



MINUTES

REGULAR CITY COMMISSION MEETING

MONDAY, APRIL 5, 2021 AT 6:00 P.M.

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

I. CALL TO ORDER

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

II. PLEDGE OF ALLEGIANCE

Mayor England led the Pledge of Allegiance.

III. ROLL CALL

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

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

IV. APPROVAL OF MINUTES OF REGULAR COMMISSION MEETING ON MARCH 1, 2021 AND THE COMMISSION WORKSHOP ON MARCH 8, 2021

Mayor England asked if there were any discussions regarding the meeting. Being none, Mayor England asked for a motion.

Motion: to approve the Regular Commission minutes for March 1, 2021 and the Commission Workshop minutes on March 8, 2021. **Moved by** Commissioner Rumrell, **Seconded by** Commissioner George. Motion passed unanimously.

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.

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.

City Manager Royle essential items besides the public hearings are Item 9 regarding the Police Chief designation, Item 10 regarding Light Up the Night Fireworks, Item 11 regarding Mizell Drainage pond, and there may be people here to discuss Item 17 regarding the Drug and Alcohol Rehabilitation Clinics.

Mayor England advised that she would move Item 17 after Item 11.

The Commission agreed on the change in the order of the topics on the agenda.

VII. PRESENTATIONS

- A. Sons of American Revolution 2021 Law Enforcement Commendation Award to Officer Dominic Giannotta

Mayor England introduced Item VII.A. and then asked Officer Dominic Giannotta and Charles Knuckles to come to the podium.

Charles Knuckles and Jerry Hanchett, Members of the Sons of American Revolution St. Augustine, FL, presented Officer Dominic Giannotta the 2021 Law Enforcement Commendation Award for his positive attitude, high productivity, being a team player, serving the community and being an outstanding officer.

Mayor England thanked Officer Giannotta for serving our City. She then moved on to Item VIII.B.

- B. Florida Police Chief Association's 2019 Lifesaving Award to Officer David Jensen by Orange Park Police Chief Gary Goble

Mayor England introduced Item VII.B. and then asked Chief Goble and Officer David Jensen to come to the podium.

Chief Gary Goble , Orange Park Police Department and Member of the Florida Police Chiefs Association, 2636 Mitcham Drive, Tallahassee, FL, advised that on October 8, 2019 Officer Jensen responded to a group of swimmers in distress on the beach near Sea Colony. He and other officers arrived on scene and found two swimmers unable to get to shore and screaming for help. They, along with St. Johns County Marine Rescue, entered the water during very extreme ocean conditions and were able to bring both subjects back to shore. Everyone was safe and unharmed.

Mayor England moved on to Item VII.C.

- C. Proclamation to Declare April 2021 as Sexual Assault Awareness Month by Ms. Jackie Meredith of the Betty Griffin Center

Mayor England introduced Item VII.C. and advised that Ms. Meredith was not in attendance but being that the Commission is very knowledgeable of the work of the Betty Griffin Center she suggested that the Commission make a motion to approve April 2021 as Sexual Assault Awareness Month.

Motion: to declare April 2021 as Sexual Assault Awareness Month. **Moved by** Mayor England, **Seconded by** Commissioner George. Motion passed unanimously.

Mayor England moved on to Public Comments because the speaker for VII.D. was not available yet because they were giving an audit report to a different city but would Zoom in when available.

- D. Audit Report for Fiscal Year 2020 by Representatives of the City's Auditing Firm, James Moore, and Company

Mayor England introduced Item VII.D. and then asked James Halleran, CPA, to discuss the audit report via Zoom.

Mr. Halleran of James Moore & Co., 121 Executive Circle, Daytona Beach, FL, thanked City Manager Royle and Finance Director Douylliez for preparing the information for the audit report. He then showed his PowerPoint presentation (Exhibit 1). He advised that the City received

unmodified or clean opinion. He explained the three levels of comments they give as auditors which are: level 1 - material weakness; level 2 - sufficient deficiency, and level 3 - recommendations and suggestions. Level 3 is reported to the Auditor General. He had one repeat comment concerning the preparation of financial statements, which is common for this size City. He explained that the previous Finance Director left, and Finance Director Douylliez is working to be at that level. This comment will be resolved. A prior comment that was corrected was the reconciliation of some of the General Account balances. Two new comments due to the size of the Finance staffing were who can prepare journal entries in the accounting system, who is approving them, and the documentation of the approvals. In a couple of incidents, there was no documentation of approvals so the auditors can know that it has occurred. One issue was a cash bank reconciliation not tied to the general ledger and suggested in the future to properly reconcile each month. The management letter that is required by the Auditor General had one new recommendation regarding building permit fees, which requires if the balance is greater than the last four years, then the balance needs to be spent or reduce the permit fees or refund the money back to people who paid in. Usually no city refunds the money, but they change the permitting fees or allocating the expenses that are appropriate to the Building Department. He advised that the General Fund Balance comment from last year has improved by increasing the General Fund Balance to 17% even though it needs 20% per the Charter and the City increased the Road and Bridge Fund, so there was no deficit. There were no comments made on the Investment Policies in relation to State of Florida statutes. The impact fees have been expended for the correct purposes according to the affidavit that Finance Director Douylliez signed. On page 48 there are management direction comments. The General Fund had \$2.7 million, which is close to last year's balance. The Assigned Fund Balance is \$425,000 and in the previous year it was \$650,000. Some of the difference in the money was to make up for the deficit in the Road and Bridge Fund. There is still an unassigned deficit. The General Fund should have at least two months of revenues for expenses and being a coastal community, it should be more. The internal policy should be 20 percent and the General Fund Balance is at 17%. He explained because of COVID the City cut some of the workforce and cancelled events to save money, which is the correct procedure. There were no FEMA monies coming in because there were no hurricanes this year. Property taxes increased about 9.5 percent from the prior year. Expenses only increased about \$66,000, which is less than 1%. Most of the expenses were around public safety and salary increases. The Road and Bridge Fund does have a positive fund balance this year and so part of last year's comment will be resolved, but there is still a deficit of \$63,000 in the unassigned balance. The General Fund increased by \$987,000, which helped with the deficit from the prior year. The City is with Florida Retirement System (FRS) and the state sets the contribution rates. For general employees, the pension rate went up 1.5% for a total of 10%. The liability did increase by \$1.4 million. FRS has two plans that pay for pension and benefits. Employees can stay on the City's health insurance if they choose to, which has an accounting liability and increased slightly.

