it. He said that that is something the Commission could consider, but the Board does have the power to approve variances. He advised that the Board was relying on the grandfathering in clause and the 2017 hearing.

Vice Mayor Kostka asked about the difference in plans regarding the parking.

City Attorney Taylor advised that the owner has one handicap parking spot which is the size of two regular parking spots. In the 2020 meeting the Board allowed them to expand the existing slab to allow for two more parking spaces.

Vice Mayor Kostka advised that on the original plan in 2017, those parking spaces are not on this plan.

Building Official Law advised that the plan in 2017 is marked as an existing handicap space and explained that it would be expanded to allow two more parking spaces.

City Attorney Taylor advised that it does have an addition 20 feet of parking spaces.

Commissioner Samora as it relates to parking, the Board went through it thoroughly and the parking spots in the right-of-way was grandfathered in and approved in 2017 and he feels they were on solid ground when the Board reapproved it although the Board went from one handicap parking spot to four regular parking spots. He said it was in the Board's power to do and the Board thoroughly reviewed that. He did not see an issue there.

Mayor England advised that she feels the parking was the main issue and whether the Board had authority to change the one handicap space to four regular parking spaces.

Commissioner Samora said that the Board had the power to do it the first time.

Mayor England did not recall whether the builder came to the Board with the four parking spaces in the right-of-way on 13th Street. She advised that she did not believe that the Building Department or the Board could approve it that way without a variance if that was the initial plan. She explained that if the builder is relying on parking using the right-of-way there must be an election.

Commissioner Samora advised that what Mayor England was saying is that they errored in 2017.

Mayor England advised that in 2017 the regular parking was within the parking line, except for the one handicap spot which was existing on 13th Street.

Commissioner Samora advised that was correct. He said that the Board could of error in expanding the existing handicap parking spot. He asked if the problem would be that the Board expanded the existing parking or that it was in the right-of-way.

Mayor England advised that their using the right-of-way on 13th Street to comply with the City's parking ordinance on how many parking spaces they need, and she thinks that they needed a variance in order to approve it. Normally, the City would not want to use the right-of-way to comply with the City's parking ordinance.

Commissioner Samora advised that the right-of-way issue was addressed in 2017 in looking at the grandfathering in the duplex parking.

Mayor England agreed.

Commissioner Samora advised that the grandfathering in was a done deal and was considered in 2017 with the handicap parking spot in the right-of-way. He advised that the Board either errored twice or did not error.

Mayor England explained that expanding the handicap spot was already their and already in the right-of-way; however the Board expanded it out and replaced it with four regular parking spaces and asked Commissioner Samora if he feels that that was in the preview of the Board.

Commissioner Samora advised that he felt it was, but he advised Mayor England has more experience on what the Board's powers are.

Commissioner George asked whether it should have come before the Commission to use the City's right-of-way.

City Attorney Taylor advised that Building Official Law provided Section 6.03.05 of the codes, sub (b) says that the Board has the authority to modify the requirement in the public's interest, environmental interest, conversation, and aesthetics. He advised that that gives the Board authority to place parking in the right-of-way.

Commissioner George asked if that section related to off-street parking and asked if it is right-of-way or off-street parking and loading in that section and is that section even relevant.

City Attorney Taylor advised that it says off-street parking and loading areas and then he read the section again for Mayor England.

Mayor England asked if that was on point.

City Attorney Taylor believed that it was partially on point.

Commissioner George advised that she believed that there was an ordinance regarding the use of right-of-way and there was a review process that the Commission had to approve.

Commissioner Rumrell recapped Mayor England's concerns about the expansion of the parking slab and needing a variance to accomplish it. He advised Commissioner George's comments on Section 6.03.05 pertains to this issue. He asked if the owner needed a variance, would that not come for the Board and would the Board have the final authority in approval or would it go to the Commission. He explained that he does not want others to have parking as part of the right-of-way or City property.

Mayor England advised that granting the variance is within the preview of the Board.

Commissioner Rumrell asked if the owner should have gone through the variance process.

Mayor England advised that the approval for the change in the development plan and a variance to increase the number of parking spots for the new building in the right-of-way. She advised that what she felt should have been done.

Vice Mayor Kostka agreed because it was a 19-foot difference. The original parking space was 17 feet. The new parking space is 36 feet, which is 19 feet of additional parking that was added.

Commissioner Rumrell advised that was his feeling as well and is trying to find the mechanism that is needed to approve it and whether the Board can approve it.

Commissioner George advised that there are different standards of review and having parking on the right-of-way requires specific criteria to be considered, such as public safety, access to the road, and visual triangle standards for corners. She explained that the expansion of the four parking spaces encroaches on the east which brings it further in the vision triangle and is not sure if that was considered by the Board.

Commissioner Rumrell agreed and asked if the parking is in the public right-of-way, does that become public spaces.

Commissioner George commented right, which is another can of worms.

Mayor England advised that the Commission has concerns over how the Board meeting was held.

City Attorney Taylor advised that it is allowable to have parking in driveways in the right-of-way. He suggested to have Public Works Director Tredik to look to see if the vision triangle is correct for the property and get some direction from staff if it is an appropriate place to put a driveway or if it causes any other problems in the codes.

Mayor England asked if the Commission wants, moving forward, to approve a parking spot that is using the City's right-of-way for their parking without a variance.

City Attorney Taylor advised that that would be up to the Commission but reminded the Commission that they are looking at a development plan that already grandfathered in a parking spot in the right-of-way. He explained that there might be some differences that the Board might want to set regarding a property that was allowed to use the right-of-way that was grandfathered in and new properties not being allowed to use the right-of-way.

Commissioner Rumrell asked City Attorney Taylor whether the handicap spot that was grandfathered in can become three more parking spots or an additional 19 feet is allowed. He asked if there is a different mechanism to do that and based on what he is hearing it should be because now it is one parcel instead of two. He explained that the four spots going east at the time of 2017 it would have encroached on the other parcel where the duplex sits.

Mayor England advised it was all one parcel before 2017.

City Attorney Taylor advised that it has been one parcel in 2017 and now.

Mayor England asked if any Commissioner wants to approve this or reject it and send it back to the Comprehensive Planning and Zoning Board.

Commissioner Samora wanted to make sure he understood the appellant's concern, so he restated the issue. The concerns from the other Commissioners is an existing handicap spot and existing parking area that fell into the right-of-way has been expanded. He asked what would be the path forward to properly approve it. Is it within the authority of the Comprehensive Planning and Zoning Board or is it the Commission and does it need a variance? He advised that he does not have clear direction on it.

City Attorney Taylor advised that the Comprehensive Planning and Zoning Board has authority to approve a variance.

Commissioner Samora advised that there is a different threshold to meet with a variance, so I can see where that would have to go back.

City Attorney Taylor advised if the Commission wants it to go back to the Board, that is fine.

Commissioner Samora asked for a code that says that a parking area can be expanded in the right-of-way and where it should go. Does it need to go for a variance, to the Commission, etc.

City Attorney Taylor advised that he was unable to find a code for expanding parking. He advised that several areas in the City have commercial parking in the right-of-way and many properties fall under that and have that. It was approved for this site in 2017 and if the Commission feels it was an abuse of power. He said that the vision triangle should be researched unless someone could answer it today.

Public Works Director Tredik advised that he did look at the property and vehicles exiting out on 13th Street going east does have a clear line of sight to the north. He advised that there is a palm tree that is border line and can determine if that is an issue in the future. A parked car would not block the vision triangle.

Mayor England commented that is good and helpful.

City Attorney Taylor explained that he would not want to go back to the Board if they are not looking at anything different and the Board would need direction on what to review. There is not any section of the code that commercial parking cannot use the right-of-way.

Commissioner George asked if it would be appropriate to approve the appeal to review the City's code.

City Attorney Taylor advised that would be correct.

Commissioner George advised in Section 6.03.02 dictates the number of parking spaces required for off-street parking. There is an allowance under subparagraph (f) dictates certain conditions that must be met in order for the Board to reduce the number of spaces off street. It all speaks to Mayor England's initial analysis that technically the owner should have applied for a variance. She advised what is the point of the codes if the City does not follow them and there is a concern that without proper analysis that a guaranteed private use of City right-of-way parking is an issue. The bottom line is that the review process was not followed, even if it was a technicality. The result is that the development plan gets kicked back, but it might be approved. The Commission and the Board need to enforce the codes and that is what the members are here for.

City Attorney Taylor advised that there is a consensus to send this back to the Comprehensive Planning and Zoning Board and guide them to look at codes for servicing parking areas and decide whether all those have been followed and if a variance is required, then the Board will instruct the owner to do that.

Mayor England agreed and wants more evidence in the record to differentiate because of the precedential value of this. She said why expand the non-conforming use and do they need a variance. She then made a motion.

Motion: to reverse the opinion on appeal and send it back to the Comprehensive Planning and Zoning Board to determine what is necessary procedurally to approve the four parking spaces and why the City could expand the non-conforming use to meet a variance. **Moved by** Mayor England, **Seconded by** Commissioner George.

Commissioner Samora asked what the options are to send it back as a reversal.

Mayor England advised that it is an appeal and the Commission would reverse the

Comprehensive Planning and Zoning Board's decision and send it back to them to develop more information on those four parking spots.

Commissioner Samora asked what other options are there.

City Attorney Taylor advised confirm the decision, reverse the decision, modify the decision or send it back to the Comprehensive Planning and Zoning Board with direction.

Commissioner Samora asked why to reverse the entire approval versus modifying the approval to have them look at a certain aspect.

Mayor England advised that the Comprehensive Planning and Zoning Board has the authority on the other aspects of the decision. So, if the Commission wants to change the motion to send it back to the Board for determining the criteria for those four parking spaces.

City Attorney Taylor advised that the Board has the option to look at any other aspect when it goes back to them. The Board needs to look at the parking issue and they can send back to the Commission a new package or decide to do a variance and send that back to the Commission if the variance is appealed. He explained that the Commission does not have to modify it unless the Commission wants to decide today.

Commissioner Samora advised no, thank you.

Mayor England asked for a roll call vote.

Roll Call was as followed:

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

Motion passes unanimously.

Mayor closed the quasi-judicial public hearing on the appeal of the Comprehensive Planning and Zoning Board decision.

Mayor England moved to Item 2.

2. Ordinance 20-12, First Public Hearing and Second Reading: to Amend Section 6.02.03 of the Land Development Code for Provisions to Permit the Access of Private Property from Dead-End Streets (Presenter: Brian Law, Building Official)

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

Building Official Law advised this is for vehicle traffic through dead-end streets. He explained that this ordinance has not been changed in the last three months.

Mayor England asked for Commission discussion.

Discussion ensued regarding the fee amount being too high; how the fee was decided; fee to low people would not completing the project; have consistency in fencing; allowing Public Works Department to install and uninstall barricades; and several streets in the City this would apply to.

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

City Attorney Douglas read the title of the ordinance.

Motion: to approve the ordinance with a fee change to \$150. **Moved by** Mayor England, **Seconded by** Commissioner George.

Roll Call was as followed:

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

Motion passes unanimously.

Mayor England moved to Item 3.

XI. CONSENT

3. Comprehensive Planning and Zoning Board: Re-Appointment of Two Regular Members: Ms. Hester Longstreet and Mr. Dennis King

Mayor England asked if any Commissioner had any questions about the Consent Agenda. Being none, Mayor England asked for a motion.

Motion: to reappoint. **Moved by** Mayor England, **Seconded by** Vice Mayor Kostka.

Roll Call was as followed:

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

Motion passes unanimously.

Mayor England moved on to Item 4.

XII. OLD BUSINESS

4. Ocean Walk Subdivision Drainage Improvements: Update on Status (Presenter: Bill Tredik, Public Works Director)

Mayor England introduced Item 4 and asked Public Works Director Tredik for a staff report.

Public Works Director Tredik showed a PowerPoint presentation (Exhibit 2). He advised that there are no rain problems since the ditch was cleaned. He explained that he would be putting in a Type C Inlet being done in the next two weeks to the east of the existing Type H drainage structure and will essentially be a pump out inlet. He commented that this should help the water not to flow back into Lee Drive. He is expecting to get the drainage pump in about a week and either the Public Works employees or a contractor will get it into the ground. He

explained that he is in the beginning stage for a long-term solution and will continue to work on it. He introduced Gary Sneddon with CMT to explain the Mickler Ditch project and what led to the Mickler Ditch flooding.

Gary Sneddon, CMT Engineering, Jax, FL, give the technologic background on the pipes. He showed a PowerPoint presentation (Exhibit 3). He explained that the technical information can be found on the internet.

Mayor England advised that the public wants to know what can be done now that would prevent their homes from flooding.

Public Works Director Tredik advised that they will continue to pursue improvements to pump down the problem. He advised that he keeps an eye on the rainfall forecasts to know when to start pumping. He explained how Public Works Department pumps Mizell pond out with a lot of rainfall.

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

Tasha Stanton, 44 Lee Drive, St. Augustine Beach, FL, glad to see this is getting the attention that it is deserves. She asks why the flood pattern changed and what triggers the pumps.

Public Works Director Tredik advised that he would go out when the certain amount of rain falls.

Rob Vignato, 39 Lee Drive, St. Augustine Beach, FL, showed a PowerPoint presentation (Exhibit 4). He asked to stop the waste of taxpayers dollars and the taxpayers see what is going on and who is responsible.

Karen Kempler, 30 Lee Drive, St. Augustine Beach, FL, advised that she has three houses that flood during Hurricane Matthew and no flooding during Hurricane Irma. She hopes to include money to fix the problem long term. She advised that after the pipe was put in drainage on the north and south has a problem with drainage. She appreciated the short-term solutions but wants something done long-term. She advised that money needs to be put in the budget to keep the drainage is maintained and asked to have businesses to keep them clean.

Rafael Saler, 27 Lee Drive, St. Augustine Beach, FL, thank you for the presentation and the numbers are correct from the engineer but the ditch takes water on the underwater percolation of Ocean Walk. The water does not get into the pipe and since the pipe was put in it has flooded.

Clint Stoeve, 43 Lee Drive, St. Augustine Beach, FL, advised that the issue is they cannot get the water in the pipe and the drains on top are not working properly. He asked why they could not widen the ditch a little bit. The pipe on Lee Drive is not the first pipe under the road which are 24 inches and 18 inches, which are too small.

Mayor England closed the Public Comments section and then thanked the residents for their information and the contractor. She advised that there is more work that needs to be done and the staff and engineer will be looking at the points the residents have brought up.

Public Works Director advised that he would be working on the issue and explained the piping under Lee Street, which he said was fine at this time. He explained that he could not do any pumping on the south end because there is no where to put the pump.

Mayor England asked if any Commissioners had any comments.

Commissioner Rumrell advised that there is a lot of work to do, but he had no other comments.

Commissioner George had no comments.

Commissioner Samora thanked Public Works Director Tredik and everyone that has been working on this.

Vice Mayor is looking forward to continual updates.

She then moved to Item 5.

5. Opening of 2nd Street West of 2nd Avenue: Review of Options and Costs, and Request to Approve a Special Assessment (Presenter: Bill Tredik, Public Works Director)

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

City Manager Royle advised that the first point is how to get the money to open the road. He explained in the past the homeowners would pay their portion of the road costs, which they never agreed to. He explained that some property owners do not want their property developed. He suggested to assess the property owners as it has been done in the past on 3rd Street, 8th Street and C Street in 1978 and explained that the value of the properties will go up with development even though the property owners may not want to develop it. The second point was that two property owners came to see him, Mr. Craddock and Mr. Toledo who own lots shown of the overhead (Exhibit 5). They would like to deed these lots to a Public Conservatory Group or to the City so they would never be developed. They only want them as greenspace and not a park. They want the trees and vegetation undisturbed and asked if they would deviate the road to the south because there are trees close to the right-of-way that might be affected by the road being too close. He suggested to Mr. Craddock and Mr. Toledo instead of donated this land to the public to allow the City to use impact fees to pay their share of the costs to put the road in, but all the others who wanted to develop the land would be assessed a cost. He explained that that was what was done on 3rd Street and it worked out well. He advised that Public Works Director Tredik and he thought that the access point should go from 2nd Street east to 2nd Avenue, which is the most direct route and most cost effective. To help the residents with safety a sidewalk would be put in, which would be paid by impact fees. He also would like to widen the road because it is so narrow, and the City could use impact fees for that project. He advised that the City would pave the existing road, which would come from City monies. He requested to create a special assessment and then move forward with the project and consider the three lots that the owners would like to donate. He explained that the Commission could also go from 3rd Street, but both the Public Works Director and he do not want to go on 1st Street due to the busy traffic.

Public Works Director agreed with City Manager Royle and advised that 1st Street would have problems.

Mayor England asked James Whitehouse to come to the podium to speak on behalf of the 56% of the homeowners who want the street opened.

Attorney James Whitehouse, St. Johns Law Group, 104 Sea Grove Main Street, St. Augustine Beach, FL, advised that he is here on behalf of the lot owners and has their authorizations for him to speak for them (Exhibit 5). He advised that the City staff has done a great job in

presenting this item to the Commission, which also included his proposal. He advised that the lot owners that he represents would agree with that proposal and is here to answer any questions.

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

Mark Craddock, 116 2nd Street, St. Augustine Beach, FL, explained that he is the owner of two of the lots on 2nd Street. He advised that he does not believe that the assessments should be put on all the lots and that procedurally the owners must agree by 65% consensus. The rules have been a longstanding policy and has been a policy for a long time. He advised that Public Works Director Tredik confirmed this before he purchased his two properties. He said it was a matter of fairness and the City should not move the goal posts on owners for developments. He explained that there are other ways for the owners to development who want to develop. He advised that the ones who want to develop pay there costs now, while waiting for those who do not want to develop their properties now until they sell the properties or apply for a building permit. He advised that would be a fair solution since the 65% has not been met. He has been working on the conservation of properties to protect three of the lots from development indefinitely. If they are forced to pay assessments for the lots, it would force them to develop or sell the lots which would not be in the public's interest. If the City does select the 2nd Street route, he does appreciate the widening of the road and install sidewalk on 2nd Street, but requests that the City invest in underground utilities when 2nd Street is done.

Mayor England closed the Public Comments section and asked what the Commission needs to do to move forward with this.

City Attorney Taylor advised that the Commission needs to give their consensus to staff on how to move forward.

Mayor England advised that the City has a right to open a street at anytime because the lots are platted. She explained that the percentages are not binding and can be changed by the Commission. She commented that the time has come to act and to move forward. The proposal from the City has been well thought out.

Commissioner Rumrell explained that he likes the idea of those who are going to use it pay now, but his question is if the City pays a percentage and the owners who use it would pay their percentage or assessment at the time they develop it or sell it. He said there is a problem because there is a street just north of Dunes Cracker that is another through street. He advised that the City split the fees with the street north of Dunes Cracker and to assess the difference. He advised that the impact fees are for paving and opening roads and so the City should use it.

Commissioner George asked why the Commission should deviate from the 65% approval from the property owners who want to proceed. There is a policy in place and the owners are not at that point yet. She asked why staff is changing policy and pushing the opening of 2nd Street. She understood that it is not binding and is a policy of the Commission, but there is no difference in these properties then when it came up earlier. She advised that she does not agree in spending all of the impact fees on two projects because the money could be used for new parking and should not be taking out that money for a private benefit for certain lot owners. That would be a disserve to the other residences and do no agree with changing the policy.

Mayor England asked City Attorney Taylor what the law is on the rights of the property owners and the 65% verses the 56% that we have.

City Attorney Taylor advised that the 65% is a policy that has been established by the City, but it is not codified.

Mayor England commented that she was not sure if the 65% was used in previous properties in 1978 and others.

City Attorney Taylor advised that the 65% is used in several municipalities in the State of Florida, so it is a common percentage. The state has given the municipalities discretion. He explained that he does not want property owners to sue the City and the longer the City does not move forward the better that they may have a lawsuit. It would not be tomorrow and if the Commission wants to wait until there is a better consensus, that would be okay.

Commissioner George advised that the City is deciding by the 65%. She advised if the City forms with precedent, the City would be more protected. She said that she does not see a potential threat in this case.

Vice Mayor Kostka asked if the three lots included in the 65% or not.

City Clerk Raddatz asked to extend the meeting.

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

Commissioner George advised that the three lots would not be given to conservancy unless the road goes through. He purchased the lots with the expectation of the 65% rule and asked that this not move forward until the 65% consensus is received. She explained that the property owners are shy by three lots.

Discussion ensued regarding nine property owners have given authorization, not eight.

Vice Mayor Kostka said that the Commission should stay with 65%.

Commissioner Samora advised that if the policy were codified or in a written policy, he would agree with Vice Mayor Kostka and Commissioner George. He explained that most of the property owners are for the open and should be taken into consideration. He said if the Charter Review Committee said that it needs to be 65%, then that would be different, and they would have codified it somehow. He agreed with the proposal but does not believe that we should use all the impact fees for these projects because there are other things the money can be used for. He agrees with the route that has been proposed by staff and believes that the City should improve 2nd Street to come straight in, but does not know if a sidewalk makes more sense; however, widening it does make sense. He does like the component to give flexibility to those who do not want to develop now.

Mayor England asked City Manager Royle if in the past the 65% was used every time.

City Manager Royle advised that 8th Street was 65%, but 3rd Street and was not 65%.

Mayor England asked when the special assessment is done is not it in their tax bill?

City Manager Royle advised that they would have to pay in advance of the street being opened. They would pay up front or they could give them a three-year payment plan with interest. He commented that he did not agree with Mr. Craddock's suggestion because the

owners could take years to pay for their share and in the meantime the City must pay for the opening of the street. He suggested that they pay up front or pay over time.

Mayor England asked what happens if the homeowners do not pay.

City Manager Royle advised that the City could put a lien on the property, which they would have to pay, or the new owner would have to pay. He explained that the City Attorney would have to guide him on the special assessment. He commented that the City may have an obligation to build the road for property owners who want to build.

Mayor England advised that the City has the authority to open 2nd Street and there is a good proposal by the staff which is greater than half of the residents. She requested staff put together a plan to open 2nd Street and work with the owners of the three lots for the Florida Trust conservatorship and that the City assess the remaining property owners for the costs of opening up the street and the assessment be over five years and that the City use part of the impact fees for the City's cost of opening 2nd Street, plus to put in sidewalks and widening the street equal to the western part of 2nd Street. She advised that she stated that to see what objections the Commission has.

Discussion ensued regarding Attorney Whitehouse's clients are nine property owners.

Attorney Whitehouse advised that 65% is used with STU's and MTU's for an improvement, such as a sea wall, not for an access road to lots without any access. He explained that he submitted the authorizations of nine properties including Ms. Garrison's lot.

Commissioner George asked is Ms. Garrison for the improvement.

Attorney Whitehouse advised that he represents her as an attorney.

Mayor England asked with nine lots requesting the street to be opened. She explained that the lot owners paying for their share and the City paying one-third, the lots being donated to the Florida Trust would not pay the assessment. She suggested the City moves forward with handling this because of the good proposal.

Commissioner George advised that the lot owners are not denied access. If the lot owners want to open it up themselves and pay for it, they could. She advised that they are asking for more than they are legally entitled to do. She commented that she is not in favor of granting any special treatment or additional funding that has not been provided in the past to other developers.

Commissioner Samora advised that this started because a developer came to us to have the Commission decide which way they wanted to access the properties. He commented that the Commission needs to decide how to pay for it and split the costs. He advised that this needs to move forward. He agreed to move forward and allow staff to work on it and bring it back.

Vice Mayor Kostka agree that the costs share does not need to be done at this time, but she agrees with the direction of the street to be opened.

Mayor England asked Commissioner Rumrell if he agreed with the direction of the street to open the road and then the Commission work through the fees of the assessment.

Commissioner Rumrell agreed that staff can look into the direction of the opening of the street.

Mayor England asked Commissioner George if she agreed with opening 2nd Street and to work through the financials on how to pay for it.

Commissioner George advised she is not taking a position on the directionality at this point. She does not agree with the City taking the reins on this by acting as a developer unless the City has 65% of the residents that agree. She advised that if the Commission wants to manage the nine homeowners then she would not take a position on either direction, but advocates the ownership of the three lots with the conservation easement and make the layout of the road to preserve the trees in the right-of-way and to forgive their assessment which becomes a cost to the City because the taxpayers would have to pay for that cost share. Staff would have to find out where the money would come from.

Mayor England advised that since Commissioner George is in the minority, then direction to staff is to move forward with the plan to open 2nd Street directly and to accept the three lots and work on a plan for the financials.

Discussion ensued regarding that the meeting will continue to the meeting on September 22, 2020.

The Commission agreed to continue the meeting until September 22nd.

6. New Year's Fireworks Show: Update Report and Request for Commission to Decide Whether to Hold It (Presenter: Melinda Conlon, Communications and Events Coordinator)

This item is scheduled for September 22, 2020.

7. Use of City Property Adjacent to Mizell Road Retention Pond: Review of Agreement to Allow Honeybee Hives and Consideration of Agreement with Ark Wildlife Rehabilitation for Injured Bird Recovery Facility (Presenter: Max Royle, City Manager)

This item is scheduled for September 22, 2020.

XIII. NEW BUSINESS

8. Tourist Development Council: Approval of a Letter to Re-Appoint Commissioner Undine George as the City Representative (Presenter: Max Royle, City Manager)

This item is scheduled for September 22, 2020.

9. Civil Rights Monument Adjacent to Former City Hall: Consideration of How to Highlight It (Presenter: Commissioner Undine George)

This item is scheduled for September 22, 2020.

XIV. STAFF COMMENTS

This item is scheduled for September 22, 2020.

XV. ADJOURNMENT

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

Roll Call was as followed:

Commissioner Samora Yes
Commissioner George Yes

Mayor England Yes
Vice Mayor Kostka Yes
Commissioner Rumrell Yes
Motion passed unanimously.

The meeting was adjourned at 9:57p.m.

Margaret England, Mayor

ATTEST:

Beverly Raddatz, City Clerk



MINUTES

CONTINUATION OF REGULAR CITY COMMISSION MEETING ON SEPTEMBER 14, 2020

TUESDAY, SEPTEMBER 22, 2020, AT 5:56 P.M.

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

I. CALL TO ORDER

Mayor England opened the meeting at 6:01 p.m.

II. ROLL CALL

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

Also present: City Manager Royle, Assistant City Attorney Taylor, Police Chief Hardwick, Commander Daniel Carswell, Finance Director Douylliez, City Clerk Raddatz, Building Official Law, and Public Works Director Tredik.

XI. OLD BUSINESS

6. New Year's Fireworks Show: Update Report and Request for Commission to Decide Whether to Hold It (Presenter: Melinda Conlon, Communications and Events Coordinator)

Mayor England introduced Item 6 and asked Ms. Conlon for her report.

Communications and Events Coordinator Conlon show a PowerPoint presentation regarding Beach Blast Off and alternative events instead of Beach Blast Off. She advised that the City did not get funding from the Tourist Development Council (TDC) because they did not want any events before January 1, 2021 due to COVID-19. St. Johns County limited the crowd size, which would be impossible for the City to maintain. She commented that St. Johns Sheriff's Office and the Department Heads also would not give support to the event due to COVID-19. She then explained that instead of having only Beach Blast Off that there could be events that would support a limited number of visitors. She suggested a shop and dine event with an art walk, a holiday night market promoting local businesses and vendors, and having a fun light or laser show along with the City of St. Augustine. She would work with the businesses and the art studio.

