



## MINUTES

### REGULAR CITY COMMISSION MEETING MONDAY, MAY 1, 2023, AT 6:00 P.M.

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

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I. CALL TO ORDER

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

II. PLEDGE OF ALLEGIANCE

The Commission recited the Pledge of Allegiance.

III. ROLL CALL

Present: Mayor Donald Samora, and Commissioners Undine C. George, and Virginia Morgan.

~~Vice-Mayor Dylan Rumrell and Commissioner Beth Sweeny were absent.~~

Also present were City Manager Max Royle, City Attorney Charlie Douglas, Police Chief Daniel Carswell, Police Commander T.G. Harrell, City Clerk Dariana Fitzgerald, Finance Director Patty Douylliez, Public Works Director Bill Tredik, Assistant Public Works Director Ken Gatchell, and Engineering Director Jason Sparks.

**Motion:** To excuse the absences of Vice Mayor Rumrell and Commissioner Sweeny. **Moved by** Mayor Samora, **Seconded by** Commissioner George. Motion passed unanimously.

Mayor Samora moved on to Item IV.

IV. APPROVAL OF MINUTES OF THE REGULAR COMMISSION MEETING ON APRIL 3, 2022

**Motion:** To approve the minutes of regular Commission meeting on April 3, 2023. **Moved by** Commissioner Morgan, **Seconded by** Mayor Samora. Motion passed unanimously.

Mayor Samora moved on to Item V.

V. ADDITIONS OR DELETIONS OF THE AGENDA

City Manager Royle suggested to postpone Items XII.5 and XIII.7 until the June 5, 2023, Commission meeting. He introduced Ken Gatchell, the incoming Public Works Director, and said that he will take over for Bill Tredik, who is leaving us after this meeting, and that next to him is the new Engineering Director, Jason Sparks.

Mayor Samora moved on to Item VI.

VI. CHANGES TO THE ORDER OF TOPICS ON THE AGENDA

City Manager Royle advised that Public Works Director Tredik asked to combine Item XII.6 with Item X.1 and to discuss the transient rentals first and then there may be no need to pass the

ordinance on final reading. It was the consensus of the Commission to combine Item XII.6 with Item X.1.

Mayor Samora moved on to item VII.

## VII. PRESENTATIONS

- A. Sons of the American Revolution Law Enforcement Commendation Award to Sergeant Brandon Hand of the City's Police Department

Mr. Paul Sapp, of the St. Augustine Chapter of the Sons of the American Revolution, provided background information about the organization and said that they love to give awards to first responders. He said that Sergeant Hand was selected as the St. Augustine Beach Police Department's Officer of the Year 2023 and is a fixture in the community, has a proactive approach to policing, and has been increasingly proficient at recognizing impaired driving. He described two cases involving Sergeant Hand and said that he is a leader, a field training officer, a taser and driving instructor, an honor guard member, and that his dedication to the community is being commended. He presented the award to Sergeant Brandon K. Hand.

Mayor Samora thanked them for recognizing Sergeant Hand and he thanked Sergeant Hand for all he does for the community.

- B. Interview of Mr. Rhys Slaughter, Candidate for Position of Junior Alternate, Comprehensive Planning and Zoning Board

Mr. Slaughter stated that he received a phone call asking him if he would be interested in volunteering for the Board. He said that he did not hesitate, that he thinks that it is really interesting and would like to know the inner workings a little better. He has lived here for over twenty years and loves the area and would only want to see it change in good ways.

Mayor Samora asked if he was aware of the schedule and time commitments. Mr. Slaughter said yes.

Commissioner George advised that she has known Mr. Slaughter for a long time and has known him to be a wonderful businessman and a great member of the community and that he would be a great addition.

**Motion:** To appoint Mr. Rhys Slaughter to the position of Junior Alternate on the Comprehensive Planning and Zoning Board. **Moved by** Commissioner George, **Seconded by** Mayor Samora. Motion passed unanimously.

Mayor Samora asked Mr. Slaughter to get with the City Manager and the City Attorney regarding the Sunshine Laws, etc.

- C. Update Report of City's Master Stormwater Plan by Civil Engineering Consulting Firm, Crawford, Murphy and Tilly

Mr. Scooter Sheldon, PE, Crawford, Murphy and Tilly (CMT) presented a PowerPoint [Exhibit A]. He provided background information and said that the Stormwater Master Plan does not include the entire City, it is specific areas of the City that drain to the large stormwater pond on Mizell Road, which is depicted on the map. He explained that the covered area is approximately 1,050 acres, or 1.64 square miles, and that the City is only a little over 2 square miles, so it covers the majority of the City. He moved on to the next slide and explained that the purpose was to update the 2004 model performed by Stone Engineering, which was acquired by CMT. He said that since 2004 that there were 116 projects that were done within that Stormwater Master Plan area, and we needed to determine whether those impacted the model results. He said that the area shown in purple, which is most of the area on the map, had some sort of permit for stormwater, and that

CMT went through those permits to assess how they impacted drainage and that some were significant. He advised that the vertical datum was also updated to keep with FEMA standards. He showed an aerial overlay that depicted how the City has changed over the past twenty years as shown in the spatially referenced model from his PowerPoint presentation. He advised that this model is critical because it allows us to check the length of pipes, which would allow us the opportunity to confirm whether it is correct. He advised that they have also been able to add lidar (light detection and ranging) topography elevation data from St. Johns County's GIS database at no additional cost to the City, which identifies drainage patterns.

Mr. Sheldon said that there are some interesting features of this model, such as allowing us to see animation of how the water would act during an event, which could help us determine if something is undersized in a certain area, so that we can propose the right improvements and test them in the model.

Mr. Sheldon moved on to the rest of the slides, which discussed the goals of the model such as identifying conceptual projects, cost estimates, and maintenance and operation needs. He said that they would be most interested in clusters that appear to be flooding in the model, which would be backed up by City staff to determine if it is a true flood area. He advised that they have focused their improvements on the areas that are some of the oldest parts of the City, such as the 2<sup>nd</sup> Avenue drainage project, which has been a recurring area of improvement. He went on to discuss the conceptual projects and their estimated costs such as 11<sup>th</sup> Street, 16<sup>th</sup> Street, Mickler Boulevard, Ocean Trace Road, A Street, and Ocean Woods Drive. Commissioner George asked if the increased pipes would allow for the connection to A1A Beach Boulevard from 11<sup>th</sup> Street. Mr. Sheldon said that they would be maintained as two separate systems and that the next project on 16<sup>th</sup> Street would help alleviate flooding on A1A Beach Boulevard.

Mr. Sheldon continued on to the 16<sup>th</sup> Street project, which currently has a ditch that does not really do much and it would be better if it were a pipe to reduce maintenance issues. He moved on to the Mickler Boulevard projects and said that they would like to see drainage improvements and armoring in the ditches to reduce maintenance and erosion and to grade it properly so the water flows where we want it to go. Commissioner Morgan asked if the Mickler Boulevard project would tie into the 11<sup>th</sup> or 16<sup>th</sup> Street improvements. Mr. Sheldon said both, but that piping the entire thing is not the best solution because the City would lose temporary rainwater storage and that the best solution would be to armor the ditch.

Mr. Sheldon moved on to the Ocean Trace project and said that the existing ponds do not currently have an outfall, which ends up flooding into the parking lots. He advised that the only solution is to pump the stormwater because there is no feasible way to use gravity to flood into the west side of the Boulevard where we want it to go. He proposed to hydraulically connect the two ponds and pump out of the large pond and run a pressurized stormwater main. He advised that right now we show it going all the way to the Ocean Trace pond but with a modification to the pond they could treat the water and may be able to discharge it into the system and not have to take the pipe all the way to the pond. He said that those are the kind of details that we just do not know at this point, it would be very involved, and costly. He said that this is not in the model area but that he wanted to highlight it because it is a drainage concern, and that they would like to develop it further.

Mr. Sheldon moved on to the A Street project and said that they are proposing a "shortcut" between the 2<sup>nd</sup> Avenue and the Mickler Boulevard ditch at A Street, which would take pressure off of both systems because the water goes both ways. Commissioner George asked if it would alleviate flooding along A Street. Mr. Sheldon said that in addition to the pipeline connecting the two, that they would anticipate adding inlets to those areas to alleviate local flooding concerns because the water right now essentially gets into one of these two systems, which is not very

efficient. He said that adding some inlets would be a benefit. Commissioner George asked how many inlets would be proposed along that stretch. Mr. Sheldon advised probably about ten inlets, but he was not sure. Commissioner Morgan said that there is a drainage pipe at 11<sup>th</sup> Street that would be replaced with a larger one, and she asked if there is an existing one at A Street. Mr. Sheldon advised that they would be adding a new trunk line to the system.

