



**CITY OF ST. AUGUSTINE CITY COMMISSION
REGULAR MEETING AGENDA
MONDAY, JUNE 13, 2022 - 5:00 PM
Alcazar Room**

1. CALL TO ORDER

- ◆ Roll Call
- ◆ Invocation and Pledge of Allegiance

2. ADMINISTRATIVE ITEMS

- ◆ Modification and Approval of REGULAR AGENDA

3. SPECIAL PRESENTATIONS, RECOGNITIONS AND PROCLAMATIONS

- 3.A.** Special presentation of the American flag to Renda Hall in recognition of her mother, Gudrun Hall, recipient of the 2015 de Aviles award. *(T. Upchurch, Mayor)*
- 3.B.** **Proclamation 2022-17**: Proclaiming June 20-26 at Pollinator Week recognizing pollinator species and their significant environmental benefits. *(T. Upchurch, Mayor)*
- 3.C.** **Proclamation 2022-22**: Proclaims June 19, 2022, as Juneteenth Day. *(T. Upchurch, Mayor)*

4. PUBLIC COMMENTS FOR GENERAL PUBLIC COMMENTS OR FOR AGENDA ITEMS NOT REQUIRING A SEPARATE PUBLIC HEARING

- ◆ 3 minutes per individual

5. CONSENT AGENDA

6. APPEALS

7. GENERAL PUBLIC PRESENTATIONS, ITEMS OF GREAT PUBLIC IMPORTANCE, AND OTHER ITEMS REQUIRING PUBLIC HEARINGS

(PRESENTATIONS (MAXIMUM OF 10 MINUTES PER PRESENTATION)). PRESENTATIONS FOR COMMISSION MEETINGS MUST BE PRESENTED TO THE CITY MANAGER FOR APPROVAL NO LATER THAN TEN (10) WORKING DAYS PRIOR TO THE NEXT CITY COMMISSION MEETING. A PRESENTATION SUPPORT SERVICES REQUEST (AVAILABLE ON THE CITY'S WEBSITE) MUST ACCOMPANY ALL PRESENTATIONS.

7.A. General Public Presentations

- 7.A.1.** Presentation by Chancellor, Deacon Mike Elison, Diocese of St. Augustine and Francisco Guitard, Director Instituto Nauta to discuss the installation of the blessing of the newly created sculpture of St. James the Greater, Apostle statue at the Cathedral - Basilica and the delegation trip to Spain in July. *(J. Regan, City Manager)*
- 7.A.2.** Presentation by Troy Blevins, President and Mike Davis, Vice President of Home Again St. Johns, Inc. regarding the Home Again St. Johns strategic plan. *(T. Upchurch, Mayor)*
- 7.A.3.** Wiley Page, Atkins Vice President of Transportation Planning will present an overview for the Anastasia Boulevard Complete Street Study completed by the North Florida Transportation Planning Organization. *(R. Franklin, Director Public Works)*

7.B. Items of Great Public Importance

7.C. Other Items Requiring Public Hearing

- 7.C.1.** Public hearing required in order for the City to apply for a Small Cities Community Development Block Grant. *(D. Radovich, Grant Administration Coordinator)*

8. ORDINANCES AND RESOLUTIONS - PUBLIC HEARING REQUIRED

8.A. Ordinances - Second Reading

8.B. Ordinances - First Reading (only if required by law)

8.C. Resolutions - Public Hearing (only if required by law)

9. ORDINANCES AND RESOLUTIONS – NO PUBLIC HEARING REQUIRED

9.A. Ordinances - First Reading

9.B. Resolutions

- 9.B.1.** **Resolution 2022-18:** Creates a City poet laureate. *(D. Galambos, City Clerk)*
- 9.B.2.** **Resolution 2022-19:** Adopts the Mobility Fee Administration Manual. *(A. Skinner, Director Planning and Building)*

10. STAFF REPORTS AND PRESENTATIONS

- 10.A.** Review of the options for the Fish Island logo. *(R. Franklin, Director Public Works)*

11. ITEMS BY CITY ATTORNEY

12. ITEMS BY CITY CLERK

13. ITEMS BY CITY MANAGER

14. ITEMS BY MAYOR AND COMMISSIONERS

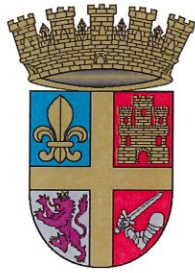
15. ADJOURN

NOTICES: In accordance with Florida Statute 286.0105: "if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." ***In accordance with the Americans with Disabilities Act, persons needing a special accommodation to participate in this proceeding should contact the individual or agency sending notice not later than seven days prior to the proceeding at the address given on the notice. Telephone 904-825-1007; 1-800-955-8771 (TDB) or 1-800-955-8770 (V) via Florida Relay Services. ***The City of St. Augustine encourages anyone wishing to present the invocation at city commission meetings to contact the City Clerk's office, to be placed on the rotation list, and encourages people of all religious affiliations or of no religious affiliation to present a non-denominational invocation to inspire us in the work of the City Commission. The materials prepared and presented are part of the City's ongoing Florida Public Records and Government in the Sunshine compliance and are not intended to be relied upon or to reach investors or the trading markets.

CONSENT AGENDA - JUNE 13, 2022

- CA.1.** Preview of upcoming Commission meetings.
- CA.2. THE FOLLOWING ORDINANCES ARE TENTATIVELY SCHEDULED FOR SECOND READING ON JUNE 27, 2022:**
- CA.3. Reminder of Upcoming Meetings:**
- June 27, 2022, 5:00pm, Regular City Commission Meeting
 - July 11, 2022, 3:00pm, Special Commission Meeting to discuss the 2023 Budget Assumptions
 - July 11, 2022, 5:00pm, Regular City Commission Meeting
 - July 25, 2022, 5:00pm, Regular City Commission Meeting
- CA.4. APPROVAL OF MINUTES FROM PRIOR COMMISSION MEETINGS:**
- April 25, 2022, Regular Commission Meeting
 - May 9, 2022, Regular Commission Meeting
- CA.5. RELEASES OF LIEN FOR UNIT CONNECTION FEE MORTGAGE(S): NONE.**
- CA.6. NOTIFICATION OF PROCLAMATIONS/CERTIFICATES OF RECOGNITION ISSUED:**
- **Proclamation 2022-19**: Proclaiming June 26, 2022, as Greek Landing Day in the City of St. Augustine. *(N. Sikes-Kline, Commissioner)*
 - **Proclamation 2022-20**: Proclaims recognition of Ignacio "Nacho" Martinez Suarez on his retirement. *(T. Upchurch, Mayor)*
- CA.7. PROPOSED PROCLAMATIONS, CERTIFICATES OF APPRECIATION/RECOGNITION. (COMMISSION APPROVAL REQUIRED). (TO BE READ AT A SUBSEQUENT MEETING). NONE.**
- CA.8.** Approval for the Lincolnville Museum and Cultural Center to use the City Seal in their promotional flyer and information. *(D. Galambos, City Clerk)*
- CA.9.** Update to establish affordable housing unit connection financing. *(D. Birchim, Assistant City Manager)*
- CA.10.** Confirmation of re-appointment to the General Employees' Retirement System of the City of St. Augustine, Florida (GERB). *(D. Galambos, City Clerk)*
- CA.11.** Invoice from Cavendish Partners, P.A. for legal services regarding the Marlowe v. City matter in the amount of \$1,350.00 and invoice from Cavendish Partners, P.A. for legal services regarding the Smith v. City matter in the amount of \$450.00. *(I. Lopez, City Attorney)*

End Consent Agenda



Est. 1565

City of St. Augustine

La Lealísima y Valerosa Ciudad de San Agustín de la Florida

PROCLAMATION

WHEREAS, pollinator species such as birds and insects are essential partners of farmers and ranchers in producing much of our food supply; and; and

WHEREAS, pollination plays a vital role in the health of our national forests and grasslands, which provide forage, fish and wildlife, timber, water, mineral resources, and recreational opportunities as well as enhanced economic development opportunities for communities; and

WHEREAS, pollinator species provide significant environmental benefits that are necessary for maintaining healthy, biodiverse ecosystems; and

WHEREAS, Pollinator Week and the Mayors Monarch Pledge are national initiatives of the National Wildlife Federation that empowers Americans to support local wildlife, like the monarch butterfly, birds and pollinators, by planting native plants in their garden and throughout the community to help restore and connect habitat

WHEREAS, the City of St. Augustine urges all citizens to support local efforts that protect, restore, and conserve habitat and vital environmental resources, as well as foster a greater connection between residents and wildlife.

Now therefore, we, the St. Augustine City Commission hereby proclaims June 20-26, 2022, as “Pollinator Week” in the City of St. Augustine and encourages all residents to plant native plants and participate in community activities that support and celebrate healthy, sustainable, wildlife-friendly communities.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of St. Augustine to be affixed this 13th day of June in the year of our Lord two thousand and twenty-two and the four hundred and fifty-sixth year of the founding of St. Augustine, the Nation’s Oldest City.

Tracy Upchurch, Mayor



Est. 1565

City of St. Augustine

La Lealísima y Valerosa Ciudad de San Agustín de la Florida

PROCLAMATION

Whereas, Juneteenth, or Juneteenth Independence Day, commemorates the traditional observance of the end of slavery in the United States and is observed annually on June 19; and

Whereas, on January 1, 1863, President Lincoln issued the Emancipation Proclamation, declaring that "all persons held as slaves within any State or designated part of a State, the people whereof shall then be in rebellion against the United States, shall be then, thenceforward, and forever free;" and

Whereas, more than two years would pass before the news reached African Americans living in Texas, when on June 19, 1865, Union Major General Gordon Granger and his regiment arrived in Galveston and spread the word that slavery had been abolished; and

Whereas, this day, the oldest known celebration commemorating the end of slavery in the United States, has become a day for African Americans to celebrate not only their freedom, but their history, culture, and achievements; and

Whereas, The Juneteenth celebration has brought families and communities together for decades to celebrate freedom and educate people about the struggles and triumphs of Black Americans; and

Whereas, St. Augustine has a recorded history of Emancipation parades and celebrations dating back to 1863 and is proud to have the opportunity to honor the principles of the Declaration of Independence and celebrate the achievements and contributions African Americans have made, and continue to make, in the City and across our Nation.

NOW THEREFORE, the City Commission of the City of St. Augustine does hereby proclaim **June 19, 2022, as Juneteenth Day** and encourages citizens to recognize and celebrate this nationally recognized commemoration which honors the history, legacy and culture of African-Americans throughout our City.

IN WITNESS WHEREOF I hereunto set my hand and do cause the Seal of the City of St. Augustine, Florida, to be affixed this 13th day of June in the year of our Lord two thousand and twenty-two, in the four hundred and fifty-sixth year of the founding of St. Augustine, the Nation's Oldest City.

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: Mayor and Commissioners

Date: June 6, 2022

RE: Presentation: Strategic Plan – Home Again St. Johns, Inc.

This agenda item, sponsored by Mayor Upchurch, is a presentation by Troy Blevins, President and Mike Davis, Vice President of Home Again St. Johns, Inc. on that organization's strategic plan. The most important element is construction of a new facility that will expand services and housing to our homeless population.

Home Again St. Johns, Inc. has been awarded an appropriation of American Rescue Plan Act (ARPA) funds administered by St. Johns County. It is my understanding that the appropriation exceeds \$3,000,000.00 The purpose is to purchase land and build a new facility that will provide homeless services including an expansion of transitional housing. It may be possible to deepen the City's alliance with them to reduce the homeless population on City streets.



John P. Regan, P.E.
City Manager

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John Regan, P.E.
City Manager

DATE: May 25, 2022

RE: Agenda Item for June 13, 2022 City Commission Meeting;
General Presentation for the Anastasia Boulevard Complete Street Study

The North Florida Transportation Planning Organization (NFTPO) completed a complete street study for Anastasia Boulevard. Wiley Page, Atkins VP of Transportation Planning will be presenting an overview of the study including recommendations.

Please let me know if you have any questions or concerns regarding this agenda item.

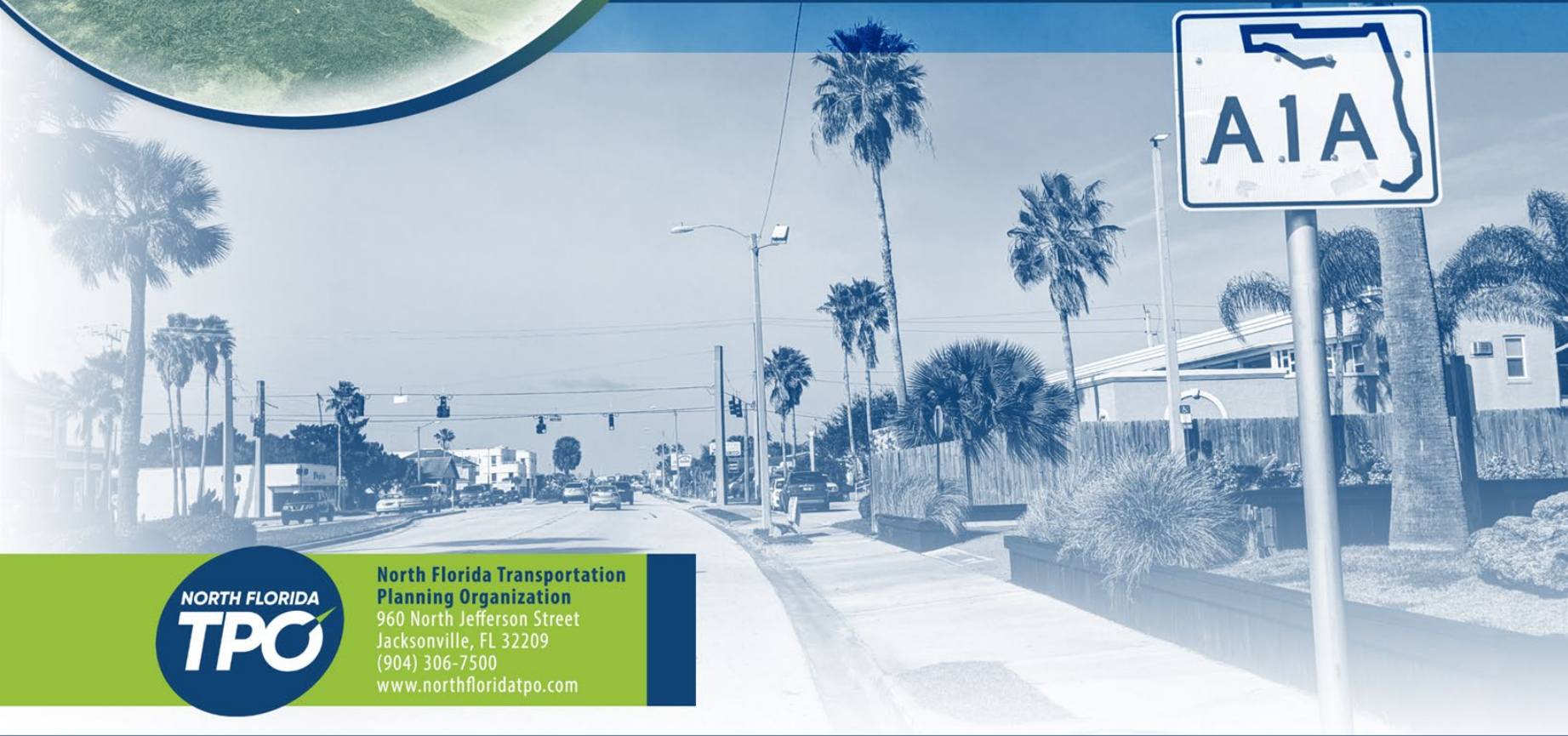

Reuben C. Franklin Jr., P.E.
Public Works Director

cc: City Attorney & Department Heads

Attachment:
Power Point Presentation- Anastasia Boulevard Complete Streets Corridor Study

Anastasia Boulevard

Complete Streets Corridor Study



North Florida Transportation
Planning Organization
960 North Jefferson Street
Jacksonville, FL 32209
(904) 306-7500
www.northfloridatpo.com

STUDY PURPOSE

- This study identifies context sensitive and complete streets solutions.
- To improve the safety and performance of Anastasia Boulevard for pedestrians, bicyclists and motorists.
- These improvements are to be consistent with the Florida Department of Transportation's (FDOT) Complete Streets policies.

