



MINUTES

SPECIAL CITY COMMISSION MEETING

TUESDAY, JULY 2, 2019, AT 5:30 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 5:30 p.m.

II. PLEDGE OF ALLEGIANCE

Mayor George asked Vice Mayor England to lead the Pledge of Allegiance.

III. ROLL CALL

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

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

IV. CONTINUATION OF JUNE 10, 2019, PUBLIC HEARING FOR TRANSMITTAL TO STATE OF CHANGES TO THE CITY COMPREHENSIVE PLAN (Presenter: Ms. Janis Fleet, Planning Consultant)

Mayor George introduced Item IV and asked Ms. Fleet for a staff report.

Ms. Fleet, Planning Consultant, Fleet and Associates, 4041 Sunbeam Road, Jacksonville, FL, showed a PowerPoint, Exhibit 1. She explained that she prepared a draft document based on the Evaluation and Appraisal Report (EAR) amendments for the Comprehensive Plan. She remarked that once the Commission agrees with the draft, she will transmit the document to the Department of Economic Opportunity and seven other agencies. Once the agencies review it within the 60-day timeframe, it will come back with comments to her whether they agree or disagree with the Comprehensive Plan amendments the City made and then she will come back to the Commission for another public adoption hearing. She explained that she had meetings with the Commission and staff and made revisions based on the meetings and brought a draft back to the Commission on January 8, 2019. She then made changes to the draft from the Commission meeting on January 8, 2019 and presented it to the Comprehensive Planning and Zoning Board. The Comprehensive Planning and Zoning Board had a public meeting on February 19, 2019, when they decided to take comments, but to defer the public meeting until April 16, 2019, where the Board voted to transmit the draft Comprehensive Plan with comments to the Commission. The Board never made any specific changes to the Comprehensive Plan. She responded to all comments that she received until April 8, 2019. She explained that the Comprehensive Plan draft is composed by elements and the comments were included in the Commission books to discuss tonight. She stated the elements were: Future Land Use, Transportation, Infrastructure, Conservation and Coastal Management, Recreation Open Space, Intergovernmental Coordination, and Capital Improvements. She stated that she did not receive any comments for Intergovernmental Coordination or Capital Improvements. She commented that this is the City's

Comprehensive Plan and any revisions, deletions, or changes are up to the Commission. She explained that if the Commission agrees to move the Comprehensive Plan forward after this meeting, she would transmit it to the Department of Economic Opportunity and the other seven agencies in the underline and strikethrough format. She asked the Commission to be specific in their language, so she could transmit it to the appropriate authorities.

Mayor George explained that the Commission could go element by element or just bring up any additional comments that the Commission would like to change. She told the Commission that she would like to integrate the majority of the comments that the Comprehensive Planning and Zoning Board made to the Comprehensive Plan. She explained that regarding the environmental issues, she does not want to rely on St. Johns County, but have the City provide their own decisions. She advised that the City could have a stronger basis for enforcing environmental issues and protections than the State of Florida or St. Johns County does. She commented that even if there is no staffing now, they could be noted as aspirational policy goals that the City wants to address in the future.

Ms. Fleet advised that one of the good things that the State Statutes did was to combine the full process together instead of coming back two years later; however, it is more rushed now because it should be done within a year's time. She explained that in five years the City will have to do this process again and advised that the Commission could add comments and see where the City is in five years. She explained that the Water Supply Plan was not even envisioned in 2008 and the sea level rise was not discussed in 2008 either but have been added with this Comprehensive Plan.

Vice Mayor England suggested where there are umbrella agencies, she would like to encourage language that the City wants to participate. She gave an example that she and staff go to the North Florida Transportation Planning Organization to be involved and would like it wherever possible to have the Commission or staff attend the umbrella agencies to participate and suggested an ordinance be established to actively participate with these agencies.

Ms. Fleet advised that Vice Mayor England's example was a good reason why the City should be involved.

Mayor George suggested moving forward with the Future Land Use Element first and asked Ms. Fleet to point out anything that is critical to the Commission.

Ms. Fleet commented that transient rentals need to be included in all the appropriate categories if it is included in the Future Land Use Element; otherwise, it would not be interpreted that transient rentals are allowed.

Mayor George agreed with Ms. Fleet's recommendation on transient rentals.

Vice Mayor England asked that under L.1.3.6, the language says that transient rentals shall be allowed in medium low and medium zones. She explained that the City has an ordinance that limits transient rentals in certain zones and was concerned about the word shall.