Mr. Sheldon moved on to the Ocean Woods backyard drainage project and that this area was recently repiped so you would think that it would not have drainage issues but that the model shows flooding there for a twenty-five-year storm event, which is what all these models were based on. He proposed increasing the pipe size and said that it would tie into the 16<sup>th</sup> Street drainage improvements. He moved on to the next slide, which showed an overview map that contained several projects, which he did not mention because they were small such as Lake Shore Drive at 16<sup>th</sup> Street with just one pipe to help the pond drain better. He advised that some of the developments on the east side of the Boulevard could benefit from drainage improvements to get them into the main trunk line. He said that looking at the maps side-by-side you can see that most of the issues are clustered in certain areas and that is where they focused a lot of their drainage improvements.

Mayor Samora asked if he modeled the system after the improvements had been made. Mr. Sheldon said yes and that he would have a map in the full report. Mayor Samora asked if the projects were ranked in order of importance. Mr. Sheldon said they were not, but that they had talked with City staff to determine what is important. He said that he plans to deliver his final report to the Commission in June. Mayor Samora said that it would be important to know which projects need to be done prior to others.

Commissioner George asked if the modeling allowed him to project the completion of a project and then see what the overall impact would be. Mr. Sheldon said yes and that is how they sized some of the improvements, determined what was needed, and how it would perform. Commissioner George asked if CMT did the consulting for the Ocean Woods project. Mr. Sheldon said that he believed so. Commissioner George asked why the Commission was not consulted to provide the larger pipes. Mr. Sheldon advised that the model updates were not performed prior to that and that it looked okay previously, which is why we do these updates. He said that this was found while he was doing the improvements at 16<sup>th</sup> Street and to keep moving upstream until the problem is fixed. Commissioner George said that CMT is our standing contract for engineering/consulting services and asked if the City's file would be updated for these projects so that the same modeling/imaging could be referenced in the future if we need to make adjustments, so that we do not find out about it a year later. Mr. Sheldon said absolutely and advised that part of what they did was to put in all of the City's projects that have been done by anyone into the model to see how they performed and that it is living software.

Someone spoke from the audience. Mayor Samora advised that we do not typically do a question-and-answer at this point but that he would allow it this one time and he asked that the audience member come to the podium.

Lauren Farrell, 11 Sabor de Sal Road, St. Augustine Beach, FL, asked which ponds were being referred to. Mr. Sheldon advised that part of this project would be to connect those two ponds and to propose a pump station that would benefit both.

Mayor Samora moved back to the presentation.

Mr. Sheldon moved on to the summary portion of his presentation of all the projects that are being proposed and he said that it is a large range of costs and that they would not presume that it would be done all at once or that the City would pay for all of it. He said that they would expect that there would be grants and that having this model is a great first step to applying for grants.

He advised that these are rough estimates because in five or ten years we do not know what the cost will be.

Mr. Sheldon moved on to the operations and maintenance needs portion of his presentation and said that there are four categories for stormwater needs. He advised that the first need would be pump stations and that now is a great time to start that program because the pumps at the large stormwater pond are brand new, which is a great time to maintain them. He said that the estimate of \$57,000 - \$127,000 factors in replacement every twenty years. He advised that there is about a hundred thousand linear feet of piping in the City and that they would propose putting that into four rotating quadrants similar to the ditch maintenance. He said that if he does some of the ditch armoring projects the price for maintenance would come down significantly because the Mickler ditch alone is a large maintenance issue. He moved on and said that the fourth category is pond maintenance and that the City currently contracts with Lake Doctors for \$7,140 per year. He advised that he added one other cost, Master Plan Updates should be done every five years to keep it current, which would make the cost very minimal because if you do not know how the system is working then you would not know how to maintain it. He advised that he anticipated finishing the project and delivering a report to the Commission next month.

Mayor Samora asked if the model should be updated as projects are completed, or would that be too frequent, and could that cost be built into the cost of a project. Mr. Sheldon said absolutely. He said that for budget purposes he wanted to give it a timeframe to divide it but that ideally, we would use the model to develop and design the project and once completed, put it back into the model to make sure that it is performing the way that it should.

Commissioner Morgan asked if the report would include CMT's recommendations for the order of priorities and the timeline so that we know how many people it would affect, the cost, etc. Mr. Sheldon advised that CMT could provide a relative timeline.

Mayor Samora opened Public Comments.

Janice Lauroesch, 7 Sabor de Sal Road, St. Augustine Beach, FL, does not know why they were never put into the drainage system that everyone else has; old records from the 1970s reflect that there was an agreement made between the developer and the City and we got a retention pond; it is not just parking lots flooding, there are condos/timeshares; people are losing their back yards; hoped that they would also consider the significance of the impact and not just the number of people impacted; the City has allowed people to put in bulkheads, which did not used to be allowed and now water goes into other lots; wanted to make sure that the new Public Works Director is brought onboard because this is a huge problem every time that it rains.

Athena Calvin, 5 Quail Court, St. Augustine Beach, FL, asked what informs this model; she has lived on the island for thirty years, twenty-five at Ocean Woods; there was no standing water/flooding issue on 16<sup>th</sup>, 11<sup>th</sup>, or Mickler Boulevard until the pipe was put in; this is a very expensive proposal; maintenance to the Mickler ditch would be occasional cutting or clearing twice a year; the ecological impact would be significant; could not imagine paving that area because where would it be absorbed; has never seen water flood from 11<sup>th</sup> Street to Pope Road in twenty-five years.

Beatrix Friederich, 4 Ocean Trace Road, St. Augustine Beach, FL, is on the Board of Directors for the St. Augustine Beach and Tennis Condominiums; prepared a speech but would just wing it; they hope that the project on Ocean Trace Road will be pushed forward because it is a serious issue; lives in one of the townhouses next to the pond and it is rough when you have the water next to your front door because the drainage comes up with just a twenty minute rain event; they have attended every meeting and have been consistent and want to push this and show the City that we are serious about it; there are over a hundred condos, the parking lot flooding is tremendous, and there are a lot of older people that cannot get out; the Beach Club and Spanish

Trace are also other big condo buildings as well as Ocean Trace single family homes; the presentation does not look like we would be on top of the priority list; hopes that the City does not forget about Ocean Trace on their list.

Mayor Samora closed Public Comments on this topic and moved on to allow Mr. Sheldon to reply.

Mr. Sheldon said that he would start with Ocean Trace since there were two questions about that area. He said that he cannot stress enough that the City staff has always asked for CMT to come up with something for Ocean Trace, so it is a priority for the City. He advised that the new Engineer, Jason Sparks, knows about the issues for the area and that it would stay at the forefront for City staff.

Mr. Sheldon moved on to the question regarding what informs the model and said that it is very complicated. He advised that they look at rainfall data, soil data, and land cover data. He said that he did not present it well when he said, "paving it". He said that that is not what it is, it is essentially how it functions. He described it as a web of big concrete rocks with more holes than concrete. The idea is to keep the landscape as natural as possible, but the natural landscape is also what is causing the road to start to fail. He said that the armoring does not have to be part of the plan, but CMT feels that it is the best option for the City long-term. He said that it is important to note that CMT's models are designed for storms, so a twenty-five year, twenty-four hour rain event does not really happen a lot but that it is what the standard is and what we design to. He gave the example that no one designed for the recent rainfall in south Florida, which was twenty-nine inches in six hours and that everyone would flood in that sort of scenario. He said that he could fully address their concerns right now but that he hears them and that the ultimate goal is not to do projects but to have the system serve the City and the residents well.

Someone spoke from the audience and was inaudible for the minutes. Mayor Samora referenced the area that was piped and said that we are addressing it but that it would have been nice to have the model prior. Commissioner George advised that the City must keep good records, and, with no disrespect, the Clerk cannot take our minutes unless the voice is spoken into the microphone, so that is why we cannot do back-and-forth from the audience.

Mayor Samora thanked Mr. Sheldon for his presentation and said that this had been a long time coming. He said that he cannot wait to see the final report, to work with City staff, and to prioritize and get funding for some of these projects. He said that it is obvious that the drainage in the City has people's attention and that there are issues that we have to address.