EXISTING CONDITIONS ANALYSIS

- Average Daily Traffic (17,500 to 20,000)
- Crashes
- Context Classifications (C4 and C3C)
- Typical Section
- Transit Service
- Planned Projects
- Previous Studies



COMPLETE STREET ELEMENTS

- Wider Sidewalks
- Protected Bicycle Lanes
- Enhanced Pedestrian Crossings
- Narrower Travel Lanes
- Increased Safety for Bicyclists and Pedestrians

Public Outreach

- Administered an Online Survey in June 2021
- 765 Responses
 - Most respondents (74%) live near Anastasia Boulevard
 - Over half of the respondents (55%) indicated that they use the corridor multiple times a day
 - Over one third of the respondents (37%) walk or bike the corridor at least weekly
 - About one fourth of the respondents (27%) Never walk or bike on Anastasia Boulevard
 - Most respondents (89%) travel by private vehicle most often along the corridor
 - About 10% of the respondents walk or bike along the corridor most often

"The speed limit should be lowered for safety." – Survey Response, Question 10

On-Street Parking received the most #4 rankings.

"Encourage bikers, runners, and pedestrians so local commerce can boom." – Survey Response, Question 10

Almost half of the respondents feel there is not sufficient lighting.

"Slower speeds and more flashing light crosswalks are very important to the safety of residents and visitors." – Survey Response, Question 10

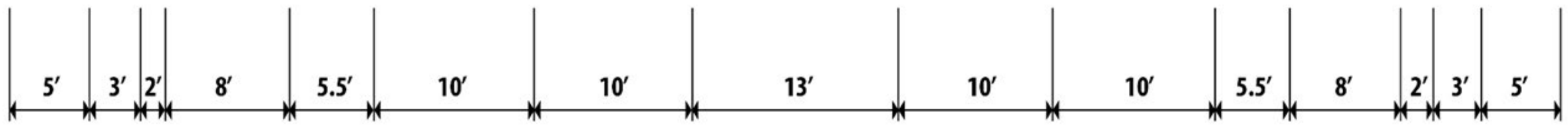
Pedestrian Safety received the most #1 rankings.

"Anastasia Boulevard could be an amazing walking/biking street." – Survey Response, Question 10



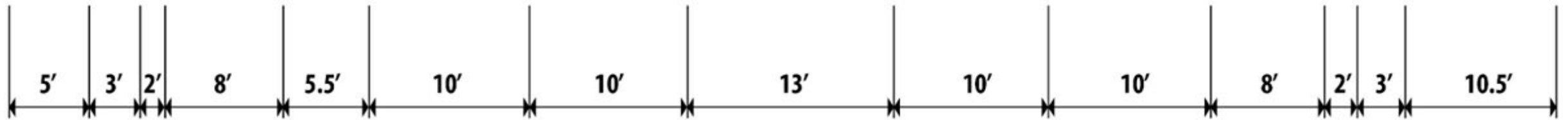
SCENARIOS

- Scenario 1
 - Narrowing of the travel lanes to 10 feet
 - Create a 5-foot bike lane
 - 8-foot parking lane
- Could be accomplished within the existing right-of-way
- Could be completed as part of a future resurfacing project



SCENARIOS

- Scenario 2:
 - Introduces a multi-use path on the northern/eastern side of Anastasia Blvd
 - Standard Sidewalk and Bike lane on the southern/western side
 - Travel lanes would be narrowed to 10 feet
 - Would require reconstruction of portions of Anastasia Blvd
 - Long-term project



Other Recommendations

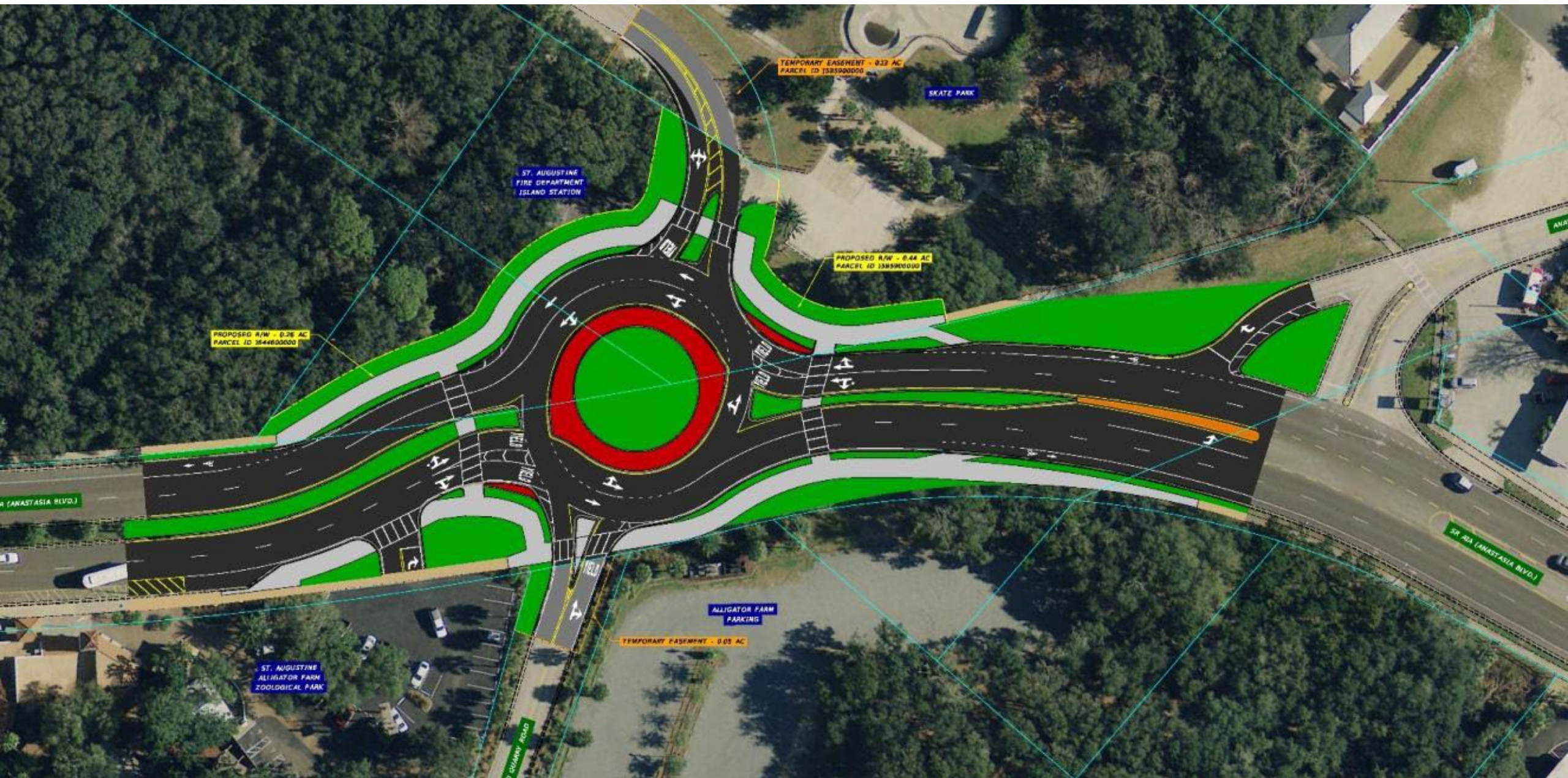
- Mid Block Crossings
 - Zorayda Avenue (scheduled)
 - Comares Avenue
- Speed Limit Reduction
 - 40MPH → 30MPH
- Lighting Enhancements
 - Roadway and Pedestrian Level



Other Recommendations

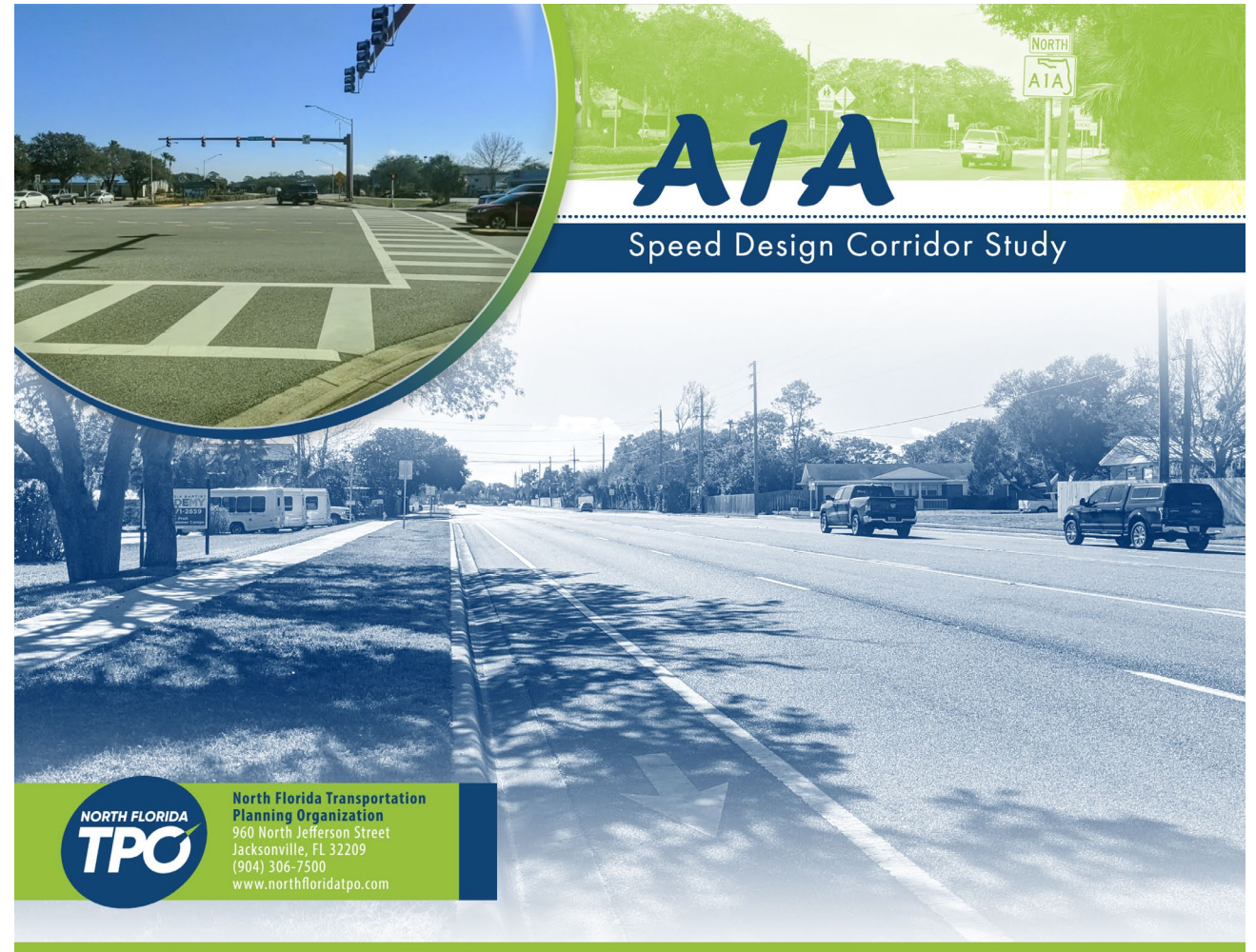
- High Visibility Crosswalks
- Intersection Improvements
 - Comares Avenue
 - Red Cox Drive/Old Quarry Road





A1A South Study

- Concurrent Study on A1A from Red Cox to SR 13
- Identified Improvements to slow traffic & increase Safety
 - Reduce lane widths
 - Introduce median islands
 - Mid-Block Crossings
- Shared Use Path on the east side of A1A
 - Could match up with Scenario 2





Existing sidewalk on east side of SR A1A. Photo Source: Study Team, January 2021.



Rendering of shared-use path replacing the sidewalk on east side of SR A1A.

Shared-Use Path



ATKINS

Member of the SNC-Lavalin Group



Questions

To view the report, please visit the North Florida TPO's website at www.northfloridatpo.com

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John P. Regan, P.E.
City Manager

DATE: May 31, 2022

RE: City Commission Meeting Agenda Item

As you are aware, The City has been notified that it is eligible to apply to the Florida Department of Economic Opportunity (FDEO), for the next grant cycle for a Small Cities Community Development Block Grant (CDBG). Non-entitlement units of local government can apply for up to \$24.8 million in FY 2021 funding and approximately \$23 million in FY 2022 by competitive process for funding for four (4) areas; Neighborhood Revitalization, Housing Rehabilitation, Commercial Revitalization and Economic Development. The Application Cycle opens Monday, June 6, 2022 and continues through Thursday, July 21, 2022.

Grant funded activities must meet one of the following National Objectives: provide benefit of low- and moderate-income persons, prevent or eliminate slum or blight conditions, or address urgent community development needs which, pose a serious and immediate threat to community health or welfare.

Placing this item on the Commission Agenda satisfies Public Notice for availability of funding, proposed project, and allows for citizen comment. This first Public Hearing is required prior to Application submission.

If you concur, please place this item on the agenda for the City Commission meeting, scheduled for Monday, June 13, 2022 under 7. General Public Presentations, Items of Great Public Importance, and Other Items Requiring Public Hearings.

As always, please do not hesitate to contact me if you have any questions. Thank you for your assistance.



Denise Radovich
Grant Administration Coordinator

Encl: Notice of First Public Hearing
xc: Meredith Breidenstein, Assistant City Manager
Darlene Galambos, City Clerk
Jim Piggott, Director, General Services
file

CITY OF ST. AUGUSTINE FIRST PUBLIC HEARING NOTICE

The City of St. Augustine is considering submitting an application to the Florida Department of Economic Opportunity (DEO) for a Small Cities Community Development Block Grant (CDBG) Application cycle. Non-entitlement units of local government that have an open Neighborhood Revitalization, Housing Rehabilitation, Commercial Revitalization, or Economic Development subgrant are eligible to apply for Economic Development funding. Up to \$24.8 million in FY 2021 funding and approximately \$23 million in FY 2022 funding will be available to eligible applicants in the four program areas listed above. The City may submit only one application for a single project or program. Limited English Proficiency (LEP) Persons can view this entire document at the City of St. Augustine website at: <https://www.citystaug.com/125/Legal-Notices-Disclaimers>

To be eligible for funding, an activity must meet at least one of the following National Objectives:

- Benefit to Low-and Moderate-Income Persons - at least 51 percent of the beneficiaries must be low-and moderate-income persons (total household income is at or below 80 percent of the area's median income)
- Elimination of Slum and Blight - eliminate conditions of slum or blight as defined by state law and identified by the unit of local government on a spot or area basis, or
- Address an Urgent Need - the activity must alleviate a condition that poses a serious and immediate threat to those living in the area. The condition must have occurred within 18 months of application. The unit of local government must demonstrate that it is unable to finance the activity on its own and that other funding is not available

Examples of some of the activities which can be applied for include but are not limited to the following:

- Water and Sewer Improvements,
- Rehabilitation of Substandard Housing,
- Street and Sidewalk Improvements,
- Economic Development Activities that Create Jobs for Low-and Moderate-Income People,
- Downtown Revitalization, including Facade Improvements, Streetscaping, and Underground Utilities,
- Park Facilities and Community Centers, and
- Drainage / Stormwater Improvements.