Mayor England asked if this needs to be a consensus or a motion.

City Manager Royle advised that a motion would be needed. He explained that he has had no emails or comments about Beach Blast Off. He commented that he needed to bring it to the Commission's attention now because contracts need to be signed and expenses sent for Beach Blast Off if the Commission wanted to move forward. He advised that he and Police Chief Hardwick do not want the Beach Blast Off do to COVID-19.

Police Chief Hardwick agreed with City Manager Royle. He explained that St. Johns County is still recovering and does not want COVID-19 cases to increase. He does not want to expose the men and women of the City to any more than we have to and advised that there are no other events happening, except the Amphitheater having small events.

Mayor England advised that there is a mask ordinance that says any outside gatherings of 50 or more requires a mask, which would be impossible to enforce for Beach Blast Off.

Mayor England opened the Public Comments section. Being none, Mayor England asked for other Commission discussion.

Vice Mayor Kostka advised that many events have been cancelled due to COVID-19 and does not see the harm in cancelling Beach Blast Off in order to protect the citizens. She said that overtime expenses would be saved.

Mayor England advised that there is no money in the budget for Beach Blast Off expenses.

Commissioner Samora agreed to cancel Beach Blast Off this year because there is no choice; however, he appreciated seeing the alternative planning for smaller events. He suggested starting events before Thanksgiving and continuing the events through the holiday season.

Communications and Events Coordinator advised that she met with City Manager Regan from the City of St. Augustine about being a part of their Nights of Lights. She explained that it does not have to be white lights, but it could be colored lights and our own presentation. She commented that she would like the businesses to all get involved along A1A Beach Boulevard.

Mayor England wanted funky beach colored lights along with the Nights of Lights.

Commissioner George advised that cancelling Beach Blast Off is the only right thing to do and commends staff on their wonderful ideas. Loved the concept of creating a season. She advised that she would help in any way she could.

Commissioner Rumrell agreed with the other Commissioners.

Mayor England made a motion.

Motion: to discontinue the Beach Blast Off in 2020 and consider other alternative ways to celebrate the end of 2020. **Motion by** Mayor England, **Seconded by** Commissioner George.

Mayor England asked for a roll call vote.

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 7.

7. Use of City Property Adjacent to Mizell Road retention Pond: Review of Agreements to Allow Honeybee Hives and Consideration of Agreement with Ark Wildlife Rehabilitation for Injured Bird Recovery Facility (Presenter: Max Royle, City Manager)

Mayor England introduced Item 7 and asked for a staff report from City Manager Royle.

City Manager Royle showed (Exhibit 2) of Mizell pond and explained that there is a bird facility on the western side of Mizell pond. He explained that this bird facility helps injured birds and they have been there since 2005 and is managed by Karen Lynch, which who like to renew the agreement with the City. He commented that there is an additional proposal for the use of that land for beehives. Diane Spoden will speak to the Commission regarding this Boy Scout project. It is a good location for both the birds and the bees, and no one can disturb the beehives.

Mayor England advised in August 2020, the Commission approved moving forward with the beehives and now will approve the contract that the City Attorney drafted.

Diane Spoden, 7424 A1A South, St. Augustine, FL, advised the property is ideal because it is fenced, and the public cannot disturb the bees. She explained that there would be no problem with the birds being affected and the contract looks fine. She agreed to mow the land around the beehives so no one can get stung.

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

Motion: to approve the contract. **Motion by** Mayor England, **Seconded by** Vice Mayor Kostka.

Mayor England asked for a roll call vote.

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

Motion passed unanimously.

City Manager Royle advised that the second agreement is for the Ark Wildlife Service.

Karen Ward, 700 W Pope Road, St. Augustine, FL, gave history of her bird wildlife sanctuary and thanked the Commission for their help by allowing her to lease the property.

Mayor England asked the Commission if there were any questions. Being none, Mayor England asked Ms. Ward if she was satisfied with the lease renewal.

Ms. Ward advised yes.

Mayor England thanked all Ms. Ward does for the animals.

Motion: to approve the lease for the Ark. **Motion by** Mayor England, **Seconded by** Commissioner George.

Mayor England asked for a roll call vote.

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 8.

XII. OLD BUSINESS

8. Tourist Development Council: Approval of a Letter to Re-Appoint Commissioner Undine George as the City Representative (Presenter: Max Royle, City Manager)

Mayor England introduced the Item 8 and asked for a staff report from City Manager Royle.

City Manager Royle advised that Commissioner George has been the representative for the City on the Tourist Development Council (TDC) and she would like to open up discussion on whether Mayor England would like her to continue in that role or if Mayor England would like to assume the role.

Mayor England advised that Commissioner George has done a great job with the TDC and would like her to continue in the role.

Commissioner George advised that she would continue as the representative.

Mayor England moved on to Item 9.

9. Civil Rights Monument Adjacent to Former City Hall: Consideration of How to Highlight It (Presenter: Commissioner Undine George)

Mayor England introduced Item 9 and asked Commissioner George to comment on the civil rights monument.

Commissioner George advised that she sent to the Commission photographs and the video regarding the civil rights monument and explained that the City has a lot of history. She advised that with the national attention to the monuments, she was asked by a reporter about the City's monument. She commented that the monument has not been taken proper care of, but she is looking into grants and the businesses may be willing to help in cleaning up the monument. She suggested that staff or a board come up with a vision for the monument to bring attention to it and fundraising.

Mayor England advised that she would like to put a photograph at city hall.

Commissioner George asked to come up with a vision to update the site by SEPAC or staff. She would like a concept or a theme and then get funding for it. Staff could do the initial research or SEPAC do it.

City Manager Royle advised that he would like to speak to staff to get their vision and then report back to the Commission if that is the Commission's direction.

Commissioner George asked how the Veteran's Memorial was done.

City Manager Royle advised that Captain Bob Beskind had the vision and then Michael Stauffer did the design of the monument. He explained that the Commission appropriated the money for Mr. Stauffer's design, and it was done.

Mayor England advised that since the City is not doing Beach Blast Off, then maybe those sponsors could be asked to help with this civil rights monument. She suggested contacting Mr. Stauffer and seeing if he had any ideas.

Commissioner George thought it was a great plan. She suggested getting in contact with the Art Studio as well. She said that she would be happy to ask some artists in the City to see if they would like to help with concepts as well. She agreed with contacting Mr. Stauffer.

Commissioner Rumrell agreed with all the suggestions but feels that the monument is in need of some work.

Vice Mayor Kostka advised that the monument is in need of repair and suggested getting the vision first, so the sponsors know what they are contributing too. It's a great opportunity and is deserving.

Commissioner Samora suggested reaching out to the Brumagin family since they funded or designed it and also to get grants.

It was the Commission's consensus to move this forward under Commissioner Comments or Staff Comments next month.

Commissioner George asked who would bring it up to Mr. Stauffer.

Mayor England advised and she and the City Manager would contact Mr. Stauffer.

Commissioner George advised that she would reach out to the Arts Council.

XIV. STAFF COMMENTS

Mayor England asked Police Chief Hardwick for any staff comments.

Police Chief Hardwick advised he is preparing for the General Election and he had a succession plan in place with Commander Ashlock being on staff; however, Mr. Ashlock has been activated and is going to Washington, DC for an unknown amount of time. Mr. Ashlock will be on unpaid military leave from October 1, 2020. He advised that Daniel Carswell has been promoted to Commander. He suggested that after the election, Commander Carswell become Interim Police Chief until a decision can be made permanently. He explained that Commander Carswell has filled in for him and Commander Ashlock when they have been on military leave and his leave of absence during his campaign. Police Chief Hardwick will be with the agency until after the election on November 3rd and after that he plans on transitioning to the Sheriff's Office when Sheriff Shoar welcomes him. He asked for guidance from the Commission. He said the options are that Commander Carswell can fill in as the Interim Police Chief until the Commission decides that he meets the criteria. He has been with the agency for 16 years and can fill the Chief's role. Police Chief Hardwick advised that he would be here if needed until January 1st. Option 2 would be to do a national search for a Police Chief and Option 3 would be to go to a local search. He explained that for a local search he could advertise on the local police association website for free of charge. He commented that he has received resumes, which he has forwarded to the Commission. He remarked that the previously Commission received 224 applications the last time and he was working in St. Johns County. He suggested that the Commission give Commander Carswell until the first quarter of the year to see how he is doing as Interim Police Chief. He advised that he already had a mock accreditation with no blemishes and small word changes to the Standard Operating Policies.

Mayor England asked if Commander Ashlock has left permanently and not be back.

Police Chief Hardwick advised that Commander Ashlock is on military orders as of October 1, 2020 and he will report to his duty station for a year and will be on leave without pay.

Mayor England asked to put this item on an agenda to notice the public.

City Attorney Taylor agreed that it should be noticed and not to make any decisions today.

Mayor England asked that this item be brought up so the Commission could think about what options they would like to move in.

Vice Mayor Kostka advised that it is important to move quickly and that the new chief would be able to spend time with Police Chief Hardwick.

Police Chief Hardwick advised that Commander Carswell will continue until he leaves in December.

Mayor England asked City Manager Royle to have salary information and have this added to the agenda in October.

Commissioner George and Commissioner Rumrell agreed to bring this up next month.

Commissioner Samora asked to bring it up as soon as possible for the sake of the Police Department.

Police Chief Hardwick asked if this should have a separate meeting for this item. He will as Sheriff continue to give St. Augustine Police Department whatever the City needs and will continue their relationship. He advised that Officer Lewis would be back from military in November and there would be full staff.

Mayor England advised we need get information on salaries, Sheriff's Office commitment, whether to accept resumes locally or nationwide, so there are several things to discuss and it may need a separate meeting.

Discussion ensued regarding whether to have a workshop in October or November; present all information possible to present to the public; October's agenda is light right now; election machines will be in the Commission room starting October 17th through November 5th; Commission needing full information; having to schedule a date on the October agenda; whether to delay interviewing for the Chief's position until after the election; listen to Police Chief Hardwick's suggestions; Interim Police Chief Carswell has no limit of time until the Commission decides what option to take; to give the public more time; and having Commander Carswell's resume available to the Commission.

Commissioner Samora asked to formalize whether Commander Carswell would become Interim Police Chief.

Mayor England advised that a date could be set for a November workshop and whether to allow Commander Carswell to be Interim Police Chief on the October agenda.

Police Chief Hardwick will forward the dates for the accreditation in October.

Commander Carswell advised that he would be happy to serve as Interim Police Chief and explained that he has been with Chief Hardwick for seven years. He advised that this is his home and family. He commented that he has a very good relationship with the businesses and Police Chief Hardwick.

Police Chief Hardwick advised that Commander Carswell is going for his master's degree and is on the waiting list for the FBI National Academy.

Mayor England asked for Commander Carswell's resume and Police Chief Hardwick's recommendations.

Mayor England asked City Manager Royle for his comments.

City Manager Royle advised he attended a meeting today to update the transit development plan with a consultant that was just hired for St. Johns County. He advised it was a staff level meeting. The consultant was England, Thims, and Miller. They are creating a 10-year transit development plan and public transportation. The consultant is seeking public comments. A monorail that connect to the two cities would be great.

Public Works Director Tredik advised that this weekend with all the rain was challenging, but the beach took the worse beating. He explained that there is no sand left in front of Embassy Suites and had a seawall failure. There is not much left on the pier. Water was coming in under Pope Road and flowing into the Mickler pipe and into the Mizell pond. There was not any property damage and Lee Drive was fine because of the cleaning of the ditches. He wants to create a stormwater funding mechanism for the future but needs guidance from the Commission on whether they are opened to it for FY 21-22.

Vice Mayor Kostka requested general information on problem areas in the City on flooding when this is brought up on the October Commission meeting.

Public Works Director Tredik advised yes, but only general information. He advised that he would give a briefing on Ocean Hammock Park at the October meeting and is applying for a \$60,000 matching grant for the improvements in Ocean Hammock Park.

Mayor England asked if the deadlines will be met in the contract and the consultant understands the seriousness of meeting deadlines.

Public Works Director Tredik advised yes. He explained that Ocean Walk needs a survey and what the next step would be. He suggested CMT because they have the history and the modeling of the area.

Mayor England asked about Gulfstream in the past.

Public Works Director Tredik advised that Gulfstream does not have the knowledge and there is a lot of knowledge and expertise with CMT.

Mayor England advised that the Commission would have to decide whether to get a second opinion or to go with CMT. She asked Commissioner Rumrell about CMT.

Commissioner Rumrell prefers bidding it out when possible.

Commissioner George advised that it may not be appropriate to speak on this since it has not been noticed.

Public Works Director Tredik advised that he cannot get bids from engineers on this.

Commission agreed that it needs to be noticed on an agenda.

Finance Director Douylliez thanked the Commission for supporting the budget.

Mayor England advised that there were so many comments on how well the budget process went and was transparent.

City Clerk Raddatz had no comments.

City Attorney Taylor had no comments.

Communication and Event Coordinator had no comments.

Discussion ensued regarding when the next beach renourishment would be; three-years to go until the next renourishment is due; taking sand from the south to bring north; and City Manager Royle would look into replacing the sand if possible.

XV. ADJOURNMENT

Mayor England asked for a motion to adjourn.

Motion: to adjourn. **Moved by** Mayor England, **Seconded by** Vice Mayor Kostka.

Mayor England asked for roll call.

Mayor England asked for a roll call vote.

Mayor England	Yes
Vice Mayor Kostka	Yes
Commissioner George	Yes
Commissioner Rumrell	Yes
Commissioner Samora	Yes
Motion passed unanimously.	

Mayor England adjourned the meeting at 7:20 p.m. and then recessed the meeting for five minutes before starting the Regular Commission meeting.

Margaret England, Mayor

ATTEST:

Beverly Raddatz, City Clerk

PROCLAMATION

WHEREAS, domestic violence is a major public concern for our State and Nation and is now the single largest cause of injury to women; and

WHEREAS, all persons have a basic right to feel safe from harm, especially in their homes, yet more than 1,100 domestic violence calls were made to law enforcement officers in St. Johns County last year; and

WHEREAS, domestic violence affects people of all ages, racial, socioeconomic, educational religious, and occupational segments of our society, especially children; and

WHEREAS, children from violent homes are physically abused or seriously neglected at a rate significantly higher than the national average and have greater risks of alcohol/drug abuse, juvenile delinquency, cognitive and developmental problems as well as fear, anxiety and guilt; and

WHEREAS, domestic violence is not a private family matter but a crime, the consequences of which reach with devastating effect on the communities, schools, and workplaces of our nation; and

WHEREAS, perpetrators of domestic violence must be held accountable for their crimes; and

WHEREAS, domestic violence represents a pattern of assault and coercive behavior that will escalate in frequency and severity if intervention does not occur,

WHEREAS, domestic violence violates an individual's privacy, dignity, security and humanity; and

WHEREAS, public awareness and education about domestic violence and needed as well as uniform efforts on the part of government, health professionals, law enforcement, religious organizations, educators, and community associations to address domestic violence through prevention, intervention, and treatment for victims and perpetrators.

NOW, THEREFORE, BE IT PROCLAIMED, the City of St. Augustine Beach does hereby designate the month of October 2020 as **Violence Awareness Month** in the City of St. Augustine Beach and remember that each day of the year is an opportunity to create change for the future.

PASSED AND ADOPTED in regular session this 5th day of October 2020.


ATTEST:

Max Royle, City Manager

Margaret England, Mayor

MEMORANDUM

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

FROM: Max Royle, City Manager 

DATE: September 16, 2020

SUBJECT: Ordinance 20-12, Second Public Hearing and Final Reading: to Amend Section 6.02.03 of the Land Development Regulations for Provisions to Permit the Access to Private Property from Dead-End Streets

BACKGROUND

Pyrus Street, east of State Road A1A, is a short street that dead ends at the western boundary of a home at 240 Bluebird Lane in the Island Hammock subdivision. At your June 1st meeting, some Pyrus Street residents complained to you about the 240 Bluebird Lane residents using the end of Pyrus for access to their property. The outcome of the discussion was that Mayor England would meet with the residents and Commander Ashlock of the Police Department to work on a solution. The Mayor asked the City staff for a City policy on accessing private property from dead-end streets.

Attached as page 1 is a brief memo from the Building Official, in which he proposed that Section 6.02.03 of the Land Development Regulations be amended to provide for a fee and a permit approved by the Public Works Director to access private property from a public right-of-way. You reviewed his proposal at your July 7 continuation meeting. Attached as page 2 is the discussion you had concerning it.

As a result of your discussion, the City Attorney prepared an ordinance (pages 3-5). You reviewed it at your August 3rd meeting, when you passed the ordinance on first reading without changes.

The Comprehensive Planning and Zoning Board reviewed the ordinance at its August 25, 2020, meeting and recommended by a 7-0 vote that you approve it. The Board's motion and vote is stated in the attached (page 6) memo from the Building Department's Executive Assistant, Ms. Bonnie Miller.

You held the first public hearing on the ordinance at your September 14, 2020, meeting when you passed it on second reading without any changes.

ACTION REQUESTED

It is that you hold the ordinance's second public hearing and then decide whether to pass it on its third and final reading.



City of St. Augustine Beach Building and Zoning Department

TO: Max Royle
FROM: Brian Law
SUBJECT: Right of ways access and permitting
DATE: 6-19-2020, 7-14-2020, 9-15-2020

Max

As a result of the ongoing neighboring disputes between residents at Pyrus street and Bluebird Ln, I am proposing a code change to section 6.02.03 Rights-of-way of the City of St. Augustine Beach Land Development Regulations as directed by the City Commission. This proposed modification should provide another mechanism for the City to regulate its Rights-of-way. This permitting process will be approved by the Public Works Director and the fee shall be placed in the appropriate account as determined by the Finance Director. The current software, MCSJ, used by City Staff will have no problem handling this new transaction.

7-14-2020

Section 6.02.03 has been modified from the July City Commission meeting to include the ability for extensions of the Rights-of-Way permit as directed by the Commission.

9-15-2020

Section 6.02.03 has been modified from the 9-14-2020 Commission meeting to reduce the fee associated with the Rights-of Way permitting to \$150.00 as directed by the Commission.

Brian W Law CBO, CFM, MCP
City of St. Augustine Beach
Director of Building and Zoning
2200 A1A South
St. Augustine Beach, FL 32080
(904) 471-8758
blaw@cityofsab.org

July 7, 2020

8. Accessing Private Property from Dead-End Streets: Review of Proposal (Presenter: Brian Law, Building Official)

Mayor England introduced Item 8 and explained that she met with people on Blueberry Street and Pyrus Street and then asked Building Official Law to give his staff report.

Building Official Law advised there is a neighbor dispute will pass last year. He explained that the rights-of-ways are under the Public Works Director purview and it would cost approximately a \$250 fee and any fees would go to the Bridge and Road Fund. He commented that the application will be created.

Discussion ensued regarding whether to create another resolution for the fee schedule or keeping the fee in the ordinance; did staff analyze all the rights-of-ways that this apply to; on Pyrus Street make a horse type fence; and Police Department having a call every day on Pyrus Street.

Commissioner George asked if she should be recused because the Commission mentioned Pyrus Street. She said that creating an ordinance for the City she should be a part of because that is not one particular location.

Building Official Law advised that the Commission advised staff to build a barricade in a previous meeting.

Mayor England agreed and said that this was an administrative staff action and they could place barricades on the City's rights-of-way where needed. She explained that the ordinance would go through the general process.

Building Official Law asked if the City Attorneys could draft the ordinance and bring it to the Comprehensive Planning and Zoning Board first and then to the Commission for three more meetings.

Commissioner Samora asked since the permit has a 30-day time limit; what would they do if they pass the 30 days.

Building Official Law advised that the property owner would have to reapply for another permit and pay for another permit.

Mayor England opened the Public Comments section. Being none, Mayor England closed the Public Comments section and asked staff to moved forward with the ordinance procedures.

Sec. 6.02.03. - Rights-of-way.

- A. *Right-of-way widths.* Right-of-way requirements for road construction shall be as specified in Table 6.02.02A of this Code. The right-of-way shall be measured from lot line to lot line.
- B. *Protection and use of rights-of-way.*
1. No encroachment shall be permitted into existing rights-of-way, except for temporary use authorized by the St. Augustine Beach City Commission.
 2. Use of the right-of-way for public or private utilities, including, but not limited to, sanitary sewer, potable water, telephone wires, cable television wires, gas lines, or electricity transmission, shall be allowed subject to the placement specifications in any applicable St. Augustine Beach regulations.
 3. Sidewalks and bikeways shall be placed within the right-of-way.
- C. *Vacation of rights-of-ways.* Applications to vacate a right-of-way shall be approved by ordinance upon a finding that all of the following requirements are met:
1. The requested vacation is consistent with the Transportation Circulation Element of the St. Augustine Beach Comprehensive Plan.
 2. The right-of-way does not provide the sole access to any property. Remaining access shall not be by easement.
 3. The vacation would not jeopardize the current or future location of any utility.
 4. The proposed vacation is not detrimental to the public interest, and provides a positive benefit to St. Augustine Beach.
 5. The proposed vacation was not acquired or dedicated for state, county or federal highway purposes.
 6. The proposed vacation was not acquired or dedicated for utility purposes;
 7. The proposed vacation does not provide access to the ocean and/or beach, or other recreational resource;
 8. The proposed vacation does not provide access to public drainage facilities.
 9. No portion of a street or alley lying between two (2) intersecting streets shall be vacated unless the entire portion of the street or alley between such intersecting streets is vacated.
- D. Residential driveways in the city rights-of-way shall be limited to a maximum of eighteen (18) feet in width with a maximum five (5) by five (5) foot apron flair on either side. The city shall not be responsible for the repair and maintenance of residential driveways in city rights-of-way.
- E. Vehicular traffic through City Rights-of-Ways at the end of dead end no access streets shall be prohibited except by :
1. All governmental vehicles
 2. With a Rights-of-way permit as authorized by the Public Works Director, not to exceed 30days for a fee of \$150.00 dollars, extensions may be granted for 30 day intervals at a fee of \$53.00 each as authorized by the Public Works Director.

(Ord. No. 18-08, § 1(Exh. 1), 7-2-18; Ord. No. 18-18, § 1, 1-7-19)

ORDINANCE NO. 2020-12

AN ORDINANCE OF THE CITY OF SAINT AUGUSTINE BEACH, FLORIDA, MAKING FINDINGS OF FACT; AMENDING THE CITY'S LAND DEVELOPMENT REGULATIONS SECTION 6.02.03 RIGHT OF WAYS; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING AN IMMEDIATE EFFECTIVE DATE.

WITNESSETH:

WHEREAS, the City Commission controls the use and regulation of its right of ways.

WHEREAS, the City Commission seeks to lessen disputes between neighbors.

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, Land Development Code of Saint Augustine Beach section 6.02.03 is amended as follows:

Sec. 6.02.03. - Rights-of-way.

- A. *Right-of-way widths.* Right-of-way requirements for road construction shall be as specified in Table 6.02.02A of this Code. The right-of-way shall be measured from lot line to lot line.
- B. *Protection and use of rights-of-way.*
 - 1. No encroachment shall be permitted into existing rights-of-way, except for temporary use authorized by the St. Augustine Beach City Commission.
 - 2. Use of the right-of-way for public or private utilities, including, but not limited to, sanitary sewer, potable water, telephone wires, cable television wires, gas lines, or electricity transmission, shall be allowed subject to the placement specifications in any applicable St. Augustine Beach regulations.
 - 3. Sidewalks and bikeways shall be placed within the right-of-way.
- C. *Vacation of rights-of-ways.* Applications to vacate a right-of-way shall be approved by ordinance upon a finding that all of the following requirements are met:
 - 1. The requested vacation is consistent with the Transportation Circulation Element of the St. Augustine Beach Comprehensive Plan.
 - 2. The right-of-way does not provide the sole access to any property. Remaining access shall not be by easement.
 - 3. The vacation would not jeopardize the current or future location of any utility.
 - 4. The proposed vacation is not detrimental to the public interest and provides a positive benefit to St. Augustine Beach.
 - 5. The proposed vacation was not acquired or dedicated for state, county or federal highway purposes.
 - 6. The proposed vacation was not acquired or dedicated for utility purposes;
 - 7. The proposed vacation does not provide access to the ocean and/or beach, or other recreational resource;

8. The proposed vacation does not provide access to public drainage facilities.
9. No portion of a street or alley lying between two (2) intersecting streets shall be vacated unless the entire portion of the street or alley between such intersecting streets is vacated.
- D. Residential driveways in the city rights-of-way shall be limited to a maximum of eighteen (18) feet in width with a maximum five (5) by five (5) foot apron flar on either side. The city shall not be responsible for the repair and maintenance of residential driveways in city rights-of-way.
- E. Vehicular traffic through City Rights-of-Ways at the end of dead end or no access streets shall be prohibited except by:
1. All governmental vehicles
2. A Rights-of-Way permit as authorized by the Public Works Director, not to exceed 30 days for a fee of \$250.00 dollars, extensions may be granted for 30 day intervals at a fee of \$53.00 each as authorized by the Public Works Director.

(Ord. No. 18-08, § 1(Exh. 1), 7-2-18; Ord. No. 18-18, § 1, 1-7-19; Ord. No. 20-____, § 1, ____ -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.

MEMO

To: Max Royle, City Manager
From: Bonnie Miller, Executive Assistant
Subject: Ordinance No. 20-__
Date: Wednesday, August 26, 2020

Please be advised at its rescheduled regular monthly meeting held Tuesday, August 25, 2020, the City of St. Augustine Beach Comprehensive Planning and Zoning Board voted unanimously to recommend the City Commission approve passage of Ordinance No. 20-__ on final reading.

Passed on first reading by the City Commission at its regular monthly meeting held Tuesday, August 3, 2020, this proposed ordinance amends Section 6.02.03, Rights-of-way, of the City's Land Development Regulations, to establish a permitting process for right-of-way permits for the protection, use, vacation and regulation of City rights-of-way.

The motion to recommend the City Commission approve passage of Ordinance No. 20-__ was made by Mr. Pranis, seconded by Mr. Mitherz, and passed 7-0 by the Board by unanimous voice-vote.

RESOLUTION 20-

CITY OF ST. AUGUSTINE BEACH
ST. JOHNS COUNTY
FLORIDA

RE: HAVING CANVASSING AND
CERTIFICATION OF VOTE-BY-MAIL BALLOTS
CAST IN THE NOVEMBER 2020 GENERAL
ELECTION DONE BY SUPERVISOR OF
ELECTIONS AND COUNTY CANVASSING
BOARD

The City Commission of St. Augustine Beach, St. Johns County, Florida, in regular meeting duly assembled on Monday, October 5, 2020, resolves as follows:

WHEREAS, the general election for 2020 is scheduled for November 3, 2020; and

WHEREAS, Section 2-2 of the City Charter requires the City Commission to designate who is to canvass and certify the vote-by-mail ballots for each election.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission of the City of St. Augustine Beach, St. Johns County, Florida, designates the St. Johns County Supervisor of Elections and the County Canvassing Board to canvass and certify the vote-by-mail ballots cast in the November, 2020, general election.