Commissioner George asked if cities and experts are really holding firm to the twenty-five year standard or are they starting to consider fifty, seventy-five, or even one hundred-year storms, which are becoming more prevalent. Mr. Sheldon advised that the twenty-five year is the standard for the St. Johns River Water Management District permitting, which must meet pre-development and post-development flows. He said that the original purpose of this model was to create a regional stormwater treatment system so that everything within the system did not have to be permitted every time someone wanted to increase their driveway. He said that there are certain pushes now towards resiliency, which includes water drain events, sea level rise, etc. and those would model up to a five-hundred year storm event. He advised that their model is not currently set up to do that, but it is a great starting place to do it. He said that there are certain features that only work because the water stages do not over-top. It is not that it cannot be done, it is just that they have not done it but that they have a great framework to start with.

Commissioner George asked what it would take to do it. Mr. Sheldon advised that they would connect things the way that they believed the water flows, which would involve connecting the model any way that the water possibly could flow because that is what happens in a five-hundred year storm event.

Commissioner George said that looking at the one hundred sixteen projects that we have done over the past nineteen years that she could see that everything that he had prepared would take us twenty years to complete and by then it would be irrelevant data again. She said that we have talked about a living plan, but if we do the main skeleton first, she would want that to be built to one-hundred years or at least fifty years. Mr. Sheldon said that while we use the twenty-five year for the basis of improvements, we model the fifty and one hundred in the model, which will be in the full report. He advised that twenty-five years is the current requirement for permitting.

Mayor Samora moved on to Item VIII and opened Public Comments. He advised that anyone wishing to address the Commission on non-agenda items would have three minutes to speak and to please fill out a speaker card. Commissioner Morgan said that there may still be people that wanted to comment about the previous presentation topic, and she suggested to give them the opportunity to comment during Public Comments. Mayor Samora agreed.

#### VIII. PUBLIC COMMENTS

Doug Conkey, St. Johns River Water Management District, 7775 Baymeadows Way, Suite 102, Jacksonville, FL, congratulated the City on their award for stormwater/flood control/increasing resiliency; thanked the City for their water conservation support for the April Proclamation; every month is water conservation month; the average household water leaks can add up to ten thousand gallons a year, which can easily be corrected and save the average homeowner about ten percent on their water bill; in Florida more than fifty percent of the water is used outside such as for irrigation; irrigation leaks can waste up to sixty-two hundred gallons of water in a month; water conservation is probably the most important action we can take to protect our water supply; St. Johns County Commissioner Dean played a big role in our district; the water supply plan is being developed and you will hear more about it this summer; will provide the City Manager with options to share with the Commission.

Gary Wood, 9 Ocean Trace Road, St. Augustine Beach, FL, there are twelve houses on Ocean Trace and three condos with a street behind us and in the evening the cars race out of that street; has called the Chief about a hundred times because they hit the mailboxes, etc.; asked the County for speed bumps or something to help them and he was told that he would need a recommendation from the City; a lot of people access that road to get to the beach and in the evenings people are drunk; someone is going to get killed and asked for help from the Commission; there is a police car parked there, which is a big help.

Ed Slavin, Box 3084, St. Augustine, FL, congratulated Public Works Director Tredik for his service; he is the best currently living speaker at the St. Johns County Commission; he is relaxed, not scared or stiff like the former City of St. Augustine Mayor, Joe Boles; thanked the City and the Chief for excellent work on the case of Ernesto Torres; was in touch with the Florida Ethics Commission today along with the prosecutor for the Attorney General's office and Mr. Torres is looking forward to a hearing before an administrative law judge of the Florida Department of Administrative Hearings; the City's Police Chief took a major stance against corruption when there was a former Commissioner who tried to fix his wife's DUI case; Mr. Torres called the Chief/Sheriff fifty-one times and was being disrespectful and rude; he needs to be heavily fined and that he could not find any case laws that say voluntary intoxication is a defense to an ethics violation; thanked the Commission for pulling Item 7 from the agenda, which will be moved to June and that the City should bid the contract for the City Attorney because the current firm has had the contract for three years and it needs competition, which is the most fundamental policy in the United States in terms of economic policy; was shocked after Jeremiah Blocker was defeated for reelection as St. Johns County Attorney that he is now the City's Attorney; would like to have a



list from the City Attorney's office of documents with conflicts checked because we should not have a City Attorney that is a developer attorney.

Tom Reynolds, 50 Brigantine Court, St. Augustine Beach, FL, noticed that we have a lot of trash trucks and some were purchased with recovery funds; if condo owners and/or renters do not use the trash service how are they to benefit from the City purchasing those trucks; for years the City ripped off the condo owners when we took money from the General Fund to subsidize the waste disposal and we finally corrected that, the people are finally paying for the service, and then you turn around and buy trucks with the recovery funds; to make up for that, you should recycle for all the condos because it really would be stealing from the condo owners again; millions of dollars were taken out of the General Fund to subsidize the waste disposal and all that money was cheated from the condo owners; hopes that the City has a really good recycling plan coming up; is amazed that Joe Boles has not been arrested, he is suspended from the Florida Bar for ninety days for stealing from people and he is running an ad in today's newspaper; he is a thief, a liar, and he is the Chair on the Council on Aging Board and nobody is calling for him to resign; the State Attorney, the Sheriff, and the Chief have done nothing so far.

Nick Binder, 232 Big Magnolia Court, St. Augustine Beach, FL, wished Public Works Director Tredik well; we have a non-functioning streetlight at the corner of State Road A1A and Madrid Street, which is part of a package from when Chief Hardwick was here and was paid for through FPL; without a light, you cannot see Madrid Street; this is the same place that he has been pushing for a "no parking" sign which has not happened yet; conveyed to some Marsh Creek residents Commissioner George's comments that no one is willing to step forward to put the traffic light there; suggested to the Marsh Creek residents that when the politicians come looking for County Commissioner votes to remind them that nothing has been; splash park has had a nice job done at leveling some of the area under the slide; suggested to look at something better than just sand because of the maintenance problems of blowing sand, so that it does not get into the system, and to consider that during the budget along with a revised surface to avoid injuries; asked questions last month about Sea Colony's walkway to the beach about safety with the walkway past the dunes now because every time there is a storm the dunes get eaten away so the walkway is closer to the water than the dunes; asked last month whether Sea Colony had permits and has not heard anything back; since it is replacing part of the existing walkway to their pool main building, is supposed to be ADA acceptable; has concerns for the vegetation that died next to the Campbell House next to Ocean Hammock walkway; there are Anastasia mice and gopher turtles there and he has not heard anything back; last month he gave the Commission a Folio article and pointed out that it is also on Facebook.

Jim LeClare, 115 Whispering Oaks Court, St. Augustine Beach, FL, if the 2<sup>nd</sup> Street undergrounding benefits the entire community maybe there could be a way that we could all chip in; there would be less chances of storm damage, maintenance, etc.; beyond beautification there could be other reasons that underground utilities make sense; thanked Public Works Director Tredik for his work and the City Manager for his help on a palm question; showed a photo of snake on the Ocean Hammock Park boardwalk in an area that is close to ground level and suggested to put mesh screening up in those few areas.

Mayor Samora closed Public Comments and advised that there are a few things that he would like to follow up on. He asked Chief Carswell to comment about Mr. Wood's concerns. Chief Carswell said that he hears from Mr. Wood about once a month about the incidents and that they are doing their best to get officers out there and have resorted to creative measures by parking patrol cars there. He said that unfortunately it happens during the busiest time of either evening or late afternoon and without dedicated traffic units we just do not have people that can be out there twenty-four/seven. He said that once we get our staff here in July, we will have more resources.



Mayor Samora asked the Chief to let the Commission know if there is anything they could do to help the cause. Commissioner George advised that we have a published/adopted procedure for requesting speed bumps and to the extent if the County wants any formal action or request from the City that she would imagine that the same protocol would apply. She advised Mr. Wood that the City Manager could provide him with the form and a petition to request that the City consider a speed bump on that street.

Mayor Samora asked the Engineering Director about the streetlight that is out on Madrid Street. Engineering Director Sparks advised that he would make note of it. Mayor Samora asked the City Manager for the process to ask for a "no parking" sign. City Manager Royle asked Mr. Binder precisely where he wanted the signs so we could locate the public property in relation to private property and post them correctly. Commissioner George said that the Commission discussed that when we were looking at the replating for that area and to reference back to the minutes because she recalled that it was pretty clear for the location of the signs because of the concern for the construction trucks.