The range of activities that may be undertaken will be provided at the public hearing. In developing an application for submission to DEO, the City must plan to minimize displacement of persons as a result of planned CDBG activities. In addition, the City is required to develop a plan to assist displaced persons.

The public hearing to receive citizen views concerning the community's housing, economic and other community development needs will be held on **Monday, June 13, 2022 at 5:00 PM** or as soon as possible thereafter during a regular City Commission meeting to be held at the **City of St. Augustine City Hall, City Commission Meeting Room, 75 King Street, St. Augustine, FL. 32084-4386**. If you have questions concerning the CDBG application process or the list of eligible activities, please contact Denise Radovich, Grants Administration Coordinator at (904) 209-4302, or via email to dradovich@citystaug.com.

The meeting is being held in a handicapped accessible facility. Non-English speaking, deaf, or visually impaired persons needing an interpreter or any handicapped person requiring special accommodation should contact Denise Radovich, Grants Administration Coordinator, at (904) 209-4302 (TDD# (800) 955-8771) (TDD) or 1(800) 955-8770 (Voice) at least 48 hours prior to the meeting.

A Fair Housing/Equal Opportunity/Handicap Accessible Jurisdiction.

CIUDAD DE SAN AGUSTÍN PRIMER AVISO DE AUDIENCIA PÚBLICA

La Ciudad de San Agustín está considerando presentar una solicitud al Departamento de Oportunidad Económica de la Florida (DEO por sus siglas en inglés) por un ciclo de solicitud para una Subvención en Bloque para el Desarrollo Comunitario (CDBG por sus siglas en inglés) para Ciudades Pequeñas. Unidades de gobierno local sin derechos que tengan una subvención activa de Revitalización de Vecindario, Rehabilitación de Vivienda, Revitalización Comercial o Desarrollo Económico tienen el derecho a solicitar fondos de Desarrollo Económico. Hasta \$24,8 millones en fondos del año fiscal 2021 y aproximadamente \$23 millones en fondos del año fiscal 2022 estarán disponibles para estos solicitantes en las cuatro áreas de programa arriba detalladas. La Ciudad puede presentar solamente una solicitud para un solo proyecto o programa. Las personas con capacidad limitada en inglés (LEP) pueden ver este documento entero en la página Internet de la Ciudad de San Agustín en: <https://www.citystaug.com/125/Legal-Notices-Disclaimers>

Para tener derecho a recibir fondos una actividad debe cumplir con por lo menos uno de los siguientes Objetivos Nacionales:

- Beneficio para Personas de Ingresos Bajos o Medianos – por lo menos el 51 por ciento de los beneficiarios deben ser personas de ingresos bajos y medianos (el ingreso total del hogar es igual o está debajo del 80 por ciento de la mediana del ingreso en el área.)
- Eliminación de las Áreas de Arrabales o Ruinas - eliminar los tugurios o las áreas en estado de deterioro según se definan en la ley estatal y se identifiquen por la unidad de gobierno local en casos específicos o por zonas o
- Atender una Necesidad Urgente - la actividad debe aliviar una condición que representa una amenaza seria e inmediata a los que vivan en el área. La condición debe haber ocurrido durante los 18 meses anteriores a la solicitud. La unidad de gobierno local debe demostrar que no puede financiar la actividad por su propia cuenta y que no hay otros fondos disponibles.

Ejemplos de unas de las actividades por las cuales se puede solicitar incluyen, pero no se limitan a las siguientes:

- Mejoras de agua y alcantarillado,
- Rehabilitación de viviendas deficientes,
- Mejoras de calles y aceras,
- Actividades de desarrollo económico que crean empleos para personas de ingresos bajos y medianos,
- Revitalización del centro de la ciudad, incluyendo mejoras en las fachadas, mejora del aspecto estético de las calles y servicios públicos subterráneos.
- Instalaciones en parques y centros comunitarios y
- Mejoras de drenaje y aguas pluviales.

La gama de las actividades que se pueden realizar se proporcionará en la audiencia pública. Al elaborar una solicitud para entregarse al DEO, la Ciudad debe planificar para minimizar el desalojamiento de las personas como resultado de las actividades planificadas para el CDBG. Además, la Ciudad está obligada a desarrollar un plan para ayudar a las personas desalojadas.

La audiencia pública para recibir opiniones de los ciudadanos en cuanto a las necesidades de vivienda, económicas y otras necesidades del desarrollo comunitario se celebrará el **lunes, 13 de junio del 2022 a las 5:00 PM** o lo más pronto posible después de esa fecha durante una reunión corriente de la Comisión Municipal que tendrá lugar en el **Ayuntamiento (City Hall) de la Ciudad de San Agustín, Sala de Reuniones de la Comisión Municipal, 75 King Street, St. Augustine, FL. 32084-4386**. Si tiene alguna pregunta sobre el proceso de solicitud para CDBG o la lista de actividades que pueden ser financiadas, favor comunicarse con Denise Radovich, Coordinadora de Administración de Subvenciones al (904) 209-4302, o por email a dradovich@citystaug.com.

La reunión se celebra en una instalación accesible para discapacitados. Las personas que necesiten intérprete por no hablar inglés o por tener discapacidades auditivas o visuales, o cualquier persona discapacitada que necesite adaptación especial debe comunicarse con Denise Radovich, Coordinadora de Administración de Subvenciones a (904) 209-4302, (TDD# (800) 955-8771) (TDD) o 1(800) 955-8770 (Voz) con un mínimo de 48 horas de anticipación a la reunión.

Esta es una Jurisdicción de Vivienda Justa/Igualdad de Oportunidades/Accesible para Discapacitados.

RESOLUTION NO. 2022-18

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF ST. AUGUSTINE, FLORIDA CREATING THE CITY OF ST. AUGUSTINE POET LAUREATE PROGRAM.

WHEREAS, the City of St. Augustine's Strategic Plan includes an objective for Arts, Education and Community to be a more integral part of the community's rich arts and cultural scene, and to play a more active role in the development of art and cultural programs that will educate both our residents and our visitors; and

WHEREAS, poetry tells the history of human feeling and can sustain the emotional memory of a community; and

WHEREAS, poetry allows us to perceive our experience with greater richness and complexity and can carry us to the frontiers of linguistic imagination so that we can articulate our vision of the future; and

WHEREAS, knowledge of poetic traditions allows us to know more about our own culture and can serve as a passport to the cultures of others; and

WHEREAS, the City of St. Augustine has an interest in sharing its government viewpoint on topics of interest to the City by the use of poetry; and

WHEREAS, the City Commission of the City of St. Augustine desires to establish a City of St. Augustine Poet Laureate program and to develop terms and conditions of the program;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF ST. AUGUSTINE, FLORIDA, AS FOLLOWS:

Section 1. That the City of St. Augustine hereby creates a City of St. Augustine Poet Laureate program.

Section 2. The following are the terms and conditions of the City of St. Augustine Poet Laureate program:

- a. The City of St. Augustine's Poet Laureate is a volunteer opportunity for interested St. Augustine residents or others having a connection to, and an interest in, the City of St. Augustine.

- b. The City Commission of the City of St. Augustine may designate one volunteer Poet Laureate every two years during the month of January, or as soon thereafter as may be practicable.
- c. The Poet Laureate will write an original topical poem, identified as a City of St. Augustine Poet Laureate work, for each of the following City events and celebrations:
 - Arbor Day
 - Pedro Menendez de Aviles birthday
 - Poetry Month
 - Memorial Day
 - Juneteenth
 - Independence Day
 - Founders Day
 - Veteran's Day
- d. The Poet Laureate is encouraged to share the love of poetry with the community through participation in poetry readings, workshops, school outreach, or other civic or cultural events.
- e. By participating as the City of St. Augustine's Poet Laureate, the Poet Laureate authorizes the City of St. Augustine to publish and reproduce, in various media formats at no cost to the City of St. Augustine, poems identified as City of St. Augustine Poet Laureate works.
- f. All poems identified as City of St. Augustine Poet Laureate works are intended to be the government speech of the City and must be approved by the City Manager or his or her designee.
- g. The City of St. Augustine may end an individual designation or the program of Poet Laureate at any time as determined by the City Commission.
- h. Applications for Poet Laureate will be available from the City Clerk's office and a Poet Laureate will be selected by the City Commission. If selected, the Poet Laureate agrees to complete the Volunteer/Intern Application and Agreement Form, comply with City policies and procedures, and comply with the terms and conditions of the City of St. Augustine Poet Laureate program.

.....

ADOPTED by the City Commission of the City of St. Augustine, Florida in regular session, this _____ day of _____, 2022.

ATTEST:

Tracy Upchurch, Mayor-Commissioner

Darlene Galambos, City Clerk
(SEAL)



CALL FOR APPLICATIONS

The City of St. Augustine Poet Laureate serves as a herald for poets and their work. The Poet Laureate is dedicated to building community through poetry and encouraging a love of poetry among people of all ages.

MISSION

The mission of the Poet Laureate is to promote the influence of poetry and enrich the lives of citizens by sharing and encouraging the gift of poetry.

EXPECTATIONS

The Poet Laureate will write an original topical poem, identified as a City of St. Augustine Poet Laureate work, for each of the following City events and celebrations:

- Arbor Day
- Pedro Menendez de Aviles birthday
- Poetry Month
- Memorial Day
- Juneteenth
- Independence Day
- Founders Day
- Veteran's Day.

REQUIREMENTS

- Admirable and proven level of skill in writing poetry.
- Promising aptitude to promote awareness and enjoyment of poetry in City of St. Augustine.
- Must be 18 or older.

RECOGNITION

- Funding for projects may include honoraria or grants as available.
- Press coverage related to performances and special projects.

TERM

The term of service is two years.

APPLICATION PROCESS

A general call for applications is made. The application will be available on www.citystaug.com and in the City Clerk's Office.

APPLICATIONS MUST INCLUDE:

1. Resume.
2. List of publications, if any.
3. Samples of their poetry.
4. Letters of support or recommendation, if any.
5. Statement of interest and connection to St. Augustine



WORK SAMPLES

Indicate title and year of the work samples. Work submitted will not be returned. Please attach samples on a separate sheet.

1. _____
2. _____
3. _____
4. _____
5. _____

APPLICATION:

- Name: _____
- Street: _____
- City, State, Zip Code: _____
- Phone: _____
- Alt. Phone: _____
- E-Mail: _____

Are you 18 or older?

- ☐ Yes
☐ No

I certify that the representations made in this application are true and complete, and that the work sample submitted is my own work. The City of St. Augustine has my permission to use my work, or a portion thereof, for publicity or educational purposes.

Applicant's Signature and Date: _____

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John P. Regan, City Manager

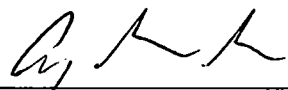
DATE: June 2, 2022

RE: **RESOLUTION 2022-19: ADOPTING THE MOBILITY FEE ADMINISTRATION MANUAL**

Please find enclosed Resolution 2022-19 adopting the Mobility Fee Administration Manual. This manual is intended to be a useful tool for staff to utilize to explain to the public the objectives and regulations implemented by Ordinance 2022-01.

Please place Resolution 2022-19 on the regular City Commission agenda for adoption on June 13, 2022.

Thank you.



Amy Skinner
Planning & Building Director

Attachment

xc: Meredith Breidenstein, Assistant City Manager
David Birchim, Assistant City Manager
Darlene Galambos, City Clerk *(with original)*

Agenda Title:

Resolution 2022-19: Adopting the Mobility Fee Administration Manual.

RESOLUTION 2022-19

A RESOLUTION OF THE CITY COMMISSION OF ST. AUGUSTINE, FLORIDA FORMALLY ADOPTING THE CITY OF ST. AUGUSTINE'S MOBILITY FEE ADMINISTRATION MANUAL.

WHEREAS, the City of St. Augustine adopted Ordinance 2022-01 on February 28, 2022, implementing the Mobility Plan and Mobility Fees; and

WHEREAS, this Resolution formally adopts the City of St. Augustine Mobility Fee Administration Manual, and delegates amendments to the manual to the City Manager or his or her designee.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF ST. AUGUSTINE, FLORIDA, THAT

Section 1. The City of St. Augustine Mobility Fee Administration Manual is hereby adopted and incorporated by reference and is attached hereto as **Exhibit "A"**. The City Manager or his or her designee may revise the manual administratively, and any successor manual shall be incorporated by reference upon adoption by publication, and repeal and replace all prior manuals. The City Charter and Code of Ordinances shall prevail, to the extent that there is a conflict with the Mobility Fee Administration Manual.

Section 2. This resolution shall become effective immediately upon adoption by the City Commission.

ADOPTED in Regular Session of the City Commission for St. Augustine, Florida this _____ day of _____, 2022.

CITY OF ST. AUGUSTINE, FLORIDA

ATTEST:

Darlene Galambos, City Clerk
(Seal)

Tracy Upchurch, Mayor-Commissioner

City of St. Augustine

Mobility Fee Administration Manual

Ordinance Number 2022-01
Adopted February 28, 2022
Effective Date May 17, 2022

Prepared by:
City of St. Augustine
Planning and building Department
75 King Street
St. Augustine, Florida 32084

Referencing Materials Prepared by:
Jonathan Paul, AICP
NUE Urban Concepts
2579 SW 87th Drive
Gainesville, Florida 32608

May 2022

Mobility Fee Administration Manual

What is the City's Mobility Plan?

The City of St. Augustine's 2040 Mobility Plan is a vision, over the next 20 years, to transition the City's transportation system from **moving and parking vehicles**, towards a multimodal system focused on safely and conveniently **moving people**, whether they choose to continue driving their cars, or decide to walk, bicycle, ride transit, or use a new mobility technology, and deploying **dynamic parking management strategies** to address future demand.

What is a Mobility Fee?

A mobility fee is a **one-time fee** paid by a developer, property owner, or applicant to the City to mitigate the developments traffic impact to the City's transportation system. Mobility fees are **based on the multimodal projects** adopted as part of the **Mobility Plan** and will be used to **fund the identified multimodal projects** in the Plan. Mobility fees were established by the Legislature to provide developers a simplified alternative to other concepts, such as, transportation concurrency, proportionate share, and road impact fees.

The mobility fee is based on the multimodal projects in the Mobility Plan and is developed based on detailed methodologies designed to meet what are known as the dual relational nexus test and rough proportionately test established by case law and Florida Statute. A detailed Mobility Plan and Mobility Fee Technical Report has been prepared to document how the mobility fee was developed and to demonstrate that the fee is legally and statutorily compliant. These Plans and Reports are available on the City's website for review in more detail.

The projects identified in the Mobility Plan can be funded through a **variety of sources, including the city's mobility fee**. Federal and State appropriations, funds, grants, and programs, allocated through the North Florida Transportation Planning Organization (TPO), are some of the primary sources for funding mobility plan projects. Gas taxes, special assessments, property taxes, infrastructure sales taxes, and mobility fees are all other **potential funding sources** for funding mobility plan projects.