Ms. Fleet asked the Commission to look on page 5 in L.1.8.1, which goes together with L.1.3.6. She explained that in L.1.8.1 shows the land uses and what it allows in each of the land use categories. She advised that there is language for each zoning category by the Future Land Use Map and details what is allowed in each zoning category.

Vice Mayor England asked why the Comprehensive Plan has to say that transient rentals shall be allowed.

Mayor George agreed with Vice Mayor England.

Ms. Fleet advised that it can be removed. She explained that that was a recommendation that people wanted to address, so she included it, but she will remove all the language regarding transient rentals if that was what the Commission wants.

After discussion, it was the consensus of the Commission to remove all the language in Mixed Use, Commercial, High Density Medium, and Medium Low categories regarding transient rental and remove L.1.3.6.

Ms. Fleet advised that she would take that policy out of the Comprehensive Plan. She then asked if the Commission wanted to include the recommendations in the Future Land Use Element or not.

Mayor George asked to include the recommendations, unless Ms. Fleet feels that any of them are particularly dire.

Ms. Fleet advised that there were a lot of recommendations regarding the Sustainability Action Plan and they are addressed in L.1.1 but they are also addressed substantially in the Conversation and Coastal Management Element. She asked if the Commission wants the Sustainability Action Plan.

Mayor George advised that the Beautification Advisory Committee was just renamed the Sustainability & Environmental Planning Advisory Committee (SEPAC). She advised that she would be in favor of supporting the plan.

Ms. Fleet asked if she should change L.1.1 to read how the Commission would accomplish the goal.

Discussion ensued regarding Ms. West included her recommendations to be transmitted to the Commission with the draft Comprehensive Plan; Comprehensive Planning and Zoning Board did not vote what to include in the Comprehensive Plan; the draft Comprehensive Plan had all the comments that were received from all parties who participated; and the comments in the draft Comprehensive Plan do not have a consensus; and once the Comprehensive Plan is transmitted, then the agencies will make comments, and it will go back to the Commission for approval or changes.

Commissioner Rumrell requested to look at CC2.10.2, CC1.2, and CC1.2.2 regarding beach erosion and dunes. He explained that the dunes are the only defense to sea level rise and asked if the Commission should keep CC2.10.2 and change it to “the City shall work with the appropriate agencies to restore degraded natural areas in conjunction with the appropriate state agencies per present and future City owned properties’ vegetation, shoreline, and dunes restoration.” He explained that he doesn’t want to remove language regarding dune restoration or to work with the appropriate agencies to maintain the City’s shoreline.

Ms. Fleet advised that sea level rise is addressed on page 31.

Commissioner Rumrell explained that there is language for potentially affected areas, coastal flooding due to high storm surge, but doesn’t see the word dunes on page 31. He advised that it is imperative that the City maintain some sort of protection with St. Johns County, Department of Environmental Protection, etc. to help replenish sea oats or dunes in a catastrophic hurricane.

Ms. Fleet asked if Commissioner Rumrell would like to change the policy.

Commissioner Rumrell advised that he was comfortable changing CC2.10.2 with his suggested language or “the City shall work with the appropriate state agencies on present and future City owned properties through new or non-vegetation, shoreline or dune restoration and the restoration of natural hydrology.” He explained that he would like language to protect the dunes because that is the wall for sea level rise and storm surge.

It was the consensus of the Commission to use Commissioner Rumrell's language in the Comprehensive Plan.

Vice Mayor England asked to go in order of the elements.

Ms. Fleet asked what other comments the Commission had on the Future Land Use Element.

Mayor George advised that there is direction on the transient rentals and asked the Commission for any other comments.

Vice Mayor England asked to look at L.1.34 on page 3. She advised that the Commission approved rezoning a piece of property from residential to commercial for parking. She asked the Commission to discuss language regarding parking on the east side of A1A Beach Boulevard in particular. She asked if L.1.34 would prohibit that action.

Ms. Fleet explained that when there is language about retention and parking, they are there to serve commercial development. She advised that the City of Jacksonville looks at a retention area when it serves a commercial district. She explained that the City of Jacksonville locally considered that they needed residential areas for commercial development and the City of St. Augustine Beach could do the same with parking. She commented that the Commission could use what is in the City's codes and say that parking is allowed on either side of commercial development.

Commissioner Rumrell suggested changed the word from "should" to "could."

Commissioner Samora advised that L.1.35 describes what Ms. Fleet just said.

Vice Mayor England asked if the Commission wants an exception for parking.