Mayor Samora asked the City Manager if the Building Official made mention of anything about the Sea Colony walkway. City Manager Royle advised that he has not heard anything from the Building Official about it. Mayor Samora asked to follow up on it.

Mayor Samora asked if Public Works would take care of recommendations to keep the snakes off the Ocean Hammock Park boardwalk. Director Gatchell advised that he would look into it.

Mayor Samora thanked everyone for coming and for their comments so that the City can address some of these things.

Mayor Samora moved on to Item IX.

#### **IX. COMMISSIONER COMMENTS**

Commissioner Morgan said that she appreciated that there were quite a few people here today and appreciated their comments, which give us more of an idea to help us form our own questions. She appreciated their participation in the discussion about the Master Stormwater Drainage Plan because it is something that we all have been looking forward to hearing more information about and she is looking forward to seeing the final report. She said that Public Works Director Tredik went over everything with her, which was helpful to have that visual, but it may not be as easy to see on the big screen but that she hoped it was helpful for everyone here.

Commissioner George advised that she has not heard any enthusiastic responses from the multiple entities at Marsh Creek regarding a traffic light. She said that the price tag is probably a bit of a deterrent. She said that she would do more pushing to see if they are interested in more information or want to explore it any further. She said that she has been seeing a lot of improvements around town with the undergrounding of the fiber optic cables and that the company has been very responsive so far and doing a decent job. Mayor Samora asked the City Manager if he agreed and if he had much outreach from citizens. City Manager Royle said that he had long emails back-and-forth with one resident and that she has been the most vocal. He said that the company notifies him every morning where there will be working and that he forwards that to the front office staff. He said that other than that, it seems to be going well.

Mayor Samora asked the City Manager if he had any further updates on the beach renourishment. City Manager Royle advised that he talked with the engineer for the Army Corp of Engineers and that they wanted to be here in August. Mayor Samora said that he noticed a new lighted crosswalk at the pier, which was a nice improvement.

Mayor Samora moved on to Item X.1.

X. PUBLIC HEARINGS

1. Ordinance 23-02, Final Reading, to Change Language in Chapter 10 of the City Code Concerning Solid Waste Collection for Vacation Rentals (Presenter: Bill Tredik, Public Works Director)

Public Works Director Tredik advised that we need some guidance from the Commission. He recapped the background information for this item and said that the reason we were trying to do this was to reduce some of the burden on billing and the counting of overages that the Public Works crews are doing. He said that as they dug into this, they realized that there are some issues. He said that this item was going to be to ask for guidance for setting language for the first year of the assessment and to notify the affected property owners twenty days in advance of a Public Hearing. He said that there are some challenges trying to create an equitable non-ad valorem assessment and that we need help to figure this out or have a backup plan for the upcoming year while we work out some of these details.

P.W. Director Tredik asked if the best way to come up with an equitable fee would be by rental property or by the units that we inspect annually. He said that one of the problems they encountered was if they charge transient rentals the same price as they charge a traditional residential non-ad valorem assessment that we would lose revenue going into the next fiscal year. He said that if we base it on parcel ID numbers that we could lose quite a bit because some of those are multiple units on one property vs. if we do it based on the units inspected annually which would be a smaller loss.

P.W. Director Tredik asked if the Commission wanted to continue to move forward with this with the realization that we are going to lose revenue or do we want to consider a different fee for commercial transient rentals than residential. He advised that he does not feel comfortable making a recommendation of a \$400 per year fee for essentially the same service that a residential property is getting without some guidance. He said that the Commission may decide to slow down and work out the details to come up with a balanced, fair approach to assess this and then in the upcoming fiscal year we could come back with some changes to the ordinance. He said that if you opt not to do the non-ad valorem assessment this year, then the ordinance change that we proposed is not necessary yet. He said that it could be done, but that it would not change anything, it only relieves those paying through a non-ad valorem assessment of the requirement to purchase the City carts and to pay a monthly fee. He said that it does not hurt to pass it, but it is not necessary, and if you opt not to go forward with a non-ad valorem assessment, then perhaps you just do not act on the ordinance and the City Attorney could give us guidance whether to table it, have no action, etc.

P.W. Director Tredik said that if we do slow this process down for now, that we may want to seriously look at annual billing as opposed to the current monthly billing, which would take a lot of pressure off of the Finance Department. He said that it could be done with the Business Tax Receipt (BTR) renewals every year, which would simplify the process a lot. He said that we could eliminate the routine counting of unauthorized carts and that the only reason that we have been counting them is to try to "right size" the number of carts that a property is using, which has already been done for a lot of the properties. He said that Public Works could do annual, semi-annual, or even quarterly audits to see if they are "right sized". If they were continuously in excess of the cans that they purchased, then we would communicate with them to try to get them to purchase an additional cart. This would eliminate the Public Works crews from doing this overage count for every single pickup. He said that these changes would require changes to the Code that he has drafted and would pass along, which could be done by the upcoming June meeting.

P.W. Director Tredik asked whether the Commission wanted to slow it down to focus on what we have or go forward with the non-ad valorem assessment and come up with a rate that would collect the same revenue as we are currently making.

Mayor Samora asked if the loss of revenue or trying to come up with an equitable rate was giving the staff pause. P.W. Director Tredik said both. Mayor Samora asked for the numbers. P.W. Director Tredik said that if we charge the fee based on parcel ID, we would lose about \$55,000 in revenue a year. Commissioner George asked if it was because there are multiple units within a particular parcel ID, which we are currently billing for each separate unit, or is it because of the can counting. P.W. Director Tredik advised that it is both and to make it equitable you need to find a way to collect the right amount from those heavy users and a lesser amount from those only putting out the minimum. He said that the other option they thought of was to look at the units that they inspect every year, but we would still be losing about \$22,000 in revenue each year if we hold it at the \$335 that the current residential properties are paying. He said that the Commission would need to decide whether commercial and residential should pay the same for the same service.

Mayor Samora asked if there was anything mandating that they have to pay the same rate or could we decide on a different rate. Finance Director Douylliez advised that they could have a different rate, which is one of the things that the Commission would have to provide guidance on. She said that before we could move forward with a non-ad valorem that we would have to establish what the rate range would be so that going forward it would be the same as the residential or we could inflate it.

Commissioner George asked how many units, or percentage of units, constitute the high consumption usage. P.W. Director Tredik advised that he has those numbers, but that he has not teased out the percentages. Finance Director Douylliez said that we have to keep in mind with a non-ad valorem not to set too many levels because it would be difficult for us to quantify and then change it annually with the certification of the tax roll. Commissioner George said that the reference to the number of bedrooms must be commensurate with that such as a six bedroom home would probably have three cans out each week vs. a one or two bedroom unit. P.W. Director Tredik said that that is a commonsense interpretation, but that it may not always hold true because of how often it is rented and so all we really have is the number of carts that they purchased. Commissioner Morgan said that that goes with your suggestions to go by either parcel ID or by inspections. She said that if we went by the inspections, we would have a better idea of how many occupants they have and how much garbage they are generating. P.W. Director Tredik said yes and with a large house, two or three families may rent together and would be one inspection vs. a property that has four smaller units that they rent out, which would be four inspections. He said that there are challenges with keeping it equitable. Commissioner Morgan said that either way there would be some sort of loss of revenue or some other issue that is going to be lost and we have to figure out which one we want.

P.W. Director Tredik said that by deferring this, doing a little more work, and going into the next fiscal year with a streamlined process, that we do not lose that revenue. He said that we will not catch as many overages but that it is not a large percentage.