Mobility fees can be spent on multimodal projects included in the Mobility Plan or the Capital Improvements Program (CIP). The adopted Mobility Plan serves as the guiding vision for multimodal projects and is to be updated every five (5) years. During that time, there may be a need to fund multimodal projects that were not contemplated in the Mobility Plan. To expend mobility fee funds on multimodal projects not included in the Mobility Plan, the City would be required to amend its Capital Improvements Program (CIP) to formally add the multimodal project.

A developer may request that a multimodal project be added to the CIP to establish mobility fee credits. The City Commission will review any requested modifications to the CIP annually during its budget process and may adopt by ordinance any modification to its 5-year capital improvement schedule. A developer requesting a modification to the CIP must provide to the City Manager or designee the data and analysis necessary to comply with the statutory requirements of Chapter 163.3177 (3)(a) and (b), Florida Statutes. A professionally accepted comprehensive transportation and mobility report is required to support the request to modify the CIP, and this report must utilize the methodologies, policies, and best available data and analysis to support the request.

When does the Mobility Fee apply?

Any new residential or non-residential development activity within the City that requires the issuance of a building permit and results in an increase in person travel demand (impact) above the existing use of property will be assessed a mobility fee. Mobility fees are not a tax, and they are not charged to existing homes, businesses, or property; unless there is an addition, change of use, expansion, modification, or redevelopment that **requires issuance of a building permit and generates additional person travel demand** above the existing use of property.

Florida Statutes exempt State of Florida governmental uses, and public and charter schools from paying mobility fees. The City is also proposing to exempt City and County governmental uses from mobility fees as these uses are funded by existing and future taxpayers.

When does the Mobility Fee have to be paid?

Mobility fees are assessed at the time of a building permit application, after the effective date of May 17, 2022. Any valid building permit submitted prior to 12:00 AM May 17, 2022, will not be assessed a mobility fee. The mobility fees are required to be paid no later than issuance of a building permit, unless otherwise specified in an approved development order or agreement.

Mobility fees can be paid during plan review, but they must be paid at the time the Building Permit is issued.

Mobility Plan Overview

The projects identified in the Mobility Plan are prioritized in five-year increments between 2020 and 2040. Each year, as part of the City's annual budget process, City staff will identify potential revenue sources over a five-year period and make recommendations to further prioritize the design, right-of-way acquisition, and construction of Mobility Plan projects. The **City Commission will prioritize** projects through the City's annual Capital Improvements Program (CIP) update.

Mobility Plan Purpose and Scope

The Mobility Plan proactively plans for multimodal infrastructure improvements, programs, and services needed to further **enhance the walkability** of the Historic Districts or downtown. The Plan also emphasizes creating a **park-once environment** that promotes using dynamic parking management strategies to encourage visitors to park their car in future multimodal parking garages on the periphery of the Historic Districts or downtown and using electric bikes, trolley circulators, and other forms of mobility, other than driving a car, to explore the City.

St. Johns County continues to be one of the **fastest growing areas** in the U.S. and the City continues to experience **strong growth in visitors** to its Historic Districts and downtown area. Long term residents of the City have experienced first-hand the effects of growth and the associated increase in traffic on residential streets in search of on-street parking and seeking to avoid congestion. The City is also experiencing increasing in-fill and redevelopment activity. This activity, combined with growth in County residents and visitors to the City, creates a need for alternative mobility solutions beyond single occupancy vehicles.

The graphic included below is a representation of the Mobility Plan for the City of St. Augustine. It includes all aspects of the ideas, concepts and proposals that are part of the Transportation and Mobility Element of the 2040 Comprehensive Plan and intended to be implemented by Article III Mobility Plan and Mobility Fees in Chapter 21 of the City's Land Development Code.



The plan includes four (4) Broad Mobility Concepts:

- Promote alternative forms of transportation - moving around the city
- Transitioning from being focused on cars towards moving people and providing mobility choices
- Mobility planning based on travel speed - lowering speeds for safer travel
- The Mobility Plan can be broken down into 4 plans included to guide mobility planning choices:
 1. Walking and Bicycling Plan
 2. Transit Circulator Plan
 3. Multimodal Ways Plan
 4. Streets Plan

Additionally, this plan includes four (4) Mobility Tools:

- Establish a Park Once Environment
- Utilize Innovative Parking Management methods
- Change measurement standards from Level of Service to Quality of Service
- Develop a Mobility Fee including a fee assessment area (City limits)

List of Potential Projects and Priorities for Mobility Planning

The Mobility Plan consists of **four (4) distinct plans** (represented as combined above and attached individually) that include projects for sidewalks, paths, trails, protected bike lanes, low speed shared streets, complete streets, and multimodal ways. The Plans also address both **citywide and regional mobility** through microtransit circulators, multimodal parking structures, water taxis, an aerial tramway, regional rail that will connect St. Augustine with Jacksonville, and several regional road projects to direct cut-through traffic around the city.

The Mobility Plan also includes policies for **dynamic parking management strategies** such as:

- (1) Variable rates for parking meters.
- (2) Programs that can provide City residents parking discounts or priority parking in certain areas; and
- (3) Real time message boards at gateways to the city that direct visitors to either existing garages or future multimodal parking garages.

These projects are intended to enhance mobility and safety, while also seeking to reduce congestion and traffic in residential neighborhoods.

Offsets of mobility fees may be available where redevelopment is replacing an existing structure. Credits may be available for previous proportionate share payments, for dedication of right-of-way, and/or the construction of multimodal projects identified in the mobility plan. The mobility

I	Proje	Fro	To	Length	Project	Time
1	King Street	Avenida Menendez	N Rodriquez Street	1.45	Multimodal Way	2020---
2	Avenida Menendez	King Street	W Castillo Drive	0.60	Trail	2020---
3	Avenida Menendez	King Street	St. Francis Street	0.30	Trail	2020---
4	Vilano Causeway /	San Marco Avenue	Coastal Highway (A1A)	1.85	Trail	2020---
5	North City Trail	S Castillo Dr (A1A)	May Street (A1A)	1.20	Trail	2020---
6	Bridge of Lions	Avenida Menendez	N St. Augustine Blvd	0.40	Trail	2020---
7	Cuna Street	Avenida Menendez	Charlotte Street	0.05	Shared Street	2020---
8	Cuna Street	Charlotte Street	Cordova Street	0.20	Shared Street	2020---
9	Hypolita Street	Avenida Menendez	Charlotte Street	0.05	Shared Street	2020---
1	Spanish Street	Cuna Street	Orange Street	0.15	Shared Street	2020---
1	Anastasia Blvd (A1A)	Red Cox Rd	SR 312	1.46	Trail	2020---
1	North City Trail	May Street (A1A)	Rambla St	1.40	Trail	2020---
1	S Leonardi Street	King Street	South Dixie Highway	0.20	Shared Street	2020---
1	West Garage	Kings St --- SR 207 --- US 1 Vicinity --- subject to		n/a	Parking Garage	2020---
1	West Castillo Drive	San Marco Ave (A1A)	North Ponce De Leon Blvd	0.31	Widen to four lanes	2020---
1	Park & Ride	SR 312 @ Anastasia		n/a	Park & Ride Station	2020---
1	Multimodal	Anastasia Blvd @ Red Cox Road		n/a	Improve multimodal	2020---
1	Water Taxi Docks	Various locations --- subject to environmental and		n/a	Water Taxi Docks	2020---
1	Bike Share Program	Citywide		n/a	Bicycle Share	2020---
2	Multimodal	Citywide		n/a	Wayfinding Plan	2020---
2	High Visibility	Citywide		n/a	Crosswalks	2020---
2	Intersection	Citywide		n/a	Turn lanes and safety	2020---
2	Parking Management	Citywide		n/a	Dynamic Parking	2020---
2	Sidewalk	Citywide		n/a	Improving sidewalks	2020---
2	Safety Improvements	Citywide		n/a	Intersection Upgrades	2020---
2	Transit / Trolley	Connecting existing and future parking garages		n/a	Proposed transit /	2020---
2	Multimodal	May Road @ Magnolia Blvd		n/a	Improve multimodal	2025---
2	Anastasia Blvd (A1A)	N St. Augustine Blvd	Comares Avenue	0.68	Multimodal Way	2025---
2	Anastasia Blvd (A1A)	Comares Avenue	Red Cox Road	0.72	Multimodal Way	2025---
3	Cathedral Place	Avenida Menendez	Cordova Street	0.20	Shared Street	2025---
3	Charlotte Street	King Street	S Castillo Dr	0.27	Shared Street	2025---
3	Cordova Street	King Street	Orange Street / Clock	0.40	Complete Street	2025---
3	North Ponce De Leon	King Street	Charles Usinas Memorial	1.95	Protected Bike Lane	2025---
3	Orange Street	Avenida Menendez	North Ponce De Leon Blvd	0.45	Complete Street	2025---
3	Carrera Street	Cordova Street	North Ponce De Leon Blvd	0.40	Complete Street	2025---
3	Granada Street	King Street	Bridge Street	0.20	Complete Street	2025---
3	Cordova Street	King Street	St. Francis Street	0.32	Complete Street	2025---
3	Cordova Street	St. Francis Street	St. George Street	0.25	Shared Street	2025---
3	St. George Street	Cordova Street	South Street	0.10	Shared Street	2025---
4	St. Francis Street	Avenida Menendez	Cordova Street	0.20	Shared Street	2025---
4	San Sebastian	King St	Ice Plant Road (Shipyards)	1.15	Riverwalk	2025---
4	South Dixie Highway /	King St	SR 207	0.75	Complete Street	2025---
4	Anastasia Blvd (A1A)	Red Cox Rd	SR 312	1.46	Protected Bike Lane /	2025---
4	South Garage	South of SR 207 --- Ice Plant Road & US 1 Vicinity		n/a	Parking Garage	2025---
4	San Macro Avenue	W Castillo Drive	May Street (A1A)	0.75	Multimodal Way	2025---
4	San Macro Avenue	May Street (A1A)	SR 16	0.55	Multimodal Way	2025---
4	San Marco Avenue	SR 16	Rambla Street	0.61	Multimodal Way	2025---
4	ML King Ave	King Street	South Street	0.70	Complete Street	2030---
4	Bridge Street	Avenida Menendez	Riberia Street	0.54	Complete Street	2030---
5	North Ponce De Leon	Charles Usinas	San Sebastian View	1.15	Protected Bike Lane	2030---
5	East Garage	Anastasia Blvd --- Comares Avenue --- Red Cox Drive		n/a	Parking Garage	2030---
5	Old Moultrie Road	SR 207	SR 312	0.95	Complete Street	2035---
5	Masters Drive / Palmer	SR 16	King St	1.75	Complete Street	2035---
5	North Garage	Florida East Coast Rail /		n/a	Parking Garage	2035---
5	Dixie Highway (US 1)	San Sebastian View	Lewis Speedway	0.65	Protected Bike Lane	2035---
5	SR 312	Anastasia Blvd (A1A)	Matanzas River	1.50	Protected Bike Lane /	2035---

5	San Sebastian	Ice Plant Road	Matanzas River	1.25	Riverwalk	2035---
5	Regional Rail	Future regional rail service along existing FEC		6	Regional Rail	2035---
5	North San Sebastian	Charles Usinas	North Ponce De Leon Blvd	0.75	New Multimodal	2040+
6	SR 312	Sgt Tutten Drive	Lakeside Ave	0.75	Limited Access	2040+
6	Aerial Tramway	East Parking Garage	West Parking Garage	2.0	Aerial Tramway	2040+

Source: City of St. Augustine, NUE Urban Concepts, 2019

fee ordinance contains details for off-sets and credits. Currently, the city will review off-set and/or credit proposals on a case-by-case basis consistent with the adopted ordinance for specific projects.

Mobility fees are required by Florida Statute to be separated into a specific fund that tracks both payments and expenditures. The fund is subject to a yearly audit by the State of Florida Department of Revenue. The requirement for a special fund is to ensure that:

- (1) mobility fees are not included in general revenues,**
- (2) that the collection and expenditure of fees is transparent, and**
- (3) the fees are being used for the purpose for which they were collected.**

The list below is included in the Transportation and Mobility Element Data and Analysis, which is the complete list of potential projects related to mobility projects and the mobility plan. This is also the list that was used to determine the Fee Schedule. Although, timeframes are listed for the projects, each year the City Commission sets the Capital Improvements Program (CIP) which establishes the projects that the city prioritizes for the next year, and the next five (5) years.

Mobility Fee Schedule

The Mobility Plan and Mobility Fee Technical Report and the implementing ordinance include a simplified table, known as a mobility fee schedule, that provides the mobility fee rates for various uses of property, such as residential, retail, industrial, and office. The mobility fee assessed is calculated based on the mobility fee rate and a specific unit of measure, such as heated and cooled square feet for a residential use, and number of rooms for a hotel.

Due to the compact nature of the City and its overall size, the entire City is a single Mobility Fee Benefit District. The collected mobility fees can be spent on multimodal projects anywhere within the City limits and on multimodal projects outside City limits so long as they are identified in the Mobility Plan or the Capital Improvements Program (CIP).

The Table below is the current adopted Mobility Fee Schedule as of May 17, 2022.

MOBILITY FEE SCHEDULE

Use Categories, Land Uses Classifications, and Representative Land Uses	Mobility Fee
Residential & Lodging Uses per unit of measure	
Residential per sq. ft.	\$1.05
Overnight Lodging (Bed & breakfast, Hotel, Inn, Motel, Vacation Rental) per room	\$1,763
Mobile Residence (Mobile Home, Recreational Vehicle, Travel Trailer) per space	\$1,216
Institutional Uses per sq. ft.	
Community Serving (Civic, Place of Assembly, Museum, Gallery)	\$0.86
Long Term Care (Assisted Living, Congregate Care Facility, Nursing Facility)	\$0.87
Private Education (Day Care, Private Primary School, Pre-K)	\$1.57
Recreational Uses per sq. ft., unless otherwise indicated	
Marina (Including dry storage) per berth	\$370
Outdoor Commercial Recreation (Amusement, Golf, Multi-Purpose, Sports, Tennis)	\$1,873
Indoor Commercial Recreation (Gym, Indoor Sports, Kids Activities, Recreation)	\$3.54
Industrial Uses per sq. ft.	
Industrial (Assembly, Manufacturing, Nursery, Outdoor Storage, Warehouse)	\$0.58
Office Uses per sq. ft.	
Office (Bank, General, Higher Education, Professional)	\$1.62
Medical Office (Clinic, Dental, Emergency Care, Hospital, Medical, Veterinary)	\$2.43
Commercial & Retail Uses per sq. ft., unless otherwise indicated	
Local Retail (Entertainment, Restaurant, Retail, Sales, Services)	\$1.71

Multi-Tenant Retail (Entertainment, Restaurant, Retail, Sales, Services)	\$3.42
Free-Standing Retail (Entertainment, Restaurant, Retail, Sales, Services)	\$4.67
Mobility Fees for Commercial Services & Retail Uses	
Bank Drive-Thru or Free-Standing ATM per lane or ATM	\$7,174
Motor Vehicle & Boat Cleaning (Detailing, Wash, Wax) per lane or stall	\$3,420
Motor Vehicle Charging or Fueling per charging or fueling position	\$6,318
Pharmacy Drive-Thru per lane	\$4,500
Quick Service Restaurant Drive-Thru per lane	\$16,862

Example Fee Calculations

Below are several examples of mobility fee calculations based on the fee schedule. These are simple examples if there are any questions or details related to the proposed use or mobility fee consult the ordinance or Chapter 21 in the Land Development Code.