Finance Director Douylliez went over the management response. She explained that she needs to go to training for the preparation of the financial statements, but with COVID-19 she was unable to attend. Approval of general entries should have two staff members doing separate functions and that was why another full-time staff member is needed. Fund deficits have improved and should be corrected this year. The building permit balances are being used for new software for the Building Department and other departments and reviewing the building permit fees.

Commissioner Samora asked what the timeframe for the Building Department to reduce the overage.

Mr. Halleran advised there is no direct timeframe according to Florida statutes, but if there is movement in the fund balance the comment will be removed.

Commissioner Torres asked about the auditor's comment on the 2020 cash accounts.

Finance Director Douylliez advised that she neglected to put a check into the payable system as a check that was written. So, when the reconciliation was done, it did not show an outstanding check. She advised that there should be a separation of duties and that is why a full-time employee is needed.

Mayor England thanked Mr. Halleran and Finance Director Douylliez for all the hard work that went into this report. She then moved on to Item 1.

VIII. PUBLIC COMMENTS

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

Katie Levers, 611 Poinsettia St., St. Augustine Beach, advised that some of the transient renters are blocking and parking on a public sidewalk at S01 C Street. She commented that she has discussed this with Sgt. Gillespie, and she told her that the only way she could enforce people not parking on the sidewalk is if there were signage saying no parking. Officer Gillespie explained that she would not ticket or tow anyone on Sth Street sidewalk without signage. Ms. Levers advised she did call Assistant Public Works Director Ken Gatchell but has not received a call back from him.

Mayor England advised that staff would investigate into this issue.

Commissioner George suggested that Ms. Levers discuss this with the landlord as well.

Nick Binder, 232 Big Magnolia Court, St. Augustine Beach, FL, asked about the American Rescue Plan Act, which is giving \$2.9 million to the City of St. Augustine Beach. He asked how this money will be used and wanted the Commission to discuss this at future meeting.

IX. COMMISSIONER COMMENTS

Mayor England opened Commissioner Comments and asked Vice Mayor Samora to comment.

Vice Mayor Samora commented that he attended the Tourist Development Council (TDC) meeting and sent the Commission an email explaining that the TDC is making a recommendation to the Board of County Commissions to add a fifth cent of bed taxes in St. Johns County. The TDC will give guidance to the St. Johns County Commission on how to spend the fifth cent bed tax, which is about \$3 million. He asked what our City would like to recommend to the TDC. He listed items that were discussed at the TDC meeting, such as beach services, beach renourishment, beach access, marketing for tourist for St. Johns County destination, sports destination marketing, building facilities to host sports, parking, and sidewalks. He suggested that this item be discussed at a meeting.

Commissioner George suggested heavily advocate with the City of St. Augustine for a

specific allocation for a percentage of the funding dedicated to municipalities. If it is categorized in that way, it would be more beneficial to the City and could be designated to specific projects, such as sea oats. The City could allocate under those specific projects going forward in the future. She suggested to include walkovers for beach access, parking, sidewalks, beach patrol reimbursements, and infrastructure to the category.

Commissioner Rumrell agreed with Commissioner George and suggested that any infrastructure like road, flooding, etc. would be important for the City. Most of the infrastructure is being used by tourists.

Mayor England asked Vice Mayor Samora and City Manager Royle work together to present a proposal to the TDC.

Commissioner Torres agreed with the suggestions and advised that he is a big advocate on beach patrol, additional parking, funding for maintenance for the Public Works Department that monitor the beach and street cleanups from the tourists.

Vice Mayor Samora advised that he would work with City Manager Royle to bring the City's recommendations to the next TDC meeting.

Mayor England asked City Manager Royle to make a list of all the suggestions and distribute it to the Commission.

Commissioner George asked if the Pride Proclamation for June has been done.

Mayor England advised that the proclamation will be presented at the May Regular Commission meeting.

Commissioner George advised that she has been working with the local artists on the civil rights memorial at the pier. Sylvi Harrick of St. Augustine contacted her and would like support to continue the dialogue with the artist who was a former professor at Flagler College. Ms. Harrick has done art in public spaces in Gainesville and in other areas. Ms. Harrick would like to work with other artists in the community as a collaborator. She would like the Commission's approval to proceed and would present back to the Commission what her recommendations would be. Ms. Harrick would like to construct something with materials that would withstand the environment embracing concepts of using space and art as a peace maker and inviting people of all ages, especially children. The piece would be permanent, but movable. She needs to know where there was access to electricity and where the City would be open to the space concept including landscaping modification.

Mayor England advised that the Events Coordinator has had discussions with Christine Parrish from the Cultural Council for grant funding, so they should work together.

Commissioner George advised that she would let Ms. Harrick know to connect with Ms.

Parrish and the other local artists.

Mayor England asked that Commissioner George and the Events Coordinator communicate with the Commission on their progress.

Commissioner George advised that she would like to change the August Regular Commission meeting to the second Monday in August because she will be out of town.

Commissioner Rumrell advised that Greg Caldwell, Public Works Director from St. Johns County advised he is doing a study on what would be the best locations for the lighted crosswalks on A1A Beach Boulevard. He thanked County Commissioner Henry Dean, Public Works Director Bill Tredik, and Chief Carswell for helping the City in this process. He explained that the Ocean Walk project has been approved for funding for a \$347,000 study and he is trying to recoup some more funding via of a Senate Bill. He also advised that Officer Martinez pointed out to him that on the north side of the pier to Pope Road during high tide, there is no beach so officers have to go over rocks to do any rescues and he would like that fixed via beach renourishment.

Commissioner Torres had no comments.

Mayor England had no comments. She then moved to Item VII.D.

X. PUBLIC HEARINGS

1. Request for Conditional Use Permit to Build Four Single-Family Residences in a Commercial Land Use District at 103 E Street and 104 F Street (Lots 5,6,7, and 8, Block 43, Coquina Gables Subdivision, Mr. James Whitehouse, Agent for the Owners, Mr., and Mrs. Len Trinca) (Presenter: Brian Law, Building Official)

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

Building Official Law advised this is a conditional use permit for the four western lots between E and F Streets to build single-family residents. Staff recommends constructing these residences as in a medium-density sector. The Comprehensive Planning and Zoning Board voted 7 to 0 to approve this conditional use permit.