Ms. Fleet advised that she would do this in the Land Development Regulations, not in the Comprehensive Plan. She suggested defining language such as, "parking and retention areas even if they are serving commercial development are allowed in residential areas" in the Land Development Regulations.

Vice Mayor England suggested to add commercial development structures to L.1.34.

Ms. Fleet advised that L.1.34 and L.1.35 is specific to the Future Land Use Map and it would not be right to do commercial development in an area that is designated as residential.

Vice Mayor England asked if the Commission rezoned a property from residential to commercial for parking, would that be a problem for this goal.

Ms. Fleet advised no because it is specific to the Future Land Use Map.

Building Official Law advised that regarding parking lots, he reserves the right to change the rules regardless of the square footage in a commercial development if he feels it would be detrimental to the City.

Mayor George pointed out L.1.5 and asked if there should be a reference to the objective, even if the City does not have a carrying capacity.

Ms. Fleet explained that the carrying capacity has been taken out of the state legislation, so the City does not have to have it in the Comprehensive Plan. She explained that it is addressed through the evacuation routes.

Building Official Law advised that the City is not building any more subdivisions because of limited open property and the City's roads are part of the St. Johns County Emergency Operations Center.

Ms. Fleet moved on to the Transportation Element.

Mayor George was concerned on T.1.1.6 and advised that the City has a maintenance plan, so it shouldn't be removed.

Ms. Fleet advised that she would include it back in the Comprehensive Plan.

Mayor George was concerned about T.1.1.10 and advised it should also be put back in the Comprehensive Plan.

Vice Mayor England agreed with Mayor George.

Ms. Fleet advised that she would include T.1.1.10 in the Comprehensive Plan.

Commissioner Kostka asked if the public could speak after every element.

It was the consensus of the Commission to have public comments after every three elements discussed.

Commissioner Samora asked whether the Commission would agree to include in the goal T.4.1 to seek funding.

It was the consensus of the Commission to add to that goal to seek funding.

Mayor George was concerned about removing the first policy because she felt that the City has an obligation to improve the City's facilities, which the City is doing. She suggested retaining T.4.1.1. She also suggested in T.4.1 to remove the strikethrough on "evaluate and."

The Commission agreed to keep "evaluate and" in T.4.1 and to keep T.4.1.1.

Commissioner Kostka advised that a lot of safety items have been struck through and she was concerned about the pedestrian crossings along A1A Beach Boulevard.

Ms. Fleet suggested T.4.1 objective deals with pedestrian and bicyclist safety. She also suggested adding another policy regarding monitoring pedestrian and bicyclist safety on A1A Beach Boulevard.

The Commission agreed to keep some of the policies that were taken out as discussed and adding a policy on monitoring pedestrian and bicyclist safety on A1A Beach Boulevard.

Commissioner Rumrell asked if T.3.1.1 affected the residential parking system.

Ms. Fleet advised that she would remove the strikethrough and leave it in the Comprehensive Plan and will remove on a yearly basis. She then moved on to the Housing Element and advised that there were not many comments.

Vice Mayor England asked if Ms. Fleet would add the language "new renovations" to H.1.1.

Ms. Fleet advised that she would add that language.

Mayor George asked to keep H.1.1.1.

Ms. Fleet advised that H.1.1.1 is more operational instead of a Comprehensive Plan issue.

Building Official Law advised that the Building Department has a residential sufficiency checklist already.

Discussion ensued regarding extending the public comments to three minutes instead of two because of the specificity of the Comprehensive Plan.

The Commission agreed to allow three minutes for public comments on the Comprehensive Plan.

Mayor George opened the Public Comments section on the first three elements. The following addressed the Commission:

Dr. Sandy Bond, 1117 Compass Row, St. Augustine, FL, advised that just because the City does not have the staff does not mean that the issues should be ignored and advised that there were a lot of deletions that should be kept in the Comprehensive Plan. She suggested having a definition on

what sustainability is in the Comprehensive Plan, along with definitions of terms on the technical language. She requested public housing to be included.

Ed Slavin, P.O. Box 3084, St. Augustine, FL, agreed with Dr. Bond and thanked the Commissioners who requested those items to be kept in the Comprehensive Plan. He suggested that the City hire a City Planner. He asked to restore everything that has been deleted.

Vice Mayor England advised that what has been brought back tonight is the City's work product of the Commission and the other Boards and explained that the Comprehensive Plan needs to be more palatable and more efficient, so there can be some things removed and combined.