New Single-family residence:

Formula: Square feet x \$1.05 = Mobility Fee

$$2,000 \text{ sf} \times \$1.05 = \$2,100.00$$

New Multifamily residential units:

Formula: Total square feet for all units x \$1.05 = Mobility Fee

$$100,000 \text{ sf for all units} \times \$1.05 = \$105,000.00$$

New Local retail:

Formula: Square feet x \$1.71 = Mobility Fee

$$10,000 \text{ sf} \times \$1.71 = \$17,100.00$$

New Overnight lodging:

Formula: Per Room x \$1,763 = Mobility Fee

$$100 \text{ rooms} \times \$1,763 = \$176,300.00$$

New Mixed-use project:

Each use needs to be calculated based on the use mobility fee rate for that use and then added together as a total Mobility Fee for the project.

Change of use project (assuming that the new use increases impacts):

Formula: Calculate theoretical mobility fee rate for existing use = X (credit)

Calculate mobility fee rate for proposed use = Y

Subtract existing use credit from proposed use rate

$Y - X = \text{Net Mobility fee to be paid for the change in use}$

Existing free standing retail use – 2,000 sf x \$4.67 = \$9,340.00

Proposed pharmacy per drive-thru lane – 3 lanes x \$4,500 = \$13,500.00

Net Mobility fee due: \$13,500 - \$9,340 = \$4,160.00

Conclusion

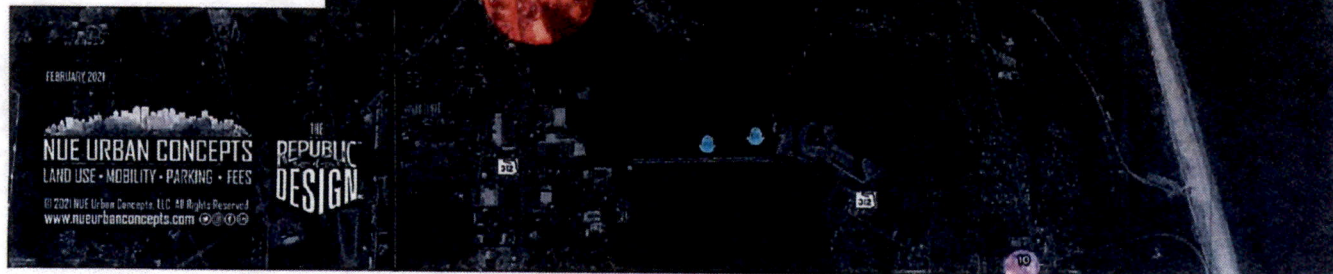
The Mobility Fee ordinance was adopted as an additional tool available for the City of St. Augustine to use to provide mobility improvements as developments impact traffic, transportation, movement around and through the city by different users and multimodal forms of transportation.

Appendix A

Included in Appendix A are the four (4) specific plans illustrating the Mobility Plan in more detail.

2040 MOBILITY PLAN: TRANSIT CIRCULATOR PLAN

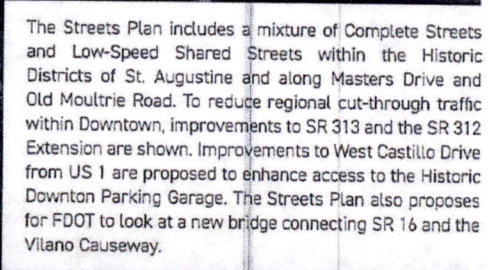
The Mobility Plan proposes to create a park-once environment where on-street parking is converted to shorter duration times to encourage turnover and business access, and visits of two hours or longer are encouraged to park in garages. Existing and future garages could be served by a transit circulator system that provides employees, residents, students, and visitors quick access to the Historic District without spending time driving around looking for a parking spot. The Transit Circulator Plan also proposes several water taxi stops throughout the City and identified two potential transportation-oriented developments (TODs) along future regional rail connections between Jacksonville and St. Augustine. As climate change challenges continue, a longer-term solution may be the consideration of an aerial tram connecting future garages on the east end of Anastasia Blvd and the west end of King Street.



7 2040 MOBILITY PLAN // St. Augustine Mobility Plan & Fee // Technical Report Executive Summary

[illegible]

8



FEBRUARY 2023
 THE
 REPUBLIC
 OF
 DESIGN
 NUE URBAN CONCEPTS
 LAND USE • MOBILITY • PARKING • FEES
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Appendix B

The calculations outlined below demonstrated the potential fees that could be generated if a mobility fee was adopted by the city. These examples were provided to the Planning and Zoning Board (PZB) in 2021 when the PZB was discussing whether to recommend the ordinance to the City Commission.

Summary of Potential Fee Collection Examples for years 2017 and 2019

Calendar Year 2017 Activity and Fee Summary

New Single family homes 78 [28 inside mobility area (36%)/49 outside]

Smallest home 900 sf = \$684 - \$900 fee range (.76 per sf – 1.00 per sf)

Largest home 4,201 sf = \$3,192.76 - \$4,201.00 fee range (.76 per sf – 1.00 per sf)

Average size home 2,047 sf = \$1,555.72 - \$2,047.00 fee range (.76 per sf – 1.00 per sf)

Garage apartments/additions 7

Average size 496 sf = \$376.96 - \$496.00 fee range (.76 per sf – 1.00 per sf)

Total Potential Residential Mobility Fee = Approx. \$146,185.23

Commercial Projects 25 [21 inside mobility area (84%)/4 outside]

Total Potential Commercial Mobility Fee = Approx. \$273,357.39

Total Construction Valuation = \$25,323,969.00

Total Potential Mobility Fee = \$419,543.00

Mobility Fee is approximately 1.7% of construction valuation

Calendar Year 2019 Activity and Fee Summary

New Single family homes 223 [37 inside mobility area (17%)/186 outside]

Smallest home 800 sf = \$608 - \$800 fee range (.76 per sf – 1.00 per sf)

Largest home 4,098 sf = \$3,114.48 - \$4,098.00 fee range (.76 per sf – 1.00 per sf)

Average size home 1,959 sf = \$1,488.84 - \$1,959.00 fee range (.76 per sf – 1.00 per sf)

Multifamily Units 312

311,344 total square feet = \$308,230.56

Garage apartments/additions 12

Average size 381 sf = \$289.56 - \$381.00 fee range (.76 per sf – 1.00 per sf)

Total Potential Residential Mobility Fee = Approx. \$736,974.28

Commercial Projects 9 [5 inside mobility area (56%)/4 outside]

Total Potential Commercial Mobility Fee = Approx. \$455,802.58

Total Construction Valuation = \$133,665,185.11

Total Potential Mobility Fee = \$1,192,776.86

Mobility Fee is approximately 0.89% of construction valuation

2-year Sample total is approximately \$1,612,319.86

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John Regan, P.E.
City Manager

DATE: May 17, 2022

RE: Agenda Item for June 13, 2022, City Commission Meeting;
Fish Island logo selection

I would like to present two options of the Fish Island Logo for the Commission to select a final choice. Option 1 is the staff committee selection and Option 2 is based on public comment to add an orange.

Please let me know if you have any questions or concerns regarding this agenda item.



Reuben C. Franklin Jr., P.E.
Public Works Director

cc: City Attorney & Department Heads

Attachment:
Option 1 Fish Island Logo
Option 2 Fish Island Logo

OPTION 1



OPTION 2



CITY OF ST. AUGUSTINE

Regular City Commission Meeting
Monday, April 25, 2022

The City Commission met in formal session Monday, April 25, 2022, at 5:00 P.M. in the Alcazar Room at City Hall. The meeting was called to order by Mayor Tracy Upchurch, and the following were present:

1. ROLL CALL: Tracy Upchurch, Mayor/City Commissioner
Nancy Sikes-Kline, Vice Mayor/City Commissioner
Roxanne Horvath, City Commissioner
John Valdes, City Commissioner
Barbara Blonder, City Commissioner

Also Present: John Regan, City Manager
Isabelle Lopez, City Attorney
Darlene Galambos, City Clerk
Meredith Breidenstein, Assistant City Manager
David Birchim, Assistant City Manager
Mark Simpson, Director, Finance
Todd Grant, Director, Utilities
Reuben Franklin, Director, Public Works
Melissa Wissel, Director, Communications
Jennifer Michaux, Police Chief
Laura Morse, Recording Secretary

INVOCATION AND PLEDGE OF ALLEGIANCE

Logan Smith, Student, St. Johns Technical High School, delivered the invocation, and Commissioner Sikes-Kline led the Pledge of Allegiance.

2. ADMINISTRATIVE ITEMS

2.A. Modification and Approval of Regular Agenda

(None)

MOTION

Commissioner Sikes-Kline **MOVED** to approve the Regular Agenda. The motion was **SECONDED** by Commissioner Horvath and **APPROVED BY UNANIMOUS VOICE VOTE.**

3. SPECIAL PRESENTATIONS, RECOGNITIONS AND PROCLAMATIONS

3.A. Presentation of the 2022 City Commission Citizenship Awards to:

- Leah Crenshaw, Creekside High School
- Margaret Dykstra, Ponte Vedra High School
- Khush Gandhi, Nease High School
- Jose Giron-Reyes, Florida School for the Deaf and the Blind (Blind Department)
- Jaycob Jackson, St. Augustine High School
- Lauren Jackson, St. Joseph Academy
- Emily Martin-Willott, Pedro Menendez High School
- Logan Smith, St. Johns Technical High School

4. PUBLIC COMMENTS FOR GENERAL PUBLIC COMMENTS OR FOR AGENDA ITEMS NOT REQUIRING A SEPARATE PUBLIC HEARING

The Commission heard from the following members of the public:

- Gina Jonas
- Jerome Fosaaen
- Trish Becker
- Lisa Lloyd
- Andrea Clark
- Ken McClain
- Susan Jenness
- Mary Cobb
- Aubrey DeSando
- B.J. Kalaidi

Public comment was closed.

5. CONSENT AGENDA

John Regan, City Manager, read the Consent Agenda.

CONSENT AGENDA APRIL 25, 2022

CA.1. Preview of upcoming Commission meetings.

CA.2. THE FOLLOWING ORDINANCES ARE TENTATIVELY SCHEDULED FOR SECOND READING ON MAY 9, 2022:

(None)

CA.3. Reminder of Upcoming Meetings:

- May 9, 2022, 5pm, Regular City Commission Meeting
- May 23, 2022, 3pm, City Commission Special Meeting to review Strategic Plan, Mid-Year Budget Analysis, and CIP
- May 23, 2022, 5pm, Regular City Commission Meeting
- June 13, 2022, 5pm, Regular City Commission Meeting

CA.4. APPROVAL OF MINUTES FROM PRIOR COMMISSION MEETINGS:

- March 28, 2022, Special City Commission Meeting
- March 28, 2022, Regular City Commission Meeting

CA.5. RELEASES OF LIEN FOR UNIT CONNECTION FEE MORTGAGE(S):

- 114 Grafft Lane - Balakrishna Kalappa

CA.6. PROPOSED PROCLAMATIONS, CERTIFICATES OF APPRECIATION / RECOGNITION. (COMMISSION APPROVAL REQUIRED). (TO BE READ AT A SUBSEQUENT MEETING).

(None)

CA.7. NOTIFICATION OF PROCLAMATIONS / CERTIFICATES OF RECOGNITION ISSUED:

(None)

CA.8. Second quarter report by the legal department. (*I. Lopez, City Attorney*)

End Consent Agenda

5.A. Additions, deletions, or modifications to Consent Agenda

(None)

5.B. Approval of Consent Agenda

MOTION

Commissioner Horvath MOVED to approve the Consent Agenda. The motion was SECONDED by Commissioner Valdes.

VOTE ON MOTION:

AYES: Horvath, Valdes, Blonder, Sikes-Kline, Upchurch
NAYES: None

MOTION APPROVED UNANIMOUSLY

6. APPEALS

(None)

**7. GENERAL PUBLIC PRESENTATIONS,
ITEMS OF GREAT PUBLIC IMPORTANCE,
AND OTHER ITEMS REQUIRING PUBLIC
HEARINGS**

7.A. General Public Presentations

**7.A.1. Presentation by the St. Johns
Community Remembrance Board
(SJCRB) and request for placement of the
Isaac Barrett lynching marker at the
Visitor Information Center (VIC).**

Mayor Upchurch reviewed the topic and noted the prior unanimous and conceptual Commission decision in 2019 to place the marker in the Plaza de la Constitucion. He proposed the marker's location at the VIC for the following advantages:

- Protection of the marker from vandalism or theft
- VIC was a highly trafficked location providing a unique snapshot of the City
- VIC by Resolution was designated as a location to tell both St. Augustine and St. John's County history for all peoples

Mayor Upchurch stated if the VIC location was approved, the immediate area would be appropriately beautified to provide a place of dignity. He said the City was a special place and had always and would continue to serve as a spiritual home for the County, and it was an honor to play this role. He continued this issue was voted on years ago, many other things were dealt with in the interim, supporters of the marker had been more than patient, and now was the right time to place the marker at the VIC. He concluded at the appropriate time, a discussion would occur regarding the proposed contextual plaque.

Commissioner Sikes-Kline said when the Resolution was originally passed, it was conducive to the area and the issues at that time. She supported the marker because it loudly said the quiet part of the era of racial lynching in the region, the location was well suited, and she thanked everyone for their patience.

Commissioner Blonder supported the marker's placement, as the location would serve to educate people and engender the difficult conversations necessary to heal and prevent the horrible actions from reoccurring. She stated it was clear Resolution 2009-38 had appropriate verbiage to support the VIC as a location: *"...and the orientation and education of visitors and residents regarding the significant historical resources of St. Augustine and St. Johns County"*.

Commissioner Horvath expressed support to place the marker at the VIC.

Commissioner Valdes declared the memorial for Isaac Barrett represented the human condition at its lowest ebb which was still seen today. He said the more we were reminded of this behavior, the better future chance we had as humans to not be who we were, which was the reason he supported keeping the Confederate monument in the Plaza and turning it into a Civil War memorial. He noted the Isaac Barrett marker deserved a place of prominence to tell the ongoing story.

Mayor Upchurch advised the monument information included in the Commissioner's packets was paid for by the Equal Justice Initiative and the language was vetted; however, their proposal to place a contextualization plaque included redundant language to the marker; therefore, he offered the following alternative:¹

"The lynching of Isaac Barrett did not occur in the City of St. Augustine. He was

¹ Included with original minutes

murdered in Orangedale, over twenty miles to the west of this location. Regardless, both communities are in St. Johns County and as such this event is a part of our history. In order to educate our residents and visitors, the City Commission of the City of St. Augustine approved the placement of this marker in this prominent public space on April 25, 2022. It is meant to generate conversations that will help to open new avenues of understanding that will strengthen community bonds and increase inclusiveness among all people."

Mayor Upchurch advised if this language was acceptable, it could be adopted by the Commission so they could move forward; however, if it was unacceptable and could not be amended, he suggested removing the contextual marker and erecting the larger main monument.

There was Commission consensus for the Mayor's proposed language.

FIRST MOTION

Mayor Upchurch **MOVED** that the language he read, a copy of which was handed to the Clerk, be substituted for the contextual marker. The motion was **SECONDED** by Commissioner Sikes-Kline.

VOTE ON MOTION:

AYES: Upchurch, Sikes-Kline, Blonder, Horvath, Valdes

NAYES: None

MOTION APPROVED UNANIMOUSLY

SECOND MOTION

Mayor Upchurch **MOVED** that the Isaac Barrett monument be placed at the Visitor Information Center in the location indicated in the Commission packet and that the City Manager take necessary steps to beautify the location. The motion was **SECONDED** by Commissioner Horvath.

VOTE ON MOTION:

AYES: Upchurch, Horvath, Valdes, Blonder, Sikes-Kline

NAYES: None

MOTION APPROVED UNANIMOUSLY

Mayor Upchurch thanked those present regarding the marker, and he said they deserved the credit, they had met many setbacks, and he appreciated their vision, perseverance, and good will.