Mayor England asked the Commission if they had any questions for the applicant or Building Official Law. Mayor England opened the Public Hearing. Being none, Mayor England asked for a motion.

Motion: to approve the conditional use permit. **Moved by** Commissioner Torres, **Seconded by** Commissioner Rumrell.

Vice Mayor Samora asked if the motion included the conditions of the Comprehensive Planning and Zoning Board.

Mayor England asked to amend the motion to include the conditions of the Comprehensive Planning and Zoning Board.

Motion: so moved. **Moved by** Commissioner Torres, **Seconded by** Commissioner Rumrell.

Commissioner George asked for clarification on the motion. She requested to include "in accordance with the City Land Development Regulations including, but not limited to minimum setback requirements, maximum impervious surface ratio, maximum lot coverage, and maximum building height" in the motion.

Motion: to approve with the language including, but not limited to. **Moved by** Commissioner Torres, **Seconded by** Commissioner Rumrell. Motion passed unanimously.

Mayor England moved to Item 2.

2. Request for Conditional Use Permit to Build a Single-Family Residence in a Commercial Land Use District at 104 3rd Street (Lot 9, Block 19, Chautauqua Beach Subdivision, Ms. Deborah Rodrigues, Agent for the Owner, Mr. Dwight Preheim) (Presenter: Brian Law, Building Official)

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

Building Official Law advised that the Comprehensive Planning and Zoning Board and the Building Department requested the exact same terms. He stated that the Land Development Codes takes precedent in the medium-density sector for construction purposes.

Mayor England asked for Commission discussion.

Commissioner George asked if any discussion came up regarding the large tree in the Comprehensive Planning and Zoning review because there was a comment that there was a tree larger than 85 inches in diameter.

Building Official Law advised that it would come up during construction that if the tree is over 30 inches it would have to go back to the Comprehensive Planning and Zoning Board.

Mayor England opened the Public Hearing. Being none, Mayor England asked for a motion.

Motion: to approve the conditional use permit for 104 3rd Street based on the findings and facts from the Comprehensive Planning and Zoning Board and the motion includes the same language as the prior motion. **Moved by** Commissioner Rumrell, **Seconded by** Commissioner Torres. Motion passed unanimously.

Mayor England moved to Item 3.

3. Request for Conditional Use Permit to Build a Single-Family Residence in a Commercial Land Use District at 12 6th Street (Lot 13, Block 5, Chautauqua Beach Subdivision, Jeffrey and Marcia Kain, Applicants) (Presenter: Brian Law, Building Official)

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

Building Official Law advised that this is the lot east of Obi's restaurant. He explained that staff has researched the public records to see if there were any correlation between the two lots and found none. There is no legal binding agreement that staff could find that was issued with the mixed-use order that closed in the porch. Staff advised that there is enough parking for Obie's, keeping in mind that Obi's is very small. He recommended to treat this property as medium density and the Land Development Code takes precedence.

Mayor England advised that this was approved by the Comprehensive Planning and Zoning Board. She explained that the Commission wanted to save commercial property; however, this has a commercial frontage already.

Commissioner George asked if the approval of the conditional use permit for the expansion of the porch for Obi's at the time, did the owner asked to have this lot be considered for parking.

Building Official Law explained that he was unaware of that because it was before he came to the City.

Mayor England called today and was ensured that Obi's has adequate parking that meets the codes.

Discussion ensued that if another property comes with a lease to include the parking it would be denied immediately.

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

Motion: to approve the conditional use permit for Lot 13, Block 5, Chautauqua Beach Subdivision and with incorporating the conditions from the Comprehensive Planning and Zoning Board and to include the language "including, but not limited to." **Moved by** Commissioner Torres, **Seconded by** Commissioner Rumrell. Motion passes unanimously.

Mayor England moved to Item 4.

4. Request to Vacate Alley between B and C Streets West of A1A Beach Boulevard (Lots 1-16, Block 40, Coquina Gables Subdivision) (Presenter: Brian Law, Building Official)

Mayor England introduced Item 4 and asked Building Official Law for his staff report.

Building Official Law advised that the Comprehensive Planning and Zoning Board recommends approval with the condition to use the alley in the future as utility and drainage easements if needed. No permanent construction would be allowed in the alleyway.

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

Motion: to approve the vacating of the alleyway between B and C Streets. **Moved by** Commissioner George, **Seconded by** Commissioner Torres. Motion passed unanimously.

Mayor England moved to Item 5.

5. Request to Vacate Alley between A and B Streets West of 3rd Avenue (Lots 1-16, Block 49, Coquina Gables Subdivision) (Presenter: Brian Law, Building Official)

Mayor England introduced Item 5 and asked Building Official Law for his staff report.

Building Official Law advised that this is the same terms, and it has been recommended for approval by the Comprehensive Planning and Zoning Board. He advised that it should be maintenance for a utility and drainage easement so no permanent structures should be placed in the alleyway. He advised that the one more resident signed the letter to vacate the alleyway which makes it 70%.

Exhibit 2 was the agreement to vacate the alleyway by Eugenio Trousdell and was given to the City Clerk.

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

Motion: to approve vacating the alleyway between A and B Streets west of 3rd Avenue with the conditions of the Comprehensive Planning and Zoning Board and the additional 70% rule. **Moved**

by Commissioner Rumrell, **Seconded by** Commissioner Torres. Motion passed unanimously.

Mayor England moved to Item 6.

6. Ordinance 21-01, Second Public Hearing and Final Reading, to Amend the Land Development Regulations to Allow Mobile Food Sales in the City (Presenter: Brian Law, Building Official)

Mayor England introduced Item 6 and asked Building Official Law for his staff report.

Building Official Law advised that this is the final reading to allow mobile food sales in the City. City Attorney has made all the changes requested by the Commission.

Mayor England opened the Public Hearing. Being none, Mayor England closed the Public Hearing and asked City Attorney Taylor to read the preamble.

City Attorney Taylor read the preamble.