RESOLVED AND DONE, this 5th day of October, 2020, by the City Commission of the City of St. Augustine Beach, St. Johns County, Florida.

Mayor Margaret England

ATTEST:

City Manager Max Royle

M E M O R A N D U M

TO: MAX ROYLE, CITY MANAGER
FROM: PATTY DOUYLLIEZ, FINANCE DIRECTOR
SUBJECT: BUDGET RESOLUTIONS 20-____ & 20-____
DATE: 9/21/2020

General Fund

The first budget resolution is needed to correct the budget deficits in the General Fund due to shortfalls in revenue, due to the effects of COVID, and to reduce the intrafund transfer to the Road & Bridge Fund.

Road & Bridge Fund

The second budget resolution is needed to reduce the amount transferred from the General Fund and to reduce expenses in two accounts due to capital projects not started during the pandemic.

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:

DECREASE: Account 001-8100-581-9100 (Intrafund Transfer-Road & Bridge) in the amount of \$200,000 which will decrease the appropriation in this account to \$1,132,029.

DECREASE: Account 001-311-000 (Ad Valorem Taxes) in the amount of \$80,000 which will decrease the appropriation in this account to \$3,163,896.

DECREASE: Account 001-334-700 (State Grants-Culture/Rec FRDAP Grants) in the amount of \$100,000 which will decrease the appropriation in this account to \$0.00.

DECREASE: Account 001-361-200 (Interest on Board of Admin) in the amount of \$10,000 which will decrease the appropriation in this account to \$6,000.

DECREASE: Account 001-361-220 (Interest on Local Gov't Investment Pools) in the amount of \$8,000 which will decrease the appropriation in the account to \$12,000.

DECREASE: Account 001-361-100 (Interest on Investments) in the amount of \$2,000 which will decrease the appropriation in this account to \$13,000.

RESOLVED AND DONE, this 5th day of October 2020 by the City Commission of the City of St Augustine Beach, St. Johns County, Florida.

Mayor – Commissioner

ATTEST:

City Manager

BUDGET RESOLUTION 20-_____

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

**RE: TO AMEND THE FY2020
ROAD & BRIDGE FUND BUDGET**

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

DECREASE: Account 101-381-000 (Intragovernmental Transfers In) in the amount of \$200,000 which will decrease the appropriation in this account to \$1,132,029.

DECREASE: Account 101-4100-541-6310 (Roads-Road Paving) in the amount of \$150,000 which will decrease the appropriation in this account to \$65,000.

DECREASE: Account 101-4100-541-6380 (Roads-Drainage) in the amount of \$50,000 which will decrease the appropriation in this account to \$80,000.

RESOLVED AND DONE, this 5th day of October 2020 by the City Commission of the City of St Augustine Beach, St. Johns County, Florida.

Mayor – Commissioner

ATTEST:

City Manager

MEMORANDUM

TO: Max Royle, City Manager

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

DATE: October 5, 2020

SUBJECT: Amendment #33 to Contract with CMT (formerly Stone Engineering)
Engineering Services – Engineering Investigation and Evaluation of Flood
Control Improvements for Ocean Walk Subdivision

BACKGROUND

Ocean Walk is an 18-acre subdivision built in the 1980s, consisting of 55 single family residential lots. The subdivision relies upon a non-functional “accreted-in” roadside swale system which drains Lee Drive to a single point, whereupon runoff is conveyed via a 24” pipe to the Mickler Boulevard drainage system. Due to the non-functional roadside swales, valleys at driveway aprons hold water for significant periods of time after a rainfall event. After reaching Mickler Boulevard, runoff travels via the new pipe south to 16th Street, where it continues both west (to a private pond on Old Beach Road) and south to the 11th Street canal. Both pathways converge at Lakeside Park, whereupon flow continues west under S.R. A1A to the Mizell Road pond, where natural processes remove nutrients prior to its discharge to the Matanzas River.

The western portion of Lee Drive is low-lying, with Lidar information indicating elevations as low as 4.0 NAVD. Heavy rains in early June 2020 led to localized significant street flooding on Lee Drive. Due to the street flooding in June 2020, Public Works immediately implemented the following actions to reduce the potential for future street flooding, including:

- Removal of vegetation and muck from the 11th Street Canal
- Removal of vegetation and muck from the Mickler Boulevard Canal
- Cleaning and inspection of the 24” outfall pipe from Lee Drive
- Removal of vegetation from the 16th Street ditch
- Removal of vegetation from the private pond outfall at Old Beach Road
- Have pumps on standby to pump down staged water from Lee Drive

In addition to the above immediate mitigating actions, Public Works is taking the following interim steps to reduce the likelihood of future flooding while a long-term strategy is implemented:

- Installation of a pump-out structure on Mickler Boulevard to facilitate stormwater pumping
- Purchase of inflatable pipe plugs to block flow and allow better pipe maintenance and/or backflow protection.
- Install backflow protection device on the Lee Drive outfall to the Mickler Boulevard pipe.
- Budget for a trailer mounted high-volume stormwater bypass pump to allow quick response to potential flooding

DISCUSSION

In order to determine the appropriate long-term solution to the Ocean Walk drainage concerns, it is necessary to take the following actions:

- Gather topographic survey, including street elevations, outfall elevations, grade shots, utilities and other data necessary to determine the characteristics of the site and develop input data for the stormwater model
- Expand the City stormwater model by developing and calibrating a detailed H&H model of the Ocean Walk subdivision.
- Develop and model conceptual improvements
- Develop cost estimates for conceptual improvements
- Develop a report with conclusions and recommendations for improvements

The above steps will allow a staged approach to the development of a long-term solution to Ocean Walk's drainage problems and will help ensure that the best and most appropriate solution is chosen. Once the concept plans are presented, approved, and a funding mechanism is developed for project implementation, the City will be able to move quickly to complete design and permitting.

Public Works has requested and received a proposal from CMT to conduct the necessary work to determine the appropriate long-term drainage solution for Ocean Walk subdivision. CMT is uniquely qualified to conduct this study due to their detailed knowledge of the City's Master Drainage Plan and their past development and possession of a citywide stormwater model. The use of the existing stormwater model will allow design options to be quickly evaluated against tailwater conditions for various storm events. Their work on the City Vulnerability Study will also allow evaluation of options while taking into consideration anticipated sea level rise, future storm surge and extreme

tidal events. This level of evaluation will ensure that the proposed alternatives provide maximum benefit well into the future.

The attached proposed Amendment No. 33 to CMT's contract provides a detailed scope of work regarding the tasks necessary to conduct this investigation.

Major deliverables include:

1. Topographic Survey and Conversion	\$10,950
2. Investigation of the Conditions and Extent of Flooding	\$ 6,450
3. Evaluation of Mitigation Options	\$ 8,500
4. Reporting and Presentation of Results	<u>\$ 4,000</u>
TOTAL FEE	\$29,900

Data acquired and deliverables from this work will be used for the eventual development of construction documents, thus reducing the amount work necessary to complete design and permitting, once a decision has been made to proceed beyond this study.

REQUESTED ACTION

Approve Amendment #33 to Contract with CMT (formerly Stone Engineering) for Engineering Investigation and Evaluation of Flood Control Improvements for Ocean Walk Subdivision

AMENDMENT NO. 33

Engineering Investigation and Evaluation of Flood Control Improvements for Ocean Walk S/D

THIS AMENDMENT is made as of _____, 2020, by and between **CITY OF ST. AUGUSTINE BEACH (City)** and, **CMT (formerly STONE ENGINEERING GROUP, INC.)**, a Florida corporation. This Amendment to the City / CMT Agreement for Professional Engineering Services is in connection with the City's efforts to investigate the conditions contributing to flooding within the Ocean Walk subdivision and evaluate improvement options for mitigating future flooding.

SECTION 1: PROJECT DESCRIPTION:

The City of St Augustine Beach experienced during late May to early June 2020 heavy daily rain events stretching over a week period resulting in internal flooding within the City drainage system including the Ocean Walk Subdivision.

The proposed engineering scope of this Amendment represents an investigation of the conditions contributing to and the extent of the flooding within the Ocean Walk subdivision, especially along Lee Road. Upon determining the extent of flooding, further evaluate improvement options for mitigating future flooding.

The scope of the anticipated engineering services is as follows.

SECTION 2: SCOPE OF SERVICES:

Our services will be provided in the following Tasks.

Task 2.1 – Topographic Survey and Conversation

- A. Topographic survey on 50-foot cross sections for approx. 2,700 linear feet of road R/W.
- B. Spot elevations each side of R/W, 10 feet off the R/W
- C. Finished floor elevation on all 54 residences.
- D. Surface indicators of utilities (existing storm sewer, water, san sewer, cable and elec).
- E. Engineering coordination with surveyor and conversion of survey data to Engineering format

Task 2.2 – Investigation of the Conditions and Extent of Flooding.

- A. Create a base map of the Ocean Walk S/D and the Mickler pipe connection from and based upon the new topographic survey and as built conditions of the Mickler Road new storm sewer from 16th St to Pope Road)
- B. Describe the existing conditions of the subdivision, and surrounding area
- C. Confirm and compare ICPR Model storm staging data and topographic elevations within the subdivision

- D. Investigate and evaluate the capacity of the existing 24-inch storm sewer pipe serving the subdivision versus expected stormwater flow from the subdivision under varying storms.
- E. Create typical and specific cross sections of the critical areas of the subdivision street ROW to indicate relative elevations of finished floors vs street surface vs flood staging.

Task 2.3 –Evaluation of Mitigation Options

- A. Evaluate two options for improvement; (1) An evaluation of sections of streets that can be raised and (2) An evaluation of placement of a stormwater pump station and impacts on the street of pump start up elevations.
- B. Identify varying utilities that might need adjusted for options evaluated
- C. Create proposed conceptual improvement drawings for both options evaluated
- D. Develop project wide and construction cost estimate for the two options evaluated
- E. Develop an evaluation matrix that includes social, economic, and environmental considerations

Task 2.4 –Reporting and Presentation of Results

- A. Develop a limited “white paper” report to be included as a part of the City Master Plan
- B. Develop conclusions of the evaluation and recommendations for improvements
- C. Coordination and presentation meetings (estimated at 3)

SECTION 3: PROFESSIONAL FEES

Our fee is outlined below:

3.1: Topographic Survey and Conversation	\$	10,950
3.2: Investigation of the Conditions and Extent of Flooding	\$	6,450
3.3: Evaluation of Mitigation Options	\$	8,500
3.4: Reporting and Presentation	\$	4,000
Total Fee:	\$	29,900

IN WITNESS WHEREOF, the parties have made and executed this Amendment, the day month and year first above written.

CITY OF ST. AUGUSTINE BEACH, FLORIDA

By: _____
Its: Mayor

ATTEST:

By: _____
Its City Manager

CMT, INC.

Gary L. Sneddon

By: _____
Its Regional Manager: Gary L. Sneddon

MEMORANDUM

Date: October 5, 2020

To: Max Royle, City Manager

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

Subject: Ocean Hammock Park Update

BACKGROUND

Land Acquisition

The City's acquisition of Ocean Hammock Park began in 2005, when the owners of the tract applied to the City for approval of a final development plan for a residential condominium development on 16 of the 18 acres. The name of the subdivision was Maratea. As a condition of the City's approval of the plan, the owners deeded 2.2 acres to the City for conservation / preservation purposes, and provided a strip of land for a 1,600-long beach access walkway, which was completed in the fall of 2009. Included in the 2.2 acres are 1.2 acres adjacent to A1A Beach Boulevard, which have been designated as a conservation area.

Since 2005, the City met several times with the Maratea owners to discuss possible modifications to the approved planned unit development and the sale to the City of part of subdivision. The City's ability to bargain was strengthened in 2008, when City voters approved the City levying up to half a mill in ad valorem taxes for 20 years, for the purpose of purchasing land to protect it from development.

In 2008-09, negotiations by County and City staff members with the Maratea owners resulted in the sale to the City of 11.5 acres for \$5,250,000. Money for the purchase came from a bond program administered by the Florida League of Cities and later from a \$4.5 million Florida Communities Trust (FCT) grant. The owners kept the final 4.5 acres in the northeast corner of the tract.

From 2009 to 2015, the City continued its negotiation efforts with the owners for the sale of those acres. Because FCT grants weren't available, the City engaged The Trust for Public Land to purchase the land on the City's behalf. In 2015, the owners agreed to sell the land to The Trust for \$4.5 million, an amount determined by an appraiser hired by The Trust. The City reimbursed The Trust with money from savings and from a Florida League of Cities' bond issue. In 2016 the City was awarded \$1.5 million from the FCT grant program. A management plan has been developed to ensure that the Ocean Hammock Park Phase I and Phase II will be developed in accordance with the Declaration of Restrictive Covenants and in furtherance of the purpose of the grant application.

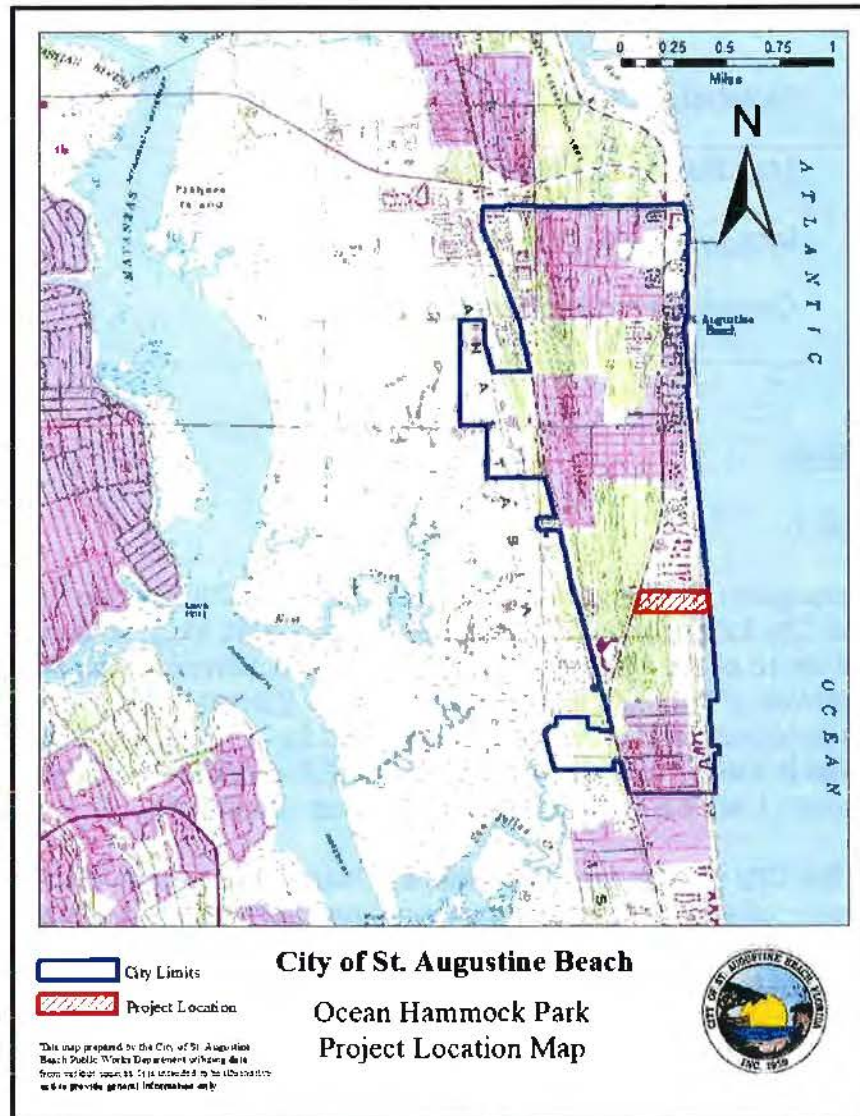


Figure 1 - Ocean Hammock Park Location

Approximately 88% of the site is undisturbed. The natural communities that exist on the project site are predominately coastal uplands and mixed scrub-shrub wetlands. The coastal uplands on the park property include beach dune, coastal grassland, coastal strand, and maritime hammock, with characteristic ridge and swale topography throughout the site.

Park Development

The first phase of the park, including the beach walkway was constructed in 2009 with the assistance of the Florida Recreation Development Assistance Program (FRDAP). In 2012, a twenty-one space parking lot was added. Additional features include a handicap parking space on A1A Beach Boulevard and a crosswalk at the park entrance.



Figure 2 - Ocean Hammock Park Existing Condition

In 2018, the Park Management Plan was modified (Figure 3) to incorporate the newly acquired 4.5 acres. The Modified Management Plan included restrooms, information kiosk, nature trails with interpretative signage, picnic areas, a picnic pavilion, observation deck, education center, children's playscape, canoe kayak storage, bike racks, and wetland and dune restoration.



Figure 3 - Ocean Hammock Park Management Plan

Due to lack of funding the remainder of park improvements were delayed. In Fall 2019 the City applied for and was awarded the following two (2) grants for Ocean Hammock Park:

- **Ocean Hammock Park Phase 2A Construction**
Florida Recreation Development Assistance Program (FRDAP)
Grant amount - \$106,500; \$35,500 match required
Purpose: Restrooms, picnic area, handicap space and nature trail @ parking lot
- **Ocean Hammock Park Phase 2B Design**
Coastal Partnership Initiative (CPI) Grant – NOAA funded
Grant amount \$25,000; \$25,000 match required
Purpose: Design and permitting of remaining interior park improvements, in

Phase 2A is currently in final design and will be constructed in FY 21. Phase 2B is in the early stages of design with permitting scheduled to be complete in Summer 2021. Phase 2B includes additional walkways, an observation platform, picnic pavilion, nature trails, children's playscape, education center, bike racks, kayak storage, benches and wetland and dune restoration.

Phase 2B construction is anticipated to cost up to \$400,000. The City submitted an application for to the CPI program in September 2020. The maximum construction funding through the CPI program is \$60,000, therefore this application included the following Phase 2B components:

- Dune and wetland restoration
- Observation platform
- Accessible path from parking lot to the observation platform and to the beach walkway



Figure 4 - Work covered Under Sept. 2020 CPI Application

The remainder of Phase 2B improvements will be included in a FRDAP application in October 2020. If funded, Phase 2B will be constructed in FY2022.

Management Plan Modification

The current Ocean Hammock Park Management Plan expires at the end of 2020. The City is currently working with FDEP to extend completion deadline to allow for the completion of Phase 2 construction. The City will submit a park management plan update in October detailing progress to date and requesting extension of completion of Park improvements to December 2022.

Anticipated Remaining Project Schedule

9/25/2020	Submit CPI grant application for Phase 2B construction
10/15/2020	Submit FRDAP grant for Phase 2B construction
10/31/2020	Submit Park Management Plan Update
5/31/2021	Receive notice of award for grant applications
6/30/2021	Complete Phase 2B Design and Permitting
7/1/2021	Revenue Agreements with State for new grants (if funded)
9/30/2021	Complete Construction of Phase 2A
10/1/2021	Commence Construction of Phase 2B
9/30/2022	Complete Construction of Phase 2B

ACTION REQUESTED

Agenda Item is to brief the commission and the public on the progress in development of Ocean Hammock Park. No action is required.

MEMORANDUM

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

FROM: Max Royle, City Manager 

DATE: September 25, 2020

SUBJECT: Police Chief: Discussion of Appointing Interim Chief and Scheduling a Workshop in November

During your September 22nd continuation meeting, you discussed with Chief Hardwick the options for an Interim Police Chief once Chief Hardwick leaves the position to assume the duties of County Sheriff.

From your discussion, there were a number of suggestions:

- To put the topic on an agenda so that the public is aware of it
- For the Commission to think about what options they would like to consider
- That there is a need to move quickly so that the new Chief can have time with Chief Hardwick
- For salary information on the position to be provided at your October meeting
- That the City needs to get information on the Sheriff's Office commitment and whether to accept resumes locally or nationwide
- To put on the agenda for your October meeting whether to have Commander Carswell be the Interim Chief.
- To set a date in November for a workshop

The City Manager asked Chief Hardwick to provide the information he wanted to present concerning the topic of the Interim Chief so that that information could be included in your agenda books. The Finance Director also asked for salary information. As we don't have the information by the time we need to get the agenda books ready for distribution to you, we'll provide simply this memo and the attached current job description for the Chief's position. It has been requested by Mayor England.

Chief Hardwick is working on getting information ready and will forward it to the Commission.



St. Augustine Beach Police Department

Robert A. Hardwick, Chief of Police



CITY OF ST. AUGUSTINE BEACH POSITION DESCRIPTION

POSITION TITLE: Chief of Police

DEPARTMENT: Police Department

REPORTS TO: City Commission/City Manager

EXEMPT: Yes

	<u>Minimum</u>	<u>Median</u>	<u>Maximum</u>
PAY GRADE:	\$111,136	139,229	\$174,800

MAJOR FUNCTIONS: The Chief Law Enforcement Officer for the City of St. Augustine Beach

This is a highly responsible professional position performing managerial law enforcement work planning and directing all operations of the Police Department. Responsible for the development and administration of law enforcement and crime prevention programs as well as long-term planning, disaster preparedness, and the general administration of the agency. Serves in an executive management capacity, as defined in the City of St. Augustine Beach City Charter, with considerable independent judgment while representing the City of St. Augustine Beach. Work is performed under general supervision of the City Commissioner(s) and/or the City Manager.

DUTIES AND RESPONSIBILITIES:

Include the following and other duties that may be assigned.

Formulates policy and procedures; plans, develops, and directs departmental operations; assesses effectiveness and implements changes as needed.

Identifies needs, obtains and allocates resources for the department; prepares and administers the departmental budget and adjusts priorities as needed; reviews and approves budget expense requests; develops alternative funding proposals, such as grant applications and administers same.

Oversees departmental operations and ensures that all activities comply with policies, procedures, standards and related regulations, including patrol, crime deterrence and arrests, records maintenance and dissemination, and other departmental programs and services.

Manages personnel functions for the department; plans and oversees the work of subordinate supervisors who in turn supervise officers and personnel; ensures personnel records are maintained accurately; resolves difficult employee relations issues; interviews, hires, promotes and discharges personnel as appropriate; investigates complaints against departmental personnel; ensures staff understands the impact and effect of responsibilities; prepares and

reviews employee evaluations; ensures staff receives training and necessary resources to carry out duties effectively; prepare and/or reviews reports of employee injuries.

Prepares documents for civil litigation; writes letters to citizens; prepares and reviews a variety of reports, evaluations, records, and recommendations.

Performs a variety of public relations duties including preparing news releases; developing collaborative relationships with other law enforcement and public safety agencies, community groups, etc.; responding to questions from the public regarding public safety issues, departmental policies, procedures, and services.

Provides information and resolves difficult complaints from the general public, other agencies, and community groups; makes periodic public addresses; attends City Commission meetings; attends staff meetings; meets with members of the department.

Establish agency goals and objectives, formulate comprehensive plans, provide guidance and direction to Department Commander, and monitor operation to ensure proper development and successful implementation of crime prevention, community service, and related programs; consult and advise City Commissioner(s) and other law enforcement officials regarding crime prevention, crime suppression, and related issues.

Participate in the development and/or revision of local ordinances, State laws, and other regulations that may impact law enforcement activities within the City.

Direct planning and research activities and establish departmental policies, procedures, and new/revised programs; conduct evaluation of existing systems and programs and develop proposals for improvements.

Attend various business, civic, and social events to represent the Police Department. Make presentations as needed to promote public awareness of the law enforcement function and explain the goals, missions, and functions of the department.

Assume command in emergency situations and determine tactics/strategies that directly affect the safety and security of lives and property.

Meet frequently with to discuss projects, formulate procedures and new programs, resolve operational problems, and generally keep abreast of relevant issues that affect the Police Department.

Provide training and keep staff informed in criminal and procedural laws, supervision, leadership, goal setting, fitness, officer safety, liability, etc.

Act as Public Information Officer.

Responsible for coordination of labor and administrative grievances when the Commander is unavailable or is the complainant.

Plan, coordinate, and direct emergency preparedness within St. Augustine Beach and coordinate with other agencies.

Compile disaster expense data and coordinate reimbursement through Federal and State agencies.

Review departmental requisitions and consult with personnel on their needs; provide technical assistance and recommend changes or substitutions whenever necessary to reduce cost, improve quality, and/or facility delivery.

Perform related work as needed to ensure the accomplishment of department goals and objectives.

SUPERVISORY RESPONSIBILITIES:

Is responsible for the overall direction, coordination, and evaluation of the department by managing subordinate supervisors who perform the daily supervision of the Police Department personnel or directly supervising a Police Department employee.

Carries out supervisory responsibilities in accordance with City, State, and Federal employment policies, practices, and laws. Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding, disciplining, and motivating employees; addressing complaints and resolving problems.

MINIMUM QUALIFICATIONS:

Minimum of Bachelor's and Master's Degree or FBINA highly recommended. Degree in related field and at least six (6) years of law enforcement experience; or an equivalent combination of education, training and experience. Must possess and maintain certification as a Police Officer in accordance with Criminal Justice Standards and Training Commission. Must be certified in firearms usage. Must possess and maintain a valid Florida driver's license.

SKILLS AND ABILITIES:

Knowledge of the laws and regulations governing all aspects of law enforcement. Knowledge of the rules, regulations, and policies of the City and the department. Knowledge of the methods and practices of crime prevention and criminal investigation and identification.

Ability to plan, coordinate, and direct several projects and programs and to evaluate work accomplishments. Ability to analyze, prepare, and present the department's needs. Ability to analyze and interpret statistics, studies, and analyses related to law enforcement and apply the results to solution of police problems. Ability to establish and maintain effective working relationships with department officials, other City employees, citizen and professional groups, and the general public. Ability to effectively communicate verbally and in writing. Ability to effectively manage employees and programs.

Requires the ability to calculate and/or tabulate data. Includes performing subsequent actions in relation to these computational operations.

Requires the ability to provide guidance, assistance, and/or interpretation to others regarding the application of procedures and standards to specific situations.

Requires the ability to operate and control the actions of equipment, machinery, tools and/or materials requiring complex and rapid adjustments.

Requires the ability to utilize a wide variety of reference and descriptive data and information. Requires the ability to perform addition, subtraction, multiplication, and division.

Requires the ability to apply principles of rational systems; to interpret instructions furnished in written, oral, diagrammatic, or schedule form; and to exercise independent judgment to adopt or

modify methods and standards to meet variations in assigned objectives.

Requires the ability to exercise judgment, decisiveness and creativity in situations involving the evaluation of information against sensory, judgmental, or subjective criteria, as opposed to that which is clearly measurable or verifiable.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully meet the essential function of this job.

Physical Ability: Tasks require the ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (10-30 pounds). Tasks may involve extended periods of time at a keyboard or work station.

Sensory Requirements: Some tasks require the ability to perceive and discriminate visual cues or signals. Some tasks require the ability to communicate orally.

Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as noise extremes or violence.

DISCLAIMER: The above information on this description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties and qualifications required of employees assigned to this job.