7.B. Items of Great Public Importance

(None)

7.C. Other Items Requiring Public Hearing

(None)

8. ORDINANCES AND RESOLUTIONS – PUBLIC HEARING REQUIRED

8.A. Ordinances – Second Reading

(None)

8.B. Ordinances – First Reading (only if required by law)

(None)

8.C. Resolutions – Public Hearing (only if required by law)

(None)

9. ORDINANCES AND RESOLUTIONS - NO PUBLIC HEARING REQUIRED

9.A. Ordinances – First Reading

(None)

9.B. Resolutions

9.B.1. Resolution 2022-09: Adopts the land and property management

guidelines for the City's land and rental properties.

Isabelle Lopez, City Attorney, reviewed the Resolution and noted the consensus from the April 11th Commission meeting was the categories were commensurate with the Commission's requests; however, there was a request for additional language regarding when the City Manager would bring back a particular parcel for Commission discussion if two or more evaluation factors conflicted and were irreconcilable. She read the language added in subsection 1:

"The City Manager will bring a recommendation for City Commission approval if the City Manager finds that after review of a specific property, two or more evaluation factors are in conflict, cannot be reconciled, and are mutually exclusive."

MOTION

Commissioner Sikes-Kline **MOVED** to pass Resolution 2022-09. The motion was **SECONDED** by Commissioner Horvath.

VOTE ON MOTION:

AYES: Sikes-Kline, Horvath, Blonder, Valdes, Upchurch

NAYES: None

MOTION APPROVED UNANIMOUSLY

9.B.2. Resolution 2022-12: Provides for the execution of a Construction and Maintenance Agreement between the Florida Department of Transportation (FDOT) and the City for maintenance and repair of a pedestrian crossway on State Road A1A and Anastasia Boulevard.

Reuben Franklin, Director, Public Works, reviewed the Resolution, stated this was pending for a while, it had been funded, the next step was to approve the Resolution, and FDOT should be constructing this within the year. He displayed a photo example of the

Cantilever HAWK push system to be installed at the intersection.²

Commissioner Sikes-Kline indicated the Davis Shores neighborhood would be very happy for this installation, as they had waited a long time.

Commissioner Blonder noted this was a great step in the right direction based on the pedestrian deaths that had occurred in the Vilano area and on A1A.

Mayor Upchurch said so many wonderful things were happening on Anastasia Boulevard such as excellent restaurants, fun places, and night life. He suggested this crossway would have a traffic calming effect, make it safer to cross the highway, it was a wonderful improvement, and he thanked Mr. Franklin for his work on the project.

MOTION

Commissioner Sikes-Kline **MOVED** to pass Resolution 2022-12. The motion was **SECONDED** by Commissioner Horvath.

VOTE ON MOTION:

AYES: Sikes-Kline, Horvath, Valdes, Blonder, Upchurch

NAYES: None

MOTION APPROVED UNANIMOUSLY

10. STAFF REPORTS AND PRESENTATIONS

10.A. Presentation of the City's Annual Comprehensive Financial Report (ACFR) for Fiscal Year 2021 and report from the Audit Committee.

Mark Simpson, Director, Financial Services, reviewed the ACFR and highlighted the following:

- Report divided into introductory, financial, statistical, and compliance sections

² Attached to original Commission packet

- In total, City's balance sheet was \$250 million, which was not often seen, and was comprised of governmental, business type, and pension funds
- Encouraged reading the *Management Discussion and Analysis* on page 35 which put numbers into words for easier comprehension and included comments promulgated by the Government Finance Officers Association
- Page 53 was a snapshot of the City's net position in governmental activities which was \$25.8 million, business type activities were nearly \$126 million, and various restrictions were placed on these assets
- Page 63 showed the General Fund *Budget to Actual* and how the City performed in relation to the Plan; budget for FY 2021 was established in Summer of 2020 during Covid with much uncertainty about revenues
- Nearly all revenue variances, except investment income and \$1.5 million in favorable access, were from St. Johns County and were relief from expenditures
- Expenditures came in well due to labor shortages; City was unable to find workers to consistently be fully staffed
- \$4.8 million in revenues were in the General Fund

Mayor Upchurch commended Mr. Simpson and City staff, and he said the conservatively managed budget, along with the rebound and County revenues only accelerated the foundation laid by them.

Mr. Simpson stated the fantastic year could not have come at a better time with the Army Corps Study and the affordable housing necessity. He said a copy of the report would be available on the City's website and at the Public Library by the end of the week.

The Commission and Mr. Simpson discussed:

- \$1.5 million from County was considered a local grant, since County took on all the

funds, spent them on CARES ACT qualified programs, then provided the City with a general fund appropriation

- Increase in General Fund reserve of \$4 million was a dream come true
- Potentially would spend \$4 million on the Army Corps Study and Affordable Housing since City did not want to use savings to fund ongoing operations, but current revenues to fund current expenditures of future years
- Uniquely positioned to have a fairly large increase in the General Fund balance
- May's Workshop would include a robust discussion on the Capital Improvement Plan and appropriate uses of one-time money windfalls
- Property south of 312 was recently appraised at \$1.8 million
- Narrative in the Letter of Transmittal was a great context and summary of the different City-wide objectives planned and in process
- Maintain awareness of City staff's time for funding and project management of ARPA money for next several years
- Fiscal management and development of long-term revenue forecasting model for five years of predicted expenditures and capital outlays was a robust model developed by Meredith Breidenstein, Assistant City Manager
- Near-term capital plan of five years was timed to keep levelized debt services
- Proud of the vision, strategic plan, and a budget with a five-year plan for payment which many cities did not have
- City took longer future looks as role in resiliency, climate change, and sea level rise was understood, and questioned exploring longer time windows while looking towards the year 2100
- City demographics showed 2022 population at 15,650 with 2027 projected at 20,069 or a 22% increase; therefore, this must factor into planning since past 10 years had a 17% increase (data provided by the Chamber of Commerce and the Office of Economic and Development Research)

- Marina had a banner year due to boating popularity increase during the pandemic as it remained open, and there were no hurricanes
- VIC was significantly hit by the pandemic but had a banner year with parking revenue which reduced some VIC deficit
- Utilities performed as well as expected, with a challenge in the budget season due to inflation adjustments and necessary workforce increases
- Utilities, Stormwater, and Solid Waste funds results were satisfactory
- Pension funds performed stellar with two of them eliminating liabilities and now holding pension assets
- Stock market performed incredibly in 2021

Mr. Simpson introduced Todd Neville, Audit Review Committee member, to discuss the Audit Review Committee Report.

Mr. Neville stated the auditor provided the City with a clean opinion, and audit was absent any high-level items such as difficulties, management disagreements, and fraud. He said there were no significant material adjustments, only clean-up-year-end items for the financial statements, and all prior year findings were cleared. He cited two findings which were inaccurate inventory counts that were discovered to not have been done, and a staff error with receivables that did not agree; however, these did not rise to the level of weakness or significant deficiency.

Mayor Upchurch advised that Mr. Neville recently resigned his position from the Audit Committee; therefore, a vacancy existed which would be noticed for applicants. He said current members were Dominic Scine, CPA, Corey Sakryd, City employee, and himself as Mayor and representative.

Darlene Galambos, City Clerk, reminded the Commission a Resolution was passed with criteria requiring four members on the Audit Review Committee, to include two members

from the general public with a strong financial background.

Commissioner Sikes-Kline thanked Mr. Neville for his service to the Committee, she was disheartened to see him go, and she was pleased the audit items found were repairable.

Mayor Upchurch stated Mr. Neville brought a great perspective as a CPA to the Committee and thanked him for his service.

Commissioner Valdes thanked Mr. Neville for his service to the Committee and the City, and he appreciated Mr. Neville's diligence.

MOTION

Mayor Upchurch MOVED to accept the Annual Comprehensive Financial Report for Fiscal Year ending September 30, 2021. The motion was SECONDED by Commissioner Blonder.

VOTE ON MOTION:

AYES: Upchurch, Blonder, Sikes-Kline, Horvath, Valdes

NAYES: None

MOTION APPROVED UNANIMOUSLY

10.B. Quarterly update for the Public Works and Utilities departments.

Mr. Franklin reviewed the Public Works quarterly update presentation which addressed the FEMA 13 Lift Station Rehabilitation Project, Resilience Program Updates including Projects and Implementation, and West Augustine Gravity Sewer Improvements.

Commissioner Sikes-Kline questioned the recommendation for 20 additional outfalls and whether this was from the stormwater draft, and she was advised by Mr. Franklin that the report had to be finalized, then they could retrofit the outfalls which would return to the Commission.

Commissioner Blonder stated the \$26.5 million would enable many things to be done with resiliency. She said the new City website on flood resilience was excellent and had lots of resources for individuals and information to prepare and protect themselves and their property. She noted the website:

www.floodresiliencestaugustine.com

Todd Grant, Director, Utilities, noted the excellent partnership between himself and Mr. Franklin. He distinguished the roles of Utilities and Public Works; Mr. Grant's department was in charge of operations, and Mr. Franklin's was in charge of designing, getting projects built, then turning them over to operations to maintain. He noted the six currently available positions in his department, and he recognized Human Resources for their discovery of the NEOGOV platform which assisted with hiring candidates who sought governmental positions. He said he would present items which addressed the community's projected growth in the next budget, and he reviewed the Sustainability Updates presentation with the following highlighted:

- Tree Canopy Program's success was attributed to the hard work of Mark Hartley, J.B. Miller, and Glabra Skipp
- Residential Compost Bin Program had a tremendous response for the 50 bins
- Earth Day recycling event was successful
- Fats, Oils and Grease Program was important and assisted with sanitary sewer overflows, as prior data showed a significant drop in sanitary sewer overflows reported to the State:
 - Many reports were from the private side
 - New inspector assisted with program enhancement and left behind an informational pamphlet for restaurants
- Business appreciation program regarding sustainable practices would be rolled out by the beginning of the summer

- Last phase of the automatic meter reading had been completed

At the request of Commission Blonder, Mr. Grant stated there was not a way to gauge savings from the compost bins. He noted the average family produced a ton of trash, questioned how much was organic waste, and said the bins cost \$50 to \$60 dollars each; therefore after 2 to 2-1/2 years the bins paid for themselves, and a reduction would be seen as more compost bins were added. He continued when conducting data analysis on tonnages, the ebbs and flows were seen; however, there was no consistency with the increase and decrease reasons, and the data could not be gauged unless there was a 'pay as you throw', or a weighted system.

Mr. Grant advised Commissioner Blonder that the Mayor's Monarch Pledge was not included since it was not finalized, but they were re-upping the program.

Commissioner Blonder commended the great job that staff was doing, and said the educational outreach was making significant enhancements to the sustainability program.

Mr. Franklin continued with review of the overall status of the Capital Improvement Projects and highlighted the following:

- Robust discussion would take place during the Capital Improvements workshop
- Appendix was included with individual project information sheets and a proposed five-year schedule which displayed completed and new projects coming through the process
- Advertising was taking place for the Downtown Circulator for Route 1 and FDOT committed \$750,000 this fiscal year with \$1 Million for following years
- Moved forward with the Downtown Improvement District Spanish Street Tolomato lot with finalizing bid package to advertise on the street for construction
- King Street updates were as follows:

- FDOT recently held virtual and public meetings and agreed to the \$18 million for corridor improvements which included Cathedral, the section of Cordova between Cathedral and King, and the Bridge of Lions intersection to the San Sebastian Bridge
- FDOT agreement was reimbursable and extended to June 2033 to allow time for public input on the design
- FDOT's fiscal year started in July; therefore, they required a resolution and a reimbursement agreement approved by the Commission in May

Commissioner Sikes-Kline acknowledged the importance and huge news that the City was getting a transit circulator downtown, and she said the great partnership with FDOT was beginning to pay off.

Mayor Upchurch concurred that the circulator would have a dramatic impact, and the State support was fantastic.

Commissioner Sikes-Kline cited the St. Francis Street utility improvements and her belief there was a policy on brick replacement for streets, and if not, she asked to bring a policy forward.

Mr. Regan said there was a brick street policy; however, it had not been read in quite a while and it would be reviewed and updated appropriately.

Commissioner Sikes-Kline cited FDOT's plans for a 10-foot sidewalk on the north and a six-foot sidewalk on the south at the Bridge, and she expressed concern people would prefer to mostly travel on the south side because of the vista, future intended boardwalk, and multiple hotel rooms.

Mr. Franklin noted that staff encouraged a ten-foot sidewalk on the north side; however, for technical reasons the State wanted it on the north side, since the proposed Broudy development existed, and there were

improvements to shorten the pedestrian crossing on US1 and King Street. He said staff could address these concerns with FDOT since the plans were only at 60%.

Commissioner Horvath questioned the possibility of having eight feet on each side, since it was valid to address the Broudy property.

Commissioner Blonder stated there should be a bike lane on the Bridge as many commuted from West Augustine to downtown.

Mr. Franklin indicated the City's limited space encouraged creativity, and sharrows would be utilized with a wider sidewalk to accommodate a river to sea loop, which was always compressed through the King Street corridor based on the nature of the City.

Mayor Upchurch expressed satisfaction that City staff was highly sensitive to these topics and urged Mr. Franklin to continue his holistic look at the unique particulars as a community. He questioned who was responsible for the archeology under the San Sebastian once the Bridge was replaced, and he suggested contacting Dr. Andrea White, City Archeologist, regarding the discovery of earlier bridge foundations. He said it was very important for the City to control King Street's destiny since FDOT could not address the concerns, needs, and vision of the corridor. He shared appreciation for Mr. Franklin's hard work with negotiating the best possible agreement with FDOT.

It was Mr. Franklin's understanding the State would review the archeology under the San Sebastian River, but he was unsure of the status and would contact FDOT. He reminded the Commission the City had design input based on the agreement.

Mayor Upchurch clarified the Bridge was FDOT's responsibility, and the concept of conveying and design would get more input

from the public. He said they were voting on simply taking ownership.

Mr. Franklin said there were not many people in attendance at the FDOT public hearings, he would inquire about the public support at Commissioner Blonder's request, and it was believed that once the City began conducting its own meetings on the topic, more people would attend.

Commissioner Valdes stated they were building bridges and culverts at Oyster Creek but missing opportunities to address rising sea levels. He continued US1 was a topographical feature and an excellent element to combine into a higher survivability for portions of West Augustine, and it was shameful they were replacing the culvert but not considering floodgate installation which would protect the entire area behind US1. He questioned a floodgate design to protect the upper San Sebastian and said they should look way ahead and not miss an opportunity.

Commissioner Sikes-Kline indicated the Back Bay Feasibility Study served this purpose.

Mr. Regan noted the diligent work on the FDOT agreement and the plan to schedule a richer presentation regarding the ownership transfer at the May 9th meeting, where the Commission could make changes or modifications that could subsequently be brought to the May 23rd meeting. He concluded City staff recommended Commission approval of the ownership transfer.

Mayor Upchurch advised this item should be the only one included on the May 9th agenda.

11. ITEMS BY CITY ATTORNEY

11.A. Quarterly Report: 2nd Quarter FY 2021-2022.

For informational purposes only.

12. ITEMS BY CITY CLERK

12.A. Request for one appointment to the Code Enforcement Adjustment and Appeals Board (CEAAB).