Mayor England asked for a motion.

Motion: to approve Ordinance 21-01. **Moved by** Commissioner George, **Seconded by** Commissioner Rumrell. Motion passed unanimously.

Mayor England moved to Item 7.

7. Ordinance 21-02, Second Public Hearing and Final Reading, to Amend the Comprehensive Plan to Adopt by Reference the School Board's Five-Year District Facilities Workplan (Presenter: Brian Law, Building Official)

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

Building Official Law advised there were no changes.

Mayor England opened the Public Hearing. Being none, Mayor England closed the Public Hearing and asked for City Attorney Taylor to read the preamble.

City Attorney Taylor read the preamble.

Mayor England asked for a motion.

Motion: to approve Ordinance 21-02. **Moved by** Commissioner George, **Seconded by** Commissioner Rumrell. Motion passed unanimously.

Mayor England moved to Item 8.

XI. CONSENT

8. Proclamations: a. to Declare April 2021 as Water Conservation Month in Florida, b. to Declare April 28, 2021, as Arbor Day in the City

Mayor England asked for a motion to the Consent Agenda.

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

Mayor England moved on to Item 9.

XII. OLD BUSINESS

9. Police Chief Consideration Appointing Interim Chief Dan Carswell as a Permanent Chief: (Presenter: Max Royle, City Manager)

Mayor England introduced Item 9 and asked if any Commissioner want a nationwide search.

It was the unanimous consensus of the Commission not to go out for a nationwide search.

Mayor England asked the Commission if they wanted to go for a statewide search.

It was the unanimous consensus of the Commission not to go out for a statewide search.

City Manager Royle asked the Commission if they would allow Interim Chief Carswell to speak.

Interim Chief Carswell thanked all the Police Officers, County Commissioner Dean, Sheriff Hardwick, and others who came to support him. He commented that on November 9, 2020, he began being the Interim Chief of Police after the recommendation of Sheriff Hardwick. He explained that after discussions with the Commission there were some key points that the Commission wanted to accomplish as follows: 1) to maintain the Police Accreditation, which the Police Department passed at 100% compliance rate on February 18th; 2) He hired new staff for accreditation after the previous staff member retired; 3) how staff would be affected by the transition, and since then he has hired a new accreditation employee, Commander Harrell, promoted Jackie Parrish as the Administrative Manager, also hired a sergeant, corporal, detective, an administrative assistant and hired two officers and now are at full staff and running smoothly; 4) concerns regarding communications and he has kept the Commission up-to-date with major events throughout the City and any help with the COVID vaccinations; 5) educational requirements were a concern and he has enrolled for his Master's Degree at Barry University and will go to the FBI Academy as soon as they open again; 6) he has completed the Police Department's policy review, which meets the current accreditation criteria; 7) meets monthly with the Finance Director regarding the Police Department's budget and she has been a big help in getting funding for beach services; 8) recently signed an Memorandum of Understanding with the Florida Department of Law Enforcement Officers on any officers in custody deaths or officer involved shootings, which will be an independent agency; 9) meets with Sheriff Hardwick weekly and Sheriff Hardwick ensures that he would help with the City's major events, major crime investigations and dispatch; 10) met with St. Augustine Police Chief Barry Fox and future Police Chief Jennifer Michaux; 11) met with Ben Rich and Jim Parker at the State's Attorney's Office; and 12) the patrol activity has increased, but the overtime is down and the morale of the agency is great. He advised that it is not easy to take over for Sheriff Hardwick, but the agency is moving forward and doing well. He feels that it is beneficial for the Police agency to promote within, and this agency thrives under consistency and clear leadership. He remarked that he loves this agency, this community, it has become a second home to him, and the Commission will not find anyone who will work harder to this community than him. He appreciated everything that everyone has done for him and would appreciate the Commission designate him as their Police Chief.

Commissioner Rumrell thanked Chief Carswell and to see firsthand how your officers respond to you and he welcomed him as the City's permanent Chief.

Commissioner George commented that Chief Carswell has done a great job and welcomes him as the new Chief as well.

Mayor England thanked all those who have come to support Chief Carswell and advised that she will open the Public Comments section. The following addressed the Commission:

County Commissioner Henry Dean, 224 North Forrest Dune Drive, St. Augustine Beach, FL, advised as a resident he strongly supports Dan Carswell. He explained that he has a concern to protect the community and especially the children. He advised that as a County Commissioner, the City Commission will have the same relationship as Sheriff Shore had with Police Chief Hardwick.

Sgt. Natalie Gillespie, 2300 A1A S, St. Augustine Beach, FL, advised that this time last year the Police Department was planning Dan Carswell's funeral and in one year he has become the City's

Chief of Police. He pushed through the illness and came back to the agency. This is the type of person everyone should want to lead the St. Augustine Beach's Police Department. Chief Carswell has put his heart and soul into the agency from 2006 until now. There will always be changes, but at this point there have been enough changes in the year. Chief Carswell has kept the officers in line with all the changes happening to complete their mission and protect the citizens and tourists alike. Accreditation is something all the officers take pride in. Chief Carswell demands the best of his officers every day. Please take this support from us into your decision.

Sheriff Robert Hardwick, 4015 Lewis Speedway, St. Augustine, FL, advised that Chief Carswell gave him a lot of accolades, but it because of his staff, like Jim Parker, Lee Ashlock, and Chief Carswell that got him where he is today. The search cost the previous Commission \$25,000 when he was around the corner. He will support Chief Carswell and the City Commission and will provide any services that Chief Carswell asks for. He recommended to the Commission to keep him as the permanent Chief of Police for the City. The FBI Academy is closed, and he will be in first inline as a sitting Police Chief.

Officer Travis Smith, Florida Department of Law Enforcement, 921 N. Davis Street, Jacksonville, FL, supports Chief Carswell and Commander Harrell. Chief Carswell has a great relationship between the federal, state, and local agencies.

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

Motion: to retain as our Chief of Police Interim Chief Carswell. **Moved by** Commissioner George, **Seconded by** Commissioner Rumrell. Motion passed unanimously.

Mayor England congratulated Police Chief Carswell and then recessed the meeting at 7:31 p.m. and reconvened at 7:36 p.m.

Mayor England moved to Item 10.