Craig Thomson, 6 D Street, St. Augustine Beach, FL, explained that the residents live with A1A Beach Boulevard zoning, but if the residents live a couple of blocks off A1A Beach Boulevard they have certain zoning rights. He explained that the Comprehensive Plan should stop the commercial zoning from coming into the residential zones. He asked the Commission to give the residents who do not have gated communities an appeal process through the Comprehensive Plan. He commented that L.1.3.1 would give the residents a certain level of assurance to the community and to keep in the Comprehensive Plan L.1.6.1 regarding lots cannot be cleared of coastal hammocks and cannot built over the footprint of the previous structure. He suggested in C1.2.1 rights-of-way be restricted. He explained sea level rise floods the waterway by the retention pond and showed Exhibits 1 and 2.

Mayor George asked to be on point with public comments for the items being discussed regarding the Comprehensive Plan.

Mayor George closed the Public Comments section and explained H.1.7 that she would like this policy to be reinforced and given more substance. She suggested promoting green building and more efficient environmentally friendly features.

Ms. Fleet advised that a definition of sustainability would be better in the Land Development Regulations than the Comprehensive Plan. She explained that she could put language that by date certain the City will determine what the definition of sustainability is in the Comprehensive Plan.

Mayor George advised that sustainability in housing and building also includes reduction of waste programs and methods of standards to minimize negative impact against the environment, which has gotten lost in the Comprehensive Plan. She requested green progressive thinking in the Comprehensive Plan.

Ms. Fleet advised it would be better to add language in Conservation than Housing. She said that it would be more global in Conservation.

Vice Mayor England advised that she saw more policies with regards to plastics in Conservation. She asked how much the City's Building Department can do with the staffing they have.

Mayor George wanted to bring in the objectives with the policies, such as water conservation and irrigation. She advised that it is not only housing, but it should also be commercial buildings.

Ms. Fleet advised that that is why it should be in Conservation because it can be addressed in more categories than Housing. She explained that the reason why she took out public housing was because she thought that St. Johns County would be in charge of it, but they don't have a Public Housing Authority either and there was no intent for the City to have one.

Vice Mayor England asked on H.1.7 if Building Official Law and Ms. Fleet could work together on the Housing language.

Building Official Law advised that every three years before the building code is re-issued by the Florida Building Commission, the Florida Energy Codes increase efficiencies, such as LED lighting and energy efficient for air conditioners. Commercial buildings are regulated by C.4.05 of the

Energy Codes which relates to light reduction controls and advised that the State of Florida is on top of this issue. He advised that he has no legal authority under the State Building Code; however, if someone wants it, he would allow it. He suggested not to put something in the code that he cannot regulate. He explained that he can put the same language that the Florida Energy Codes has.

Commissioner Samora suggested language to encourage energy efficiency without being so specific as using language as the Green Building Council. He asked Building Official Law and Ms. Fleet to find a middle ground to maintain the aspirational aspects, such as water conservation, energy efficiency, sustainability, but take out the references like Energy Star, etc.

Commissioner Rumrell suggested language that “the City shall support the state initiative for sustainable housing.”

Building Official Law advised that language could say that the City promotes energy efficiency and sustainable housing.

Ms. Fleet advised that she is using the same Future Land Use Map, but there was one-word correction.

Commissioner Kostka commented that in L.1.6.1 it says, land clearing is limited in coastal hammock to that required of structures, access, and parking.

Mayor George asked to add language to the end of the sentence on L.1.6.1 “parking, to maximize preservation of the hammock. She also added the language to “maximize permitted.”

The Commission moved on to the Infrastructure Element.

Commissioner Kostka advised that she likes U.1.2.2 but it should be changed to show that the ordinance prohibits plastics. She asked to change the language to “the City shall continue to develop public education programs to make the public aware of problems and techniques.” She then advised that U.1.3.3 talks about a master drainage plan, but the City already has a master drainage plan.

Ms. Fleet explained that U.1.3.3 needs to be in the Comprehensive Plan because the City does have a master drainage plan that will need to be updated.

Commissioner Rumrell asked about U.1.3.1 why the language was stricken to seek assistance from the St. Johns County River Water District for technical matters on drainage.

Public Works Director Tredik advised that the City does consult with St. Johns County River Water District on drainage matters in certain cases.

Building Official Law suggested to change the word will to may.

Commissioner Rumrell agreed to change the word to may in U.1.3.1.

Mayor George advised U.1.2.4 addressed the reduction of solid waste and explained that she has been getting information on municipal composting programs. She explained that even if it is not done now, she suggested language change to “the City will cooperate with appropriate agencies or organizations and work to reduce solid waste by whatever reasonable and effective means available.”