The City of St. Augustine Beach, Florida, is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Revised 10/22/2014

MEMORANDUM

Date: October 5, 2020

To: Max Royle, City Manager

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

Subject: Non-Ad Valorem Assessment Fee to Pay Costs Related to Stormwater Management within the City

BACKGROUND

As a coastal city in Florida, St. Augustine Beach has many stormwater needs. Several areas of the City have aging or insufficient stormwater infrastructure; are low-lying; and are particularly vulnerable to flooding due to severe rainfall events. Other areas, though newer, require significant maintenance to continue functioning at a level necessary to prevent flooding. Flooding is sometimes compounded by storm surge and extreme high tides, causing water levels to stage higher than normal and delay recovery after the rainfall event.

Steps are currently being taken to mitigate flooding and better protect the City from stormwater and storm surge; most notably the rebuilding and upgrading the Mizell Road Stormwater Facility. The City has, however, many stormwater needs beyond the Mizell Pond refit. These needs range from improved maintenance to the implementation of new projects to reduce localized flooding.

A key step in understanding and addressing the City's stormwater needs is the current Vulnerability Assessment and Adaptation Plan (the Study). The Study will identify the City's vulnerabilities and determine what actions must be taken now – and in the coming years – to mitigate sea level rise and reduce the threat from coastal flooding due to storm surge and extreme tides. The Study will provide a blueprint to develop capital improvement projects necessary to make the City more resistant to tidal flooding impacts.

On the heels of the Study, the City should conduct an update to the 2004 Stormwater Master Plan. The Updated Stormwater Master Plan would incorporate elements from the Study while also providing a more detailed analysis of areas within the City which are vulnerable to flooding due to inadequate or aging stormwater infrastructure. A high-level analysis of some areas of potential stormwater concern is shown in Figure 1. These identified areas all have unique needs and concerns, ranging from inadequate conveyance to risk from tidal inundation. Each of these areas – and most likely others not shown – will be explored in more detail during the future Master Drainage Plan Update. Some of these areas will require development of costly stormwater improvement projects in future fiscal years.

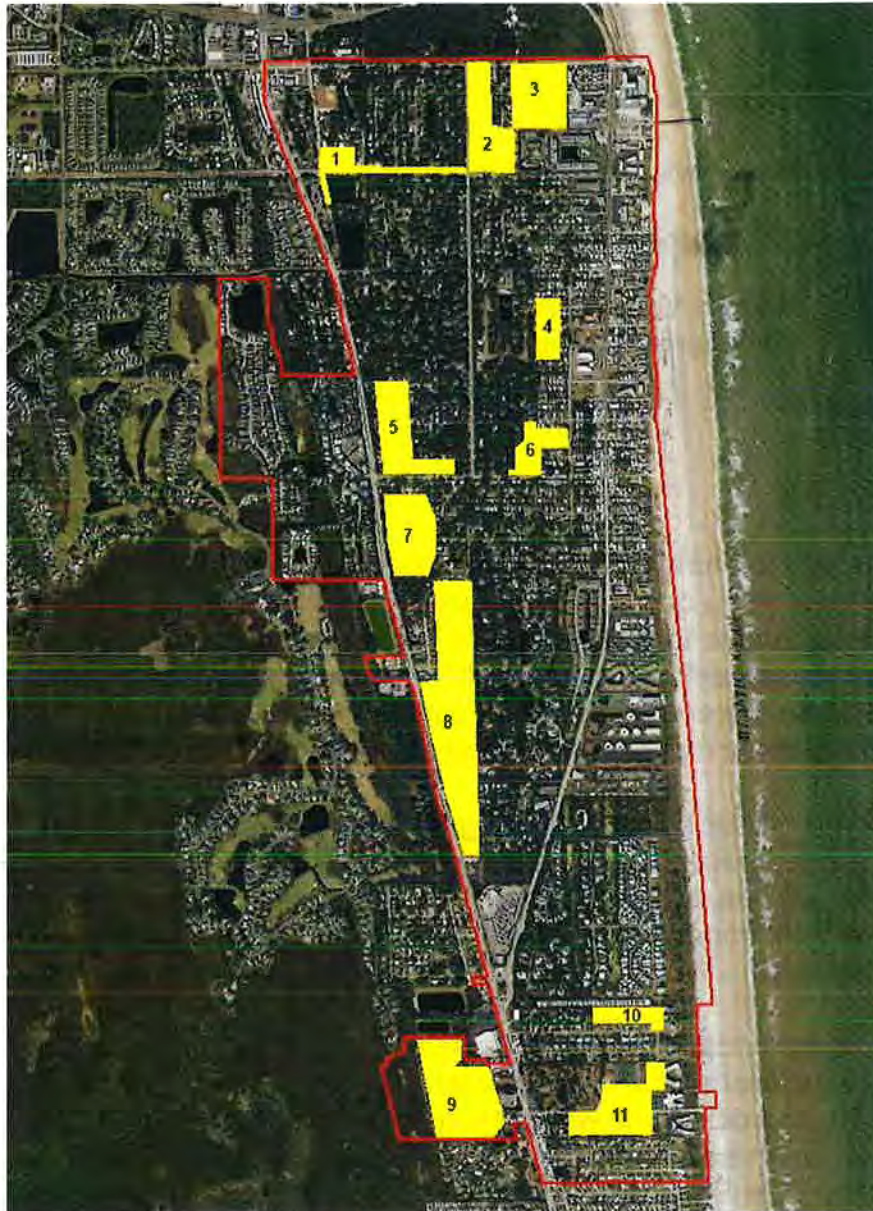


Figure 1 - Areas of Stormwater Concern

A summary of the locations in Figure 1 includes:

- | | |
|---|--|
| 1. Lake Sienna Area | Potential Direct connection to Lakeside Park Pond |
| 2. Ocean Walk | Subdivision Drainage improvements |
| 3. Seaside Villas | Potential redirection to City Stormwater Master System |
| 4. 7 th , 8 th & 9 th Street | Unconstructed improvements in 2004 Master Plan |
| 5. Ocean Oaks | Subdivision Drainage Improvements |
| 6. Sea Oaks/2 nd Street | Unconstructed improvements in 2004 Master Plan |
| 7. Mariposa/Poinsettia St. | Drainage improvements |
| 8. Mag Oaks, Ewing, AOC | Drainage Imps. to Mag. Oaks Ewing St, Atlantic Oaks Cir. |
| 9. Ocean Trace Subdivision | Tidal Flood Protection |
| 10. Oceanside Circle | Drainage improvements / positive outfall |
| 11. Ocean Trace Road | Drainage improvements / positive outfall |

DISCUSSION

The cost of developing plans and implementing solutions for areas in need of stormwater improvements will likely be in the millions of dollars and require a long-term commitment by the City. Limited general fund revenues – combined with competing priorities – will make the funding of stormwater projects challenging without an alternative dedicated funding mechanism. In order to solve current flooding problems and mitigate future flooding alternative revenue sources must be explored.

Stormwater Utility Fees

Cities and counties across Florida have established stormwater utility fees to help maintain existing – as well as develop improved – stormwater infrastructure. Some examples of stormwater fees per equivalent single family (SFU) include:

- | | |
|-------------------------|--------------------------------|
| • St. Augustine | \$ 7.50 per month (\$90/year) |
| • Palm Coast | \$18.91 per month (\$227/year) |
| • Ormond Beach | \$ 7.00 per month (\$84/year) |
| • City of Flagler Beach | \$ 8.83 per month (\$106/year) |
| • Daytona Beach | \$10.07 per month (\$121/year) |
| • Jacksonville Beach | \$ 5.00 per month (\$50/year) |
| • New Smyrna Beach | \$ 7.67 per month (\$92/year) |
| • Cocoa Beach | \$ 6.75 per month (\$81/year) |
| • Green Cove Springs | \$10.42 per month (\$125/year) |

This is just a small sampling of Stormwater Utility Rates in the vicinity of St. Augustine Beach. Fees statewide are similar in amount. Establishment of a stormwater utility fee such as that of Flagler Beach would likely generate as much as \$500,000 in annual revenue. Fees would be deposited into a dedicated stormwater management fund and could be used only for stormwater improvements or to fund the portion of staff salaries dedicated to stormwater management. Utilizing a stormwater utility fee to fund a portion of staff salaries would reduce the City's dependence upon ad-valorem taxes for staff salaries. By providing a dependable funding mechanism, it will also help the City in securing future matching grants and/or loans to construct stormwater improvements.

ACTION REQUESTED

Staff requests direction from the city Commission whether to pursue the development of a Stormwater Utility Fee for the City of St. Augustine Beach to help fund stormwater maintenance and future stormwater capital improvement projects.



City of St. Augustine Beach Building and Zoning Department

TO: Max Royle

FROM: Brian Law

SUBJECT: Section 4.01.06 Recreation Standards for Facilities

DATE: 9-15-2020

Max

As a result of the new Comprehensive Plan being adopted in January of 2020 there has been some modifications to the City of St. Augustine Beach Land Development Regulations that must take place for conformity of the code. The levels of service for recreation need to be modified for conformity with the Comprehensive Plan. I am including the markup so the Commission and the Planning and Zoning Board can easily identify the changes, I am also including the final copy with a water mark indicating "Draft" for ease of understanding. Below is a copy of R.1.11 of the adopted Comprehensive Plan.

R.1.1.11 The City of St. Augustine Beach adopts the following level of service standards for recreation:

<u>Park Sites</u>	<u>Standard</u>
City/County Parks	1 acre per 5,000 population

<u>Facilities</u>	<u>Standard</u>
Courts	1 per 3,500 population
Baseball/Softball Field	1 per 8,000 population

Brian W Law CBO, CFM, MCP
 City of St. Augustine Beach
 Director of Building and Zoning
 2200 A1A South
 St. Augustine Beach, FL 32080
 (904) 471-8758
blaw@cityofsab.org

Sec. 4.01.06. - Recreation.

Development activities shall not be approved unless there is sufficient available capacity to sustain the following levels of service for the recreational facilities as established in the recreation and open space element of the St. Augustine Beach Comprehensive Plan:

RECREATION STANDARDS FOR FACILITIES

<i>Park Sites</i>	<i>Standard</i>	<i>Size (Acres)</i>
Neighborhood	1 per 5,000 population	5.0
<i>Facilities</i>	<i>Standard</i>	
Tennis court	1 per 3,500 population	
Basketball court	1 per 5,000 population	
Baseball/softball field	1 per 6,000 population	
Paddleball court	1 per 2,500 population	
Volleyball court	1 per 2,500 population	

(Ord. No. 91-7, § 2)

<u>Park Sites</u>	<u>Standard</u>
<u>City/County Parks</u>	<u>1 acre per 5,000 population</u>
<u>Facilities</u>	<u>Standard</u>
<u>Courts</u>	<u>1 per 3,500 population</u>
<u>Baseball/Softball Field</u>	<u>1 per 8,000 population</u>

Sec. 4.01.06. - Recreation.


Development activities shall not be approved unless there is sufficient available capacity to sustain the following levels of service for the recreational facilities as established in the recreation and open space element of the St. Augustine Beach Comprehensive Plan:

RECREATION STANDARDS FOR FACILITIES

Park Sites	Standard
City/County Parks	1 acre per 5,000 population
Facilities	Standard
Courts	1 per 3,500 population
Baseball/Softball Field	1 per 8,000 population

MEMORANDUM

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

FROM: Max Royle, City Manager 

DATE: September 15, 2020

SUBJECT: November Regular City Commission Meeting: Scheduling Date for It Because Meeting Room Will be a Polling Site for the November General Election

The general election will be held on Tuesday, November 3, 2020, which means that voting machines will be in your meeting room on Monday, November 2nd. Because of that, you will need to schedule your November regular meeting on a different date.

We suggest that it be Monday, November 9, 2020.

Wednesday, November 11th, will be the Veterans Day holiday. The Planning Board will hold its monthly meeting in the room on Tuesday, November 17th. On Thursday and Friday of the following week, November 26th and 27th, will be the Thanksgiving Day holiday.

**BOARD AND DEPARTMENTAL REPORT FOR CITY COMMISSION MEETING
OCTOBER 5, 2020**

CODE ENFORCEMENT/BUILDING/ZONING

Please see pages 1-11.

Please note that this section of the Report now includes active permits for construction that formerly were listed under #3 (Construction in the City) of the Report.

COMPREHENSIVE PLANNING AND ZONING BOARD

The minutes of the Board's August 25, 2020 are attached as pages 12-15.

SUSTAINABILITY AND ENVIRONMENTAL ADVISORY PLANNING COMMITTEE

The Committee did not meet in September.

POLICE DEPARTMENT

Please see page 16.

PUBLIC WORKS DEPARTMENT

Please see pages 17-21.

FINANCE/ADMINISTRATION

Please see page 22.

CITY MANAGER

1. Complaints

A. A1A Beach Boulevard Pedestrian Crossing at Ocean Hammock Park

A resident asked if the crosswalk could be made safer. We replied that possibly signs could be put north and south of the crosswalk, to alert drivers to it. The Public Works Director and City Manager have discussed that possibility and others, though what safety improvements are feasible will depend on the City having the money for them.

B. Transient Rentals on Ocean Trace Road

These are rentals of less than a month and are prohibited in low density land use districts. The south side of Ocean Trace Road is low density. A resident of Sabor del Sal to the south of Ocean Trace has complained about noise, parties, drinking at the transient rentals. She has forwarded information to support the complaint. After investigating it, the Code Enforcement Officer to the Code Enforcement Board on September 30th. The Board's decision will be in this Report next month.

C. Construction in Ocean Ridge Subdivision Adjacent to the Sea Oaks Subdivision

The Sea Oaks Homeowners' Association complained about workers accessing a building site in Ocean Ridge from Sea Oaks and cutting down trees. The complaint was forwarded to the Code Enforcement Inspector, who met with the contractor to require that access to the site be from Ocean Ridge and not from Sea Oaks. The Association also complained about XXXXXX

D. Drainage Concern

A resident was concerned about whether the construction of a new house in the Ocean Oaks subdivision would cause rain run off onto his property. The Building Official and Public Works Director have addressed the complaint.

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. A possible solution may be for the City to construct the road and charge the property owners a special assessment in accordance with the long-standing policy that adjacent property owners must pay the cost of a new road that will benefit their properties. The Commission discussed this option at its September 14th meeting and decided XXXXX.

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. Possibly, road impact fees may be used for improving the right-of-way of certain streets for visitor parking.

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. The master plan for improvements to the Park will be reviewed by the Commission at its October 5, 2020, regular meeting.

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. Changes to Land Development Regulations

At the City Commission's August 3, 2020, meeting, the Building Official proposed an ordinance to the Regulations to provide provisions for access to private property from dead end streets. The Commission passed the ordinance on first reading. It had its first public hearing and second reading at the Commission's September 14th meeting. The second public hearing and final reading is scheduled for the Commission's October 5th meeting.

The Building Department staff is now development amendments to the Regulations to implement the policies in the Comprehensive Plan, which was accepted by the state two months ago.

3. Finance and Budget

A. Fiscal Year 2020 Budget

August 31, 2020, marked the end of the eleventh month of the fiscal year. As of that date, for the General Fund, the City had received \$5,839,760 and spent \$5,861,604. As is customary at this time in the fiscal year, expenditures exceeded revenues because the City receives no income from property taxes after June or July. For August, the City had to take \$21,844 from savings. There are some revenue accounts, such as electric utility taxes, the revenues from which will be received after the fiscal year ends on September. That revenue will be credited to Fiscal Year 20, which will restore some of the money taken from savings. In terms of percentages, 75.2% of the projected General Fund revenues had been received by the end of August 2020 while 75.5% of the projected expenditures had been spent.

The Road/Bridge Fund, which provides money for road maintenance, paving and drainage projects, has projected revenues of \$1,277,410. However, expenditures total \$993,191 mainly because only \$25,077 has been spent for the Mizell Road weir repair project, leaving a balance of \$874,922 in the expenditure account.

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 has curtailed spending and not undertaken any new projects.

B. Fiscal Year 2021 Budget

The City Commission held a special meeting on Monday, July 27th, to review the proposed budget and set the tentative operating millage for FY 21. The Commission made no changes to the budget, set the tentative millage at 2.6000 mills, and scheduled the first public hearing for the budget on Monday, September 14th at 5:01 p.m. The Commission at its July special meeting also approved the proposal from the Florida Municipal Insurance Trust for employee health insurance for FY 21, a decision that will save \$60,000.

At its September 14th meeting, the Commission lowered the millage to 2.45 mills and scheduled the second and final public hearing on the budget on September 22nd. At that meeting, the Commission approved on final reading the ordinance adopting the 2.45 mills and the ordinance adopting the Fiscal Year 2021 budget. The fiscal year begins on October 1, 2020, and will end on September 30, 2021.

C. Vendor Checks

Please see pages 23-43.

4. Miscellaneous

A. Permits for Upcoming Events

D

The City Manager approved the permit for the Civic Association to hold its concerts at the pavilion in September.

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.

Range: First to Last
Violation Date Range: 08/01/20 to 09/24/20
Ordinance Id Range: First to Last

Use Type Range: First to Last
User Code Range: First to Last

Open: Y
Completed: Y
Void: Y
Pending: Y

Customer Range: First to Last Inc Violations With Waived Fines: Yes

Violation Id: V2000120 Prop Loc: 3 2ND ST
Viol Date: 08/04/20 Status: Completed Status Date: 08/04/20
Comp Name: Bill Tredik - Public Works Director Comp Phone: Comp Email:

Description: Bill Tredik sent an email regarding some timbers on the ROW at 3 2nd St. He requested that I speak to the homeowner.

Code Enforcement visited the home on 8-4-2020, no one answered, so I left a door hanger. The owner promptly called the office to let me know that he was quarantining (from Miami) and that his reasoning for putting the timbers in the road was to keep the public from running over PVC pipes for the utilities. He stated that in the past, the PVC pipes had been broken.

The owner said that he would move the timbers up 3 ft closer to the house this weekend.

-JT

Violation Id: V2000121 Prop Loc: 113 2ND ST
Viol Date: 08/05/20 Status: Completed Status Date: 08/07/20
Comp Name: Anonymous Comp Phone: Comp Email:

Description: On 8-5-2020 the building department received an anonymous complaint regarding Extreme Windows working on a house on 2nd St without a permit.

The complaintant stated that she overheard the employees of Extreme Windows state that they were parking on another street to avoid the city from seeing that they were working at the location without a permit.

On 8-5-2020 Code Enforcement drove down 2nd St and saw work being done at 113 2nd St. Code Enforcement spoke to the employee working and verified that he was working for Extreme Windows. Code Enforcement let him know that he had to stop work and that we would call Jimmy Tabb the owner of Extreme Windows and Doors.
(More in notes)

Created	Modified	Note
08/13/20	08/13/20	Permit issued 8-7-2020. Code Case Closed. -JT
08/05/20	08/05/20	Jimmy Tabb submitted the permit application documents 8-5-2020 @ 1030 am
08/05/20	08/05/20	Code Enforcement spoke to Jimmy Tabb on the phone at 10 AM 904-819-5606. He stated that he had the permit in hand and that he would drop it off today. Code Enforcement explained to him what the complaintant had stated. -JT

Violation Id: V2000122 Prop Loc: 6 6TH ST
Viol Date: 08/12/20 Status: Open Comp Name: Glenn Brown - Building Inspector
Comp Phone: Comp Email:

Description: On Tuesday, August 11, 2020 I was requested and scheduled as the City Building Inspector to perform final inspections for the pool being built at this location. During the inspection I entered the gates to access the rear yard and perform the pool inspections. At that time I noted several conditions that appear to create violations of the City Land Development Regulations.

1. In order to receive approval for the buildings Certificate of Occupancy on July 22, 2020 the Property Owners and their Builder, Entire, Inc. were required to plant a 3" caliper tree from an approved list in the front yard setback area. The tree was installed and verified/approved by inspection from the Building Department at that time and the CO was issued.

This required tree has subsequently been removed and is no longer on the property as of Tuesday, 08/11/20. (see pictures)

This appears to constitute a violation City LDR's Sec. 5.01.03 (C).

2. In order to receive approval for the buildings Certificate of Occupancy on July 22, 2020 the Property Owners and their Builder, Entire, Inc. were required to remove approximately 160 sf of concrete pavers installed on the East side of the building within the side setback area and install sod or mulch in order to comply with the City's Maximum Impervious Surface Coverage requirements and the Approved Site Plan that accompanied their permit for the building. The removal was accomplished and verified/approved by inspection from the Building Department at that time and the CO was issued.

The sod has now been removed and the subject concrete pavers have subsequently been re-installed on the property as of Tuesday, 08/11/20. (see pictures)

This appears to constitute a violation of City LDR's Sec. 6.01.02 (C) & (D).

3. In order to receive approval for the buildings Certificate of Occupancy on July 22, 2020 the Property Owners and their Builder, Entire, Inc. were required to remove a Shed Roof over an outdoor shower because it was not included in the Approved Building Plans or the Approved Site Plans and exceeded the allowed roof overhang into the side yard setback area. The subject roof was removed and verified/approved by inspection from the Building Department at that time and the CO was issued.

The subject Shed Roof has subsequently been re-installed on the property as of Tuesday, 08/11/20. (see pictures).

This appears to constitute a violation of City LDR's Sec. 6.01.03 (2) and Chapter 1 of the Florida Building Code as there was no approval or permit issued by the City to install these improvements.

Created	Modified	Note
09/14/20	09/14/20	A notice to appear with the date change was sent to two addresses on 9-14-2020 JT See attached.
08/25/20	08/25/20	On 8-24-2020 Code Enforcement drove past the property and noticed that the tree was not replaced and that the shed roof was still in place. A notice to appear will be sent on 8-26-2020. See attached.
08/14/20	08/14/20	Around 4pm on 8-13-2020, Code Enforcement(JT) and Glenn Brown spoke with the owner over the phone (Lynne Jensen 443-878-4966). She was unsure of which pavers had been replaced and unaware that they had ever been removed. Glenn Brown agreed to meet her at 6 6th St on 8-14-2020 to show her exactly which ones had been replaced. Glenn Brown also asked about the tree which had been removed. Ms Jensen expressed that she directed Entire Inc to remove the 3" tree that was in her front yard because she stated that the tree was not appropriate for a beach area. (It was unclear what type of tree Ms. Jensen was referring to.) She stated she would replace the tree with one that was appropriate by Monday 8-17-2020.

When asked about the shed roof over the outdoor shower, Ms Jensen was unclear about who had replaced it. She stated she would have someone remove it.

08/14/20 08/14/20 Certified Mail (attached) sent to owners address in Maryland, as well as 6 6th St. Notice of Violation also hand delivered to 6 6th St on 8-13-2020 by JT. (picture attached).

Violation Id: V2000123 Prop Loc: 2 EWING ST UNITS A B
Viol Date: 08/14/20 Status: Completed Status Date: 08/26/20
Comp Name: Thibault Electric Comp Phone: Comp Email:

Description: 2 Permits were issued for 2 Ewing St. Units A & B for panel changes on 7-30-2020 (see attached permits).
On August 11, 2020 Thibault's Electric requested that the permits be cancelled. The employee at Thibault's expressed over the phone that the owner had decided to go with another contractor after Thibault's had pulled the permits. Thibault's inquired whether or not another permit had been pulled for 2 Ewing for a panel change and expressed that they believed the work had already been done.
As of 8-13-2020, no permits for a panel change have been applied for 2 Ewing St (except Thibault's).
8-13-2020 Code Enforcement (JT) and the Building Official (BL) visited 2 Ewing St. No one answered the door on the lower level, so we rang the doorbell for the upper level. The tenant answered the door. We asked her if the interior power panels had been changed out. She told us to ask the owner and said she did not want to discuss this with us. Code Enforcement then left, however, took a photo of a panel cover which was sitting on the front porch. (See Attached).

Created	Modified	Note
08/26/20	08/26/20	The owner of the property Janet Masters called on 08/25/2020 to inquire about the notice of violation. Code Enforcement explained to her that a permit was required for the panel changes. On 08/26/2020 Kilpatrick Electric came into the office and obtained permits P2001456 & P2001457

This code case is closed as of 8-26-2020 JT

08/14/20 08/20/20 Certified Mail Sent 8-20-2020 See attached notice of violation.

Violation Id: V2000124 Prop Loc: 213 8TH ST
Viol Date: 08/20/20 Status: Open Comp Name: Anonymous Phone Call
Comp Phone: Comp Email:

Description: An anonymous caller stated that 213 8th St has been operating as an AirBnB. The caller provided Code Enforcement with the AirBnB title that they operate under as "Seashells & Sightseeing St. Augustine".

On 8-20-2020 Code Enforcement could not find this listing.

Code Enforcement will continue to monitor the listing.

On 9-2-2020 Code Enforcement was able to locate the listing again. See notes.

Created	Modified	Note
09/24/20	09/24/20	9-22 Ms. Riley called back and stated that rentals are her main source of income and asked if there were any exceptions we could make. I explained to her that any decisions would be left to the Code Board. She also stated that her roommate Nancy had closed off all booking on Airbnbs website.

09/17/20	09/17/20	As of 9-17-2020 3PM, all previous reviews which referenced Mary Ann have been removed from Airbnb's website. The removed reviews are attached.
09/17/20	09/24/20	Mary Ann Riley called on 9-17-2020 around 1:45 pm. She stated that she was unaware of what the certified letter was regarding an alleged transient rental. I asked directly: "do you have an Airbnb listing?" Mary Ann replied that she does not have an Airbnb listing under her name. I mentioned that the name of the Airbnb listing I found was "Seashells & Site Seeing" and that several reviews mention a person named "Mary Ann". She stated that she would have to speak with her roommate and that she would need to call me back at another time. ----Jennifer
09/14/20	09/24/20	Notice to Appear sent by certified mail on 9-14-2020. See attached. While performing an inspection at a neighboring property, I was able to take a photo of the backyard at 213 8th St, which matches the photos of the backyard from Airbnb's site.
09/02/20	09/02/20	Certified Mail sent 9-3-2020.
09/02/20	09/02/20	Reviews specifically mention the owner Mary Ann. See reviews 1-3.
09/02/20	09/10/20	Code Enforcement was able to locate the listing on Airbnb on 9-2-2020. https://www.airbnb.com/rooms/31806116?check_in=2020-09-14&source_impression_id=p3_1599060564_6tc%2F0ec6xadF The minimum stay according to Airbnb is two nights. See attached pictures.

Violation Id: V2000125	Prop Loc: 15 OCEAN TRACE RD	
Viol Date: 08/25/20	Status: Open	Comp Name: Janice Lauroesch- 7 Sabor De Sal
Comp Phone:	Comp Email: janicelauroesch@gmail.com	

Description: Ms. Lauroesch called and emailed the City Manager's office regarding 15 Ocean Trace operating as a TLF. She provided a link to their Airbnb post which states that there is a 7 night minimum stay. In low density residential areas rentals less than 30 days are not permitted.

Previously, a code enforcement case was initiated regarding the same issue and was closed on 7-28-2020. Code Enforcement spoke with the owner Kim Burke on 7-28-2020. She stated that she only rents her home on a monthly basis. She also stated that when she does not have paid renters that she has many friends and family members who stay at her home for free when she is not in town.