Ms. Galambos reviewed the topic and noted the vacancy was due to the appointment of Brad Beach to the Historic Architecture Review Board. She distributed ballots to the Commission for the following applicants:

- Maciej Aleksander Kalina
- Thomas D. Pierce
- Irvin C. Rubin, PE

Ms. Galambos stated one vote was cast for Mr. Kalina and four for Mr. Rubin; therefore, Mr. Rubin was appointed to the CEAAB, and the ballots would be preserved for the record.

12.B. Request for appointments to fill three term expirations on the Lincolnville Redevelopment Area Steering Committee.

Ms. Galambos reviewed the topic, noted nine applications were received, and she requested three appointments for the term expirations. She distributed ballots to the Commission for the following applicants:

- Mari L. Hayes
- Kevin VanDyke
- Maciej Aleksander Kalina
- Thomas V. Gilboy
- Megan Ginnane
- James St. George
- Nicholas Del Zingaro
- Elizabeth Duncan
- Dalonja Duncan

Ms. Galambos advised that Mari Hayes received five votes, Thomas Gilboy received one vote, James St. George received four votes, Nicholas Del Zingaro received one vote, and Dalonja Duncan received four votes; therefore, the following individuals were appointed to the Lincolnville Redevelopment Area Steering Committee:

- Mari Hayes
- James St. George
- Dalonja Duncan

13. ITEMS BY CITY MANAGER

(None)

14. ITEMS BY MAYOR AND COMMISSIONERS

Commissioner Blonder noted one of the applicants had not supplied the required cover letter, and the Lincolnville CRA did not require a resume in addition to the cover letter. She stated they wanted to encourage good people to apply and volunteer to serve and questioned a way to reach back to those who submitted incomplete applications. She believed the overall approach was inconsistent with recruiting people, she wanted to know as much about the applicants, and she wanted to encourage people to apply.

Ms. Galambos advised that Mr. Pierce submitted an application for another previously open position, but he was unaware it was past the deadline. She continued most applications were updated with clear indication a cover letter and resume were required, and she believed the applicants may have been using an older LCRA application which was predominantly handled by the CRA Coordinator; however, they would ensure the application was updated.

Commissioner Blonder noted a speaker had commented that manatee signs had no impact, and she was concerned with public water safety and wildlife collisions. She asked staff to revisit this topic.

Mr. Regan advised the boating season had arrived, and there was a plan to do a discreet speed study to justify a speed limit creation.

Commissioner Horvath also indicated her concern with this topic.

Commissioner Valdes stated this topic was also on his list, and the problem with speed limit enforcement on the water meant there must be speed limits.

Commissioner Sikes-Kline wished Gina Burrell a happy 90th birthday and noted what a great friend she was to the City.

Commissioner Sikes-Kline agreed with the Mayor's Monarch Butterfly challenge and requested knowing more of staffs' work on the topic at a future meeting.

Commissioner Sikes-Kline proposed a letter from the Mayor to Governor DeSantis supporting SB 518 which clarified the tree trimming bill when a tree specifically posed a clear risk. She said this was supported by the Florida League of Cities; however, there was pushback from the condo associations.

Mayor Upchurch stated if the Florida League of Cities supported the Bill, then he was supportive, and he asked City staff to draft a letter for his signature.

There was Commission discussion regarding the original Commission table and their seating positions:

- Commissioner Sikes-Kline suggested they return to sitting at the large table, since the camera was not capturing the entire Commission
- Commissioner Horvath was amiable to the table; however, she asked the City Manager to verify the status of Covid
- Mayor Upchurch enjoyed the extra space the individual desks afforded and was happy with the current configuration
- Commissioner Valdes was pleased with the current configuration and enjoyed eye contact with his fellow Commissioners

Commissioner Sikes-Kline stated if the current desk arrangement was to remain, then she asked staff to work on a camera configuration which showed the entire Commission in one shot.

15. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:02 P.M.³

Tracy Upchurch, MAYOR

Darlene Galambos, CITY CLERK

³ Transcribed by Laura Morse

CITY OF ST. AUGUSTINE

Regular City Commission Meeting
Monday, May 9, 2022

The City Commission met in formal session Monday, May 9, 2022, at 5:00 P.M. in the Alcazar Room at City Hall. The meeting was called to order by Mayor Tracy Upchurch, and the following were present:

1. Roll Call: Tracy Upchurch, Mayor/City Commissioner
Nancy Sikes-Kline, Vice Mayor/City Commissioner
Roxanne Horvath, City Commissioner
John Valdes, City Commissioner
Barbara Blonder, City Commissioner

John Regan, City Manager
Isabelle Lopez, City Attorney
Darlene Galambos, City Clerk
Meredith Breidenstein, Assistant City Manager
David Birchim, Assistant City Manager
Mark Simpson, Director, Finance
Todd Grant, Director, Utilities
Reuben Franklin, Director, Public Works
Melissa Wissel, Director, Communications
Anthony Cuthbert, Assistant Police Chief
Laura Morse, Recording Secretary

INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Tracy Upchurch delivered the invocation, and Commissioner Sikes-Kline led the Pledge of Allegiance.

2. ADMINISTRATIVE ITEMS

2.A. Modification and Approval of Regular Agenda

John Regan, City Manager, requested removal of Consent Agenda Item CA.8., since it had been addressed in the original contract executed on February 17th, 2022.

Commissioner Blonder requested to pull Item CA.9. from the Consent Agenda and move to Item 10.A.

MOTION

Commissioner Horvath MOVED to approve the Regular Agenda as amended. The motion was SECONDED by Commissioner Sikes-Kline and APPROVED BY UNANIMOUS VOICE VOTE.

3. SPECIAL PRESENTATIONS, RECOGNITIONS AND PROCLAMATIONS

(None)

4. PUBLIC COMMENTS FOR GENERAL PUBLIC COMMENTS OR FOR AGENDA ITEMS NOT REQUIRING A SEPARATE PUBLIC HEARING

The Commission heard from the following members of the public:

- Melinda Rakoncay
- B.J. Kalaidi

Public comment was closed.

5. CONSENT AGENDA

Mr. Regan read the Consent Agenda.

CONSENT AGENDA MAY 9, 2022

CA.1. Preview of upcoming Commission meetings.

CA.2. THE FOLLOWING ORDINANCES ARE TENTATIVELY SCHEDULED FOR SECOND READING ON MAY 23, 2022:

- Ordinance 2022-03
- Ordinance 2022-04

CA.3. Reminder of Upcoming Meetings:

- May 23, 2022, 3pm, Special City Commission Meeting to review Strategic Plan, Mid-Year Budget Analysis and CIP
- May 23, 2022, 5pm, Regular City Commission Meeting
- June 13, 2022, Regular City Commission Meeting

CA.4. APPROVAL OF MINUTES FROM PRIOR COMMISSION MEETINGS:

(None)

CA.5. RELEASES OF LIEN FOR UNIT CONNECTION FEE MORTGAGE(S):

- Jose Molina - 160 N. Brevard Street

CA.6. PROPOSED PROCLAMATIONS, CERTIFICATES OF APPRECIATION / RECOGNITION. (COMMISSION APPROVAL REQUIRED). (TO BE READ AT A SUBSEQUENT MEETING).

(None)

CA.7. NOTIFICATION OF PROCLAMATIONS / CERTIFICATES OF RECOGNITION ISSUED:

- Certificate of Recognition 2022-04CR: Recognizes Altrusa International of St. Augustine for 60 years of Community Service. (*R. Horvath, Commissioner*)

CA.8. Approval of use of the City crest by the management entity of the Historic Waterworks Building for the duration of the lease. (*J. Regan, City Manager*) *DELETED

CA.9. Approval of a waiver of the one-year time restriction as outlined in the zoning code for 36 Granada Street. (*A. Skinner, Director Planning and Building*) *MOVED TO ITEM 10.A.

End Consent Agenda

5.A. Additions, deletions, or modifications to Consent Agenda

(None)

5.B. Approval of Consent Agenda

MOTION

Commissioner Sikes-Kline **MOVED** to approve the Consent Agenda as amended. The motion was **SECONDED** by Commissioner Valdes.

VOTE ON MOTION:

AYES: Sikes-Kline, Valdes, Horvath, Blonder, Upchurch

NAYES: None

MOTION APPROVED UNANIMOUSLY

6. APPEALS

(None)

7. GENERAL PUBLIC PRESENTATIONS, ITEMS OF GREAT PUBLIC IMPORTANCE, AND OTHER ITEMS REQUIRING PUBLIC HEARINGS

7.A. General Public Presentations

(None)

7.B. Items of Great Public Importance

(None)

7.C. Other Items Requiring Public Hearing

(None)

8. ORDINANCES AND RESOLUTIONS – PUBLIC HEARING REQUIRED

8.A. Ordinances – Second Reading

(None)

8.B. Ordinances – First Reading (only if required by law)

(None)

8.C. Resolutions – Public Hearing (only if required by law)

(None)

9. ORDINANCES AND RESOLUTIONS - NO PUBLIC HEARING REQUIRED

9.A. Ordinances – First Reading

(None)

9.B. Resolutions

9.B.1. Resolution 2022-13: Authorizes the City Manager to execute the road jurisdiction transfer and construction reimbursement agreements related to King Street, Cathedral Place, and Cordova Street.

Reuben Franklin, Director, Public Works, reviewed the Resolution and stated The Florida Department of Transportation (FDOT) agreed to transfer \$18 million to the City through a reimbursable agreement, the City would contract and then submit invoices to FDOT for monthly reimbursement, and the City would use earmarked cash flows in the interim. He

said the agreement extended to June 2033 when the roads would be reconstructed, and the agreement was in three parts:

- *Reconstruction of the San Sebastian Bridge* expected to start in the summer of 2024, and would get transferred to the City after FDOT construction
- *FDOT construction of the drainage system outfall* would allow City connection that would drain the remainder of King Street once constructed, then the City would begin ownership and maintenance of the corridor outside of the Bridge
- City would have \$18 million to *design and construct King Street from Malaga Street to Avenida Menendez*:
 - Design completed no later than June 30, 2027, with time to complete construction until June 30, 2033
 - Approximate annual cost of \$38,000 in maintenance to maintain traffic signals, street sweeping, and roadways
 - Paving placed on a fifteen-year interval, so that road completion in 2033 would require paving in 2048

Mr. Franklin introduced James Knight, P.E., Urban Planning and Modal Administrator, FDOT.

Mr. Knight advised Commissioner Sikes-Kline, upon her request, that FDOT planned to provide service development funds from a State transit program in the amount of One million per year for five years, which was a separate pot of money and not part of the \$18 million contract, and it was conditioned on the program's continued existence.

Commissioner Sikes-Kline expressed concerns with maintaining the Strategic Plan and consideration of historic and cultural resources and resiliency when plans were implemented and decisions made. She was advised by Mr. Knight that the plans for cultural and historic resources

along the corridor would be initially screened and copies would be provided to the City.

At the request of Commissioner Blonder, Mr. Franklin advised the following:

- There would be no impact to services or priorities based on the up-front payment incurred by the City because of the reimbursement program
- City would hire the contractor, provide oversight, and would submit progress reports and invoices for reimbursement, and construction problems would be addressed by the City
- City endured a King Street master planning exercise, this was the first step, and the City was not locked into existing design plans
- Public engagement with ample opportunity for input would occur
- Long range mobility plan and visions of multi-modal ways were to incorporate a type of shuttle service and construction of a road that fit City needs

Commissioner Blonder thanked everyone involved with the project for their hard work which had brought the City to this point, and she was in full support.

Mayor Upchurch noted the tremendous step forward for the City who had control of a main arterial road, and he expressed appreciation for FDOT and staff for their perseverance.

MOTION

Mayor Upchurch MOVED to approve Resolution 2022-13. The motion was SECONDED by Commissioner Horvath.

VOTE ON MOTION:

AYES: Upchurch, Horvath, Valdes,
Blonder, Sikes-Kline

NAYES: None

MOTION APPROVED UNANIMOUSLY

10. STAFF REPORTS AND PRESENTATIONS

Item CA.9. moved here to become Item 10.A.

10.A. Approval of a waiver of the one-year time restriction as outlined in the zoning code for 36 Granada Street.

Amy Skinner, Director, Planning and Building, noted the owners' request to amend the current Planned Unit Development (PUD) adopted in November 2021, which included 8 DeSoto Place around the corner and behind the property. She stated the request included major changes to text and elevations, such as the orientation of the front entrance to the north side, and the elevation on the south side onto DeSoto Place. She advised the zoning code had a time limitation of one year before another rezoning could be heard for the same property, and she asked the Commission to waive the one-year time limit before the Planning and Zoning Board (PZB) could consider the item. She concluded the item was continued at PZB's May 3rd meeting to June 7th to provide the Commission time to consider the waiver.

Commissioner Sikes-Kline stated the following:

- This was an unusual request which had not been presented before
- This was a PUD which went far beyond any minor or major modifications
- Important that neighbors were aware when PUDs were implemented, and in rezoning cases an official notification was required
- Bothersome that Item was on the Consent Agenda, which was a good reason not to approve since the request circumvented the normal process

Commissioner Valdes advised the applicant was asking to return to the table, readvertise, and once again go through the

process to move the project along due to market increases. He said the applicant would be reapproved as a new project and PUD; therefore, he saw no public harm.

Mayor Upchurch agreed with Commissioner Valdes and said this was not circumventing any process since the Commission had the authority to waive the one-year requirement; therefore, he supported the request.

Commissioner Blonder stated she initially supported the request but was reminded of prior issues encountered with PUD applications, this was unfinished, and allowing the one-year time frame to play out would enable the applicant to finalize this properly; therefore, she was not in favor.

Commissioner Horvath saw both sides; however, she said the applicant would not get approved if they were not ready. She was prepared to see something new and not hold the applicant up, but stated this must be complete, or the Commission would not approve.

At the request of Commissioner Sikes-Kline regarding the process if this went forward as a full rezoning, Ms. Skinner stated the following:

- Topic was advertised for the May 3rd PZB meeting and administratively continued to June 7th; therefore, all involved were aware this was continued to a time certain date
- Applicant would conduct the neighborhood notification process
- If the Commission waived the one-year limit, this would be heard at the June 7th PZB meeting and based on PZB's recommendation, it would come forward at first reading as an ordinance and then be heard at a second reading and public hearing

MOTION

Mayor Upchurch MOVED approval of the waiver of the one-year time restriction

for 36 Grenada Street. The motion was SECONDED by Commissioner Valdes.

VOTE ON MOTION:

AYES: Upchurch, Valdes, Horvath

NAYES: Blonder, Sikes-Kline

MOTION APPROVED 3/2

Commissioner Sikes-Kline questioned how the Item was listed on the Consent Agenda and expressed concern a precedent was set.

Mayor Upchurch advised that staff was now aware, and he thanked Commissioner Blonder for calling attention to the Item.

11. ITEMS BY CITY ATTORNEY

(None)

12. ITEMS BY CITY CLERK

(None)

13. ITEMS BY CITY MANAGER

(None)

14. ITEMS BY MAYOR AND COMMISSIONERS

Commissioner Sikes-Kline requested that staff update the City website's 2020 version of the Strategic Plan to the most recent one.