10. Light Up the Night Fireworks Show for December 31, 2021: Presentation of Report by Ms. Melinda Conlon, Communication and Events Coordinator

Mayor England introduced Item 10 and asked for Communication and Events Coordinator Melinda Conlon.

Events Coordinator Conlon advised in February's Regular Commission meeting it was the consensus of the Commission to do at least a fireworks' show. She advised that she is moving forward to plan a fireworks' show, but she does not have all the specific information yet.

Mayor England asked if there was a proposed financial report for the budget.

Events Coordinator Conlon advised that she is planning to move the event throughout A1A Beach Boulevard instead of just at Pier Park. She explained that there would be fewer port-o-lets and lights if it is spread out. She suggested instead of out-of-town vendors to use the local businesses. She advised that the cost would be at least \$10,000 for the port-o-lets, the light towers, advertising, signage, etc. The cost of labor would be \$12,500.

Mayor England asked about the revenues from sponsors.

Events Coordinator Conlon advised that she is working to get all the sponsors that the City received money from before. Old Town Trolleys is donating their services as in-kind sponsor. She advised that the trolleys are all enclosed and ADA compliant.

Commissioner George asked about school buses.

Events Coordinator Conlon advised that the trolleys would be in lieu of the school buses because

of the costs. The City of St. Augustine is moving forward with their fireworks show, but they are not having or satellite parking or shuttles. She explained that the trolleys would pick up from one location at Anastasia Baptist Church and drop off at three locations along A1A Beach Boulevard.

Commissioner George asked if Anastasia State Park has been talked to about parking.

Events Coordinator Conlon advised yes, and she was thinking of charging, but she did not know how the money would be collected. Anastasia State Park would not allow any events on their property; however, if the City gets a permit, we could use it as a parking lot. Staff has not researched the details. In the past they did Movie Night at the state park. The YMCA is allowing the City to have parking after 1:00 p.m.

Mayor England asked about the marketing grant.

Events Coordinator Colon advised that there is a grant for the fireworks. Then there is a grant for the marketing of the event. Christina at the Cultural Council suggested applying for one grant for all the events the City wants to do. The Cultural Council did not like that the fireworks show would be considered art.

Finance Director Douylliez advised that half of the grant money would have to be used for marketing outside of St. Johns County. In the past the City has advertised in Orlando, Atlanta, Charlotte, etc., so if the grant is received half must be used for advertising outside St. Johns County.

Events Coordinator Colon advised that the Cultural Council is trying to change that to 25% due to COVID-19.

Mayor England opened the Public Comments section. Being none, Mayor England closed the Public Comments and moved to Item 11.

11. Mizell Road Retention Pond Weir Project; Request for Approval to Authorize the City Manager to Sign Revenue Agreement with the Florida Division of Emergency Management and Award of Bid for Construction of the Weir to Sawgrass, Inc, of Jacksonville for \$2,793,000 (Presenter: Bill Tredik, Public Works Director)

Mayor England introduced Item 11 and then asked Public Works Director Tredik to give a staff report.

Public Works Director Tredik showed a PowerPoint presentation (Exhibit 3) regarding the Mizell Road Retention Pond Weir Project. He requested approval of the Florida Division of Emergency Management Grant Agreement and the Award of Bid and authorization of the Sawgrass, Inc. for the construction work (Exhibit 4). The weir was damaged through Hurricanes Matthew and Irma. Currently, the weir is operating under a temporary condition and there is no gravity outfall right now and the water is pumped out. The Emergency Management grant is recommended for approval for the pump station improvements. Also, consideration to approve the contract with Sawgrass, Inc. for the construction work of the project for \$2,793,000. He explained that the Emergency Management Grant Agreement bid cost was \$2,892,500, which includes the bid, engineering, and inspection costs. He will be requesting from the Florida Division of Emergency Management the rest of the shortfall and believes that they will grant \$476,890. He explained that the City will have to do a benefit cost analysis update demonstrating the costs. He explained that he wants to start the project before the hurricane season. FEMA will reimburse 75% of the Phase II costs once it is justified through the updated benefit cost analysis. The Water Management District cost is fixed at \$632,070 or 25% of the construction costs, whichever is less. FEMA will fund \$2,169,000 and St. Johns River Management District will fund \$632,070 and the City will fund 3% at \$91,055. The construction bid was done with a mandatory bid meeting and if the company did not attend that meeting, they could not bid. Four constructors submitted their

qualifications and three submitted bids. Sawgrass, Inc. was the low bidder at \$2,793,000. The two lowest bidders had a \$200,000 difference, which meant that it was a competitive bid. The project will take one year from the Notice to Proceed. He explained that there are a few more steps like getting an electrical permit from St. Johns County and then the Notice to Proceed will be issued. The grant agreement deadline is in March 2023 and the project will be done by then. The funding in FY 21 has been put in the budget and the rest will be budgeted in FY22. He requested to approve the grant agreement with the Florida Division of Emergency Management and authorize City Manager Royle to sign the agreement for construction with Sawgrass, Inc. in the amount of \$2,793,000.

Commissioner Rumrell thanked Public Work Director Tredik for all his hard work and thanked him for finding grant funding so the City would not have to pay more.

Mayor England asked if the City Attorney has looked at the contracts.

Public Works Director Tredik advised that he has looked at the state agreement and the Sawgrass, Inc. contract is the City's standard contract. City Attorney Taylor will go through them prior to any signatures being done.

Commissioner Samora asked if the City has done work with Sawgrass, Inc. before.

Public Works Director Tredik advised that he has not, but the City's consultants have. Their project submittals were good and comparable.

Commissioner Samora asked if in the contract is their language for a contingency amount if they are not done in time.

Public Works Director Tredik advised that there is always a chance that change orders will happen; however, if that were to happen, he would go back to FEMA to raise the funding. Also, things could be deleted from the project if necessary.

Commissioner Samora asked for damages if the project is not completed on time.

Public Works Director Tredik advised yes; it is \$1,500 per day for every calendar day the project is not completed.

Mayor England asked if the consultant has looked at the bid and the contracts.

Public Works Director Tredik advised yes; that they did go over the bids and they helped in submittals to the Florida Division of Emergency Management.

Commissioner George advised there was a discussion on improving the weir and asked whether that was envisioned into this contract.