Ms. Fleet moved on to Conservation Coastal Management Element.

Commissioner Rumrell advised that CC2.10.2 on page 28 requested to add the language to work with the appropriate agencies but remove the word “state.”

Mayor George moved to CC1.2 regarding the preservation of the dunes. She explained that there have been a couple of instances where property owners have torn down the dunes and the City

did not have any language saying that they violated the City's standards. She commented that any enforcement has been handled by the state, which includes any potential fines. She explained that the City's hands are tied with no legislation.

Ms. Fleet asked if the Commission would want to draft an ordinance for the Land Development Regulations regarding dune protection and City standards.

Building Official Law advised that he can take the property owner to the Code Enforcement Board because the codes say that the property owner needs a Department of Environmental Protection (DEP) permit before disturbing the dunes.

Mayor George requested to have a City permitting process.

Building Official Law explained that the City has one because the property owner would need a letter from him to allow the property owner to request a permit to DEP. He requested more information on whether the City has the legal authority to fine a property owner that really is not the City's jurisdiction.

Mayor George asked to create an ordinance to regulate any modification of the dunes within the City's jurisdictional boundaries. She asked staff and legal to work on the ordinance.

Ms. Fleet advised that she would add a policy under CC1.2.10 that will address Mayor George's concerns. She then moved on to sewer and advised that St. Johns County Health Department would be the agency responsible for the sewer in this jurisdiction and if the property owner has a septic tank, the St. Johns County Health Department would have to permit the property to bring it into compliance with the sewer system.

Building Official Law advised that they cannot force property owners to hook into a force main for sewers, unless the property owner is renovating, and the Health Department makes them go to the sewer system.

Vice Mayor England asked why objective CC2.9 was removed.

Commissioner Kostka advised that it is stated in another area under CC1.6.1 and CC1.6.2, which are both removed and asked to keep those policies.

Ms. Fleet advised she would put back CC2.9, CC1.6.1 and CC1.6.2.

Mayor George requested CC2.7.1 be put back as well.

Ms. Fleet advised that the intent was to eliminate the size in CC2.7.1 because the City does not have any larger parcels. She asked whether the City wants a developer to do a management plan.

Mayor George advised yes.

Ms. Fleet commented that she would put the information back in for a developer to do a management plan for new developments.

Commissioner Rumrell asked about CC1.3.6 whether the City of St. Augustine Beach should not be removed since staff does participate in the evacuation plan when a natural disaster hit.

Mayor George advised that she was concerned because it did not say the City would update their evacuation plan periodically. She suggested language "the City of St. Augustine Beach will periodically update its disaster preparedness plan and coordinate disaster preparedness with St. Johns County and other local agencies."

Vice Mayor England advised that the City needs a plan for communications and beach walkovers.

Commander Ashlock advised that they do go to St. Johns County Emergency Operation Center to do planning and practice for an emergency. He explained that they do it once a year and sometimes more frequently.

Commissioner Samora advised that he would like a reference on when the preparations would be done than to say periodically.

Ms. Fleet advised that she will discuss this with St. Johns County to get their schedule on updates.

Vice Mayor England advised that CC.4.4.3 needs to have the word “Beach” taken out.

Mayor George asked why the historical sites were being deleted.

Ms. Fleet advised that staff said the City did not have any historical sites.

Mayor George advised that there are some historical sites and historic structures. She requested that the language be kept in the Comprehensive Plan.

Ms. Fleet advised that she would keep the goal and the policy on page 28.

Mayor George asked to use language for the objective as “the City of St. Augustine Beach will take efforts to identify and protect historically or culturally significant sites.”

Ms. Fleet advised that the local mitigation strategy is under the umbrella of St. Johns County.

Mayor George asked if the local mitigation strategy is after a natural disaster.

Ms. Fleet advised that it shows what the hazards are in St. Johns County.

Mayor George asked about the air quality objective and she would like to keep CC.2.8 on page 27.

The Commission agreed to keep CC2.8 in the Comprehensive Plan.

Ms. Fleet moved on to Recreational Element.

Mayor George advised that she liked R.1.2.5 regarding the bicycle paths and after discussion decided to keep it as it was.

Ms. Fleet suggested adding a complete street policy. It is a policy relating to the entire roads and streets.

Vice Mayor England asked on page 33 regarding the park standards because as the population rises there will be no further land available for courts.

Ms. Fleet advised that she thinks the City is fine with this language because of the parks that are already in the City. She explained that new developments have their own recreational areas usually.

