

CITY OF ST. AUGUSTINE

Regular City Commission Meeting
Monday, April 10, 2023

The City Commission met in formal session Monday, April 10, 2023, at 5:00 P.M. in the Alcazar Room at City Hall. The meeting was called to order by Vice-Mayor Roxanne Horvath, and the following were present:

1. Roll Call: Roxanne Horvath, Vice Mayor/City Commissioner
Barbara Blonder, City Commissioner
Cynthia Garris, City Commissioner
Jim Springfield, City Commissioner

Absent: Nancy Sikes-Kline, Mayor/City Commissioner (excused)

Also Present: John Regan, City Manager
Isabelle Lopez, City Attorney
Darlene Galambos, City Clerk
Meredith Breidenstein, Assistant City Manager
David Birchim, Assistant City Manager
Reuben Franklin, Director, Public Works
Greg Johnson, Deputy Finance Director
Jennifer Michaux, Police Chief
Carlos Aviles, Fire Chief
Colleen Kuhn, Recording Secretary

INVOCATION AND PLEDGE OF ALLEGIANCE

Pastor Richard Dow, of Memorial Lutheran Church of St. Augustine, delivered the invocation, and Commissioner Blonder led the Pledge of Allegiance.

2. ADMINISTRATIVE ITEMS

2.A. Modification and Approval of Regular Agenda

Darlene Galambos, City Clerk requested that a discussion on the Affordable Housing Workshop be added to the Regular Agenda under Item 12.B.

MOTION

Commissioner Springfield MOVED to approve the Regular Agenda as amended. The motion was SECONDED by Commissioner Garris and

APPROVED BY UNANIMOUS VOICE VOTE.

3. Special Presentations, Recognitions and Proclamations

3.A. Proclamation regarding Sexual Assault Awareness Month. (R. Horvath, Commissioner)

Commissioner Horvath presented the Proclamation to Alison Hashaw of the Betty Griffin Center.

3.B. Proclamation regarding Water Conservation Month. (B. Blonder, Commissioner)

Commissioner Blonder presented the Proclamation to Douglas Conkey.

3.C. Proclamation regarding Earth Month. (B. Blonder, Commissioner)

Commissioner Blonder presented the Proclamation to the City's Environmental Services staff including Glabra Skipp, Kevin McGinnis, Caroline Blunck, Olivia Smith, Steve Wright and Patricia Wesley.

3.D. Proclamation regarding National Poetry Month. (R. Horvath, Commissioner)

Commissioner Horvath presented the Proclamation to Norma Sherry.

4. General Public Comments (3 minutes per individual)

The Commission heard from the following members of the public:

- Paula Getz
- Beth Robinson
- Alex Crowson
- Danielle Babineau
- E. Janet Thomas
- Kristen Thomas
- Phillip Spoerle
- Holly Doucette
- Laurin Thomas
- Tim Robinson
- Vicki Pepper
- John Miller
- B.J. Kalaidi

Public comment was closed.

5. Consent Agenda

John Regan, City Manager, read the Consent Agenda.

CA.1. Preview of upcoming Commission meetings.

CA.2. THE FOLLOWING ORDINANCES ARE TENTATIVELY SCHEDULED FOR SECOND READING ON APRIL 24, 2023:

- Ordinance 2023-09

CA.3. Reminder of Upcoming Meetings:

- April 24, 2023, 5:00pm, Regular Commission Meeting
- May 8, 2023, 5:00pm, Regular Commission Meeting
- May 22, 2023, 5:00pm, Regular Commission Meeting

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

- March 13, 2023, Regular City Commission Meeting

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

None.

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.

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

None.

5.B. Approval of Consent Agenda

MOTION

Commissioner Springfield MOVED to approve the Consent Agenda. The motion was SECONDED by Commissioner Blonder and APPROVED BY UNANIMOUS VOICE VOTE.

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

7.B.1. Florida Department of Transportation King Street Drainage Presentation. (R. Franklin, Public Works Director)

Ruben Franklin, Public Works Director introduced Jacob Pickering.

Jacob Pickering, Community Outreach Specialist, Florida Department of Transportation (FDOT), presented information on the King Street Drainage Project. He said the improvements would include:

- Replacement and addition of up to a 60-inch drainpipe under the road.
- New concrete masonry wall system at Gibbs Park.
- New Timber Pergola, metal concrete expansions with guard rails, sidewalk and lighting updates, bicycle paths, asphalt resurfacing, and new landscaping.