Mayor Samora said that if we streamline the existing process and keep it in place, we would still lose revenue somewhere. He said that we could have a different rate to help offset some of that \$22,000 loss. He said that the reason that he thought we started this was to streamline the entire process and get away from the can-counting, etc. and he asked if we are giving up on that. Finance Director Douylliez said no. She said that the process is very cumbersome for billing to track the collections, to make sure that they are being paid on time, and that the services are appropriately given to those residences by charging for the overages. She explained that it is becoming

challenging because customers are saying that it was not their garbage, or they would rather continue to pay for the overages vs. purchasing another cart. She advised that they have been doing a lot of credits, using a lot of labor to track the overages, entering them into the database for billing, etc. She said that by streamlining the process initially and fine tuning the transient rentals and the inspections by verifying the number of bedrooms, or defining it as a house size, or whatever the Commission comes up with as an equitable method for charging those fees within a non-ad valorem, that we could tailor it beginning this upcoming year to start billing with the renewal of the BTRs. It would be no different from paying an annual fee in your taxes, just billed with the BTRs based on the current service level that they have now. She said that our guys would be able to see each week whether someone is putting out an excessive amount of garbage and they can alert their supervisor who could then start documentation and/or photographs. We could then reach out to the customer and let them know that they have an overage, which would need to come into compliance based on our Code by purchasing another cart and then we could bill them for the difference that year. That would take a lot of the billing and collection off of the Finance Department and it also eliminates the challenge with people who sell their homes mid-year because we are not notified sometimes until months later. She said that sometimes people will tell us three months later that they do not owe us for the services because they sold the home, they were not billed in their taxes, and we were not notified. Now we have to do our due diligence and figure out who to bill, and whether they are keeping it as a transient rental or converting it to a residence, etc. and there is potential lost revenue in that aspect as well. She said that we need to clean up the Code, bill it annually, and tell them that they either have to remain commercial or residential until the next certification of the tax roll. It would make it much easier for Public Works and for Finance.

Mayor Samora asked if there was action needed tonight to move forward for the timeline for a non-ad valorem. Finance Director Douylliez advised that she has spoken with the Tax Collector's office and that we would not have to alert them again if we postpone it until fiscal year 2025. She said that we need action for whether we are going with one of the other suggestions and we could put something together for June to modify our Code to go towards annual billing and however we want to structure the audits of the services. She said that we could bring that back in June.

Mayor Samora asked if action would be needed tonight if we still want a non-ad valorem. P.W. Director Tredik said not tonight but that the next meeting would be the latest because we would have to set rates in June, have a Public Hearing in July, and get the approval of the agreement in August.

Commissioner George said that the second reading tonight is not the final reading. P.W. Director Tredik said that is the final reading. Commissioner George said that we could final the ordinance and still look at these other options. P.W. Director Tredik yes or you could table the ordinance and bring it back at the next meeting. Finance Director Douylliez said that if we are going to make modifications to it for annual billing vs. monthly billing that we will have some additional changes as well. She said that we are currently billing one hundred sixty-four transient rentals, which is a significant amount of time for each department to manage.

Commissioner Morgan said that she liked all of the suggestions, especially streamlining it because that alone would save us money. She said that since all the Commissioners are not here tonight, and there are still possibilities that we would want to discuss, that it would be her preference to decide next month.

Mayor Samora said that he would like to take Public Comment and to possibly table it until the next meeting. He said that if we have questions for P.W. Director Tredik we should take advantage of that tonight.

Commissioner George confirmed that the main difference between the annual billing and the non-ad valorem is that annual billing has greater flexibility to figure out a more equitable fee. Finance Director Douylliez said yes. Commissioner George said that a non-ad valorem requires more consistency. P.W. Director Tredik advised that staff would need to bring the range recommendations to you at the next meeting and we would request that you authorize us to advertise. He said that if you tabled the whole thing, that staff would need to come up with recommendations and he asked for guidance as to what those recommendations might be. He said that if we were to break even and base it on the number of units inspected, that it would be a rate of \$429.60 per year vs. the current residential rate of \$335 per year, which would be almost \$100 more. Finance Director Douylliez said that to put it into perspective based on the one hundred sixty-four properties that we currently bill, not considering how many inspections they do on one particular parcel number, that it would be \$626 per year. Mayor Samora asked if that is what they are being billed for now. Finance Director Douylliez said that would be the average rate if we took the whole billing and divided it by the one hundred sixty-four transient rental properties, which we currently bill. She said trying to find an equitable number by structuring it with residential and taking it by the number of units inspected leaves us a lot to work with.

P.W. Director Tredik said that a single cart a week is currently paying \$343 per year. Finance Director Douylliez agreed. P.W. Director Tredik said that it would be a significant increase for the smaller transient rentals.

Commissioner George asked for clarification on the \$429 and \$626 amounts. Finance Director Douylliez said that you would take the total revenue that we receive from what we bill each year divided by the total number of properties that we bill. City Clerk Fitzgerald advised that we have one hundred sixty-four transient rentals and that some of them are duplexes, triplexes, or quadplexes. We are currently billing them monthly as one single property and if we keep it that way, which is where the \$626 rate comes from. She said that if we break it down and bill each unit, then every duplex would pay times two, triplexes times three, etc. and that is where it breaks down into the \$429 rate. P.W. Director Tredik advised that there are two hundred and thirty-nine inspections.

Commissioner George asked why we are only billing once for a duplex. City Clerk Fitzgerald advised that they are billed that way if it is all the same owner for simplicity of billing, so we are not billing the same person twice for two units, but if it is separate owners, that she believed that they have different billing. Commissioner George said that it would be like a condo or a townhouse but if you have a duplex with the owner living in one unit and renting out the other unit or any other hypothetical scenario, that the point is that there are two households that are only paying for one trash service. Finance Director Douylliez advised that if they are transient rentals, it is based on the needs of their services. She said that if they chose to have one sixty-four gallon cart for both units, then that is all that we are billing them for. Commissioner George said that her point is that we need to reexamine that practice because if there are two households then it seems fairer that both households should have to contribute whether it is residential, transient rental, or commercial. Finance Director Douylliez agreed but said that our policy for BTRs is that they need a BTR per strap/parcel ID number, so they only get charged for one BTR therefore they only have to set their service levels based on their current need. Commissioner George asked if that also meant that if they are in medium-density residential that they are using one license for two units because she thought that we clarified that that was not the case. Finance Director Douylliez said that it is the case. City Clerk Fitzgerald said that she believed that there was discussion about it in the past but up until the one hundred limit was reached, these were all being counted as one historically. When we got close to that limit, it was too late to break them out or risk violating our own ordinance.

P.W. Director Tredik advised that many of these rentals have more than one cart, so they are paying more than \$343.

Commissioner Morgan said that using the inspection method would capture that difference with multiple units under one parcel ID number. P.W. Director Tredik said yes. Commissioner Morgan said that the smaller transient rentals with one cart would be about the same rate as the residential rate. Finance Director Douylliez said yes pretty close. She said that she is aware of at least one parcel that has four transient rental units and that they would recognize a significant decrease in their cost vs. someone with a sixty-four gallon cart who would see a significant increase.

Commissioner George said that the parcel ID number should not be the standard, which is the one thing that is really clear for policy decisions and that it should probably be per unit. She said that we probably have Certificate of Occupancies (COs) for each unit and that we have mechanisms to determine allocation by unit.

Mayor Samora said that guidance for the next meeting would be a range because we already know that the base would be somewhere around \$343 and that the BTR method, which we are not even considering, would have been \$626. P.W. Director Tredik said that you would want to see a range starting at the current lowest rate and going up to the residential current fee, which is closing in towards the top of the range now. He asked whether to start at the lowest commercial or the current residential rate. Mayor Samora suggested to use the lowest commercial rate. P.W. Director Tredik said that was helpful and that staff could come forward with a recommendation. He advised that the Commission could refine it at that point, pick an appropriate fee, and do the Public Hearing.

Commissioner George said that she believed that the Commission agreed that doing it annually is better whether it is through a non-ad valorem or not. Mayor Samora advised to continue to streamline the process and that the inspection method seemed like the best option so far.

Mayor Samora opened Public Comment.

Sharon Freeman, 7 B Street, St. Augustine Beach, FL, has owned a vacation rental at 7 B Street for the past fifteen years; why is the City focusing on vacation rentals and waste disposal and not on the increase of full-time residents, condos, hotels, etc.; as a vacation rental owner, things have increased considerably over the past several years; used to have a \$50 inspection fee that went up to \$250 and now it is \$400; contributes over \$15,000 in bed tax to the County and State, which is helpful to the City; property taxes increased from \$8,000 to \$14,000 in the last few years; we have so many Flagler College students that come to live at the beach, full-time residents who have moved here, condos, etc.; is paying about \$90 a month to have garbage collected; is being forced out of business; lives in Serenity Bay and sees more garbage in that neighborhood; has two carts from the City and keeps her garbage limited to those two carts.