Commissioner Samora asked to look at R.1.2.9 regarding public beach access. He suggested that the City review public beach access periodically and asked it to be included in the Comprehensive Plan.

Mayor George advised that every five years St. Johns County does research public beach access for the beach renourishment funding. She asked to review R1.1.11 to keep the last sentence that says, “development will be done in aesthetic and environmentally sensitive manner.”

Vice Mayor England requested to keep the first sentence on R.1.1.5 and remove the second sentence. She advised that she was thinking about Pier Park.

Mayor George asked to look at R.1.2.8 and advised that the City is currently working with the River and Sea Loop and asked if the language should remain the same as a greenway plan or was there a more updated terminology.

Vice Mayor England advised that the City is participating, not developing a greenway plan.

Ms. Fleet explained that the lead agency is the North Florida Transportation Planning Organization because they just funded a regional greenway plan.

Mayor George requested language change for R.1.2.8 as follows: "Will participate in greenway planning."

Ms. Fleet advised that Intergovernmental and Capital Improvements did not have any comments, unless the Commission has questions.

Vice Mayor England requested that C.1.3.1 to review and see if there a word missing.

Ms. Fleet advised that she would check it.

Mayor George asked why Ms. Fleet removed the rest of the sentence.

Ms. Fleet advised that she is repeating the statute in that full sentence, so it could be left in.

Mayor George asked to include language that it would be prior to the issuance of the development order or permit.

Ms. Fleet advised that it has to be when the impact occurs, so it cannot be prior to the issuance but at the same time.

Mayor George advised to leave it as it is and not delete any parts of the sentence. She asked if the Comprehensive Plan has references to the Police Department.

Ms. Fleet advised that that was not a required part of the Comprehensive Plan according to Florida Statutes.

Mayor George opened the Public Comments section on the first three elements. The following addressed the Commission:

Dr. Sandy Bond, 1117 Compass Row, St. Augustine, FL, quoted the New York Times regarding climate change. She requested to add a Climate Action Plan for the City and not to rely on St. Johns County or the City of St. Augustine. She asked how successful the three agencies have worked together in the past and asked the Commission to approve the City's own Climate Action Plan.

Ed Slavin, P.O. Box 3084, St. Augustine, FL, agreed with Dr. Bond and asked Mayor George to be the leader for St. Johns County Climate Action Plan. He asked for strong language to protect the park next to Publix. He also wants clean air and advised that St. Johns County has been an unjust steward on that. He said that where Embassy Suites is now may have been where the City of St. Augustine moved in 1566 to 1571 after the Indians burned down the City. He commented that public housing should be included, and the dunes should not be tampered with.

Craig Thomson, 6 D Street, St. Augustine Beach, FL, agreed with Dr. Bond and Mr. Slavin that the City should adopt its own Climate Action Plan. He appreciated the Commission's environmental concerns and feels that historic preservation is important. He asked for a storm surge map for the City (Exhibits 1 and 2).

Mark Krempasky, 114 13th Street, St. Augustine Beach, FL, asked to put impervious surface ratios in the Comprehensive Plan in order to deal with flooding. He also asked the Commission to give incentives to property owners who add trees to the City because there were a lot of trees removed through development.

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

Ms. Fleet advised that in the Land Development Regulations there are impervious surface ratios and tree incentives. She explained a Climate Action Plan needs to be countywide, but that is up to the Commission. She explained that the City is participating in the Climate Action Plan.

Mayor George suggested adding a policy that the City should work to identify and apply for grants to fund studies on a Climate Action Plan. She explained that there are grants available.

Ms. Fleet asked if Mayor George wanted to keep the County policy too.

Mayor George advised yes.

Ms. Fleet advised that she would add that policy. She asked if the Commission wants to transmit the document with these changes.

Mayor George advised yes but wanted to clarify that the Comprehensive Plan would return to the Commission for one more review.

Ms. Fleet advised yes.

Mayor George asked for a motion.

Motion: to approve the transmitting of the planned amendments as presented and modified through the discussion here tonight. **Moved by** Mayor George, **Seconded by** Commissioner Rumrell. Motion passed unanimously.

V. IF NECESSARY, CONTINUATION OF AGENDA TOPICS FROM JULY 1, 2019, REGULAR MEETING (Presenter: Max Royle, City Manager)

Staff Comments:

Mayor George introduced Item V and asked City Manager Royle for his comments.