Mr. Pickering stated the construction process would start in the Fall and affect A1A traffic. He said each of the detours would last approximately two weeks and be in effect Monday through Thursday. He noted the sidewalks in Gibbs Park would be closed throughout construction.

The Commissioners and Mr. Pickering continued to discuss detours, street closures, and alternate routes.

Mr. Pickering advised the Commission that a Construction Open House was scheduled for April 18th, from 4:00 – 6:00 p.m., in the Alcazar Room of City Hall.

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

9.A.1. Ordinance 2023-09: Retiree Cost of Living Allowance. (G. Johnson, Deputy Finance Director)

Greg Johnson, Deputy Finance Director, reviewed Ordinance 2023-09. He noted this was a one-time Cost of Living adjustment. He said the Pension's Actuary agreed this use of prior excess Plan contributions was appropriate.

Commissioner Blonder asked for more details about the prior excess contributions and best practices for their use.

Mr. Johnson said that the City had contributed more than was required by the Actuary, resulting in the excess. He explained the City's estimated return on investment had been greater than expected, and the money could be used during downturns. He confirmed the Plan was in good shape.

Mr. Regan said the Plan was highly diversified and had steady performance. He suggested providing the Commission with a presentation on the City's Pension Plans in the future.

MOTION

Commissioner Springfield MOVED to pass Ordinance 2023-09 on first reading, moved to second reading and read by title only. The motion was SECONDED by Commissioner Blonder.

Isabelle Lopez, City Attorney, read the Ordinance.

ORDINANCE NO. 2023-09

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA, AMENDING CHAPTER 20, ARTICLE IV, CITY EMPLOYEES' RETIREMENT SYSTEM OF THE CITY OF ST. AUGUSTINE, FLORIDA; CREATING SECTION 20-148, COST OF LIVING ADJUSTMENT FOR RETIREES; PROVIDING FOR INCLUSION IN THE CODE OF THE CITY OF ST. AUGUSTINE, PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES, PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

VOTE ON MOTION:

AYES: Springfield, Blonder, Garris, Horvath

NAYES: None.

MOTION APPROVED UNANIMOUSLY

9.B. Resolutions

None.

10. Staff Reports and Presentations

None.

11. ITEMS BY CITY ATTORNEY

11.A. Legislative Update. (For Informational Purposes - No Presentation) (I. Lopez, City Attorney)

Ms. Lopez said progress was being made on the Senate and House Bills regarding the demolition of historic structures.

11.B. Notification of statutory development order extension for Madeira PUD. (I. Lopez, City Attorney)

Ms. Lopez presented the Notification and explained that when a State of Emergency was declared, Development Orders were automatically extended. She said the Madeira Planned Unit Development (PUD) was extended through August 19, 2032. She noted this was informational only.

12. ITEMS BY CITY CLERK

12.A. Request for two Appointments to the Lincolnville Redevelopment Area Steering Committee (LCRA). (D. Galambos, City Clerk)

Darlene Galambos, City Clerk, requested approval for two appointments to the Lincolnville Community Redevelopment Area (LCRA) Steering Committee. She confirmed the opportunities had been advertised accordingly, two applications were received, and that Lincolnville residents were given precedent; however, non-residents could be appointed.

Commissioner Springfield asked if additional advertising would be helpful.

Ms. Galambos shared that the openings were advertised in the newspaper, on the City's social media platforms, and that the LCRA Manager actively recruited applicants.

MOTION

Commissioner Garris MOVED to approve the two appointments to the LCRA Steering Committee. The motion was SECONDED by Commissioner

Springfield and APPROVED BY UNANIMOUS VOICE VOTE.

12.B.¹ Discussion regarding the Affordable Housing Workshop.

Ms. Galambos explained that staff was requesting a Special Meeting with the Commissioners to review the preliminary results of the March 20, 2023, Charrette. She said the Special Meeting could be held on May 8th, at 3:00 p.m., prior to the regular Commission meeting. She shared the Final Report would be presented at the May 22, 2023, Regular Commission meeting.

Ms. Galambos noted the Open House for 450 Holmes Boulevard was scheduled for Saturday, April 15, 2023, and the public was encouraged to attend.