Tom Reynolds, 50 Brigantine Court, St. Augustine Beach, FL, sounds like the City has really complicated this; when Melissa Burns broke down the numbers he thought it was \$456 not \$429; does not understand why the City cannot simplify it; you are billing people that have vacation rentals; he is all over the City every day and could tell who is putting out the garbage; the City should fine people who put their garbage out on Saturday for next week's pick up; Pope Road has some of the worst offenders; you only need one price, the non-ad valorem, and everybody pays the same; you are counting cans and you complicated it; you have four trucks and are spending money; years ago the City had the opportunity to get a private contractor for a lot less money; the City should go with one price of \$429 for the non-ad valorem and stop counting cans and move on.

Mayor Samora closed Public Comment.



Mayor Samora thanked Ms. Freeman for her perspective from the transient rental side. He responded to her question regarding not addressing the residents, condos, etc. and advised that the City had already addressed those first. He said that as a homeowner, you know that your trash service used to be in your taxes as a single line and then we itemized it. He addressed Mr. Reynolds' point regarding the can counting and advised that the City is cleaning up the process and trying to bring transient rentals into the same non-ad valorem structure as the residents, which is just the next step, and we are trying to make it fair. He said that the Commission appreciates the business that they bring to the City.

Commissioner Morgan said that it sounds like we have good options and she asked P.W. Director Tredik if he had enough guidance. P. W. Director Tredik said yes that he believed that staff had enough guidance.

**Motion:** To table Ordinance 23-02 until the next scheduled meeting. **Moved by Mayor Samora, Seconded by Commissioner George.** Motion passed unanimously.

**Motion:** To table Items 1 and 6 until the next scheduled meeting. **Moved by Commissioner George, Seconded by Mayor Samora.** Motion passed unanimously.

Mayor Samora moved on to Item XI.2.

#### XI. CONSENT

(Note: Consent items can be approved by one motion and vote unless a Commissioner wants to remove an item for discussion and a separate vote)

2. Proclamation to Declare Week of April 30-May 6, 2023, as Professional Municipal Clerks Week

**Motion:** To approve the proclamation to declare the week of April 30-May 6, 2023, as Municipal Clerks Week. **Moved by Commissioner Samora, Seconded by Commissioner George.** Motion passed unanimously.

Mayor Samora moved on to Item XII.3.

#### XII. OLD BUSINESS

3. Non-Conforming Business Signs: Continuation of Discussion of Proposed Changes to Section 8.00.10 of the Land Development Code (Presenter: Jennifer Thompson, City Planner)

Planner Thompson advised that this item has been reviewed several times at other meetings and that this was to get a draft ordinance. She advised that if the Commission decides to go ahead with it, then we could have our first hearing at the next Planning and Zoning Board meeting, then it would come back to the Commission the following month, and the month after for the second and final readings at which time you could still change things if need be.

Commissioner George said that the discussion from the last meeting has been well integrated.

Commissioner Morgan said that number 3.b is a little confusing. Planner Thompson advised that it is a little wordy and that we could probably eliminate the language, "for a non-conforming use". She advised that that was the original way it was written and that she noticed that a lot of it is a little confusing. Commissioner Morgan said that it made sense to streamline it a little bit. Commissioner George said that if it is a non-conforming use, which also has a non-conforming sign and the non-conforming use ceases to operate for six months, then the sign should be removed. City Attorney Douglas advised that he interpreted it the same way. He said that the fact that it is a non-conforming use to begin with has an affect on a sign that is also non-conforming. Commissioner George advised that it triggers a need to remove the sign in that case. City Attorney Douglas advised that they should be read together. Commissioner Morgan said that there are



definitions in here but nothing that distinguishes what those two things are, which makes it confusing. Commissioner George said that from the discussion last month that she thought that the intent was if there is a non-conforming sign, regardless of whether or not the use was non-conforming, that if the sign was not used for a period of six months, that it should be removed and brought into conformity. Commissioner Morgan said that she agreed with that. Commissioner George said that it does not appear to be anywhere else in the ordinance and for that reason, she would support removing that second reference for non-conforming use.

Commissioner Morgan questioned the language, “parch and conceal” in Section 4.d because to her the word “parch” means dry or thirsty, not to conceal. Planner Thompson said that it should say “patch” and once again, that was the original Code.

Commissioner George said the modification to Section 3.b opens it up to create a standard for a sign regardless of the use and she questioned whether we needed it under Section 3 or whether we even need Section 3.a. Commissioner Morgan suggested that instead of having a Section 3, that maybe it could be moved to make a Section 2.d.

Mayor Samora said that the proposal was to remove the language “for a non-conforming use” in Section 3.b and to clean it up since we already addressed non-conforming signs in Section 2, and move Sections 3.a and 3.b under Section 2 as 2.d and 2.e.

Mayor Samora opened Public Comment. Being none, he closed Public Comment.

**Motion:** To approve draft for formal reading with noted changes. **Moved by** Commissioner George, **Seconded by** Mayor Samora. Motion passed unanimously.

Mayor Samora moved on to Item XII.4.

4. Ordinance 23-03, Second Reading, Pertaining to Changes to the Land Development Regulations, Sections 6.01.03 (Building Setback Requirements) and 12.02.06 (Concept Review) (Presenter: Jennifer Thompson, City Planner)

Planner Thompson advised that Section 6.01.03 B states that decks under 30 inches are exempt from permitting. However, the Florida Building Code does not exempt them, and the Building Official is requesting that the Code be altered to reflect decks under twelve inches may be exempt from permitting.

Commissioner George said that she was surprised that it went so high because it always used to be twelve inches.

Mayor Samora questioned whether the “thirty inches” referenced in Section 6.01.03 B.1.a should also be changed to “twelve inches”. Planner Thompson advised that decks less than that height can be two feet from the property line, which is referenced above in Section B.1. Mayor Samora said that any deck that exceeds thirty inches is subject to setbacks. Planner Thompson confirmed.

Planner Thompson moved on and said that Section 6.01.03 C is being proposed for a mechanism to allow for an administrative waiver for errors in setback measurements. She advised that this is a code that we lifted from St. Johns County and based on the requirements in Sections C 1, 2, 3, and 4, if someone has a small surveying error of ten percent or less, that we would be able to give them an administrative waiver for the error in the measurement.

Commissioner George said that she was suspicious of it in the memo but when she saw it in the ordinance draft that she liked how there is the condition that they have to have that flexibility of the ten percent on the other side. She said that if it was just a blanket ten percent that she would be opposed to it, but that this is an interesting way to allow for flexible setbacks. Mayor Samora said that he had the same concern and that he was happy to see it addressed.

Mayor Samora asked if the largest setbacks were twenty-five feet. Planner Thompson said yes. Mayor Samora said that the side setbacks are typically ten feet. Planner Thompson confirmed.

Commissioner George said at this stage she is comfortable with it but when you put in measurements that are that small there have been some pretty feisty exchanges when two feet encroaches on someone's view. She said that over the years we have had different setbacks already so there is some staggering in place, and she believed that it is a good policy.

Planner Thompson moved on to Section 6.03.05 regarding compact parking spaces, which are mentioned in the Code, but there are no size requirements or anything stating how many compact parking spaces there could be. She said that she went online to other cities' codes to see what they were doing. She advised that compact parking spaces must be a minimum of eight feet wide and sixteen feet long. She said that she and Building Official Law discussed how many parking spaces would be allowed for compact parking and they determined that up to five percent would be allowed for a parking lot of twenty spaces, which would be equal to one compact parking spot.

Mayor Samora said that when you say that a parking lot of twenty spaces could only have one compact space that it seems pretty restrictive. Planner Thompson said that they were trying to play on the safe side, but it could be ten percent. Commissioner Morgan suggested that there could be a percentage, but that there could be an exception built in for small lots. She said that a lot of twenty spaces should have two compact spaces. Commissioner George said that we already have a parking issue, and we want more parking spaces, so if we could allow a business to squeeze in an extra spot that would be a good thing. She suggested to bring information back to the Commission such as what the average size lots are, etc. Commissioner Morgan said that we also do not want to create a situation where there are too many compact spaces jammed into one spot and then they can call it enough parking when it is not.

Planner Thompson moved on to Section 12.02.06 regarding concept reviews that states that variances and conditional use permits must be submitted for concept review, which historically has never been done by the City. She advised that the parts of the Code that refer to variances and conditional use permits contradict this part of the Code. Mayor Samora said that this just cleans that up.

Mayor Samora opened Public Comment. Being none, he closed Public Comment and asked the City Attorney to read the ordinance title.

City Attorney Douglas read the ordinance title.