This Airbnb ad suggests that the house is in fact rented for less than 30 days and is rented to members of the public and not just personal family and friends.

Created	Modified	Note
09/24/20	09/24/20	On 9-24-2020 Ms. Burke called the office to ask about appearing at the code board. She expressed that she is now taking rentals only as monthly as of recently. I told her that the meeting has already been advertised for and that I suggest she attend. -Jennifer
09/14/20	09/14/20	9-14-2020 A certified letter was sent via certified mail. See attached.
09/14/20	09/14/20	As of 9-14-2020, Airbnb's site reflects that 15 Ocean Trace is only available for a 30 night minimum, however, the home is rented thru March 2021 currently. There is no way to prove that rentals up until March 2021 are 30+days rentals. See attached snippet from Airbnb's website.

09/01/20 09/01/20 JANICE LAUROESCH DROPPED OFF A PACKAGE ON 9-1-2020, SEE ATTACHED.

08/31/20 08/31/20 Certified Mail/ Notice of violation sent on 8-31-2020

Violation Id: V2000126	Prop Loc: 590 A1A BEACH BLVD		
Viol Date: 09/08/20	Status: Completed	Status Date: 09/09/20	
Comp Name: Maggie Kostka	Comp Phone:	Comp Email:	

Description: Commissioner Kostka told the Building Official during a budget meeting that Obi's is in violation of the sign code, with 5 temporary signs: 2 flutter signs and 3 sandwich boards.

On 9-8-2020, code enforcement and the Building Official visited Obi's and spoke with the employees. They said that they would remove 3 of the signs so that there would only be two.

Code Enforcement will verify this.

Code Enforcement drove past Obi's on 9-09-2020, the 3 sandwich board signs had been taken down and only the two flutter signs remain.

This case is closed as of 9-9-2020.

CITY OF ST. AUGUSTINE BEACH COMMERCIAL CONSTRUCTION LIST

Application Id	Property Location	Permit No	Description of Work 1	Work Type	Issue Date	Certificate Type 1
10	400 A1A BEACH BLVD	P1914524	INTERIOR BUILDOUT FOR A DONUT SHOP WITH OUTDOOR SEATING	COM BUILD OUT	4/8/2019	
584	12 13TH STREET	P1915242	MIXED USE BUILDING—2 OFFICE SUITES BOTTOM FLOOR WITH 2 RESIDENTIAL SUITES ON THE SECOND FLOOR	COMMERCIAL NEW	9/9/2019	
760	2100 A1A S	P1915174	CONSTRUCTION OF A SINGLE STORY SHELL BUILDING 6962 SQFT	COMMERCIAL NEW	8/20/2019	
997	2100 A1A S	P2000125	INTERIOR BUILDOUT FOR DENTAL FACILITY	COM BUILD OUT	10/23/2019	
1044	860 A1A BEACH BLVD LIFT STATIO	P2000188	SCREEN WALL ENCLOSURE FOR ST. JOHNS COUNTY LIFT STATION	COMMERCIAL NEW	11/1/2019	
1740	116 SEA GROVE MAIN ST	P2000906	COMMERCIAL INTERIOR BUILD-OUT FOR OFFICE SPACE/RETAIL	COM BUILD OUT	6/9/2020	
1827	681 A1A BEACH BLVD	P2000843	BUILDING-COMMERCIAL NEW BUILDING—BREWERY 1ST FLOOR AND STORAGE 2ND FLOOR	COMMERCIAL NEW	4/7/2020	
2141	3930 A1A SOUTH	P2001353	BUILDING ADDITION-SHELL CONSTRUCTION ATTACHED TO SAVAGE SWIMWEAR	COMMERCIAL NEW	8/7/2020	

CITY OF ST. AUGUSTINE BEACH NEW CONSTRUCTION SINGLE FAMILY RESIDENTIAL LIST

Application Id	Property Location	Permit No	Description of Work 1	Work Type	Issue Date	Certificate Type 1
71	892 OCEAN PALM WAY	P1914417	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	2/7/2019	
120	103 SANDPIPER BLVD	P1914404	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	2/4/2019	
222	6 F ST	P1914270	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	5/3/2019	
225	332 S FOREST DUNE DR	P1914373	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	1/17/2019	
486	23 HIGH DUNE DR	P1914906	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	6/21/2019	
814	612 OCEAN PALM WAY	P1915252	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	9/10/2019	
840	420 RIDGEWAY RD	P1915279	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	9/13/2019	
924	108 8TH ST	P1915316	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	9/23/2019	
989	15 6TH ST	P2000023	NEW SINGLE FAMILY RESIDENCE - BUILDING	SFR-D	10/3/2019	
1093	336 OCEAN FOREST DR	P2000117	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	12/18/2019	
1196	113 RIDGEWAY RD	P2000220	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	1/27/2020	
1341	1004 ISLAND WAY	P2000359	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	2/4/2020	
1414	473 OCEAN FOREST DR	P2000426	NEW SINGLE FAMILY RESIDENCE - BUILDING	SFR-D	1/14/2020	
1419	196 RIDGEWAY RD	P2000430	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	1/3/2020	
1571	47 LEE DR	P2000574	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	2/19/2020	
1592	352 RIDGEWAY RD	P2000586	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	2/6/2020	
1617	340 RIDGEWAY RD	P2000684	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	2/24/2020	
1618	472 RIDGEWAY RD	P2000612	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	3/3/2020	
1619	77 HIGH DUNE DR	P2000615	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	2/27/2020	
1699	104 SPANISH OAKS LN	P2000692	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	4/2/2020	
1775	101 SPANISH OAKS LN	P2000766	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	6/15/2020	
1965	392 RIDGEWAY RD	P2000954	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	6/4/2020	
1966	378 RIDGEWAY RD	P2000955	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	5/21/2020	
2049	202 A ST	P2001396	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	8/14/2020	
2136	105 8TH ST	P2001163	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	6/26/2020	
2137	114 7TH ST	P2001112	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	6/19/2020	
2177	339 RIDGEWAY RD	P2001288	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	7/30/2020	
2178	212 RIDGEWAY RD	P2001167	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	6/30/2020	
2221	24 EWING ST	P2001260	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	7/17/2020	
2222	182 RIDGEWAY RD	P2001227	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	7/17/2020	
2339	434 RIDGEWAY RD	P2001477	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	9/3/2020	
2372	26 SABOR DE SAL RD	P2001362	NEW SINGLE FAMILY RESIDENCE-BUILDING	SFR-D	8/6/2020	

CITY OF ST. AUGUSTINE BEACH FISCAL YEAR '20 TREE INSPECTIONS

Application Id	Parcel Id	Property Location	Owner Name	Building Code	Activity Type	Inspector	Date
771	1680800000	126 14TH ST	STEPHENS MALCOLM L III,AUDREY	TREE	T-TREE REMOVAL	BILL	8/19/2019
881	1642400670	4 WAVE PL	DORR LUCAS LEE,LISA E	TREE	T-TREE REMOVAL	BILL	9/10/2019
946	1715100000	301 C ST	SIMPSON EVELYN CRORY	TREE	T-TREE REMOVAL	BILL	9/25/2019
1048	1673600390	206 12TH ST	HOOKS VIRGINIA LEIGH,MICHAEL LEWIS	TREE	T-TREE REMOVAL	GLENN	9/27/2019
1125	1669500050	605 11TH ST	BLANCHARD ADAM,NENA	TREE	T-TREE REMOVAL	GLENN	10/25/2019
1422	1631520030	104 DOGWOOD DR	GUIDO ALFREDO T,GRACE JANE	TREE	T-TREE REMOVAL	BILL	12/24/2019
1452	1711100060	205 B ST	WEEKS CLAUDE L JR,KRISTINA	TREE	T-TREE REMOVAL	BILL	1/6/2020
1505	1628201090	137 KINGS QUARRY LN	LOVING JOAN B ETAL	TREE	T-TREE REMOVAL	BILL	1/14/2020
1515	1711100060	205 B ST	WEEKS CLAUDE L JR,KRISTINA	TREE	T-TREE REMOVAL	BILL	1/6/2020
1559	1696000110	210 4TH ST	SHATILA BARI/AA GHAZI ELOSTA	TREE	T-TREE REMOVAL	GLENN	1/23/2020
1568	1724910080	332 OCEAN FOREST DR	WILSON BILLY G,AMY F	TREE	T-TREE REMOVAL	BILL	1/27/2020
1649	1716300090	410 B ST	CAPP AMY M	TREE	T-TREE REMOVAL	GLENN	2/13/2020
1724	1642400040	2 SUNFISH DR	KING KAREN D,DENNIS P	TREE	T-TREE REMOVAL	GLENN	2/28/2020
1810	1629630100	104 SEA GROVE MAIN ST	BURNETT OFFICE PROPERTIES LLC	TREE	T-TREE REMOVAL	BILL	3/18/2020
1867	1633000000	19 WILLOW DR	CONNOR TIMOTHY R JR,JENNIFER L	TREE	T-TREE REMOVAL	JENNIFER	4/9/2020
1885	1642400320	51 OCEAN CT	LEIVA-RUSTERHOLZ LVG TRUST	TREE	T-TREE REMOVAL	JENNIFER	4/13/2020
1978	1631510050	691 16TH ST	COLLINS, TIEGH SEKA	TREE	T-TREE REMOVAL	JENNIFER	5/5/2020
2122	1633700000	1 WILLOW DR	STERN ROBERT C,FAYE JO	TREE	T-TREE REMOVAL	JENNIFER	6/8/2020
2246	1695500140	213 11TH ST	FISHMAN KEITH, HAWK MERRILL	TREE	T-TREE REMOVAL	JENNIFER	7/9/2020
2283	1722100070	507 C ST	ELLENBURG JOHN	TREE	T-TREE REMOVAL	JENNIFER	7/14/2020
2367	1748711110	502 OCEAN MIST CT	PATEL JIGNESH,PAULOMI	TREE	T-TREE REMOVAL	GLENN	6/30/2020
2464	1724010150	29 ATLANTIC OAKS CIR	BAXTER KELLY	TREE	T-TREE REMOVAL	JENNIFER	8/17/2020
2576	1637800000	40 WILLOW DR	POWELL ROBERT ET AL	TREE	T-TREE REMOVAL	JENNIFER	9/11/2020

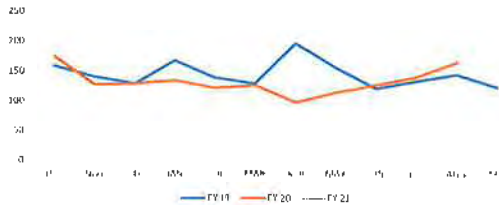
CITY OF ST. AUGUSTINE BEACH FISCAL YEAR '20 ZONING REPORT

Application id	Parcel Id	Property Location	Owner Name	Building Code	Activity Type	Inspector	Date	Status
1553	1629611940	1349 SMILING FISH LN	STEIN DAVID J,LYNDSEY H	ZONING	Z-VARIANCE	BONNIE M	10/15/2019	APPROVED
1554	1629611950	1353 SMILING FISH LN	PINIARSKI WILLIAM J,JENNIFER A	ZONING	Z-VARIANCE	BONNIE M	10/15/2019	APPROVED
827	1748700030	4001 A1A S	LP & FOX HOLDINGS LLC ETAL	ZONING	Z-COND USE	BONNIE M	10/17/2019	APPROVED
827	1748700030	4001 A1A S	LP & FOX HOLDINGS LLC ETAL	ZONING	Z-COND USE	BONNIE M	11/4/2019	APPROVED
853	1698900180	16 5TH ST	COCHRANE JAMES,KIMBERLY	ZONING	Z-COND USE	BONNIE M	11/5/2019	APPROVED
962	1674700000	451 A1A BEACH BLVD	SOMEWHERE ON A1A PARTNERS LLC	ZONING	Z-COND USE	BONNIE M	11/19/2019	APPROVED
1034	1630000000	300 A1A BEACH BLVD	KEY BEACH NORTH LLC	ZONING	Z-CONCEPT REV	BONNIE M	11/19/2019	APPROVED
1081	1709100000	A1A BEACH BLVD LOTS 1-8 BLK 43	TRINCA LEONARD,RENEE	ZONING	Z-COND USE	BONNIE M	11/19/2019	DENIED
1085	1713800000	313 A ST	WILDASIN, JENNIFER GRACE	ZONING	Z-VARIANCE	BONNIE M	11/19/2019	DENIED
1556	1631430216	47 LEE DR	LARSON KYLE, TAMMY	ZONING	Z-FLEX SETBACKS	BONNIE M	11/19/2019	APPROVED
1556	1631430216	47 LEE DR	LARSON KYLE, TAMMY	ZONING	Z-TREE REMOVAL	BONNIE M	11/19/2019	APPROVED
962	1674700000	451 A1A BEACH BLVD	SOMEWHERE ON A1A PARTNERS LLC	ZONING	Z-COND USE	BONNIE M	12/2/2019	APPROVED
1081	1709100000	A1A BEACH BLVD LOTS 1-8 BLK 43	TRINCA LEONARD,RENEE	ZONING	Z-COND USE	BONNIE M	12/2/2019	DENIED
1034	1630000000	300 A1A BEACH BLVD	KEY BEACH NORTH LLC	ZONING	Z-FINAL DEV	BONNIE M	12/17/2019	APPROVED
1054	1723300120	613 MARIPOSA ST	MACKAY, MATTHEW J., OLIVIA BYLES	ZONING	Z-TREE REMOVAL	BONNIE M	12/17/2019	APPROVED
1341	1724910470	1004 ISLAND WAY	MAGUIRE LINDSEY & DELLA SALA, DONAL	ZONING	Z-TREE REMOVAL	BONNIE M	12/17/2019	APPROVED
1034	1630000000	300 A1A BEACH BLVD	KEY BEACH NORTH LLC	ZONING	Z-FINAL DEV	BONNIE M	1/6/2020	APPROVED
1384	1629611480	1181 OVERDALE RD	LEVY RODNEY B,KELLY	ZONING	Z-VARIANCE	BONNIE M	1/21/2020	APPROVED
1400	1680200000	129 14TH ST	WHIBEY G WAYNE,JEANINE SAPIA	ZONING	Z-VARIANCE	BONNIE M	1/21/2020	APPROVED
1085	1713800000	313 A ST	WILDASIN, JENNIFER GRACE	ZONING	Z-APPEAL	BONNIE M	2/4/2020	APPROVED
1489	1741912010	184 SEA COLONY PKWY	ROBISON MATTHEW J,KERRI N	ZONING	Z-VARIANCE	BONNIE M	2/18/2020	APPROVED
1617	1641610390	340 RIDGEWAY RD	RUNK PROPERTIES INC	ZONING	Z-TREE REMOVAL	BONNIE M	2/18/2020	APPROVED
1696	1692400000	621 A1A BEACH BLVD	MSB HOTELS II LLC	ZONING	Z-MIXED USE	BONNIE M	2/24/2020	APPROVED
1698	1629630070	134 SEA GROVE MAIN ST	L & L PIRTON INC	ZONING	Z-COND USE	BONNIE M	2/25/2020	APPROVED
1701	1741910001	100 SEA COLONY PKWY	SEA COLONY NEIGHBORHOOD ASSOC	ZONING	Z-FINAL DEV	BONNIE M	2/25/2020	APPROVED
1699	1631390110	104 SPANISH OAKS LN	DILLINGER TERESA CRR, TERRY LEE	ZONING	Z-TREE REMOVAL	BONNIE M	3/24/2020	APPROVED
1698	1629630070	134 SEA GROVE MAIN ST	L & L PIRTON INC	ZONING	Z-COND USE	BONNIE M	4/29/2020	APPROVED
1701	1741910001	100 SEA COLONY PKWY	SEA COLONY NEIGHBORHOOD ASSOC	ZONING	Z-FINAL DEV	BONNIE M	4/29/2020	APPROVED
1899	1631440127	52 OCEAN WOODS DR E	TOONDER NOEL,LOIS C	ZONING	Z-VARIANCE	BONNIE M	5/19/2020	APPROVED
1935	1686400000	570 A1A BEACH BLVD	GENESIS PROPERTY & MANAGEMENT GROUP	ZONING	Z-COND USE	BONNIE M	5/19/2020	APPROVED
1935	1686400000	570 A1A BEACH BLVD	GENESIS PROPERTY & MANAGEMENT GROUP	ZONING	Z-COND USE	BONNIE M	6/1/2020	APPROVED
1953	1717800110	412 F ST	COOPER JAMES S ETUX	ZONING	Z-VARIANCE	BONNIE M	6/16/2020	APPROVED
2024	1675700000	115 15TH ST	NICHOLS SALLY	ZONING	Z-VARIANCE	BONNIE M	6/16/2020	APPROVED
594	1674600000	12 13TH STREET	SUNSAION REAL ESTATE LLC	ZONING	Z-MIXED USE	BONNIE M	7/21/2020	APPROVED
2049	1697400000	202 A ST	CENTERPOINT HOMES LLC	ZONING	Z-OVERLAY	BONNIE M	7/21/2020	APPROVED
2132	1692400000	122,126 4TH ST/121,125 5TH ST	KENNEY, ERIC R.	ZONING	Z-OVERLAY	BONNIE M	7/21/2020	APPROVED
2151	1713700130	314 B ST	904 VENTURES LLC	ZONING	Z-OVERLAY	BONNIE M	7/21/2020	APPROVED
2177	1641610470	339 RIDGEWAY RD	RIVERSIDE HOMES OF NORTH FLORIDA	ZONING	Z-TREE REMOVAL	BONNIE M	7/21/2020	APPROVED
2234	1692400000	130 4TH ST	KENNEY, ERIC R.	ZONING	Z-VARIANCE	BONNIE M	7/21/2020	APPROVED
2235	1692400000	129 5TH ST	KENNEY, ERIC R.	ZONING	Z-VARIANCE	BONNIE M	7/21/2020	APPROVED
2394	1684200040	9 10TH ST	ORLANDO DISTRESSED ASSET RECOVERY I	ZONING	Z-VARIANCE	BONNIE M	8/4/2020	APPROVED
2447	1724911130	394 OCEAN FOREST DR	BURNS, TERENCE W. CO-TRUSTEE	ZONING	Z-TREE REMOVAL	BONNIE M	8/17/2020	APPROVED
2577	1698900180	16 5TH ST	COLLIER MICHAEL SR ETAL YOUNG WAI Y	ZONING	Z-COND USE	BONNIE M	9/14/2020	OPEN
2625	1674000000	17 13TH ST	ANCIENT CITY VENTURES LLC	ZONING	Z-COND USE	BONNIE M	9/22/2020	OPEN
2626	1674000000	17 13TH ST	ANCIENT CITY VENTURES LLC	ZONING	Z-VARIANCE	BONNIE M	9/22/2020	OPEN
2627	1674000000	17 13TH ST	ANCIENT CITY VENTURES LLC	ZONING	Z-VARIANCE	BONNIE M	9/22/2020	OPEN

CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

# OF PERMITS ISSUED			
	FY 19	FY 20	FY 21
OCT	158	174	
NOV	140	127	
DEC	129	129	
JAN	167	134	
FEB	139	122	
MAR	129	126	
APR	195	98	
MAY	155	115	
JUN	120	126	
JUL	132	139	
AUG	143	163	
SEP	122		
TOTAL	1728	1492	

OF PERMITS ISSUED



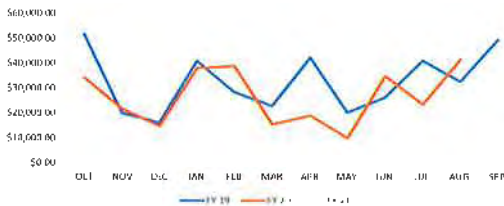
# OF INSPECTIONS PERFORMED			
	FY 19	FY 20	FY 21
OCT	424	398	
NOV	255	341	
DEC	262	272	
JAN	426	381	
FEB	334	345	
MAR	377	297	
APR	306	225	
MAY	308	276	
JUN	288	264	
JUL	312	239	
AUG	275	225	
SEP	290		
TOTAL	3817	3158	

OF INSPECTIONS PERFORMED



BUILDING PERMIT FEE REPORT			
	FY 19	FY 20	FY 21
OCT	\$51,655.01	\$54,277.67	
NOV	\$20,192.41	\$21,844.58	
DEC	\$16,104.27	\$16,818.54	
JAN	\$40,915.31	\$37,993.58	
FEB	\$28,526.70	\$38,761.13	
MAR	\$22,978.53	\$15,666.80	
APR	\$42,292.91	\$19,092.61	
MAY	\$20,391.32	\$10,194.02	
JUN	\$26,445.26	\$38,239.40	
JUL	\$41,120.86	\$23,555.36	
AUG	\$32,714.82	\$41,455.19	
SEP	\$49,543.65		
TOTAL	\$392,880.82	\$292,589.02	

BUILDING PERMIT FEE GRAPH



MECHANICAL PERMIT FEE REPORT			
	FY 19	FY 20	FY 21
OCT	\$9,819.09	\$3,593.67	
NOV	\$2,541.44	\$2,160.00	
DEC	\$1,633.64	\$2,409.62	
JAN	\$3,338.69	\$2,768.47	
FEB	\$2,601.00	\$2,044.08	
MAR	\$2,515.33	\$2,237.23	
APR	\$3,801.26	\$1,716.00	
MAY	\$2,236.33	\$1,809.00	
JUN	\$3,844.54	\$3,417.00	
JUL	\$3,286.00	\$2,317.94	
AUG	\$2,663.49	\$3,430.11	
SEP	\$1,529.42		
TOTAL	\$36,360.23	\$28,503.61	

MECHANICAL PERMIT FEE GRAPH



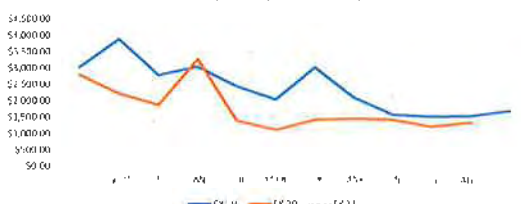
ELECTRICAL PERMIT FEE REPORT			
	FY 19	FY 20	FY 21
OCT	\$1,860.32	\$1,765.00	
NOV	\$1,822.98	\$1,475.00	
DEC	\$1,822.82	\$1,485.00	
JAN	\$2,151.66	\$1,380.00	
FEB	\$1,425.32	\$1,375.00	
MAR	\$1,203.33	\$1,843.00	
APR	\$743.00	\$600.00	
MAY	\$1,805.00	\$1,215.00	
JUN	\$1,065.00	\$955.00	
JUL	\$690.00	\$1,443.00	
AUG	\$1,460.00	\$1,910.00	
SEP	\$1,310.00		
TOTAL	\$17,208.61	\$15,456.00	

ELECTRICAL PERMIT FEE GRAPH



PLUMBING PERMIT FEE REPORT			
	FY 19	FY 20	FY 21
OCT	\$3,016.37	\$2,785.00	
NOV	\$2,867.41	\$2,221.00	
DEC	\$2,283.10	\$1,869.00	
JAN	\$1,831.40	\$3,256.00	
FEB	\$2,440.44	\$1,395.00	
MAR	\$2,037.34	\$1,125.00	
APR	\$3,015.00	\$1,430.00	
MAY	\$2,110.00	\$1,459.00	
JUN	\$1,590.00	\$1,432.00	
JUL	\$1,525.00	\$1,218.00	
AUG	\$1,550.00	\$1,356.00	
SEP	\$1,206.00		
TOTAL	\$28,671.96	\$19,547.00	

PLUMBING PERMIT FEE GRAPH

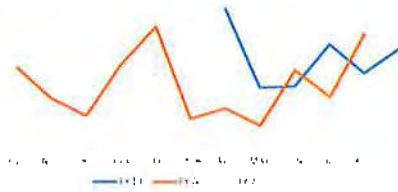


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

ALTERATION COST

	FY 19	FY 20	FY 21
OCT		\$3,657,414.56	
NOV		\$2,242,421.52	
DEC		\$1,445,915.40	
JAN		\$3,789,363.81	
FEB		\$5,519,900.00	
MAR		\$1,925,570.04	
APR	\$6,338,617.35	\$1,803,157.19	
MAY	\$7,731,410.75	\$1,003,140.58	
JUN	\$2,762,442.43	\$3,510,804.50	
JUL	\$4,717,293.00	\$2,300,478.87	
AUG	\$3,193,250.74	\$5,175,949.96	
SEP	\$4,502,737.63		
TOTAL	\$24,475,753.90	\$31,783,156.43	

ALTERATION COST



STATE SURCHARGE PERMIT FEE REPORT

	FY 19	FY 20	FY 21
OCT		\$1,247.45	
NOV		\$845.65	
DEC		\$569.37	
JAN		\$1,277.63	
FEB		\$1,079.31	
MAR		\$873.46	
APR		\$666.54	
MAY	\$881.45	\$537.89	
JUN	\$972.50	\$1,093.02	
JUL	\$1,230.25	\$928.44	
AUG	\$1,141.48	\$1,437.49	
SEP	\$1,803.86		
TOTAL	\$5,529.34	\$10,306.19	

STATE SURCHARGE PERMIT FEES





MINUTES

PLANNING AND ZONING BOARD MEETING

TUESDAY, AUGUST 25, 2020 6:00 P.M.

CITY OF ST. AUGUSTINE BEACH, 2200 A1A SOUTH, ST. AUGUSTINE BEACH, FLORIDA 32080

I. CALL TO ORDER

Chairperson Kevin Kincaid called the meeting to order at 6:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

BOARD MEMBERS PRESENT: Chairperson Kevin Kincaid, Vice-Chairperson Berta Odom, Larry Einheuser, Hester Longstreet, Dennis King, Steve Mitherz, Chris Pranis, Senior Alternate Victor Sarris, Junior Alternate John Tisdall.

BOARD MEMBERS ABSENT: None.

STAFF PRESENT: Building Official Brian Law, City Attorney Lex Taylor, Recording Secretary Lacey Pierotti.

IV. APPROVAL OF MINUTES OF PLANNING AND ZONING BOARD MEETING OF JULY 21, 2020

Motion: to approve the minutes of the July 21, 2020 meeting. **Moved** by Ms. Odom, **seconded** by Ms. Longstreet, **passed 7-0** by unanimous voice-vote.

V. PUBLIC COMMENT

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

VI. NEW BUSINESS

- A. Request to remove a 60-inch diameter-at-breast height (DBH) oak tree in the building footprint of proposed new construction of a single-family residence in a low density residential land use district on Lot 35, Block 1, Woodland Estates Unit 2, at 2 Quail Court, Matthew Conner, Agent for Richard L. and Kathryn L. White, Applicants

Mr. Law said this request is for removal of a 60-inch DBH oak tree in the building footprint of proposed new construction of a single-family residence at 2 Quail Court. The applicants are asking to remove this tree in accordance with the City's Land Development Regulations (LDRs).

Mr. Kincaid asked if there has been any opposition to this request.

Mr. Law said none that he's heard. He displayed the conceptual drawings and elevations of the proposed new home on the overhead screens.