Public Works Director Tredik advised yes; it is. He explained that when the project is completed it will raise the evaluation from 3.3 to 7. It will increase the pond berm to over 7 for protection from a Hurricane Matthew type event.

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

Motion: to authorize the City Manager to sign the agreement with the Florida Division of Emergency Management and award the bid to Sawgrass, Inc. **Moved by** Commissioner George, **Seconded by** Vice Mayor Samora. Motion passed unanimously.

Mayor England moved to Item 17.

12. Strategic Plan: Review of Information to Implement Goal of Transparent Communication with Residents and Property Owners (Presenter: Patricia Douylliez, Finance Director)

Mayor England introduced Item 12 and then asked Finance Director Douylliez for a staff report.

Finance Director Douylliez advised how staff transparency communicates with residents. She explained that the City uses websites, Facebook, monthly newsletters, transient rentals, homeowner associations, businessowners email groups, etc. She recommended a direct mailer to all the residents and business to get information on where they can find City information.

Discussion ensued regarding having a text message service; having residents signup for information; authorization for using the City's phone system for event information; authorizing a purchase for approximately \$40,000 each for an electronic message boards at City hall and the entrances to the City; \$4,000 costs for mailers in the FY22 budget; long-term renters could receive the mailers as well; what the costs for text alerts; new My Town software app; and piggybacking the utility texts.

Mayor England opened the Public Comments section. Being none, Mayor England closed the Public Comments section and she then moved to Item 13.

13. Ordinance 21-04, First Reading, to Amend the Land Development Regulations to Change Setbacks for Small Platted Lots and to Abolish the Overlay District Adjacent to A1A Beach Boulevard (Presenter: Brian Law, Building Official)

Mayor England introduced Item 13 and asked for a staff report from Building Official Law.

Building Official Law gave the history on this item. The current ordinance has the Commission changes that were requested with the table that describe the flexible setbacks. He advised that the current legislation if passed would prohibit architectural styling of a single-family residence other than in a Planned Unit Development (PUD). He explained that this would not be an increase in the impervious surface ratio and a 35% lot coverage.

Mayor England asked City Attorney Taylor to beef up the whereas's in the ordinance, so it indicates to promote consistency in the application of the setbacks and to give equal treatment. Also, she requested that the City is protecting the environment by retaining the lot coverage for the impervious surface ratios. She asked architectural standards.

Building Official Law advised that he would recommend that the architectural standards should be in the commercial district not in residential.

Mayor England advised then that once the overlay district is removed then if there is an older building that the non-conforming footprint would not be honored, and the resident would have to comply with the current setback requirements.

Discussion ensued regarding the architectural colors that are housed in the Building Department and in the code; regarding the overlay district being removed would not stop the commercial district architectural standards; and any lots that are less than 50 feet would have side setbacks at 7.5 feet.

Mayor England addressed a typo on page 4, Item 4, should change the language to minimum front, rear, side, and street side setbacks as set forth in Section 6.01.03.

Building Official Law advised it might be better said as "into the required minimum setbacks as in Section 6.01.03."

Commissioner George agreed with Mayor England.

Mayor England advised on the bottom of the page, Item B, it should be "of ten" instead of "often."

Vice Mayor Samora asked when the new code would start regarding the footprint.

Mayor England advised that the resident would have to tear down more than 50% before the code

would start.

Building Official Law said it would be 50% of the building, not the lot.

Motion: to extend the meeting. **Moved by** Commissioner George, **Seconded by** Mayor England. Motion passed unanimously.

Mayor England opened the Public Hearing. Being none, Mayor England closed the Public Hearing and then asked City Attorney Taylor to read the preamble.

City Attorney Taylor read the preamble.

Mayor England asked for a motion.

Motion: to approve Ordinance 21-04 with the previous mentioned amendments including the additions to the whereas clauses identified by Mayor England, removal of Sections 6.1.03.A.(1), 6.1.03.A.(4) regarding specific numeration of setbacks and correcting the typo in 6.01.03 (2) b. **Moved by** Commissioner George, **Seconded by** Mayor England. Motion passed unanimously.

Mayor England moved to Item 16.

14. Limited Use of City Meeting Facilities: Review of New Recommendations and Fees (Presenter: Max Royle, City Manager)

This item was rescheduled to May 3, 2021 Regular Commission Meeting.

15. Upcoming Workshops: Discussion of Dates to Hold Them (Presenter: Max Royle, City Manager)

This item was rescheduled to May 3, 2021 Regular Commission Meeting.

XIII. NEW BUSINESS

16. Decisions for Fiscal Year 2022 Budget: Review of Pay Ranges for Employees and Adjustments of Pay for City Commission (Presenter: Patricia Douylliez, Finance Director)

Mayor England introduced Item 16 and asked the Commission if there were any questions or objections to the pay range methodology.

Vice Mayor Samora asked that the net amount of increase to be stated on the record.

Finance Director Douylliez advised \$27,576.93.

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

Commissioner Torres asked what the ranges are for the people who are not in the minimum pay ranges.

Finance Director Douylliez advised \$27,576.93.

Commissioner Rumrell asked if the figure includes the salaries for the Commission.

Finance Director Douylliez advised no.

Commissioner George asked when that discussion will take place.

Commissioner Torres asked where the money for this increase in this budget would come from.

Finance Director Douylliez advised that she makes budget adjustments through the year and she could move the money from those items that the City has not spent budgeted money. She advised that it could come out of unassigned funds.

Motion: to approve the new salary pay ranges for each position in the City. **Moved by** Mayor England, **Seconded by** Commissioner George. Motion passed unanimously.

Mayor England asked City Clerk Raddatz to call the vote.

COMMISSIONER RUMRELL	Yes
COMMISSIONER TORRES	Yes
MAYOR ENGLAND	Yes
VICE MAYOR SAMORA	Yes
COMMISSIONER GEORGE	Yes

Motion passes 5 to 0.

Motion: to bring the eleven employees up to the minimum salary pay range on July 1, 2021. **Moved by** Mayor England, **Seconded by** Vice Mayor Samora. Motion passed unanimously.

Mayor England asked City Clerk Raddatz to call the vote.