City Manager Royle explained that staff is searching for a Chief Financial Officer and as of today the City has received 30 resumes, 19 from the State of Florida and the rest throughout the nation. He explained that a lot of the resumes are private sector Finance Directors, but there are several non-profits and one government Financial Officer that staff will look closely at. He explained that this will leave a Finance Department with only one employee and suggested moving the Finance Assistant up in terms of title and pay because of the responsibilities. He explained that it may take two-three months to get a Chief Financial Officer because of the selection, interviewing, background checks, and the employee giving their notice to their current employer. He explained that it is possible that the selected employee may have to move, which will delay the process even more. He suggested the title for the Finance Assistant be Interim Finance Director and explained that she knows the basics and the financial systems and should be compensated accordingly. He commented that because the Commission is not meeting to discuss the budget until the end of July, it will give staff time to get the information to the Commission. He remarked that Chief Financial Officer Burns said she would leave the City in good health budget wise.

Mayor George asked what the Commission needs to do for the transition.

City Manager Royle advised that they are looking for a temporary person to fill in because one person cannot do it on their own.

Mayor George explained that when you have this type of transition the City should do their due diligence and conduct a forensic audit so the new person coming in would know where everything is and will have a clean slate.

City Manager Royle advised that Ms. Burns' has been here 17 years and he has never had to do a forensic audit before.

City Clerk Raddatz commented that the Finance Assistant has been working with Ms. Burns for five years and very well trained on all the accounts that Ms. Burns does. She explained Ms. Douylliez has done Ms. Burns' work when she has been on vacation or vocation. She will need help from the temporary agency to key figures into the computer.

City Manager Royle advised that Ms. Douylliez has a Baccalaureate Degree in Public Administration from Flagler College.

City Clerk Raddatz advised that Ms. Douylliez has been a Controller for several major companies. She is well versed and does know the job.

Commissioner Kostka explained that a Chief Executive Officer (CEO) is usually in charge of all the finances. She commented that she doesn't want to pay somebody for a title that isn't the job that they are doing. She remarked that maybe the Commission needs to look at what the job description is and then decide what the title should be. She explained that there could be a difference from a Comptroller and a Chief Financial Officer (CFO). She advised that she is not saying that the City should hire someone less qualified than Ms. Burns, but in the business world there is a substantial difference in money, quality of work, and responsibilities. She commented that a CFO has total access to all the finances for a corporation. She explained that it is industry standard that they would not hire a CFO with less than 100 employees and \$50 million in revenues.

Mayor George remarked that that was a good point.

City Manager Royle advised that Ms. Burns has complete control over the finances for the City and by the excellent audit reports, has kept the City in good standing for the time she has been with the City.

Mayor George explained that there is an opportunity now that she is leaving.

City Manager Royle advised that any candidate that is picked may not care about their title as much as the compensation. He explained that the labor market is extremely tight. He commented that the candidate may not want to move here for less because it is expensive to live in this district.

Mayor George asked what the CFO range is.

City Manager Royle advised \$52,093 to \$82,882.

City Clerk Raddatz advised that range was for the Deputy Finance Director. The CFO's range is \$71,554 to \$107,331.

City Manager Royle advised that Ms. Burns is being paid \$88,886.

Mayor George advised that she started out without the credentials, the master's degree, and the pay, but was doing the same job.

City Manager Royle advised no. The job rose in complexity since she arrived here.

Mayor George asked how the position has grown in complexity.

City Manager Royle advised that there are accounting rules that local governments must abide by. He explained that he didn't know the rules verbatim, but they were less when Ms. Burns was hired.

Commissioner Kostka commented that that is true with any position and in any industry.

City Manager Royle explained that the title can be what the Commission wants, but the City advertised for a CFO because that was what the Commission had approved back when Ms. Burns wanted the position or title.

Commissioner Kostka was concerned about paying for a title that may not be what is required. She requested a job description of the Chief Financial Officer position.

Vice Mayor England commented that if the job description is accurate and the amount of money that must be managed, who can evaluate that to say what the market will pay in this area. She explained that she doesn't know if she could do that.

Mayor George remarked that she was always uncomfortable that Ms. Burns was doing the salary surveys and who handpicked which cities and jobs to review. She advised that she was the one that got the biggest increase in salary from the surveys. She explained that the Commission has an opportunity to re-evaluate what the comparative work is.

Commissioner Kostka advised that it the Commission's responsibility to review that.

Commissioner Samora asked if the Commission could get the detail of the salary survey as it pertains to the CFO position.

Mayor George asked to reach out to the cities and find out what makes them relatively comparable to our City. She asked who the PhD was who told what cities would be comparable.