Mr. Kincaid said it looks like the oak tree is pretty much in the center of everything.

Mr. Mitherz asked how high the top of the roof will be, as he could not read this on the submitted renderings.

Mr. Law said it appears to be about 28 to 29 feet high.

Matt Conner, M L Conner Construction LLC, 1709 Castile Street, St. Augustine, Florida, 32080, agent for applicants, said he represents the owners of 2 Quail Court, Richard and Kathy White. They tried moving the footprint of the proposed new residence around as much as possible, but no matter how the footprint is flipped or shifted around, the 60-inch oak tree in the middle of the lot will still fall in the center of the building footprint, so to minimize the removal of the 60-inch DBH oak, they positioned the footprint to save several other large trees. The submitted site plan and conceptual renderings seem to be the best fit for saving as many other trees as possible.

Ms. Odom said they did a good job, as some other really big trees have been saved in the back of the lot.

Mr. Kincaid asked for public comment. There was none.

Motion: to approve the removal of a 60-inch DBH oak tree in the building footprint of proposed new construction of a single-family residence on Lot 35, Block 1, Woodland Estates Unit 2, at 2 Quail Court. **Moved** by Ms. Odom, **seconded** by Mr. Mitherz, **passed 7-0** by the Board by unanimous voice-vote.

- B. Request to remove a 42-inch DBH oak tree and a 32-inch DBH oak tree in the building footprint and a 38-inch DBH oak tree in the pool paver footprint of a proposed new single-family residence in a low density residential land use district on Lot 113, Anastasia Dunes Unit 2, at 394 Ocean Forest Drive, Cora M. Johnston, Agent for Terence W. and Mary C. Burns, Applicants

Mr. Law said this request for tree removals has been withdrawn from tonight's agenda at the request of the applicants' agent, Cora Johnston, of Generation Homes LLC. Anastasia Dunes Homeowners Association has asked Mike Stauffer, the architect for the new home, to revisit the site plan to try to save at least one of these trees, so this will probably come back to the Board at next month's regular monthly meeting with a revised site plan.

- C. Ordinance No. 20-___, passed on first reading by the City Commission at its regular monthly meeting of August 3, 2020, to amend Section 6.02.03, Rights-of-way, of the City's LDRs, to establish a permitting process for right-of-way permits for the protection, use, vacation and regulation of City rights-of-way

Mr. Law said there has been an ongoing issue between residents of Pyrus Street and Bluebird Lane regarding the use of a dead-end street to cut through to the back of certain homeowners' property. It is not the intent of a dead-end right-of-way to be utilized for that, but unfortunately, at the time, the City did not have any ordinance to prevent this, so for the last two months, he's been working with the City Commission and Public Works Director on an ordinance to initiate the process of right-of-way permitting. This will give the Public Works Director a little more leeway and control over what is happening to City rights-of-way. The Board is asked to make a recommendation and any suggestions regarding this proposed ordinance to the Commission.

Mr. Mitherz asked if Mr. Law could explain in more detail about what happened to bring this ordinance about.

Mr. Law said about a year-and-a half ago, there was a house under construction on the northeast side of Pyrus Street, and there were some issues, due to personal reasons, with the time it took to build the house. This resulted in a lot of bickering and un-adult-like behavior from some residents of Bluebird Lane in Island Hammock, to the east of this lot on Pyrus Street. It is not the intent to cut through a dead-end street into the backyard of another subdivision, so after about a year of meetings between the residents, the Mayor, and the Commission, there was discussion about erecting a simple barricade as is seen on some dead-end streets. He believes this idea has been withdrawn at this point, because some of the Island Hammock residents have created a fence, so the problem essentially appears to have been resolved, after several months and many police visits. Between the Police Department and the Building Department, staff has spent an extensive amount of time on the issue and in creating an ordinance which will give the City the power to regulate rights-of-way and not allow access through dead-end

streets, except for government vehicles and special permitting that will be controlled by the Public Works Director and issued by the Building Department, which controls the permitting software for the City.

Ms. Odom asked if there was talk at one time about Island Hammock constructing a pool there in that area.

Mr. Law said there was talk about Island Hammock building a pool there, but at this time, there has been no submittal to the Building Department for a pool permit. Regarding the proposed ordinance, any modification to the City's LDRs requires the input of this Board. The Commission has reviewed the ordinance for the past two months in a row and voted 5-0 at its last meeting earlier this month to adopt the proposed ordinance as written.

Ms. Odom asked if the underlined verbiage in red type on page 4 was additional verbiage added by the Commission.

Mr. Law said the underlined verbiage in red is actually a code-tracking technique, to highlight changes to the current Code. This makes it easier for the Board and Commission and anyone else reviewing it to see the proposed changes, instead of reading the entire current Code and comparing it to the proposed amendments.

Mr. King asked if there is a way to actually allow permanent access on a right-of-way.

Mr. Law said no, not on a dead-end street. There is an actual easement through the back of island Hammock, but it is not declared, given the age of the subdivision and the plats, that it is a non-access easement. So, it is an easement, but nobody really knows what it is for. It is basically just an easement for setbacks, which was the way the whole subdivision was done. This ordinance will stop access from dead-end rights-of-way into other subdivisions and neighborhoods and give the Public Works Director and attorneys the mechanism to regulate this process. Right now, the City's only recourse is to turn such matters over to the Code Enforcement Board.

Mr. King said he's asking more in terms of whether there is a mechanism or method of allowing someone to have more than just temporary access to their backyard through another neighborhood.

Mr. Law said he'd say a resident could file an appeal application of the City's decision to not allow access. This application would go before the Planning and Zoning Board, which could decide to allow it as a variance to the Code. If the Board sought fit to not grant a variance, the applicant could then appeal the Board's decision to the City Commission. If the Commission decides not to allow the applicant access, the Commission's decision could then be appealed to the circuit court. In his opinion, anyone can apply for a variance to anything in City Code.

Mr. Pranis asked if this affects any setbacks or variances for rights-of-way at dead-end streets.

Mr. Law said no, the ordinance just says vehicles cannot be driven through City-owned rights-of-way at dead-end streets into the back of another subdivision. Keep in mind, a year or two ago the City passed an ordinance to regulate driveways adjacent to City rights-of-way, limiting driveways to a maximum width of 18 feet.

Mr. Pranis said he thinks his question is how this ordinance will affect a property owner in another situation seeking a variance for access, for whatever reason, from a property that backs up to a dead-end City right-of-way.

Mr. Law said if the applicants demonstrate an undue hardship, or demonstrate they've been denied use of their land by not being allowed to have a secondary driveway due to the recent ordinance that limits the width of driveways adjacent to City rights-of-way to a maximum of 18 feet, the Board could decide to grant a variance. This ordinance was basically proposed and drafted because the current Code does not really say you can't drive through a dead-end street. They went through this not too long ago with sand dunes, if the Board recalls, just because the Code did not address it, and the City was limited as to what it could do, so the Code was changed.

Motion: to recommend the City Commission approve final passage of Ordinance No. 20-___ as written. **Moved** by Mr. Pranis , **seconded** by Mr. Mitherz, **passed 7-0** by unanimous voice-vote.

- D. Rescheduling of the Board's October 20, 2020 regular monthly meeting to proposed new meeting date of Tuesday, October 13, 2020, at 6:00 p.m. at City Hall, due to use of the City Hall meeting room October 19-31, 2020, for early voting for the November 3, 2020 general election

Mr. Kincaid said because the Board's regularly scheduled monthly meeting on the third Tuesday of the month cannot be held on October 20, 2020, due to early voting for the November 3, 2020 general election, the meeting has been rescheduled to Tuesday, October 13, 2020, at 6:00 p.m. at City Hall. He asked the Board members if anyone will not be available to attend the rescheduled meeting on October 13, 2020. The Board members agreed to the rescheduled meeting date of October 13, 2020, and all said they would be able to attend this meeting.

VII. OLD BUSINESS

There was no old business.

VIII. BOARD COMMENT

Mr. Kincaid asked when the new Island Donuts shop is going to open. .

Mr. Law said in about two months, he was there recently, and things are now moving along. They're now talking to the landscaping company that will be planting the palm trees for the Avenue of Palms along the Boulevard. The building interior is painted and trimmed out, and inspections scheduled tomorrow for the kitchen hood systems.

Ms. Longstreet asked why the sidewalk has been closed off with barricades and pilings in front of the Oceans Thirteen building on the corner of A1A Beach Boulevard and 13th Street.

Mr. Law said he will send his code enforcement staff out to check on this tomorrow morning. Legal counsel has advised him not to speak too much about Oceans Thirteen, as an application for an appeal of the Board's decision to approve post-permit modifications to this mixed use development has been filed. The appeal application will go before the City Commission at its next regular meeting in September.

Ms. Longstreet asked why work is still being done onsite if an appeal application has been filed.

Mr. Law said there is no legal mechanism that he is aware of to stop work just because someone appeals a decision. However, if the Commission decides to override the Board's decision, the building will have to be restored to what was originally approved. The contractor for the project was made aware of the appeal the day it was filed, and he has chosen to proceed with the project as planned. However, whatever is built can be unbuilt

IX. ADJOURNMENT

The meeting was adjourned at 6:17 p.m.

Kevin Kincaid, Chairperson

Lacey Pierotti, Recording Secretary

(THIS MEETING HAS BEEN RECORDED IN ITS ENTIRETY. THE RECORDING WILL BE KEPT ON FILE FOR THE REQUIRED RETENTION PERIOD. COMPLETE AUDIO/VIDEO CAN BE OBTAINED BY CONTACTING THE CITY MANAGER'S OFFICE AT 904-471-2122.)

COMMISSION REPORT

September 2020

TO: MAYOR/COMMISSIONERS

FROM: ROBERT A. HARDWICK, CHIEF OF POLICE

DEPARTMENT STATISTICS –August 24 - September 23

CALLS FOR SERVICE 929

OFFENSE REPORTS 66

CITATIONS ISSUED 114

LOCAL ORDINANCE CITATIONS 13

DUI 3

TRAFFIC WARNINGS 379

TRESSPASS WARNINGS 21

ANIMAL COMPLAINTS 16

ARRESTS 13

- 1 Possession of Meth
- 2 Distribution of Cocaine
- 1 Fraud- Display another DL
- 3 DUI
- 2 Trespassing
- 1 Possession of Weapon – Convicted Felon
- 1 Loitering
- 1 Disorderly Intoxication
- 1 Battery

ANIMAL CONTROL:

- St. Johns County Animal Control handled 16 complaints in St. Augustine Beach area.

MONTHLY ACTIVITIES:

Activities canceled/limited due to COVID-19

MEMORANDUM

Date: September 25, 2020
To: Max Royle, City Manager
From: Bill Tredik, P.E., Public Works Director
Subject: September 2020 - Public Works Monthly Report

Storm Preparedness

Public Works continues to closely monitor National Hurricane Center (NHC) and National Oceanic and Atmospheric Administration (NOAA) forecasts and is prepared to act proactively if needed. Precautions include:

- Ensuring small tools and equipment are in good working condition
- Keeping fuel tanks full
- Emergency generators have been tested
- Sand is stockpiled to ensure adequate quantity for closing of beach ramps
- Ensuring availability of lease equipment for pre and post hurricane activities
- Identifying trees or other potential objects in public spaces which may require trimming or removal due to vulnerability to high winds and risk to the public

Funding Opportunities

Public Works has been awarded or anticipates award of 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 – Revenue agreement has been executed. Contractor has commenced work.
- **Mizell Pond Weir and Stormwater Pump Station**
Districtwide Cost Share – St. Johns River Water Management District
Grant amount \$632,000; FEMA HMGP money as match
Status – Approved by SJRWMD. Revenue agreement is being finalized.

- **Mizell Pond Weir and Stormwater Pump Station**
HMGP grant – FEMA/FDEM
Grant amount \$2.58 Million; SJRWMD Districtwide Cost Share as match
Status – Awaiting Final FEMA Approval for Construction.
- **Ocean Hammock Park Phase 2A - Construction**
Florida Recreation Development Assistance Program
Grant amount - \$106,500; \$35,500 match required
Status – The Grant Agreement has been executed
- **Ocean Hammock Park Phase 2B - Design & Permitting**
Coastal Partnership Initiative Grant – NOAA funded
Grant amount \$25,000; \$25,000 match required
Status – The Grant Agreement has been executed. Contractor begins design and permitting activities in October.

Public Works has applied or will apply for the following grant applications in September and October 2020:

- **Ocean Hammock Park Phase 2B – Construction 2B(1)**
Coastal Partnership Initiative Grant – NOAA funded
Grant amount \$60,000; \$60,000 match required
Status – Grant Applied for on 9/24/2020. Decision expected in May 2021
- **Ocean Hammock Park Phase 2B - Construction 2B(2)**
Florida Recreation Development Assistance Program
Grant amount - \$200,000; \$200,000 match required
Status – Grant Application Due 10/15/20. Decision expected in May 2021

Public Works will continue to explore grant opportunities for capital projects.

Maintenance Activities

Rights-of-way and Parkettes – Public Works continues to provide essential maintenance services on rights-of-way and parkettes. Restrooms on 10th St. and A St. are open all day and are regularly cleaned and disinfected to help reduce spread of COVID-19. Mowing needs for rights-of-way and parkettes are anticipated to reduce as the growing season ends. As mowing needs decrease seasonally, Public Works will focus on other functions such as beautification of rights-of-way and parkettes and annual building and facility maintenance.

Splash Park – Splash Park and the adjacent children's play area remains closed until further notice to reduce the potential for transmission of the COVID-19 virus.

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. Landscaping will be installed upon completion of resurfacing of this section of roadway in the second quarter of FY21.

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) [FINAL PLAN APPROVAL] – 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). Environmental review of the project is complete and FDEM is submitting Phase 2 for final FEMA project approval. Staff anticipates FEMA reimbursement of 75% of the total construction cost. The remaining 25% of the construction cost will be funded by a grant from the St. Johns River Water Management District (SJRWMD) FY2021 districtwide cost-share program. The City intends to bid the project as soon as FEMA approval is complete and commence construction in early 2021.

Ocean Hammock Park Phase 2A [DESIGN] –Public Works is currently completing designing of Phase 2A improvements to Ocean Hammock Park. Phase 2A improvements include handicap accessible restrooms (including a sanitary lift station and force main), electrical and lighting improvements, an outside shower, water/bottle fountain, an additional handicap parking space in the parking lot, two (2) picnic areas near the parking lot, an informational kiosk, a nature trail with interpretative signage, and handicap access to the existing beach walkway. Construction is funded by park impact fees and a \$106,500 grant from the Florida Recreation Development Assistance Program (FRDAP). Construction is scheduled to commence in FY2021 upon completion of design and permitting.

Ocean Hammock Park Phase 2B [DESIGN] – Public Works is beginning design and permitting of Phase 2B of Ocean Hammock Park. Phase 2b includes additional parking and improvements to the interior of the park including, a picnic pavilion, observation deck, education center, additional trails with interpretative signage, bike and kayak storage, and handicap accessible connection to phase 2A and to the existing beach walkway. Design

and permitting is funded by a park impact fees and a \$25,000 grant from the Coastal Partnership Initiative. Design begins in October 2020 and will be completed in FY2021.

Vulnerability Assessment [UNDERWAY] – Contracts are executed and work has commenced on the vulnerability assessment. The vulnerability assessment is to be conducted in three (3) phases, with the 1st phase being completed by year's end. Work will include data collection and analysis to identify vulnerabilities to storm surge and extreme tides, updating the City's GIS drainage database, updating the City stormwater model, public outreach and involvement, development of adaptation plan, including conceptual plans for projects which increase resiliency. The final plan will be presented to the City Commission for approval and use in developing future capital improvement plans.

11th Street Pipe Repair [DESIGN] – 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. Public works has installed temporary patches to level and improve the safety and drivability of the roadway. This project will be designed in the first quarter of FY21 and commence construction in the 2nd quarter.

Pavement Resurfacing [DESIGN] – Roadway resurfacing projects for FY21 will be designed in the 1st quarter of FY21 and construction is scheduled to begin in the 2nd quarter. Planned roads for resurfacing in FY21 include Mickler Boulevard, Oceanside Circle, Atlantic Alley, and Tides End.

Streets / Rights of Way / Drainage

11th Street Ditch Cleaning [COMPLETE] – The cleaning of the 11th Street Ditch is complete, substantially improving stormwater conveyance from Mickler Boulevard to Lakeside Park pond. This work was one of the short-term solutions identified after recent extreme rainfalls in early June.

Mickler Boulevard Ditch Cleaning - 16th Street to 11th Street [COMPLETE] - Public Works has completed the removal of vegetation and muck from the Mickler Boulevard Ditch between 16th Street and 11th Street to reduce friction and improve flow to the 11th Street Ditch. The cleaning of this segment of ditch was one of the short-term solutions identified after the recent extreme rainfalls in early June.

Mickler Boulevard Ditch Cleaning 11th Street to A Street [UNDERWAY] - Public Works has completed removal of vegetation from the Mickler Boulevard Ditch between 11th Street and A Street. Removal of accreted muck will take place in the fall. A survey will be conducted on the ditch and culverts to determine how flow can be further improved in the ditch system.

Ocean Walk Drainage Interim improvements [UNDERWAY] – Public works has budgeted in FY21 for a trailer-mounted high-volume stormwater bypass pump to allow stormwater in the Lee Drive area to be pumped into the Mickler Boulevard drainage system. Public Works will install a new drainage pump-out structure in the Mickler Boulevard right-of-way, from which Lee Drive drainage will be pumped as needed. Backflow protection will be installed to prevent water in the Mickler Pipe from reverse flowing into the new pump-out structure.

Ocean Walk Drainage Study [PENDING] – The roadway in Ocean Walk (Lee Drive) is extremely low in places and has insufficient drainage infrastructure to convey the water from the subdivision. Public Works has proposed including design and permitting of improvements in the FY 2021 budget. Potential solutions include backflow prevention to protect the low-lying areas from high tailwaters, stormwater pumping, additional drainage structures on Lee Drive, an additional outfall from Lee Drive and underdrains to provide groundwater control in low-lying areas. The development of drainage improvements in Ocean Walk is one of the long-term solutions identified after the recent extreme rainfalls in early June.

Street Lighting

- Seven (7) new streetlights at unlit intersections along S.R. A1A are anticipated to be installed by the end of 2020.
- Public Works has coordinated with FPL regarding the twelve (12) proposed additional streetlight along A1A Beach Boulevard. FPL will move forward with ten (10) of the 12 proposed locations at this time. The remaining two (2) locations will be re-evaluated after installation of the initial 10.
- Staff has coordinated with FPL regarding appropriate LED lamp types for various locations throughout the City and is developing a phased plan for conversion to LED fixtures. Staff will presenting the phased conversion plan to the Commission in FY21.

Holiday Lighting – Public Works has begun testing lighting equipment for the upcoming holiday season and will begin installing seasonal decorations in the coming weeks. Public Works will also be exploring options to enhance decorative lighting for the upcoming season and preparing for the FY22 holiday season, when FPL will no longer allow fixtures to draw power from their poles.

Electric Vehicle Charging Station – Installation of the charging station is pending.

M E M O R A N D U M

TO: MAX ROYLE, CITY MANAGER
FROM: PATTY DOUYLLIEZ, FINANCE DIRECTOR
SUBJECT: MONTHLY REPORT
DATE: 9/21/2020

Finance

August financials have been reviewed with approximately 91.67% of the year complete, our Citywide revenues are at 75.2% and expenditures are 75.5%. The last month of FY20 will be monitored closely to ensure expenditures are minimized and do not exceed revenues. Final budget adjustments will be presented in November for the end of FY20.

The City's annual financial audit will begin the week of October 5th.

Communications and Events

Melinda is working on the Veteran's Day video as well as putting together plans for a couple of smaller events to be held in place of Beach Blast Off.

Technology

The IT Staff has no updates currently.

Range of Checking Accts: First to Last Range of Check Dates: 08/01/20 to 08/31/20
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							
43567	08/14/20	ADVAN010 ADVANCED DISPOSAL SERVICES				08/31/20	1548
20-01929	1	RECYCLE CONTRACT FEES JUL-20	11,175.88	001-3400-534-3400	Expenditure		39 1
				GARBAGE			
43568	08/14/20	ADVAP010 ADVANCE AUTO PARTS				08/31/20	1548
20-01945	1	VEHICLE #103 PLUG KIT	9.34	001-2100-521-4630	Expenditure		61 1
				LAW ENFORCEMENT			
20-01946	1	VEHICLE #123 MAINT SUPPLIES	11.11	001-2100-521-4630	Expenditure		62 1
				LAW ENFORCEMENT			
			20.45				
43569	08/14/20	AFLAC005 AFLAC				08/31/20	1548
20-01987	1	PREMIUMS JUL-20	539.46	001-229-2100	G/L		126 1
				Insurance-Other Employee Paid			
43570	08/14/20	ATLAN080 ATLANTIC MECHANICAL LLC				08/31/20	1548
20-02004	1	REFUND 1/2 PERMIT FEE	25.00	001-322-100	Revenue		150 1
				Building Permits			
43571	08/14/20	ATTUV010 AT&T				08/31/20	1548
20-01980	1	INTERNET	45.47	001-1300-513-4100	Expenditure		114 1
				FINANCE			
20-01980	2	INTERNET	45.48	001-2400-524-4100	Expenditure		115 1
				PROT INSPECTIONS			
			90.95				
43572	08/14/20	BAKER010 BAKER DISTRIBUTING CO.					1548
20-01992	1	A/C TABLETS	211.38	001-1900-519-4610	Expenditure		140 1
				OTHER GOVERNMENTAL			
20-01993	1	CITY HALL PLEATED FILTERS	86.64	001-1900-519-4610	Expenditure		141 1
				OTHER GOVERNMENTAL			
			298.02				
43573	08/14/20	BOZAR010 BOZARD FORD COMPANY				08/31/20	1548
20-01965	1	VEHICLE #115 MAINTENANCE	117.98	001-2100-521-4630	Expenditure		84 1
				LAW ENFORCEMENT			
20-01966	1	VEHICLE #128 OIL CHANGE	30.39	001-2100-521-4630	Expenditure		85 1
				LAW ENFORCEMENT			
20-01967	1	VEHICLE #119 MAINTENANCE	53.81	001-2100-521-4630	Expenditure		86 1
				LAW ENFORCEMENT			
			202.18				
43574	08/14/20	CDWGO010 CDW GOVERNMENT INC.				08/31/20	1548
20-01815	1	BACKUP FOR CITY DOCUMENTS	1,584.32	001-2100-521-5230	Expenditure		3 1
				LAW ENFORCEMENT			
20-01815	2	BACKUP FOR CITY DOCUMENTS	1,584.32	001-1300-513-5230	Expenditure		4 1
				FINANCE			

September 10, 2020
03:58 PM

CITY OF ST. AUGUSTINE BEACH
Check Register By Check Date

Page No: 2

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Seq	Num Acct
PO #	Item	Description						
001TD	OPERATING			Continued				
43574	CDW	GOVERNMENT INC.		Continued				
20-01815	3	BACKUP FOR CITY DOCUMENTS	1,584.32	001-2400-524-5230	Expenditure		5	1
				PROT INSPECTIONS				
			4,752.96					
43575	08/14/20	CHIEF020 CHIEFMART				08/31/20		1548
20-01970	1	COINS	870.00	001-2100-521-5290	Expenditure		151	1
				LAW ENFORCEMENT				
43576	08/14/20	CLERK020 CLERK OF CIRCUIT COURT				08/31/20		1548
20-01981	1	FILING FEES JUL-20	100.00	001-2100-521-5290	Expenditure		116	1
				LAW ENFORCEMENT				
43577	08/14/20	COLON010 COLONIAL SUPPLEMENTAL INSURANC				08/31/20		1548
20-01988	1	SUPPLEMENTAL INSURANCE	572.28	001-229-2100	G/L		127	1
				Insurance-Other Employee Paid				
43578	08/14/20	CRAFT010 CRAFT'S TROPHIES & AWARDS INC				08/31/20		1548
20-01942	1	PLAQUE PLATE-SMITH	20.00	001-2100-521-5290	Expenditure		58	1
				LAW ENFORCEMENT				
43579	08/14/20	CUSTO040 CUSTOM MARINE CANVAS INC				08/31/20		1548
20-01999	1	SPLASH PARK SUN SHADE REPAIR	160.00	001-7200-572-5290	Expenditure		145	1
				PARKS AND REC				
43580	08/14/20	DAVID030 DAVID JENSEN						1548
20-01973	1	REIMBURSE - UNIFORM SHOES	130.00	001-2100-521-5210	Expenditure		91	1
				LAW ENFORCEMENT				
43581	08/14/20	DAVID035 DAVID GRAY PLUMBING				08/31/20		1548
20-01991	1	REFUND OVERPAYMENT	59.00	001-202-4000	G/L		139	1
				Accounts Payable - Other				
43582	08/14/20	DEBOR010 DEBORAH K CHRISTOPHER				08/31/20		1548
20-01948	1	PAYROLL JUL-20	45.00	001-2100-521-3400	Expenditure		64	1
				LAW ENFORCEMENT				
20-01948	2	PAYROLL JUL-20	37.50	001-2100-521-3400	Expenditure		65	1
				LAW ENFORCEMENT				
20-01948	3	PAYROLL JUL-20	112.50	001-2100-521-3400	Expenditure		66	1
				LAW ENFORCEMENT				
20-01948	4	PAYROLL JUL-20	67.50	001-2100-521-3400	Expenditure		67	1
				LAW ENFORCEMENT				
20-01948	5	PAYROLL JUL-20	45.00	001-2100-521-3400	Expenditure		68	1
				LAW ENFORCEMENT				
			307.50					
43583	08/14/20	DOUGL005 DOUGLAS LAW FIRM				08/31/20		1548
20-01936	1	LEGAL JUL-20	6,000.00	001-1300-513-3100	Expenditure		52	1
				FINANCE				