COMMISSIONER RUMRELL	Yes
COMMISSIONER TORRES	Yes
MAYOR ENGLAND	Yes
VICE MAYOR SAMORA	Yes
COMMISSIONER GEORGE	Yes

Motion passes 5 to 0.

Mayor England asked about the Commission's salaries.

Finance Director Douylliez advised that her report shows the average for the Commission's salaries. She explained that there has been a COLA every year, but not a pay adjustment.

Mayor England asked the Commission for a base salary amount.

Commissioner George advised that the methodology already has been adopted. Other Commissioners have forfeited their salary, which everyone is allowed to do. She advised that she reimbursed the City for health insurance benefits when the Commission had it for a few months and she has not sought money for travel expenses to conferences, etc. She stated that everyone could make their own decision for their personal and political reasons, but there should be a realistic adjustment.

Mayor England asked Commissioner George if she agrees with \$7,679 or another number.

Commissioner George advised that she does not understand the methodology of selecting two cities to get an average.

Motion: to increase the Commissioners salary to \$7,679 and the Mayor's salary to \$8,285 beginning July 1, 2021. **Moved by** Commissioner Torres. There was no second; the motion died.

Commissioner George opposed the vote and advised that the City of St. Augustine has similar issues, and this City meets as much as the City of St. Augustine. The salary is too low and she was sorry she did not have the numbers with her.

Commissioner Torres asked if his motion died because of a lack of a second.

Mayor England advised yes. She advised that the Commissioner's salary should come up at another meeting for discussion.

Mayor England moved to Item 18.

17. Drug and Alcohol Rehabilitation Clinics: Consideration of Where They Can Be Located (Presenter: Max Royle, City Manager)

Mayor England introduced Item 17 and asked for a staff report from City Manager Royle.

City Manager Royle advised he prepared a memo of suggestions but asked the Commission how they want to proceed.

Mayor England asked Building Official Law for a status report on this item.

Seagrove Town Center Association Notice of Approval letter (Exhibit 5).

Building Official Law advised that several months ago there was a complaint that a business was running without a Business Tax Receipt. Code Enforcement Officer Thompson and Building Official Law went to the business and advised that the business would have to comply with getting their license. The business did not meet the deadline for getting their Business Tax Receipts so the City brought them in front of the Code Enforcement Board and the Board gave the business a \$250 a day fine until the business tax receipt was received. The business did get their business tax receipt and paid the fines, and the Code Enforcement Board's case was closed. He explained that Sea Grove is a Planned Unit Development (PUD), and their PUD allows for outpatient medical and dental clinics. He advised that the owners advised that their business tax receipt is for administrative offices and yoga classes, not a medical clinic. The City has no proof of a medical clinic. He advised that code enforcement has no active case. There have been several complaints, but nothing that the City could verify.

Mayor England asked how many times have there been inspections at the business.

Building Official Law advised he thought once, and the Fire Marshall went another time.

Police Chief Carswell advised that they have been monitoring the business and have had 51 service calls in the area, but no calls related to that business.

Mayor England advised that since the property has is a PUD, and the Sea Grove Board wanted to act, they would have to modify their agreement.

Building Official Law advised yes, Sea Grove would have to modify their PUD agreement. He explained that Sea Grove has not contacted the City to modify the agreement.

Mayor England advised that the residents' concerns are how the City would define a community home or group home and medical clinics in their neighborhood.

Building Official Law read the Code of Ordinances on medical clinics, outpatient facilities, and self-preservation definitions.

Mayor England advised that under state and federal guidelines group homes are highly regulated.

City Attorney Taylor agreed.

Mayor England asked if the City tried to prohibit group homes, would the City be allowed under the fair housing regulations.

City Attorney Taylor advised no and will cause the City legal action.

Mayor England asked if the Land Development Codes gives definitions of medical clinics.

Building Official Law read the Land Development Regulations. Chapter 2 has no definitions for medical clinics.

Mayor England advised that that is something that should be researched. She advised that there is in the Florida Building Code and our City's Code of Ordinances. She advised that if we need to prohibit or have definitions where they are allowed in the City, that would be something to research.

Building Official Law advised that that would not change the Sea Grove business.

Commissioner George advised that the City adopted the Pharmacy Ordinance that was to have certain uses in certain locations.

Mayor England advised that the ordinance was very broad that all pharmacies would be on State Road A1A. She explained that the City needs a good definition and locations that of changing medical clinics.

Building Official Law advised that medical clinics are permitted in commercial districts and institutional.

Mayor England advised that the Commission is trying to encourage mixed-use district, so under that definition of medical facility there may be an office that the City would want to encourage on the mixed-use district.

Building Official Law advised that a conditional use could only be for hospitals. He explained that Sea Gove is a hybrid PUD. He has told the business not to operate outside of their business tax receipt. If there is evidence of operating outside of the business tax receipt, there would be another code enforcement case.

City Attorney Taylor advised that he sent a letter per the Code Enforcement Board to Department of Business and Professional Regulation (DBPR) and other licensing authorities to give heighten scrutiny for this business. He explained that DBPR would be a more appropriate authority to investigate.

Commissioner Samora asked if the property on 3rd Street has notified the Building Department of any building moving forward.

Building Official Law advised that CMS Holdings owns the title, and he has not been notified of any changes. He explained that if there was any proof of a group home, then he would start an investigation to ask the owners of their intentions and bring them to the Code Enforcement Board.

Mayor England advised that a medical clinic must be in a commercial district, not a residential district.

Mayor England opened the Public Hearing, and the following addressed the Commission:

Katie Duggan, 1144 Overdale Road, St. Augustine Beach, FL, advised that this business is an uncertified and unregulated treatment facility with the mission to make money instead of the outcome of the treatment. Residents have done research on this business and is other businesses owned by the same CEO and now trying to add St. Augustine to their long list of targeted cities. She explained the process of these treatment businesses.

Mayor England advised that the Commission has received Ms. Duggan's emails and articles.

Sarah Smith, 776 Tides End Drive, St. Augustine Beach, FL, asked if the Commission is considering the business a treatment facility.

Mayor England advised that the business tax receipt is for administrative offices and yoga classes only. There is no evidence of any medical facility.

Ms. Smith advised that on the PUD it does say the business is for private clubs limited to fraternal and membership organizations. She advised that this is not allowed according to the Commission.