Mayor Samora said that the Commission needs this to come back with the requirement for compact parking. Commissioner Morgan said that the last bit about the five percent would not be rounded up, which is something to maybe consider. Commissioner George said right, to eliminate that language.

**Motion:** To approve Ordinance 23-03 on second reading. **Moved by** Commissioner George, **Seconded by** Mayor Samora. Motion passed unanimously.

Mayor Samora moved on to Item XIV.

5. Underground Electric Power for 2<sup>nd</sup> Street, West of 2<sup>nd</sup> Avenue: Budget Resolution 23-08 to Pay Costs (Presenter: Bill Tredik, Public Works Director)

**This item was postponed until June 5, 2023.**

6. Transient Rentals: Setting Ranges for Solid Waste Collection, Disposal, and Recycling Fees (Presenter: Bill Tredik, Public Works Director)

**This item was discussed in conjunction with Item X.1.**

XIII. NEW BUSINESS

7. City Attorney Services: Request for Approval of Addendum to Contract with the Douglas Law Firm (Presenter: Charles Douglas, City Attorney)

This item was postponed until June 5, 2023.

XIV. STAFF COMMENTS

City Clerk Fitzgerald thanked the Commission for passing the Professional Municipal Clerks Week proclamation.

Finance Director Douylliez wished Public Works Director Tredik well in his future endeavors.

Mayor Samora asked Chief Carswell about the e-bike ordinance. Chief Carswell advised that the last time he spoke with City Attorney Blocker that he was close to completing it and that he would follow up. He said that he attended a training/conference last week, which was all northeast Florida law enforcement and government agencies. He said that there was a lot of e-bike discussion from a lot of similar sized agencies and that campus agencies were having problems with e-bikes. He advised that he has a Florida Police Chiefs conference coming up in August and they may be pushing for some legislature as well.

Engineering Director Sparks said that he is very honored to have been selected for this position and that he would do his best to protect, sustain, and preserve, the City's infrastructure. Mayor Samora said that Public Works Director Tredik has done a wonderful job, has had a lot on his plate, and left a lot for you to do.

Public Works Director Tredik thanked the Commission, the City Manager, and the entire staff and said that everyone has been great to work with. He said that it has been a pleasure to have been here for the past four years but that it was time to try something a little different. He said that you may see him on a City Board one day or come in for public comments because he does have opinions on Ocean Hammock Park. He said that there is some good news that is in his monthly report such as receiving the seventy-five percent increase on the weir, which totals another \$390,000 that we will get back for the project as well as receiving the district cost share grant for Ocean Walk, which he believed was \$354,000. He advised that we are finding ways to deal with the rising costs but that it will be a battle in the future as well as a challenging budget year.

Mayor Samora thanked P.W. Director Tredik and said that the City really appreciated the work that he has done, that he has been a great steward for the City, and that he has really reshaped the Public Works Department. He said that he has brought a ton of funds and projects to the City to make it a better place for everyone.

Mayor Samora gave the monthly reminders. He said that Mother's Day is Sunday, May 14<sup>th</sup> and he wished happy Mother's Day to everyone; SEPAC meets on Tuesday, May 9<sup>th</sup> at 6:00 p.m., Planning and Zoning Board meets on Tuesday, May 16<sup>th</sup> and that they have a very full agenda; Memorial Day is Monday, May 29<sup>th</sup> and City offices will be closed and our town will be full of visitors. He also reminded everyone that the Art and Bark in the Park event is at Lakeside Park on May 13<sup>th</sup> from noon to 5:00 p.m. and that he also heard that the City's Arbor Day event went well.

Mayor Samora moved on to Item XV.

XV. ADJOURNMENT

Mayor Samora asked for a motion to adjourn.

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

Mayor Samora adjourned the meeting at 8:33 p.m.

A handwritten signature in cursive script, appearing to read "Don Samora", written over a horizontal line.

Donald Samora, Mayor

ATTEST:

A handwritten signature in cursive script, appearing to read "Dariana Fitzgerald", written over a horizontal line.

Dariana Fitzgerald, City Clerk




# Storm Drainage Master Plan

Project Update to City Commission  
May 1, 2023

Slide 1



1




St. Augustine Beach, FL  
STORMWATER MASTER PLAN

CMT

## Project Overview

Model shows the water that is collected and drains Mizell Road pond.

Slide 2



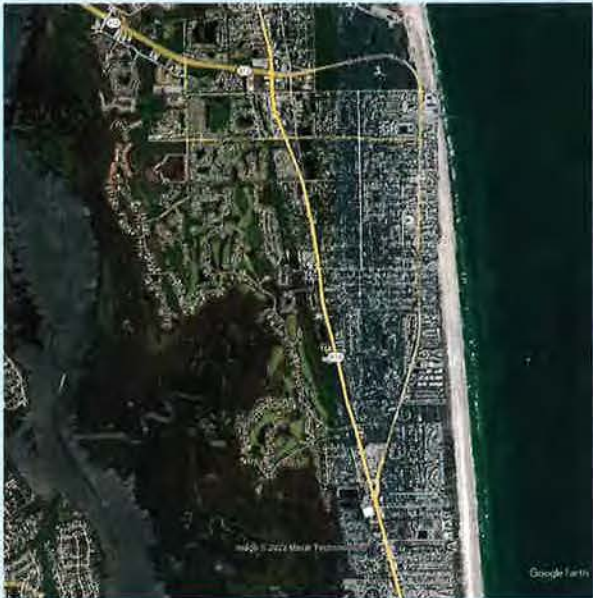
2

Exhibit A-1  
Date 5-01-2023



# Purpose

- Update 2004 model with projects from the last 19 years (116 projects total).
- Projects were reviewed for potential impact and integrated into the model.
- The vertical datum was updated from NGVD29 to NAVD88 to keep with FEMA standards.



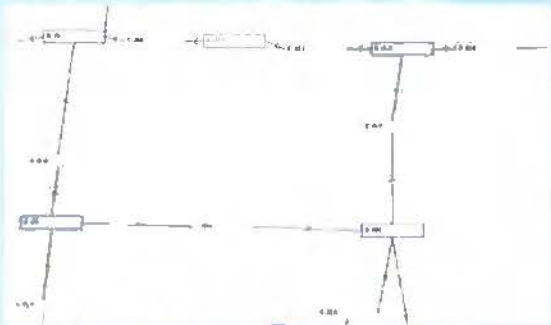
Slide 3



3



# Spatially Referenced Model



2004 Model



2023 Model

Slide 4



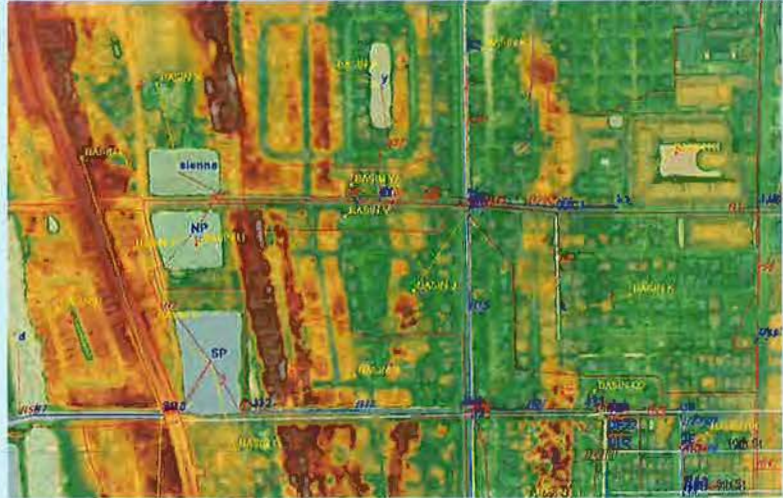
4

Exhibit A-2

Date 5-01-2023

## Lidar Topography Added

- Obtained 2013 lidar topography from St. Johns County GIS Database
- Best available data for the area
- No additional cost to the City
- Helps identify drainage patterns and stormwater storage areas