City Manager Royle advised Dr. Bob Lee.

Mayor George asked to take a lot of that report as well.

Vice Mayor England asked if the Florida League of Cities (FLC) could base the job description responsibilities to what salary should be paid.

City Manager Royle advised that the FLC did salary surveys years ago, but not currently.

Vice Mayor England advised that Ms. Burns does all the accounting and bookkeeping, which she is really good at.

City Manager Royle advised that he was trying to get a replacement for Ms. Burn's position, no matter what the title is, and he can get the details about the CFO position and their salary. He advised that he would give the details regarding the salary survey that was just done. He explained that Police Chief Hardwick was also involved in the pay study as well as Ms. Burns. He commented that it wasn't Ms. Burns alone who picked the cities.

Mayor George thanked City Manager Royle for that clarification.

Commissioner Samora asked for the background data on the cities they picked, such as the population, what are their budgets, so the Commission can compare the different cities.

City Attorney Wilson left the meeting at 8:02 p.m.

Commissioner Kostka explained that online searches can be done, and it boils down to the job description and requested the appropriate title for the appropriate job description and then compare the statistics.

Commissioner Samora asked about the forensic audit being done by the person coming into the position who would direct an outside firm to do the work.

Mayor George agreed.

It was the consensus of the Commission to bring the forensic audit discussion back once the position is filled.

Building Official Law advised that Panama Hatties passed their elevator inspection today. He explained that no new plans have been submitted for commercial development; however, the Fire Department is reviewing Corral Dental as a shell building and then the dental office will be built under a separate permit. He commented that the donut shop was starting their renovations and the Old Shell Shack has begun its renovations.

Public Works Director Tredik explained that there will be a busy weekend on July 4th. He explained that the Public Works Department will do their best to make sure the trash cans are cleaned as late in the day as possible on the holiday weekend and again in the morning. He explained that the Mickler Ditch Project contract of clearing the vegetation and is now in the process of removing the muck in the bottom of the ditch. Once the muck is removed the pipe will be installed. He commented that the Urban Forestry Management Plan is progressing nicely, and he has a meeting with the consultant next week. He advised that the consultant will be doing a presentation at the SEPAC meeting on July 11th. He advised that the Commission will receive a preliminary report on August 1st and a final report at the end of August. He is addressing the dark areas with Police Chief Hardwick and FPL discussed along A1A Beach Boulevard. He commented that the first meeting for Beach Blast Off will be July 12th, so staff preparations are moving forward.

Vice Mayor England asked about the flooding on A Street after St. Johns County paved the street.

Public Works Director Tredik advised there was, and he is addressing it with St. Johns County. He explained that he has been discussing with St. Johns County to install a sidewalk and drainage along A Street for pedestrian safety.

Vice Mayor England advised that A Street is very visible in the City and asked to get St. John County to address it soon.

Public Works Director Tredik advised that he has taken pictures of the flooding and sent pictures to St. Johns County, so they are aware of it.

Commissioner Rumrell asked if recycling will be the same during the July 4th weekend.

Public Works Director Tredik advised yes.

Commissioner Samora asked the progress on the weir.

Public Works Director Tredik explained that he will have a meeting regarding the weir within a week or so with the Water Management District. He advised that the plans are about 50% complete. When the plans are completed, the consultant will submit the plans to the Water Management District and they will have 30 days to respond. He hopes to finish the design this summer and be to ready to start construction in the next fiscal year.

Commander Ashlock advised that the Police Department will be busy as well this weekend. He commented that there will be a lot of officers in the field starting tomorrow night and through Saturday. He explained that they will try to limit the fireworks activities. He explained that the Police Department regularly meets with Ms. Burns and has met with Ms. Douylliez regarding the budget last week. He remarked that Police Chief Hardwick was confident that Ms. Douylliez would be able to carry through the next budget cycle. He confirmed that St. Johns County does the hurricane drill annually.

Commissioner Samora asked about the traffic plan.

Commander Ashlock explained that there will be a Public Safety Assistant on A Street on July 4th to monitor the beach entrances. He commented that A Street will allow 4 x 4 cars only on the beach.

Commissioner Rumrell asked City Manager Royle to try to get a lifeguard by Ocean Hammock Park because there are no lifeguards in that area.

City Manager Royle advised that he would call the County to find out why they have no lifeguard near Ocean Hammock Park.

VI. ADJOURNMENT

Mayor George asked for a motion to adjourn.

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

Mayor George adjourned the meeting at 8:17 p.m.

Undine C. George, Mayor

ATTEST:

City Clerk