13. ITEMS BY CITY MANAGER

13.A. City Sponsorship of Juneteenth Event. (J. Regan, City Manager)

Mr. Regan said staff was recommending the City provide Sponsorship for the Juneteenth Event. He noted the Event had been created as the organizers envisioned and was in line with the City's Strategic Plan. He explained that City services provided during an event, were typically charged to the event. He suggested the City sponsor the Juneteenth Event at a cost of approximately \$1000, as well as allowing the use of the City Seal.

MOTION

Commissioner Blonder MOVED to approve City Sponsorship of the Juneteenth Event and allow the use of the City Seal. The motion was SECONDED by Commissioner Garris. and APPROVED BY UNANIMOUS VOICE VOTE.

13.B. Distribution and discussion of City Manager job description. (J. Regan, City Manager)

Mr. Regan noted changes were highlighted within the City Manager Job Description provided in the meeting packets. He asked if any of the Commissioners would like to amend the Description, and stated the job would be posted tomorrow.

The Commissioners requested the following adjustments to the City Manager Job Description:

- Replace or remove the language around the use of arms/hand/visual acuity, to require the frequent use of computers and Smart Phones to perform duties.
- Change the word all to any City employee regarding taking employment actions.

Ms. Lopez stated that the requirements outlined must be met without or without reasonable accommodation.

Commissioner Blonder asked for a full description of the application process.

Meredith Breidenstein, Assistant City Manager explained that an email went out to all senior staff after the last Commission Meeting noting the job was opened. She outlined the following:

- Draft job description approved April 10th.
- Application packets, which included a Cover Letter, Resume, and References were due by April 12th.
- Application packets were being sent to HR and would be forwarded to the Commission after the application due date.
- Commissioners were to speak individually with applicants prior to the April 24th meeting.

Commissioner Springfield asked about the approach to gathering references.

Commissioner Garris asked about Panel Interviews and noted the Commission would have to follow Sunshine laws.

¹ Added to agenda by Darlene Galambos, City Clerk.

Commissioner Blonder agreed with a Panel Interview and transparency in the process.

Mr. Springfield said the Commissioners could interview applicants one on one and the applicants could make a presentation to the Commission/Public at the May 8th Commission meeting.

Ms. Lopez asked what topics the Commission would like the applicants to present on.

The Commission agreed to have each applicant make a 15-minute presentation on what they see as the City's biggest challenges, and how they would approach them in their first ninety days, and first year. They confirmed the presentations would take place during the Regular Commission meeting on April 24th, with a final decision being made at the May 8th Commission meeting.

Mr. Regan introduced and recognized Nicholas Parris, a High School Senior who was shadowing Mr. Regan to learn about a career in government.

14. Items by Mayor and Commissioners

14.A. Request to Name Public Park for the former City of St. Augustine's Harbormaster Sam Adukiewicz. (C. Garris, Commissioner)

Commissioner Garris requested that the green space adjacent to the Municipal Marina be named after Sam Adukwicz, former Harbormaster. She reviewed his accomplishments and spoke of her work with him on Special Events Committees.

Commissioner Horvath said the City had to ask for submissions to name a park. She noted submissions would be requested on Friday, April 14th, with a deadline of April 28th. She said this would be on the Commission's May 22nd Agenda.

Commissioner Blonder asked that the location of the Fire Station be thoroughly reviewed, that neighbors be engaged, and other viable options considered. She shared photographs that were pertinent to the Parking Code discussion and said a discussion regarding updates to the Code should happen. She asked for a Workshop on the surface parking issue and requested an update on glass recycling.

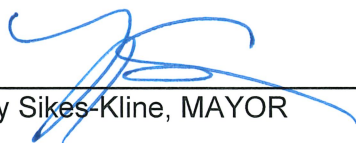
Commissioner Springfield said he had been contacted by residents requesting a street or alley be named and added to maps. He asked about a light controlled crosswalk being used at the location of the Fire Station to help with safety and traffic. He expressed his support of a recommendation of a Student Advisory Committee to be created by public schools or a private group.

Mr. Regan said there were discussions happening about the Student Advisory Committee, and there would be follow up later.

Commissioner Garris asked that people who shared concerns about the Fire Station location be responded to by email.

15. Adjournment

There being no further business, the meeting was adjourned at 7:20 P.M.²


Nancy Sikes-Kline, MAYOR


Darlene Galambos, CITY CLERK

² Transcribed by Colleen Kuhn