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	
PO #	Item	Description					Ref Seq	Acct
001	TD	OPERATING	Continued					
43584	08/14/20	EVIDE010 EVIDENT INC				08/31/20	1548	
20-01940	1	GLOVES	337.90	001-2100-521-5290 LAW ENFORCEMENT	Expenditure		56	1
20-01971	1	EVEDENCE BAGS	36.82	001-2100-521-5230 LAW ENFORCEMENT	Expenditure		89	1
			<u>374.72</u>					
43585	08/14/20	FIRST070 FIRST BANKCARD				08/14/20 VOID		0
43586	08/14/20	FIRST070 FIRST BANKCARD				08/14/20 VOID		0
43587	08/14/20	FIRST070 FIRST BANKCARD				08/31/20	1548	
20-01909	1	AMAZON-PD KITCHEN SUPPLIES	31.77	001-2100-521-5290 LAW ENFORCEMENT	Expenditure		15	1
20-01910	1	AMAZON-BLDG LRG FORMAT PAPER	62.76	001-2400-524-5100 PROT INSPECTIONS	Expenditure		16	1
20-01911	1	AMAZON-PD ZOOM CAMERAS	139.96	001-2100-521-5290 LAW ENFORCEMENT	Expenditure		17	1
20-01912	1	AMAZON-BLD CREDIT CARD READERS	164.97	001-2400-524-6430 PROT INSPECTIONS	Expenditure		18	1
20-01913	1	ASTM INTL-BLDG PUBLICATIONS	106.00	001-2400-524-5410 PROT INSPECTIONS	Expenditure		19	1
20-01914	1	2017 NFPA 70 HANDBOOK	199.00	001-2400-524-5410 PROT INSPECTIONS	Expenditure		20	1
20-01914	2	2020 FLORIDA STATE CODES	1,110.00	001-2400-524-5410 PROT INSPECTIONS	Expenditure		21	1
20-01914	3	2017 ANALYSIS OF CHANGES	69.00	001-2400-524-5410 PROT INSPECTIONS	Expenditure		22	1
20-01914	4	2017 NFPA 70	106.00	001-2400-524-5410 PROT INSPECTIONS	Expenditure		23	1
20-01914	5	SHIPPING	125.37	001-2400-524-5410 PROT INSPECTIONS	Expenditure		24	1
20-01915	1	CHEWY-PD K9 KILO FOOD	55.09	001-2100-521-4640 LAW ENFORCEMENT	Expenditure		25	1
20-01916	1	DISCOUNTMUGS-BLDG COVID MASKS	118.28	001-2400-524-5210 PROT INSPECTIONS	Expenditure		26	1
20-01917	1	EVENTBRT-PD 25 UNDER 40 REFUND	140.76	001-2100-521-5290 LAW ENFORCEMENT	Expenditure		27	1
20-01918	1	FPHRA WEBINAR-B RADDATZ TRNG	100.00	001-1300-513-5430 FINANCE	Expenditure		28	1
20-01919	1	HOME DEPOT-BLDG REFRIGERATOR	733.98	001-2400-524-6430 PROT INSPECTIONS	Expenditure		29	1
20-01920	1	HOME DEPOT-BLD ICEMAKER REFUND	49.99	001-2400-524-6430 PROT INSPECTIONS	Expenditure		30	1
20-01921	1	NETWORK SOLUTIONS-DOMAIN RENEW	53.98	001-1300-513-5290 FINANCE	Expenditure		31	1
20-01922	1	NFPA-BLDG PUBLICATION	218.95	001-2400-524-5410 PROT INSPECTIONS	Expenditure		32	1
20-01923	1	SJC TAX COLL-PD REPL TAG	41.30	001-2100-521-5290 LAW ENFORCEMENT	Expenditure		33	1
20-01924	1	TACTICAL GEAR-PD COVID GAITERS	205.50	001-2100-521-5210 LAW ENFORCEMENT	Expenditure		34	1

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PO #	Item	Description						
001TD	OPERATING			Continued				
43587	FIRST	BANKCARD		Continued				
20-01925	1	TRANSCRIPTION PUPPY-PZ MEETING	169.83	001-1500-515-3400	Expenditure		35	1
				COMP PLANNING				
20-01926	1	USGOVT PRINT-BLDG PUBLICATIONS	56.00	001-2400-524-5410	Expenditure		36	1
				PROT INSPECTIONS				
20-01927	1	WALMART-BLDG COVID THERMO	49.99	001-2400-524-5230	Expenditure		37	1
				PROT INSPECTIONS				
20-01928	1	ZOOM-VIRTUAL MEETINGS JUL-20	14.99	001-1100-511-5290	Expenditure		38	1
				LEGISLATIVE				
20-01937	1	INDEED-BLDG PERMIT TECH ADV	114.69	001-2400-524-4890	Expenditure		53	1
				PROT INSPECTIONS				
20-01951	1	AMAZON-PW VALVE FOR SPLASHPARK	160.41	001-7200-572-4620	Expenditure		70	1
				PARKS AND REC				
			4,017.07					
43588	08/14/20	FLORI020 FLORIDA ASSOC OF CITY CLERKS				08/31/20		1548
20-01935	1	FACC ANNUAL DUES	75.00	001-1300-513-5420	Expenditure		51	1
				FINANCE				
43589	08/14/20	FIORT170 FLORIDA JANITOR & PAPER SUPPLY				08/31/20		1548
20-01958	1	JANITORIAL SUPPLIES	189.08	001-1900-519-5290	Expenditure		76	1
				OTHER GOVERNMENTAL				
20-01959	1	JANITORIAL SUPPLIES	127.03	001-1900-519-5290	Expenditure		77	1
				OTHER GOVERNMENTAL				
20-02000	1	JANITORIAL SUPPLIES	29.83	001-1900-519-5290	Expenditure		146	1
				OTHER GOVERNMENTAL				
			345.94					
43590	08/14/20	FLORI180 FLORIDA LEAGUE OF CITIES, INC.						1548
20-01938	1	ADMIN FEES	124.92	001-207-2000	G/L		54	1
				Due To Debt Service Fund				
43591	08/14/20	FLORI250 FLORIDA POWER & LIGHT COMPANY				08/31/20		1548
20-01932	1	ELECTRICITY	109.01	001-1900-519-4310	Expenditure		42	1
				OTHER GOVERNMENTAL				
20-01932	2	ELECTRICITY	121.59	001-3400-534-4310	Expenditure		43	1
				GARBAGE				
20-01932	3	ELECTRICITY	188.68	001-131-1000	G/L		44	1
				Due From Road & Bridge Fund				
20-01933	1	ELECTRICITY	24.76	001-7200-572-4310	Expenditure		45	1
				PARKS AND REC				
20-01933	2	ELECTRICITY	25.82	001-7200-572-4310	Expenditure		46	1
				PARKS AND REC				
20-01933	3	ELECTRICTY	961.79	001-2100-521-4310	Expenditure		47	1
				LAW ENFORCEMENT				
20-01933	4	ELECTRICITY	708.64	001-1900-519-4310	Expenditure		48	1
				OTHER GOVERNMENTAL				
20-01933	5	ELECTRICITY	472.43	001-2400-524-4310	Expenditure		49	1
				PROT INSPECTIONS				
			2,612.72					

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001TDOPERATING			Continued				
43592	08/14/20	FOPLO005 FOP LODGE 113					1548
20-01985	1	MEMBERSHIP DUES - BRYAN WRIGHT	8.34	001-229-1000	G/L		124 1
				Miscellaneous Deductions			
43593	08/14/20	GRIFF005 GRIFFIN SERVICE					1548
20-02002	1	PD SINK	450.42	001-1900-519-4610	Expenditure		147 1
				OTHER GOVERNMENTAL			
43594	08/14/20	HAGAN020 HAGAN ACE MANAGEMENT CORP				08/31/20	1548
20-01969	1	6" SNAP RING PLIERS	4.59	001-2100-521-5230	Expenditure		88 1
				LAW ENFORCEMENT			
43595	08/14/20	HEATH010 HEATH ELECTRIC				08/31/20	1548
20-01961	1	CITY HALL LIGHT REPAIR	165.00	001-1900-519-4610	Expenditure		79 1
				OTHER GOVERNMENTAL			
20-01972	1	WOMENS LOCKERROOM LIGHTS	140.00	001-2100-521-4610	Expenditure		90 1
				LAW ENFORCEMENT			
			305.00				
43596	08/14/20	HOMED010 HOME DEPOT				08/31/20	1548
20-01947	1	ICEMAKER	92.69	001-2400-524-6430	Expenditure		63 1
				PROT INSPECTIONS			
43597	08/14/20	INDIA010 INDIANHEAD EXPLORATION, LLC				08/31/20	1548
20-01934	1	SW DISPOSAL FEES JUL-20	2,349.23	001-3400-534-4940	Expenditure		50 1
				GARBAGE			
43598	08/14/20	LEECA010 LEE & CATES GLASS, INC.				08/31/20	1548
20-01968	1	VEHICLE #128 WINDSHIELD	491.77	001-2100-521-4630	Expenditure		87 1
				LAW ENFORCEMENT			
43599	08/14/20	LVHIE010 L.V. HIERS INC.				08/31/20	1548
20-01983	1	324 GAL REG 87 OCTANE	597.59	001-141-0000	G/L		122 1
				Inventories - Fuel			
20-01984	1	696 GAL DIESEL FUEL	1,352.26	001-141-0000	G/L		123 1
				Inventories - Fuel			
			1,949.85				
43600	08/14/20	MELVIO10 MELVIN'S REPAIR SHOP				08/31/20	1548
20-01956	1	VEHICLE #75 HYDRAULIC LINE REP	77.43	001-3400-534-4630	Expenditure		73 1
				GARBAGE			
20-01957	1	VEHICLE #77 HYDRAULIC LINE REP	145.11	001-3400-534-4630	Expenditure		74 1
				GARBAGE			
20-01957	2	VEHICLE #77 HYDRAULIC LINE REP	56.24	001-3400-534-4630	Expenditure		75 1
				GARBAGE			
			278.78				
43601	08/14/20	METRIO05 METRIX MOTORCYCLE REPAIR LLC				08/31/20	1548
20-01954	1	VEHICLE #101 TIRES	550.00	001-2100-521-4630	Expenditure		71 1
				LAW ENFORCEMENT			

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001TD	OPERATING		Continued						
43602	08/14/20	MICRO010 MICROSOFT				08/31/20	1548		
20-01976	1	OFFICE 365 E3 LICENSE RENEWAL	240.00	001-1200-512-5290	Expenditure		94	1	
				EXECUTIVE					
20-01976	2	OFFICE 365 E3 LICENSE RENEWAL	2,160.00	001-1300-513-5290	Expenditure		95	1	
				FINANCE					
20-01976	3	OFFICE 365 E3 LICENSE RENEWAL	240.00	001-1500-515-5290	Expenditure		96	1	
				COMP PLANNING					
20-01976	4	OFFICE 365 E3 LICENSE RENEWAL	6,480.00	001-2100-521-5290	Expenditure		97	1	
				LAW ENFORCEMENT					
20-01976	5	OFFICE 365 E3 LICENSE RENEWAL	1,200.00	001-2400-524-5290	Expenditure		98	1	
				PROT INSPECTIONS					
20-01976	6	OFFICE 365 E3 LICENSE RENEWAL	480.00	001-3400-534-5290	Expenditure		99	1	
				GARBAGE					
20-01976	7	OFFICE 365 E3 LICENSE RENEWAL	480.00	001-131-1000	G/L		100	1	
				Due From Road & Bridge Fund					
			11,280.00						
43603	08/14/20	MORET010 MORE THAN INK				08/31/20	1548		
20-01931	1	WINDOW ENVELOPES	275.00	001-1300-513-4700	Expenditure		41	1	
				FINANCE					
43604	08/14/20	NATIO090 NATIONWIDE RETIREMENT SOLUTION				08/31/20	1548		
20-01986	1	DEFERRED COMPENSATION	1,714.52	001-235-0000	G/L		125	1	
				Deferred Compensation					
43605	08/14/20	NEXTR005 NEXTRAN				08/31/20	1548		
20-01996	1	PRESTONE COMMAND DEF REF SHELF	87.00	001-3400-534-5220	Expenditure		142	1	
				GARBAGE					
43606	08/14/20	PATCH005 PATCH PLAQUES & MORE				08/31/20	1548		
20-01944	1	PLAQUES	65.45	001-2100-521-5290	Expenditure		60	1	
				LAW ENFORCEMENT					
43607	08/14/20	PEOPL005 PEOPLEREADY FLORIDA INC				08/31/20	1548		
20-01962	1	TEMP LABOR SERVICES	582.84	001-3400-534-3400	Expenditure		80	1	
				GARBAGE					
20-01962	2	TEMP LABOR SERVICES	226.67	001-131-1000	G/L		81	1	
				Due From Road & Bridge Fund					
20-01963	1	TEMP LABOR SERVICES	194.28	001-3400-534-3400	Expenditure		82	1	
				GARBAGE					
20-01963	2	TEMP LABOR SERVICES	129.52	001-131-1000	G/L		83	1	
				Due From Road & Bridge Fund					
			1,133.31						
43608	08/14/20	PUBLI020 PUBLIX				08/31/20	1548		
20-01943	1	SMITH RETIREMENT SUPPLIES	53.99	001-2100-521-5240	Expenditure		59	1	
				LAW ENFORCEMENT					
43609	08/14/20	QUILL010 QUILL LLC				08/31/20	1548		
20-01975	1	COVID SUPPLIES	58.74	001-2100-521-5100	Expenditure		93	1	
				LAW ENFORCEMENT					

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001TDOPERATING			Continued						
43610	08/14/20	REHRI010 REHRIG PACIFIC COMPANY				08/31/20	1548		
20-01734	1	18 GALLON RECYCLING BINS	1,687.50	001-3400-534-5290 GARBAGE	Expenditure		1	1	
20-01734	2	SHIPPING	325.00	001-3400-534-5290 GARBAGE	Expenditure		2	1	
			<u>2,012.50</u>						
43611	08/14/20	RICKS010 RICKS MUFFLERMAN SHOPS				08/31/20	1548		
20-01997	1	VEHICLE #75 REPAIR	542.25	001-3400-534-4630 GARBAGE	Expenditure		143	1	
43612	08/14/20	SAFET010 SAFETY KLEEN SYSTEMS INC				08/31/20	1548		
20-01998	1	PARTS WASHER SERVICE	168.27	001-3400-534-5290 GARBAGE	Expenditure		144	1	
43613	08/14/20	SAFET020 SAFETY PRODUCTS, INC.				08/31/20	1548		
20-01960	1	COVID MASKS	498.00	001-1900-519-5290 OTHER GOVERNMENTAL	Expenditure		78	1	
43614	08/14/20	SMITH010 SMITH BROS. PEST CONTROL				08/31/20	1548		
20-01982	1	PEST CONTROL	25.00	001-1900-519-4610 OTHER GOVERNMENTAL	Expenditure		117	1	
20-01982	2	PEST CONTROL	52.00	001-1900-519-4610 OTHER GOVERNMENTAL	Expenditure		118	1	
20-01982	3	PEST CONTROL	30.00	001-1900-519-4610 OTHER GOVERNMENTAL	Expenditure		119	1	
20-01982	4	PEST CONTROL	52.00	001-1900-519-4610 OTHER GOVERNMENTAL	Expenditure		120	1	
20-01982	5	PEST CONTROL	25.00	001-1900-519-4610 OTHER GOVERNMENTAL	Expenditure		121	1	
			<u>184.00</u>						
43615	08/14/20	SPORT010 SPORTS CORNER				08/31/20	1548		
20-01941	1	TRAINING SHIRTS	771.00	001-2100-521-5210 LAW ENFORCEMENT	Expenditure		57	1	
43616	08/14/20	STADV010 STAPLES				08/31/20	1548		
20-01949	1	BACKUPS	113.28	001-1300-513-5230 FINANCE	Expenditure		69	1	
43617	08/14/20	STJOH110 ST. JOHNS COUNTY SOLID WASTE				08/31/20	1548		
20-01978	1	DISPOSAL FEES JUL-20	15,303.72	001-3400-534-4940 GARBAGE	Expenditure		103	1	
43618	08/14/20	STJOH140 ST. JOHNS COUNTY UTILITY DEPAR				08/31/20	1548		
20-01979	1	WATER SERVICE JUL-20	243.22	001-7200-572-4320 PARKS AND REC	Expenditure		104	1	
20-01979	2	WATER SERVICE JUL-20	811.71	001-7200-572-4320 PARKS AND REC	Expenditure		105	1	
20-01979	3	WATER SERVICE JUL-20	439.69	001-7200-572-4320 PARKS AND REC	Expenditure		106	1	

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001TD	OPERATING			Continued			
43618	ST. JOHNS COUNTY UTILITY DEPAR	Continued					
20-01979	4	WATER SERVICE JUL-20	70.55	001-7200-572-4320	Expenditure		107 1
				PARKS AND REC			
20-01979	5	WATER SERVICE JUL-20	592.20	001-1900-519-4320	Expenditure		108 1
				OTHER GOVERNMENTAL			
20-01979	6	WATER SERVICE JUL-20	394.81	001-2400-524-4320	Expenditure		109 1
				PROT INSPECTIONS			
20-01979	7	WATER SERVICE JUL-20	104.12	001-2100-521-4320	Expenditure		110 1
				LAW ENFORCEMENT			
20-01979	8	WATER SERVICE JUL-20	62.66	001-1900-519-4320	Expenditure		111 1
				OTHER GOVERNMENTAL			
20-01979	9	WATER SERVICE JUL-20	69.89	001-3400-534-4320	Expenditure		112 1
				GARBAGE			
20-01979	10	WATER SERVICE JUL-20	108.47	001-131-1000	G/L		113 1
				Due From Road & Bridge Fund			
			2,897.32				
43619	08/14/20	SUNLI010 SUN LIFE FINANCIAL				08/31/20	1548
20-01908	1	LIFE INS PREMIUM SEP-20	4.56	001-1200-512-2300	Expenditure		6 1
				EXECUTIVE			
20-01908	2	LIFE INS PREMIUM SEP-20	63.91	001-1300-513-2300	Expenditure		7 1
				FINANCE			
20-01908	3	LIFE INS PREMIUM SEP-20	14.15	001-1500-515-2300	Expenditure		8 1
				COMP PLANNING			
20-01908	4	LIFE INS PREMIUM SEP-20	45.10	001-1900-519-2300	Expenditure		9 1
				OTHER GOVERNMENTAL			
20-01908	5	LIFE INS PREMIUM SEP-20	219.12	001-2100-521-2300	Expenditure		10 1
				LAW ENFORCEMENT			
20-01908	6	LIFE INS PREMIUM SEP-20	40.63	001-2400-524-2300	Expenditure		11 1
				PROT INSPECTIONS			
20-01908	7	LIFE INS PREMIUM SEP-20	50.31	001-3400-534-2300	Expenditure		12 1
				GARBAGE			
20-01908	8	LIFE INS PREMIUM SEP-20	78.06	001-131-1000	G/L		13 1
				Due From Road & Bridge Fund			
20-01908	9	LIFE INS PREMIUM SEP-20	405.70	001-229-2100	G/L		14 1
				Insurance-Other Employee Paid			
			921.54				
43620	08/14/20	THEBA005 THE BANCORP BANK				08/31/20	1548
20-01977	1	VEHICLE 128 LEASE	389.49	001-2100-521-4431	Expenditure		101 1
				LAW ENFORCEMENT			
20-01977	2	VEHICLE 114 LEASE	425.00	001-2100-521-4431	Expenditure		102 1
				LAW ENFORCEMENT			
			814.49				
43621	08/14/20	THIBA010 THIBAUT ELECTRICAL SERVICE				08/31/20	1548
20-02003	1	REFUND 1/2 PERMIT FEES	20.00	001-322-100	Revenue		148 1
				Building Permits			
20-02003	2	REFUND 1/2 PERMIT FEES	20.00	001-322-100	Revenue		149 1
				Building Permits			
			40.00				

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001TDOPERATING			Continued				
43622	08/14/20	TIREH005 TIREHUB LLC				08/31/20	1548
20-01939	1	TIRES	816.00	001-2100-521-4630 LAW ENFORCEMENT	Expenditure		55 1
43623	08/14/20	TOMNE010 TOM NEHL TRUCK COMPANY				08/31/20	1548
20-01955	1	VEHICLE #75 DOOR REPAIR	16.34	001-3400-534-4630 GARBAGE	Expenditure		72 1
43624	08/14/20	UNITE020 UNITED HEALTHCARE INSURANCE CO				08/31/20	1548
20-01989	1	INSURANCE PREMIUM SEPT-20	7,668.78	001-229-2000 Health Insurance-Employee Portion	G/L		128 1
20-01989	2	INSURANCE PREMIUM SEPT-20	3,167.07	001-229-2100 Insurance-Other Employee Paid	G/L		129 1
20-01989	3	INSURANCE PREMIUM SEPT-20	706.25	001-1200-512-2300 EXECUTIVE	Expenditure		130 1
20-01989	4	INSURANCE PREMIUM SEPT-20	6,475.52	001-1300-513-2300 FINANCE	Expenditure		131 1
20-01989	5	INSURANCE PREMIUM SEPT-20	1,060.50	001-1500-515-2300 COMP PLANNING	Expenditure		132 1
20-01989	6	INSURANCE PREMIUM SEPT-20	5,065.13	001-1900-519-2300 OTHER GOVERNMENTAL	Expenditure		133 1
20-01989	7	INSURANCE PREMIUM SEPT-20	20,166.86	001-2100-521-2300 LAW ENFORCEMENT	Expenditure		134 1
20-01989	8	INSURANCE PREMIUM SEPT-20	2,448.33	001-2400-524-2300 PROT INSPECTIONS	Expenditure		135 1
20-01989	9	INSURANCE PREMIUM SEPT-20	5,649.57	001-3400-534-2300 GARBAGE	Expenditure		136 1
20-01989	10	INSURANCE PREMIUM SEPT-20	8,766.57	001-131-1000 Due From Road & Bridge Fund	G/L		137 1
			61,174.58				
43625	08/14/20	USBAN005 US BANK VOYAGER FLEET SYSTEMS				08/31/20	1548
20-01990	1	FUEL 7/8/20 - 8/8/20	3,480.38	001-2100-521-5220 LAW ENFORCEMENT	Expenditure		138 1
43626	08/14/20	VERIZ010 VERIZON WIRELESS				08/31/20	1548
20-01930	1	CELL PHONES	835.84	001-2100-521-4100 LAW ENFORCEMENT	Expenditure		40 1
43627	08/14/20	WRIGH010 WRIGHT NATIONAL FLOOD				08/31/20	1548
20-01974	1	FLOOD INSURANCE	1,633.00	001-155-0000 Prepaid Items	G/L		92 1
43628	08/28/20	ACEK9005 ACEK9.COM					1553
20-02008	1	1 YR SUBSCR AWD SERVER-K9 KILO	168.00	001-2100-521-5420 LAW ENFORCEMENT	Expenditure		14 1
43629	08/28/20	ADVAP010 ADVANCE AUTO PARTS					1553
20-02039	1	SANDER REPL PADS	12.53	001-3400-534-5290 GARBAGE	Expenditure		62 1

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001TDOPERATING			Continued					
43630	08/28/20	AFLAC005 AFLAC						1553
20-02057	1	PREMIUMS AUG-20	374.88	001-229-2100	G/L		80	1
				Insurance-Other Employee Paid				
43631	08/28/20	AMERI145 AMERI-FAX						1553
20-02068	1	THERMAL PAPER	230.00	001-2100-521-5290	Expenditure		90	1
				LAW ENFORCEMENT				
43632	08/28/20	ANCIE065 ANCIENT CITY SHOOTING RANGE						1553
20-02069	1	RANGE MEMBERSHIP	500.00	001-2100-521-5420	Expenditure		91	1
				LAW ENFORCEMENT				
43633	08/28/20	CANON010 CANON FINANCIAL SERVICES				08/31/20		1553
20-02027	1	COPIER LEASE & USAGE	47.84	001-1900-519-4430	Expenditure		50	1
				OTHER GOVERNMENTAL				
20-02027	2	COPIER LEASE & USAGE	53.36	001-3400-534-4430	Expenditure		51	1
				GARBAGE				
20-02027	3	COPIER LEASE & USAGE	82.80	001-131-1000	G/L		52	1
				Due From Road & Bridge Fund				
20-02027	4	COPIER LEASE & USAGE	9.64	001-1900-519-5100	Expenditure		53	1
				OTHER GOVERNMENTAL				
20-02027	5	COPIER LEASE & USAGE	10.76	001-3400-534-5100	Expenditure		54	1
				GARBAGE				
20-02027	6	COPIER LEASE & USAGE	16.69	001-131-1000	G/L		55	1
				Due From Road & Bridge Fund				
20-02028	1	COPIER LEASE & USAGE	125.00	001-2400-524-4430	Expenditure		56	1
				PROT INSPECTIONS				
20-02028	2	COPIER LEASE & USAGE	90.34	001-2400-524-4700	Expenditure		57	1
				PROT INSPECTIONS				
20-02028	3	COPIER LEASE & USAGE	125.00	001-2100-521-4430	Expenditure		58	1
				LAW ENFORCEMENT				
20-02028	4	COPIER LEASE & USAGE	68.72	001-2100-521-4700	Expenditure		59	1
				LAW ENFORCEMENT				
20-02028	5	COPIER LEASE & USAGE	125.00	001-1300-513-4430	Expenditure		60	1
				FINANCE				
20-02028	6	COPIER LEASE & USAGE	166.10	001-1300-513-4700	Expenditure		61	1
				FINANCE				
			921.25					
43634	08/28/20	CDWGO010 CDW GOVERNMENT INC.						1553
20-02076	1	TV PRODUCTION AMPLIFIER	398.51	001-1900-519-5230	Expenditure		96	1
				OTHER GOVERNMENTAL				
43635	08/28/20	CLERK020 CLERK OF CIRCUIT COURT						1553
20-02077	1	FILING FEE	10.00	001-1300-513-5290	Expenditure		97	1
				FINANCE				
43636	08/28/20	COMCA015 COMCAST						1553
20-02047	1	CABLE TV-NEWS	65.40	001-2100-521-5290	Expenditure		71	1
				LAW ENFORCEMENT				

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #	Item	Description							
001TDOPERATING			Continued						
43637	08/28/20	DESIR005 DESIREE GESUALDI					1553		
20-02053	1	REFUND - EVENT PERMIT	100.00	001-322-300 Events Permits	Revenue		77	1	
43638	08/28/20	DIVIS030 DIVISION OF MOTORIST SERVICES					1553		
20-02071	1	LICENSE PLATE RENEWALS	50.10	001-2100-521-4630 LAW ENFORCEMENT	Expenditure		93	1	
43639	08/28/20	DOUGL005 DOUGLAS LAW FIRM					1553		
20-02067	1	LEGAL AUG-20	6,000.00	001-1300-513-3100 FINANCE	Expenditure		89	1	
43640	08/28/20	EVIDE010 EVIDENT INC					1553		
20-02043	1	GLOVES	270.82	001-2100-521-5290 LAW ENFORCEMENT	Expenditure		67	1	
43641	08/28/20	FLAGL030 FLAGLER CARE CENTER				08/31/20	1553		
20-02018	1	DRUG SCREEN	11.70	001-1900-519-5290 OTHER GOVERNMENTAL	Expenditure		30	1	
20-02018	2	DRUG SCREEN	13.05	001-3400-534-5290 GARBAGE	Expenditure		31	1	
20-02018	3	DRUG SCREEN	20.25	001-131-1000 Due From Road & Bridge Fund	G/L		32	1	
20-02046	1	DRUG SCREENS	275.00	001-2100-521-5290 LAW ENFORCEMENT	Expenditure		70	1	
			<u>320.00</u>						
43642	08/28/20	FLORI170 FLORIDA JANITOR & PAPER SUPPLY				08/31/20	1553		
20-02075	1	JANITORIAL SUPPLIES	301.55	001-1900-519-5290 OTHER GOVERNMENTAL	Expenditure		95	1	
43643	08/28/20	FLORI190 FLORIDA MUNICIPAL INSURANCE TR					1553		
20-02055	2	INSURANCE 1ST INSTALLMENT	48,186.50	001-155-0000 Prepaid Items	G/L		79	1	
43644	08/28/20	FOPLO005 FOP LODGE 113					1553		
20-02059	1	MEMBERSHIP DUES - BRYAN WRIGHT	8.34	001-229-1000 Miscellaneous Deductions	G/L		82	1	
43645	08/28/20	GALLS010 GALLS LLC					1553		
20-02049	1	UNIFORM PANTS	418.76	001-2100-521-5210 LAW ENFORCEMENT	Expenditure		73	1	
20-02050	1	UNIFORM PANTS	82.50	001-2100-521-5210 LAW ENFORCEMENT	Expenditure		74	1	
20-02066	1	RETURN UNIFORM PANTS	130.00	001-2100-521-5210 LAW ENFORCEMENT	Expenditure		88	1	
			<u>371.26</u>						
43646	08/28/20	GTDIS005 GT DISTRIBUTORS					1553		
20-02048	1	UNIFORM BELT - GIANNOTTA	32.00	001-2100-521-5210 LAW ENFORCEMENT	Expenditure		72	1	