Mayor England advised that it is a private matter under the PUD.

Ms. Smith said if Seagrove is not doing anything about it, she is encouraging the Commission to assist the citizens with this issue. If this business is part of Pearl of the Sea, then they should be considered part of their facility and the business tax receipt should be rehab clinic.

Colin Turner, 784 Tides End Drive, St. Augustine Beach, FL, advised that this business is a drug and alcohol detox center. He proposed that the community stop saying this business is a clinic and advised that the private clientele is concerning. He advised that he has a legal opinion from Doug Barnett that says that this is a drug and rehab facility, and it is not allowed under the Seagrove PUD and therefore it is a zoning issue and code enforcement issue.

Mayor England asked for the legal opinion be given to the City Clerk at any time.

Mary MacDonagh, 121 Sea Grove Main Street, St. Augustine Beach, FL, explained that a gentleman who lives in Sea Grove attempted to go into the business and was stopped by a guard and a guard dog and was told it was a private club. She advised that another person tried to come into the business, and they were told it was a private club. She also advised that there were six incidents where the Police Department had to respond after this business came to Seagrove. This is not the place for a drug rehab where children and a library are in the neighborhood.

Carol Oyenarte, 392 High Tide Drive, St. Augustine Beach, FL, thanked the Commission for allowing the residents to come back to discuss this issue, even though not much has changed. She advised that the Commission has received copious amounts of information on this business. She said the business has made the residents be in a reactive mode. The business is proactive and in 50 states, and the business is working the streets.

Leah Beck, 129 Sea Grove Main Street, St. Augustine Beach, FL, advised that she agrees with the community and asked where they are housing their clients and where are they receiving the medical detox. She advised that there are a lot of bars in the community and asked to stop putting their clients in harm.

Mayor England closed the Public Hearing and then asked for any further Commission discussion.

Commissioner Rumrell said that everyone wants to help the people, but not to exploit them. Personally, he does not feel that the City can support these types of businesses with the Police and Fire Departments and hospitals. He explained that he wants to take care of the community and to get proactive before it builds into more of a problem. He would like to look at the locations within the City that these businesses could be allowed.

Commissioner Torres advised that this was told in the code enforcement minutes that this was not a clinic and asked why it is being called a clinic by the residents.

Building Official Law advised that the owner clearly stated that they are not a medical facility.

Commissioner George asked what the ramifications if the use is violated by the owners.

Building Official Law advised that the City Manager has the right to remove that business tax

receipt. He advised that the City Attorney should be involved with that decision. He explained that only a judge could make them leave the property.

Commissioner George advised that the City cannot do anything on the PUD, but Sea Grove residents are fully empowered to lobby the Sea Grove HOA and if the Board members of the Sea Grove HOA are not responding to the resident's needs, the Board members could be voted off. She advised that the ordinances need to be updated and have the City be proactive regarding this issue. Staff is very sensitive to this issue and they live here as well.

Mayor England asked Building Official Law to research in the Land Development Codes on the definition of a medical facility and where they will be allowed within the City.

City Attorney Taylor advised that he would research addiction treatments to address these types of businesses within the City.

Commissioner Rumrell asked if the City cannot govern the PUD, and the residents should go back to Sea Grove HOA.

City Attorney Taylor advised that Sea Grove HOA could enforce an eviction on the business if there is a fraudulent use being done. He advised that the City has no evidence that the business is doing something wrong so the City cannot act on any zoning issues.

Commissioner Rumrell advised that in the future these businesses should have a certain requirement of licenses before opening the business in certain locations.

Vice Mayor Samora advised that the safety of the residents should be first and foremost. He thanked Commissioner Rumrell for putting this on the agenda and asked to get in front of this. He asked if anyone had proof of an unpermitted use, where would it go to be dealt with.

Building Official Law advised that it would go to the code enforcement officer to be investigated.

City Attorney Taylor advised that it also could go to the DBPR in order to act quicker than the City.

Mayor England moved to Item 12.

18. Resolutions to Support or Oppose Proposed State Legislation: a) Consideration of Resolution 21-12, to Support House Bill 315 and Senate Bill 514, to Establish State Wide Office of Resiliency; b) Resolution 21-13, to Support House Bill 1379 and Senate Bill 1186, to Prevent Increase in Assessed Value of Homesteaded and Non-Homesteaded Residential Property That is Voluntarily Elevated; c) Resolution 21-14, to Oppose House Bill 403 and Senate Bill 266 That Preempt Local Regulations of Home-Based Businesses (Presenter: Max Royle, City Manager)

Mayor England introduced Item 18 and asked for a staff report from City Manager Royle.

City Manager Royle advised that the Florida League of Cities suggested that these be done by cities in support of what is best for the cities in Florida.

Mayor England agreed with these selected resolutions but would like to add a resolution to oppose the bill to preempt cities on their architectural design code.

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

City Manager Royle advised that the City Attorney requested changes to the resolutions for Senate Bill 266 and House Bill 403 to hereby urges the Florida Legislature and Cabinet to support House Bill 2019 and Senate Bill 1954, which accomplishes what he originally wrote.

Mayor England asked to add the additional resolution as she requested as 21-16.

Motion: to approve Resolutions 21-12, 21-13, 21-14 and in addition Resolution 21-15 of a pending

House Bill that preempts Home Rule on architectural design. **Moved by** Mayor England, **Seconded by** Commissioner Torres. Motion passed unanimously.

Mayor England moved to Item 19.

19. Resolution 21-15, to Adopt Building and Zoning Fee Schedule (Presenter: Brian Law, Building Official)

Mayor England introduced Item 19 and asked for a staff report from Building Official Law.

Building Official Law advised Resolution 21-15 is modifying the swimming pool fee schedules to a flat fee. Multi-family commercial swimming pools will remain as per the commercial evaluation.

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

Motion: to approved Resolution 21-15. **Moved by** Mayor England, **Seconded by** Commissioner Rumrell. Motion passed unanimously.

XIV. STAFF COMMENTS

This item was continued to the May 3, 2021 Regular Commission meeting.

XV. ADJOURNMENT

Mayor England asked for a motion.

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

Meeting was adjourned at 9:59 p.m.



Margaret England, Mayor

Attest:


Beverly Raddatz, City Clerk