15. ADJOURNMENT

There being no further business, the meeting was adjourned at 5:30 P.M.¹

Tracy Upchurch, MAYOR

Darlene Galambos, CITY CLERK

¹ Transcribed by Laura Morse



Est. 1565

City of St. Augustine

La Lealísima y Valerosa Ciudad de San Agustín de la Florida

PROCLAMATION

Whereas, June 26, 2022, marks the 37th Annual Greek Landing Celebration in St. Augustine celebrating the spirit and dignity of the Greek Community of the City's cultural fabric; and

Whereas, the Greek Landing Day Celebration commemorates the Greek pioneers who registered in St. Augustine on June 26, 1768, en route to the Turnbull land grant which became the New Smyrna Colony, seeking prosperity and freedom in the New World; and

Whereas, this year's event coincides with the Centennial of the Greek Orthodox Archdiocese of America and the Fortieth Anniversary of the Opening of St. Photios National Shrine; and

Whereas, in 1829, after Greeks, aided by American, British, French, and Russian Philhellenes in their strife for freedom, the violence ceased with the Ottoman's defeat, and Greece's autonomy recognized with the Treaty of Adrianople; and

Whereas, the Greek Landing Day memorializes in this year's festivities the nations of origin of those of Mediterranean descent to who came to settle in St. Augustine; and

Whereas, the citizens of St. Augustine with the Greek Orthodox Archdiocese of America and the St. Photios Foundation, hereby recognizes St. Photios Greek Orthodox National Shrine as the Jewel of St. George Street, a bastion of religious, historic, and cultural treasure.

*NOW, THEREFORE, the City Commission of the City of St. Augustine does hereby proclaim June 26, 2022, as **GREEK LANDING DAY** in the City of St. Augustine, and urges all our citizens to attend, participate, and share in the rich heritage of St. Augustine's Greek Community.*

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of St. Augustine to be affixed this 14th day of June in the year of our Lord two thousand and twenty-two and the four hundred and fifty-sixth year of the founding of St. Augustine, the Nation's Oldest City.

Tracy Upchurch, Mayor



Est. 1565

City of St. Augustine

La Lealísima y Valerosa Ciudad de San Agustín de la Florida

PROCLAMATION

WHEREAS, Ignacio (Nacho) Martínez Suárez retired on Saturday, May 28, 2022, after 41 years of outstanding public service and 35 years as head of the Protocol Department, which he developed in the Municipality of Avilés, Spain; and

WHEREAS, In 1981, he served as City Manager and took a course of study on protocol to assist then Mayor, Manuel Ponga during a visit from Florida's Governor Bob Martinez, to Aviles, this was the launch in a professional area where "Nacho" excelled and played a pioneering role in the field, he went on to write "Protocol in Local Administration", and was named Best Professional in 2007 by the Association of Public Relations and Protocol in Asturias; and

WHEREAS, His outstanding personality and knowledge has allowed him to work under five mayors, the first one to place trust in him was Manuel Ponga, followed by Santiago Rodriguez Vega, Agustín González Sánchez, Pilar Varela and Marivi Monteserín; and

WHEREAS, Nacho initiated, built, and fostered the Sister City relationship between Aviles and the City of St. Augustine. His tenacity with municipal relations is the strength and productivity of this relationship, which was not built solely on longevity, but rather on the strong personal relationships forged between the leadership of our cities; and

WHEREAS, With a gift for helping others, dedication, visionary thinking, likeability and his preference for simple and straightforward procedures, he will be fondly remembered by citizens, and officials he has served.

NOW, THEREFORE, BE IT PROCLAIMED the City of St. Augustine does hereby recognize and congratulate Ignacio "Nacho" Martínez Suárez on his well-earned retirement, and our best wishes to him and his family for continued years of happiness and good health in the years to come.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of St. Augustine to be affixed this 28th day of May in the year of our Lord two thousand and twenty-two and the four hundred and fifty-sixth year of the founding of St. Augustine, the Nation's Oldest City.

Tracy Upchurch, Mayor

"Most Loyal and Valorous"

Title conferred on the Presidio of St. Augustine by King Philip V of Spain, November 26, 1715

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John Regan, P.E.
City Manager

DATE: June 1, 2022

RE: Request for use of the City Seal

The Lincolnville Museum and Cultural Center is commemorating Juneteenth with a dedication ceremony for the F.W. Woolworth lunch counter utilized by the St. Augustine Four and other demonstrators during the Civil Rights Movement in 1963 followed by a luncheon on June 18, 2022. They have requested the one time use of the City Seal on their promotional flyer and information.

Per City Code Section 2.1, permission to use the City Seal may only be granted by the City Commission. Should you concur, please place this matter on the Consent Agenda for the June 13, 2022, meeting.



Darlene Galambos
City Clerk

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John Regan, P.E.
City Manager

Date: June 13, 2022

RE: Approve an Update to City Utility Connection Financing Policy for Affordable Housing – Consent Agenda

The city collects a one-time fee to connect to the city's water and sewer utilities when new businesses and homes are built. These tapping fees and connection charges can be financed by the city. Currently, new multi-family residential construction is governed by the city's commercial connection charges policy, which limits the financing period to five years. City staff would like to extend the financing period for multi-family affordable housing to ten years, which is the current financing period for single family homes. These connection charges are recorded as a lien on the property. Typically, the mortgage is the first lien and the city's connection charge lien is the second lien.

The subordination of this lien is important to affordable housing providers when they refinance their loans. Refinancing affordable housing loans is not common, as typical affordable housing financing terms (subsidies) are 15-50 years in length. But the St. Johns Housing Partnership builds rental properties that are currently not subsidized and must obtain traditional financing, usually at 3-5 year terms.

When a loan for affordable housing is refinanced, the lender often requires their new loan to be recorded as the first lien. However, if there is a city lien for financing connection charges that is not satisfied during the refinancing, then the city's lien will move into the first lien position after the refinancing. This is generally not acceptable to commercial lenders and it is a barrier to affordable housing refinancing. For this reason, the city would like to offer lien subordination for our connection charges for affordable housing. This simply recognizes the city's utility connection charge financing as a subordinate lien (second lien) and reduces the chances it will interfere with affordable housing refinancing.

Requested Action – To extend the financing term for (up to) ten years and to allow for subordination of utility connection charge financing liens for new affordable housing development.



David Birchim, AICP
Assistant City Manager

DEFERRED PAYMENT OF COMMERCIAL UTILITY CONNECTION CHARGES

Customers shall have the option to defer payment of utility connection charges subject to the following conditions:

1. This policy shall apply to existing commercial properties. Questions related to qualifying properties shall be determined on a case-by-case basis.
2. The City shall only enter a payment plan agreement with the owner(s) of the property.
3. At least twenty-five percent (25%) of the total connection charges or a minimum of \$1,000.00 must be paid as a down payment.
4. A nonrefundable \$100.00 filing fee shall be paid upon application for the deferred payment program.
5. The remaining balance shall be financed over a period not to exceed five (5) years. The minimum payment will not be less than \$90.00 per month. The maximum balance that can be financed is \$125,000.
6. The balance shall be financed at a fixed rate of interest based on the previous months Five-Year US Treasury rate plus 300 basis points (3.00%).
7. The customer shall be furnished with an amortization schedule stating the principal and interest component of each payment, and will be billed monthly through the City's utility billing system.
8. In the event of payment delinquency, the City may disconnect utility services. If utility services are disconnected for payment delinquency, the City may require all remaining amount owed under the payment plan be paid before reconnecting services.
9. There shall be no penalty for early payment under this plan.
10. The deferred connection charges shall become a lien against the property, which shall be recorded in the public records of St. Johns County. When all deferred connection charges have been paid-in-full, the City shall record a Satisfaction of Lien. In the event the property owner sells the property prior to making all payments under this program, the unpaid balance shall become due.
11. Commercial accounts will be eligible for a 100 basis point (1.00 %) discount for each criteria met against finance charges. Finance charge discounts offered cannot exceed 200 basis point (2.00%) and cannot reduce the overall contracted rate to less than 200 basis points (2.00%). The criteria include Commercial accounts that:
 - 1) rehabilitate/restore historic commercial projects approved by the Historic Architectural Review Board (HARB),
 - 2) and/or rehabilitate/restore/create residential historic housing projects approved by HARB.
12. A customer wishing to defer connection charges through a payment plan shall agree to all the above terms in writing.


John Egan, City Manager

10/26/16
Date

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: Mayor and Commissioners

DATE: May 26, 2022

RE: Request for Confirmation of appointment to fill one (1) Term Expiration – 1977 City Employees' Retirement System of the City of St. Augustine, Florida (GERB)

At the regularly scheduled meeting of the General Employees' Retirement System held on May 25, 2022, the board re-appointed Jeffrey H. MacArthur as the 5th member of the Board. This appointment is for a four-year term, which will expire on June 30, 2026. In accordance with City Code Section 20-193, City Commission ministerial approval is required.

The term expiration was published in the St. Augustine Record and on the City's website. Mr. MacArthur's application, an updated roster and board profile and responsibilities are attached.

Sincerely,



City Clerk

Attachments: Application
xc: Clerk's Office

CITY OF ST. AUGUSTINE
APPLICATION REQUESTING APPOINTMENT TO CITY BOARD/COMMITTEE

The undersigned wishes to apply for City Commission appointment to serve in a voluntary capacity on a City of St. Augustine board or committee. In accordance with Ordinance 2003-14 citizen boards that assist in the governing of the City of St. Augustine shall be made up of persons who reside within the City Limits. Exceptions to this City Commission policy may be made for members of ad-hoc committees on a case-by-case basis by the City Commission. All applications must include a cover letter and resume.

1. APPLICANT JEFFREY H. MacARTHUR
2. RESIDENCE
(address) 59 PLAYERS CLUB VILLAS RD PHONE 419-360-3110
3. BUSINESS OWNED (Address) N/A PHONE N/A
4. PROPERTY OWNED (Address) N/A
5. MAILING ADDRESS PREFERRED PO BOX 332 PONTE VEDRA BEACH, FL 32064
6. E-mail Address Jeff4imac@yahoo.com
7. BOARD DESIRED CITY EMPLOYEES' RETIREMENT SYSTEM
8. OCCUPATION (include resume) RETIRED
9. PROFESSIONAL QUALIFICATIONS: (Attach additional information or Cover Letter)
RETIRED SENIOR INVESTMENT PROFESSIONAL, CFA 1979
SEE MY FORMER APPLICATION AND RESUME

10. OTHER COMMENTS OR INFORMATION

I WAS APPOINTED TO FILL THE BOARD POSITION VACATED BY WARREN BUTLER WHICH WILL END 6/30/22. I HAVE COMPLETED THE FINANCIAL INTEREST STATEMENTS AND THE REQUIRED TRAINING.

11. "Ethnicity and race information is requested under the authority of 42 U.S.C. Section 2000e-16 and in compliance with the Office of Management and Budget's 1997 Revisions to the Standards for the Classification of Federal Data on Race and Ethnicity. Providing this information is voluntary and has no impact on your employment status, but in the instance of missing information, your employing agency will attempt to identify your race and ethnicity by visual observation."

Specific Instructions: The two questions below are designed to identify your ethnicity and race. Regardless of your answer to question 1, go to question 2.	
Question 1. Are You Hispanic or Latino? (A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.) ☐ Yes ☒ No	
Question 2. Please select the racial category or categories with which you most closely identify by placing an "X" in the appropriate box. Check as many as apply.	
RACIAL CATEGORY (Check as many as apply)	
☐ American Indian or Alaska Native	☐
☐ Asian	
☐ Black or African American	
☐ Native Hawaiian or Other Pacific Islander	
☒ White	

12. SIGNATURE OF APPLICANT

Jeffrey H. MacArthur DATE 4/26/22

12. AGREEMENT: In filing this application, the undersigned understands that it becomes a part of the public records of the City of St. Augustine and does hereby certify that all information contained herein is true to the best of his/her knowledge. It is also understood that, if appointed, it is required by the State of Florida to file a financial disclosure Form 1 with the Supervisor of Elections, St. Johns County, within thirty (30) days of appointment, and each year thereafter, covering the term of appointment and to file Form 1-F upon departure from the board. Submit applications to Darlene Galambos, City Clerk, P.O. Box 210, St. Augustine, FL 32085.

ghm
Initial

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John P. Regan, City Manager

DATE: June 2, 2022

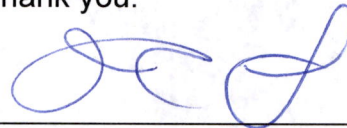
RE: **MARLOWE V. CITY OF ST. AUGUSTINE – INVOICE FOR PROFESSIONAL SERVICES**

Enclosed please find Invoice No. 05-2022-05-3020 dated May 31, 2022 from Cavendish Partners, P.A. for legal services rendered in May 2022 regarding the Marlowe v. City of St. Augustine matter.

The amount currently due is **\$1,350.00**. We have reviewed the billing and submit same to you for placement on the consent agenda for the June 13, 2022 City Commission meeting.

*WITH THIS INVOICE THE TOTAL EXPENDED TO DATE FOR ATTORNEY'S
FEES AND COSTS ON THIS MATTER EQUALS \$102,331.85.*

Thank you.



Isabelle C. Lopez
City Attorney

/sl
Attachment

xc: Meredith Breidenstein, Assistant City Manager
David Birchim, Assistant City Attorney
Richard K. Thibault, Assistant City Attorney
Darlene Galambos, City Clerk
Mark Simpson, Financial Services

CAVENDISH PARTNERS

P.A.

200 West Forsyth Street, Suite 1300
Jacksonville, FL 32202

INVOICE

Date: 05/31/2022

Invoice #: 05-2022-05-3020

Matter: Marlowe - Appeal

File #: 3020

INVOICE TOTAL
AND BALANCE DUE

\$1,350.00

Bill To:

Isabelle Lopez, City Attorney
75 King Street
P.O. Box 210
St Augustine, FL 32085

Due Date: 06/30/2022

Please Remit Payment To:

Cavendish Partners, P.A.
200 West Forsyth Street
Suite 1300
Jacksonville, FL 32202

**PAYMENTS RECEIVED AFTER 05/31/2022 ARE
NOT REFLECTED IN THIS BALANCE DUE INVOICE**

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John P. Regan, City Manager

DATE: June 2, 2022

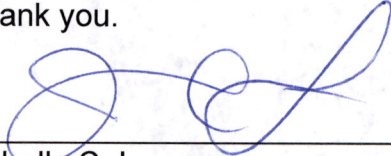
RE: **SMITH V. CITY OF ST. AUGUSTINE – INVOICE FOR PROFESSIONAL SERVICES**

Enclosed please find Invoice No. 05-2022-03-3029 dated May 31, 2022 from Cavendish Partners, P.A. for legal services rendered in May 2022 regarding the Philip Smith v. City of St. Augustine matter.

The amount currently due is **\$450.00**. We have reviewed the billing and submit same to you for placement on the consent agenda for the June 13, 2022 City Commission meeting.

*WITH THIS INVOICE THE TOTAL EXPENDED TO DATE FOR ATTORNEY'S
FEES AND COSTS ON THIS MATTER EQUALS \$5,250.00.*

Thank you.



Isabelle C. Lopez
City Attorney

/sl
Attachment

xc: Meredith Breidenstein, Assistant City Manager
David Birchim, Assistant City Manager
Richard K. Thibault, Assistant City Attorney
Darlene Galambos, City Clerk
Mark Simpson, Financial Services

CAVENDISH PARTNERS P.A.

200 West Forsyth Street, Suite 1300
Jacksonville, FL 32202

INVOICE

Date: 05/31/2022

Invoice #: 05-2022-03-3029

Matter: Stampedes Dance Hall Liquor License Lawsuit

File #: 3029

INVOICE TOTAL AND BALANCE DUE \$450.00

Bill To:

Isabelle Lopez, City Attorney
75 King Street
P.O. Box 210
St Augustine, FL 32085

Due Date: 06/30/2022

Please Remit Payment To:

Cavendish Partners, P.A.
200 West Forsyth Street
Suite 1300
Jacksonville, FL 32202

**PAYMENTS RECEIVED AFTER 05/31/2022 ARE
NOT REFLECTED IN THIS BALANCE DUE INVOICE**