Slide 5


  
 Engineers and Consultants

5

## Improved Features

25-Year, 24-Hour Rainfall Event



Slide 6


  
 Engineers and Consultants

6

Exhibit A-3  
 Date S-01-2023





# Model Goals



Identify conceptual projects to improve the overall drainage system



Develop rough order of magnitude costs for budgeting/planning purposes




Evaluate maintenance and operation needs to maintain stormwater infrastructure

Slide 7




CMT  
Engineers and Consultants


7



# Identifying Areas of Concern



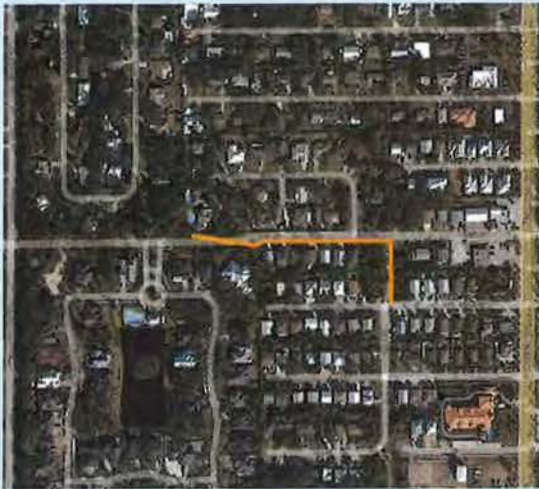
Slide 8



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## Conceptual Projects



### 11<sup>th</sup> Street Drainage Improvements

- Improvements allow more efficient drainage of 2<sup>nd</sup> Avenue system
- Connection to A1A Beach Blvd system has minimal impact on flooding in that system, but produces increased flooding along 2<sup>nd</sup> Avenue.
- Systems will remain separate.
- Improvements:
  - Upsize Pipes
  - Repave 11<sup>th</sup> Street
  - Pipe Existing Ditch Between 10<sup>th</sup> & 11<sup>th</sup> Streets
- Estimated Construction Cost:
  - \$1.5M-\$2M

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## Conceptual Projects



### 16<sup>th</sup> Street Drainage Improvements

- Increase pipe sizes to alleviate A1A Beach Blvd.
- Pipe existing ditch to reduce maintenance issues.
- Increase pipe size crossing 16<sup>th</sup> Street.
- Improvements:
  - Upsize Pipes
  - Enclose Ditch
- Estimated Construction Cost:
  - \$739K-\$1.18M

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## Conceptual Projects



### Mickler Boulevard (North of 11<sup>th</sup> St.)

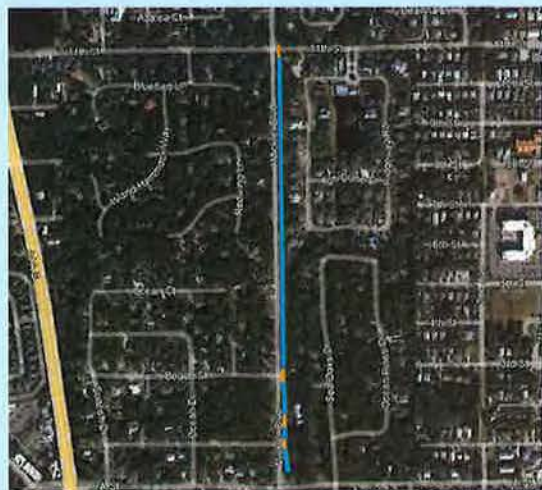
- Ditch armoring to reduce erosion issues and maintenance needed along Mickler Blvd.
- Increased ditch cross-section and increased pipe/box culvert sizes to improve conveyance.
- Improvements:
  - Upsize Pipes Under 16<sup>th</sup>
  - Upsize Box Culverts Under Mickler
  - Armor Ditch
  - Increase Ditch Cross-Section and Grade To South
- Estimated Construction Cost:
  - \$653K-\$1.28M

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## Conceptual Projects



### Mickler Boulevard (South of 11<sup>th</sup> St.)

- Ditch armoring to reduce erosion issues and maintenance needed along Mickler Blvd.
- Increased pipe sizes to improve conveyance at 3 driveways.
- Improvements:
  - Upsize Driveway Pipes
  - Armor Ditch
- Estimated Construction Cost:
  - \$1.04M-\$1.57M

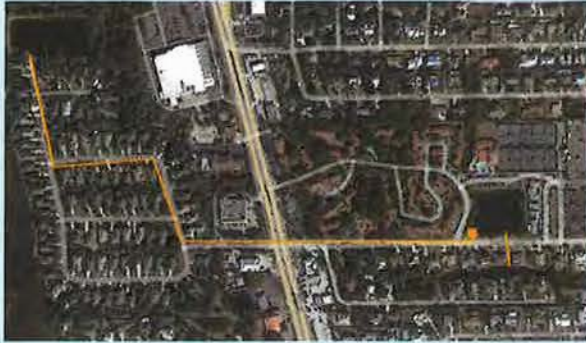
Slide 12

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Exhibit A-6  
Date 5-01-2023

## Conceptual Projects



### Ocean Trace Drainage Improvements

- Pumping stormwater is the only viable solution.
- Existing ponds have no outfall.
- Pump to discharge into Ocean Trace pond west of A1A.
- Discharge pond modifications may be required.
- Improvements:
  - New Pump Station
  - Storm Water Force Main
  - Pipe to Connect Ponds
- Estimated Construction Cost:
  - \$1.3M - \$2.75M

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## Conceptual Projects



### A Street Drainage Improvements

- Provides "shortcut" for drainage between 2<sup>nd</sup> Avenue and Mickler Boulevard drainage systems.
- Improvements:
  - Install drainage pipe and inlets
  - Rebuild A Street between 2<sup>nd</sup> Ave. & Mickler Blvd.
- Estimated Construction Cost:
  - \$1.01M - \$1.62M

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Exhibit A-7  
Date 5-01-2023



## Conceptual Projects



### Ocean Woods Backyard Drainage

- Increased pipe sizes to improve conveyance to larger drainage pipes.
- Improvements:
  - Upsize pipes in backyard drainage easement.
- Estimated Construction Cost:
  - \$552K-\$883K

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## Conceptual Projects



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Exhibit A-8  
Date 5-01-2023

## Conceptual Projects



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## Conceptual Projects

Project	Low Construction Estimate	Average Construction Estimate	High Construction Estimate
11 <sup>th</sup> Street	\$825K	\$1.24M	\$1.65M
16 <sup>th</sup> Street	\$739K	\$985K	\$1.18M
Mickler Blvd (North of 11 <sup>th</sup> St.)	\$653K	\$941K	\$1.28M
Mickler Blvd (South of 11 <sup>th</sup> St.)	\$1.04M	\$1.31M	\$1.57M
Ocean Trace	\$1.30M	\$2.00M	\$2.75M
A Street	\$1.01M	\$1.35M	\$1.62M
Ocean Woods Backyard Drainage	\$294K	\$368K	\$442K
Other Minor Drainage Improvement Projects	\$630K	\$800K	\$1.04M
<b>Total</b>	<b>\$6.73M</b>	<b>\$9.36M</b>	<b>\$11.98M</b>

- All costs are calculated as rough order of magnitude (ROM) costs.
- These projects have not been fully designed. Costs are subject to change based on design and market fluctuation.

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Exhibit A-9Date S-01-2023





# Operations & Maintenance



**Pump Stations**

- Annual Inspection/Maintenance
- Budget for pump replacement every ~20 years
- \$52K-\$127K/year

**Pipe/Inlet Systems**

- Every 4 Years
- Rotate through quadrants of City
- \$70K-\$140K/year

**Ditch Maintenance**

- Every 4 Years
- Rotate through quadrants of City
- \$150K-\$300K/year
- Armoring natural ditches may reduce maintenance costs and required frequency of maintenance.

**Pond Maintenance**


- City currently contracts with The Lake Doctors, Inc.
- \$7,140/year

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# Operations & Maintenance


Maintenance Category	Low Annual Estimate	Average Annual Estimate	High Annual Estimate
Pump Stations	\$52,500	\$87,500	\$127,500
Pipes & Inlets*	\$70,140	\$93,520	\$140,280
Channels & Ditches*	\$147,280	\$220,920	\$294,560
Ponds**	\$7,140	\$7,140	\$7,140
Master Plan Updates***	\$10,000	\$15,000	\$20,000
<b>Total</b>	<b>\$287,060</b>	<b>\$424,080</b>	<b>\$589,480</b>

\*Assumes all pipes, inlets, channels & ditches will be maintained on a rotating 4-year schedule.

\*\*Actual contract amount for City pond maintenance contract used for all values.

\*\*\*Recommend reviewing Master Plan at a 5-year interval to assess needs and changes in the City. Cost is distributed annually, assuming a project fee of \$50K-\$100K.

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Exhibit A-10  
Date 5-01-2023






Project Completion:  
June 5, 2023



Questions?

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