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Seq Acct
001TD	OPERATING		Continued				
43647	08/28/20	HOMED010 HOME DEPOT					1553
20-02074	1	WATER	249.48	001-3400-534-5290 GARBAGE	Expenditure		94 1
43648	08/28/20	LEGAL005 LEGALSHIELD					1553
20-02016	1	PREPAID LEGAL	15.95	001-229-2100 Insurance-Other Employee Paid	G/L		28 1
43649	08/28/20	LIBER010 LIBERTY FLAGS					1553
20-02064	2		148.51	001-2100-521-5290 LAW ENFORCEMENT	Expenditure		86 1
43650	08/28/20	LVHIE010 L.V. HIERS INC.					1553
20-02060	1	120 GAL DYED DIESEL	191.77	001-1900-519-5220 OTHER GOVERNMENTAL	Expenditure		83 1
20-02062	1	641 GAL DIESEL FUEL	1,245.79	001-141-0000 Inventories - Fuel	G/L		84 1
20-02063	1	645 GAL REGULAR 87 OCTANE	1,245.06	001-141-0000 Inventories - Fuel	G/L		85 1
			<u>2,682.62</u>				
43651	08/28/20	MARIO010 MARIOTTI'S					1553
20-02013	1	UNIFORM DRYCLEAN SVC JUL-20	95.94	001-2100-521-5210 LAW ENFORCEMENT	Expenditure		16 1
43652	08/28/20	MORET010 MORE THAN INK					1553
20-02017	1	BUSINESS CARDS-NEW STAFF	89.00	001-2400-524-4700 PROT INSPECTIONS	Expenditure		29 1
43653	08/28/20	MYFLO005 MYFLORIDACOUNTY.COM					1553
20-02044	1	REFUND DUPLICATE PAYMENTS	473.40	001-115-4000 Credit Card/Cash In Transit	G/L		68 1
20-02045	1	REFUND DUPLICATE PAYMENT	443.64	001-202-4000 Accounts Payable - Other	G/L		69 1
			<u>917.04</u>				
43654	08/28/20	NATIO090 NATIONWIDE RETIREMENT SOLUTION					1553
20-02058	1	DEFERRED COMPENSATION	1,714.52	001-235-0000 Deferred Compensation	G/L		81 1
43655	08/28/20	QUILL010 QUILL LLC					1553
20-02024	1	OFFICE SUPPLIES	226.08	001-1300-513-5100 FINANCE	Expenditure		38 1
20-02024	2	OFFICE SUPPLIES	28.55	001-2100-521-5100 LAW ENFORCEMENT	Expenditure		39 1
20-02024	3	OFFICE SUPPLIES	82.31	001-2400-524-5100 PROT INSPECTIONS	Expenditure		40 1
20-02025	1	COVID SUPPLIES	9.06	001-2400-524-5100 PROT INSPECTIONS	Expenditure		41 1
			<u>346.00</u>				

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PO #	Item	Description							
001TDOPERATING				Continued					
43656	08/28/20	SHI00005 SHI INTERNATIONAL CORP					1553		
20-01849	1	5 MDT Panasonic Toughbooks	1,225.00	001-2100-521-5230 LAW ENFORCEMENT	Expenditure		1	1	
20-01849	2	5 MDT Panasonic Toughbooks	11,250.00	001-2100-521-5230 LAW ENFORCEMENT	Expenditure		2	1	
20-01849	3	5 MDT Panasonic Toughbooks	640.00	001-2100-521-5230 LAW ENFORCEMENT	Expenditure		3	1	
20-01849	4	5 MDT Panasonic Toughbooks	264.00	001-2100-521-5230 LAW ENFORCEMENT	Expenditure		4	1	
20-01849	5	5 MDT Panasonic Toughbooks	176.00	001-2100-521-5230 LAW ENFORCEMENT	Expenditure		5	1	
20-01904	1	ESET ENDPOINT PROTECTION	910.35	001-2100-521-5290 LAW ENFORCEMENT	Expenditure		6	1	
20-01904	2	ESET ENDPOINT PROTECTION	234.09	001-1300-513-5290 FINANCE	Expenditure		7	1	
20-01904	3	ESET ENDPOINT PROTECTION	26.01	001-1500-515-5290 COMP PLANNING	Expenditure		8	1	
20-01904	4	ESET ENDPOINT PROTECTION	114.44	001-1900-519-5290 OTHER GOVERNMENTAL	Expenditure		9	1	
20-01904	5	ESET ENDPOINT PROTECTION	130.05	001-2400-524-5290 PROT INSPECTIONS	Expenditure		10	1	
20-01904	6	ESET ENDPOINT PROTECTION	140.45	001-3400-534-5290 GARBAGE	Expenditure		11	1	
20-01904	7	ESET ENDPOINT PROTECTION	67.63	001-7200-572-5290 PARKS AND REC	Expenditure		12	1	
20-01904	8	ESET ENDPOINT PROTECTION	197.68	001-131-1000 Due From Road & Bridge Fund	G/L		13	1	
			15,375.70						
43657	08/28/20	SIGNS010 SIGNS NOW					1553		
20-02041	1	COVID MASKUP SIGNS	55.00	001-1300-513-4850 FINANCE	Expenditure		65	1	
43658	08/28/20	SPORT010 SPORTS CORNER				08/31/20	1553		
20-02042	1	UNIFORM POLO'S	120.00	001-2100-521-5210 LAW ENFORCEMENT	Expenditure		66	1	
43659	08/28/20	STADV010 STAPLES				08/31/20	1553		
20-02026	1	OFFICE SUPPLIES	88.54	001-1300-513-5100 FINANCE	Expenditure		42	1	
20-02026	2	OFFICE SUPPLIES	52.34	001-2400-524-5100 PROT INSPECTIONS	Expenditure		43	1	
20-02026	3	OFFICE SUPPLIES	26.89	001-1500-515-5100 COMP PLANNING	Expenditure		44	1	
20-02026	4	OFFICE SUPPLIES	64.59	001-2100-521-5100 LAW ENFORCEMENT	Expenditure		45	1	
20-02026	5	OFFICE SUPPLIES	5.36	001-1300-513-5100 FINANCE	Expenditure		46	1	
20-02026	6	OFFICE SUPPLIES	13.98	001-2400-524-5100 PROT INSPECTIONS	Expenditure		47	1	
20-02026	7	OFFICE SUPPLIES	32.53	001-2400-524-5230 PROT INSPECTIONS	Expenditure		48	1	

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PO #	Item	Description					Seq Acct
001TD	OPERATING						
43659	STAPLES	Continued					
20-02026	8	OFFICE SUPPLIES	14.79	001-2400-524-5100	Expenditure		49 1
				PROT INSPECTIONS			
20-02040	1	COVID OFFICE SUPPLIES	4.25	001-1300-513-5100	Expenditure		63 1
				FINANCE			
20-02040	2	COVID OFFICE SUPPLIES	92.11	001-2400-524-5100	Expenditure		64 1
				PROT INSPECTIONS			
			395.38				
43660	08/28/20	STAUG110 ST AUGUSTINE RECORD					1553
20-02019	1	PZB LEGAL AD	237.84	001-1500-515-4810	Expenditure		33 1
				COMP PLANNING			
20-02020	1	FINANCE LEGAL AD	80.78	001-1300-513-4810	Expenditure		34 1
				FINANCE			
20-02021	1	PZB LEGAL AD	188.48	001-1500-515-4810	Expenditure		35 1
				COMP PLANNING			
20-02022	1	FINANCE LEGAL AD	125.65	001-1300-513-4810	Expenditure		36 1
				FINANCE			
20-02023	1	CEB LEGAL AD	85.27	001-2400-524-4810	Expenditure		37 1
				PROT INSPECTIONS			
			718.02				
43661	08/28/20	TICHY010 WAYNE TICHY					1553
20-02081	1	REIMBURSE TUTTION-INTEL+HLS	186.12	001-3400-534-5430	Expenditure		98 1
				GARBAGE			
20-02081	2	REIMBURSE TUITION-HUMAN/DILEMM	148.89	001-3400-534-5430	Expenditure		99 1
				GARBAGE			
			335.01				
43662	08/28/20	TIMEL005 TIM ELDER					1553
20-02070	1	PER DIEM DINNER-ACCRED ASSESS	60.00	001-2100-521-4000	Expenditure		92 1
				LAW ENFORCEMENT			
43663	08/28/20	TIREH005 TIREHUB LLC					1553
20-02065	1	4 TIRES	708.00	001-2100-521-4630	Expenditure		87 1
				LAW ENFORCEMENT			
43664	08/28/20	USPS0010 US POSTAL SERVICE (HASLER)					1553
20-02054	1	POSTAGE	500.00	001-155-0000	G/L		78 1
				Prepaid Items			
43665	08/28/20	VERIZ010 VERIZON WIRELESS				08/31/20	1553
20-02015	1	CELL PHONES	0.92	001-1300-513-4100	Expenditure		23 1
				FINANCE			
20-02015	2	CELL PHONES	108.21	001-2100-521-4100	Expenditure		24 1
				LAW ENFORCEMENT			
20-02015	3	CELL PHONES	131.42	001-2400-524-4100	Expenditure		25 1
				PROT INSPECTIONS			
20-02015	4	CELL PHONES	237.45	001-3400-534-4100	Expenditure		26 1
				GARBAGE			

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PO #	Item	Description						
001TDOPERATING			Continued					
43665	20-02015	VERIZON WIRELESS 5 CELL PHONES	237.46	001-131-1000	G/L		27	1
			715.46	Due From Road & Bridge Fund				
43666	08/28/20	WAL-M010 WAL-MART STORE#01-0579					1553	
20-02012	1	BLDG OPERATING SUPPLIES	53.76	001-2400-524-5290	Expenditure		15	1
				PROT INSPECTIONS				
20-02052	1	SUPPLIES	62.00	001-1900-519-5290	Expenditure		76	1
			115.76	OTHER GOVERNMENTAL				
43667	08/28/20	WILSO015 WILSON HEATING & AIR					1553	
20-02051	1	REFUND-OVERPAYMENT	138.00	001-202-4000	G/L		75	1
				Accounts Payable - Other				
43668	08/28/20	WINDS005 WINDSTREAM					1553	
20-02014	1	PHONE/INTERNET	676.74	001-1300-513-4100	Expenditure		17	1
				FINANCE				
20-02014	2	PHONE/INTERNET	1,409.89	001-2100-521-4100	Expenditure		18	1
				LAW ENFORCEMENT				
20-02014	3	PHONE/INTERNET	310.17	001-2400-524-4100	Expenditure		19	1
				PROT INSPECTIONS				
20-02014	4	PHONE/INTERNET	84.59	001-1900-519-4100	Expenditure		20	1
				OTHER GOVERNMENTAL				
20-02014	5	PHONE/INTERNET	140.99	001-3400-534-4100	Expenditure		21	1
				GARBAGE				
20-02014	6	PHONE/INTERNET	197.39	001-131-1000	G/L		22	1
			2,819.77	Due From Road & Bridge Fund				

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	100	2	232,881.54	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	100	2	232,881.54	0.00

002FORFEITURE

1527	08/21/20	CSAB-020 CSAB - GENERAL FUND				08/31/20	1550	
20-02029	1	Reimb Redman Suit Purch	1,200.00	001-2100-521-5240	Expenditure		1	1
				LAW ENFORCEMENT				
1528	08/21/20	STJOH285 ST JOHNS COUNTY POLICE					1551	
20-02030	1	Contribution	1,500.00	001-2100-521-5240	Expenditure		1	1
				LAW ENFORCEMENT				

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	2	0	2,700.00	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	2	0	2,700.00	0.00

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PO #	Item	Description						Acct
002IMPACTFEES								
1584	08/31/20	STJOH020 ST JOHNS COUNTY FINANCE DEPT						1554
20-02082	1	IMPACT FEES-AUG 2020	56,619.17	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	56,619.17	0.00		
		Direct Deposit:	0	0	0.00	0.00		
		Total:	1	0	56,619.17	0.00		
101TDBANKRDRG								
20739	08/14/20	EVANS010 EVANS AUTOMOTIVE				08/31/20		1547
20-01995	1	VEHICLE #69 REPAIR	22.95	101-4100-541-4630	Expenditure		21	1
				ROADS & BRIDGES				
20740	08/14/20	FLORI250 FLORIDA POWER & LIGHT COMPANY				08/14/20 VOID		0
20741	08/14/20	FLORI250 FLORIDA POWER & LIGHT COMPANY				08/31/20		1547
20-01906	1	ELECTRICITY	64.72	101-4100-541-4310	Expenditure		2	1
				ROADS & BRIDGES				
20-01906	2	ELECTRICITY	686.75	101-4100-541-4310	Expenditure		3	1
				ROADS & BRIDGES				
20-01906	3	ELECTRICITY	28.46	101-4100-541-4310	Expenditure		4	1
				ROADS & BRIDGES				
20-01906	4	ELECTRICITY	16.41	101-4100-541-4310	Expenditure		5	1
				ROADS & BRIDGES				
20-01907	1	ELECTRICITY	94.07	101-4100-541-5320	Expenditure		6	1
				ROADS & BRIDGES				
20-01907	2	ELECTRICITY	4,324.63	101-4100-541-5320	Expenditure		7	1
				ROADS & BRIDGES				
20-01907	3	ELECTRICITY	13.46	101-4100-541-4310	Expenditure		8	1
				ROADS & BRIDGES				
20-01907	4	ELECTRICITY	11.55	101-4100-541-4310	Expenditure		9	1
				ROADS & BRIDGES				
20-01907	5	ELECTRICITY	271.43	101-4100-541-4310	Expenditure		10	1
				ROADS & BRIDGES				
20-01907	6	ELECTRICITY	10.89	101-4100-541-4310	Expenditure		11	1
				ROADS & BRIDGES				
20-01907	7	ELECTRICITY	11.55	101-4100-541-4310	Expenditure		12	1
				ROADS & BRIDGES				
20-01907	8	ELECTRICITY	22.28	101-4100-541-4310	Expenditure		13	1
				ROADS & BRIDGES				
20-01907	9	ELECTRICITY	46.08	101-4100-541-4310	Expenditure		14	1
				ROADS & BRIDGES				
20-01907	10	ELECTRICITY	14.31	101-4100-541-4310	Expenditure		15	1
				ROADS & BRIDGES				
20-01907	11	ELECTRICITY	17.55	101-4100-541-4310	Expenditure		16	1
				ROADS & BRIDGES				
			5,634.14					
20742	08/14/20	HAGAN020 HAGAN ACE MANAGEMENT CORP				08/31/20		1547
20-01964	1	WEED CONTROL	42.99	101-4100-541-5310	Expenditure		19	1
				ROADS & BRIDGES				

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PO #	Item	Description					Ref Seq	Acct
101TDBANKRDBRG				Continued				
20743	08/14/20	STJOH245 ST JOHNS SALES & SERVICE				08/31/20	1547	
20-01952	1	POLESAW REPAIR	34.51	101-4100-541-4620 ROADS & BRIDGES	Expenditure		17	1
20-01953	1	BELT FOR MOWER DECK	38.99	101-4100-541-4620 ROADS & BRIDGES	Expenditure		18	1
20-02001	1	CHAINSAW REPAIR	42.66	101-4100-541-4620 ROADS & BRIDGES	Expenditure		22	1
			<u>116.16</u>					
20744	08/14/20	TAYLO020 TAYLOR RENTAL				08/31/20	1547	
20-01994	1	TRAILER RENTAL-TRANS TRACTOR	99.00	101-4100-541-4620 ROADS & BRIDGES	Expenditure		20	1
20745	08/14/20	THELA020 THE LAKE DOCTORS				08/31/20	1547	
20-01905	1	WATER MANAGEMENT SERVICE	595.00	101-4100-541-3400 ROADS & BRIDGES	Expenditure		1	1
20746	08/28/20	BSSIG010 B & S SIGNS INC.				08/31/20	1552	
20-02032	1	CROSSING FLAG REFLECTIVE TAPE	154.98	101-4100-541-5310 ROADS & BRIDGES	Expenditure		5	1
20747	08/28/20	BUILD015 BUILDERS STAINLESS.COM					1552	
20-02080	1	PARTS-DRAINAGE FOR LEE DRIVE	65.36	101-4100-541-6380 ROADS & BRIDGES	Expenditure		17	1
20748	08/28/20	FUTCH010 FUTCH'S TRACTOR DEPOT					1552	
20-02005	1	TRACTOR #49 CLUTCH REPLACEMENT	2,305.42	101-4100-541-4620 ROADS & BRIDGES	Expenditure		1	1
20749	08/28/20	HAGAN020 HAGAN ACE MANAGEMENT CORP					1552	
20-02037	1	IRRIGATION SYSTEM REPAIR PARTS	2.78	101-4100-541-5270 ROADS & BRIDGES	Expenditure		10	1
20-02038	1	IRRIGATION SYSTEM REPAIR PARTS	13.58	101-4100-541-5270 ROADS & BRIDGES	Expenditure		18	1
			<u>16.36</u>					
20750	08/28/20	LVHIE010 L.V. HIERS INC.					1552	
20-02061	1	127 GAL MARINE GAS 89 OCTANE	254.89	101-4100-541-5220 ROADS & BRIDGES	Expenditure		12	1
20751	08/28/20	NORTH010 NORTH FLORIDA IRRIGATION EQUIP					1552	
20-02033	1	IRRIGATION SYSTEM REPAIR	31.28	101-4100-541-5270 ROADS & BRIDGES	Expenditure		6	1
20752	08/28/20	SANFO005 SANFORD AND SON AUTO PARTS INC					1552	
20-02036	1	VEHICLE REPAIR/SERVICE PARTS	201.70	101-4100-541-4630 ROADS & BRIDGES	Expenditure		9	1
20753	08/28/20	SRM00005 SRM MATERIALS					1552	
20-02073	1	COMMERCIAL 57 STONE-OCEAN HAMM	419.85	101-4100-541-5310 ROADS & BRIDGES	Expenditure		14	1

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PO #	Item	Description					Seq Acct
101TDBANKRDBRG			Continued				
20754	08/28/20	SRMCO005 SRM CONCRETE					1552
20-02072	1	LIMESTONE FOR OCEAN HAMMOCK	320.00	101-4100-541-5310	Expenditure		13 1
				ROADS & BRIDGES			
20755	08/28/20	STJOH245 ST JOHNS SALES & SERVICE					1552
20-02078	1	CHAIN SAW BLADE SHARPENING	9.00	101-4100-541-4620	Expenditure		15 1
				ROADS & BRIDGES			
20-02079	1	OIL FOR SAWS	78.00	101-4100-541-5220	Expenditure		16 1
				ROADS & BRIDGES			
			87.00				
20756	08/28/20	TAYLO020 TAYLOR RENTAL					1552
20-02035	1	TRANSPORT TRACTOR FOR REPAIRS	91.00	101-4100-541-4620	Expenditure		8 1
				ROADS & BRIDGES			
20757	08/28/20	UNITE050 UNITED RENTALS					1552
20-02009	1	DRAINAGE PIPE PLUGS	2,257.86	101-4100-541-6380	Expenditure		2 1
				ROADS & BRIDGES			
20-02009	2	DRAINAGE PIPE PLUGS	3,409.35	101-4100-541-6380	Expenditure		3 1
				ROADS & BRIDGES			
20-02009	3	DRAINAGE PIPE PLUGS	75.00	101-4100-541-6380	Expenditure		4 1
				ROADS & BRIDGES			
			5,742.21				
20758	08/28/20	WILSO010 WILSON MACHINE & WELDING WORKS					1552
20-02034	1	REPAIR TO LOADER	500.00	101-4100-541-4620	Expenditure		7 1
				ROADS & BRIDGES			
Checking Account Totals							
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount</u>	<u>Void</u>	
	Checks:	19	1	16,700.29		0.00	
	Direct Deposit:	0	0	0.00		0.00	
	Total:	19	1	16,700.29		0.00	
Report Totals							
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount</u>	<u>Void</u>	
	Checks:	122	3	308,901.00		0.00	
	Direct Deposit:	0	0	0.00		0.00	
	Total:	122	3	308,901.00		0.00	

Totals by Year-Fund Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	0-001	152,497.30	165.00	139,538.41	292,200.71
ROAD & BRIDGE FUND	0-101	16,700.29	0.00	0.00	16,700.29
Total of All Funds:		<u>169,197.59</u>	<u>165.00</u>	<u>139,538.41</u>	<u>308,901.00</u>

Totals by Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	001	152,497.30	165.00	139,538.41	292,200.71
ROAD & BRIDGE FUND	101	16,700.29	0.00	0.00	16,700.29
Total of All Funds:		169,197.59	165.00	139,538.41	308,901.00

CITY OF ST. AUGUSTINE BEACH
Breakdown of Expenditure Account Current/Prior Received/Prior Open

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
GENERAL FUND	0-001	152,497.30	0.00	0.00	0.00	152,497.30
ROAD & BRIDGE FUND	0-101	16,700.29	0.00	0.00	0.00	16,700.29
Total of All Funds:		<u>169,197.59</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>169,197.59</u>

PENDING ACTIVITIES AND PROJECTS

Revised September 24, 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.** At its August 3, 2020, meeting the City Commission approved on first reading an ordinance to amend the Regulations to permit the access of private property from dead-end streets. The ordinance had its first public hearing at the Commission's September 14th meeting, when the Commission passed it on second reading. The second public hearing and final reading at scheduled for the Commission's October 5th meeting.

The Building Department staff is now preparing revisions to the Regulations to implement the new policies in the Comprehensive Plan that was approved by the state in February. The first phase of the revisions will be submitted to the Commission at its October 5th meeting.

3. **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.
4. **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.
5. **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. Because of the social distancing requirement caused by the pandemic, the Commission will be asked later in 2020 or in 2021 when it wants to schedule a joint meeting with the Planning Board and SEPAC.

6. **UPDATING PERSONNEL MANUAL.** Past updates or changes have included: to designate Christmas Eve and Good Friday as holidays for the City employees; to provide compensation to the employees during emergencies; revisions to provisions in the Manual concerning equal employment opportunity, educational assistance program, Americans with Disabilities Act coordinators, records, interpretations and conflicts of interest. Ms. Beverly Raddatz, the City Clerk, will propose more updates to the Manual at future Commission meetings.
7. **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 new lights erected. The City Manager has approved the agreement and a contract has been submitted to FPL. The streetlights are being designed and should be installed before the end of 2020.
8. **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.
9. **LED STREETLIGHTS.** FPL representatives presented a proposal to the Commission at its June 10, 2019, 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 13, 2020, 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 was signed. FPL now must do the design and install the lights. The Public Works Director has verified the locations of the lights proposed to be changed. The FPL is moving forward with the design of 10 of the 12 lights. The remaining two lights will be re-evaluated as to whether there is a need to change them to provide better illumination of the Boulevard.
10. **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. The Governor approved the appropriation and now the Florida Department of Environmental Protection has sent the contract, which the City Manager has signed. The restrooms are being designed by a local architect.
 - 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. Though it is federal money, the grant is provided through the

state, which has approved it. The City has hired a consultant to design and permit the project starting October 1st.

The Public Works Director has applied for another Partnership grant for \$60,000 for additional improvements to Ocean Hammock Park. The application was submitted on September 25, 2020.

- c. Florida Resilient Coastlines Program 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. The Governor approved the funding, the civil engineer has been hired and work on the project has started.
 - d. 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. District approved the funding for this program in September 2020.
11. REQUEST TO ST. AUGUSTINE PORT, WATERWAY AND BEACH COMMISSION FOR FUNDING FOR PROJECTS. In the spring of 2021, City staff will ask the Port Commission to provide money in its Fiscal Year 2022 budget for beach access walkovers.
12. REQUEST FOR FUNDING FROM TOURIST DEVELOPMENT COUNCIL FOR BEACH-RELATED PROJECTS. Requests for funding are on hold because of the significant decline in revenue from the bed tax due to the pandemic.
13. 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.
14. CHARGING STATION FOR ELECTRIC VEHICLES. The Public Works Director is working with the staff of the North Florida Regional Transportation Organization to have a charging station for the public at city hall. The Public Works Director met with the company that builds the stations to determine the location for the station, which will be two charging stations next to Building C on the west side of the south city hall parking lot.
15. FLOODING COMPLAINTS, OCEAN WALK SUBDIVISION. The subdivision is located on the east side of Mickler Boulevard between Pope Road and 16th Street. Earlier in 2020, the ditch that borders the subdivision's west side was piped. Ocean Walk residents have complained that the piping of the ditch has caused flooding along the subdivision's west side. The Public Works Director has had the Mickler and 11th Street ditches clear of debris, so as to improve the flow of water, and will propose that the subdivision be surveyed and the City's civil engineering consultant, CMT, to review the project. At the Commission's September 14th meeting, the City's civil engineering consultant, Mr. Gary Sneddon of CMT, described project and its technical basis for replacing piping the Mickler Boulevard ditch. At its October 5th meeting,

the City Commission will consider an amendment to the contract with CMT for an investigation and flood control improvements for the Ocean Walk subdivision.

16. **STORMWATER UTILITY FEE.** For a funding source to pay for improvements to the City's drainage system, the Public Works Director will propose a stormwater utility fee at the City Commission's October 5th meeting.
17. **SOLID WASTE COLLECTION AND RECYCLING.** The City Commission in early 2021 will hold a workshop meeting to discuss whether the City should outsource its collection of household waste and recyclables to a private company.
18. **REFURBISHING AND HIGHLIGHTING CITY'S CIVIL RIGHTS MONUMENT.** The monument is located on the south side of pier park and adjacent to the bocce courts. It commemorates the attempt by black citizens to integrate the "whites only beach" in front of the former city hall in the summer of 1964. The monument was erected by July 2002 and paid for by the Northrup Grumman Corporation. At its September 22, 2020, meeting, the City Commission asked the City Manager to work on a vision for the monument, to take pictures of it for the City's website and social media, to have a picture of it put in the city hall corridor, and to seek funding to repair the monument, which has a metal base that's been corroded.
19. **SEEKING NEW POLICE CHIEF.** Because of Police Chief Robert Hardwick's likely success in November to win the seat of St. Johns County Sherriff, the City Commission at its October 5, 2020, meeting, will consider appointing an Interim Police Chief and will discuss the process for finding a permanent Chief.