CITY OF ST. AUGUSTINE

Regular City Commission Meeting
Monday, March 27, 2023

The City Commission met in formal session Monday, March 27, 2023, at 5:00 P.M. in the Alcazar Room at City Hall. The meeting was called to order by Mayor Nancy Sikes-Kline, and the following were present:

1. Roll Call: Nancy Sikes-Kline, Mayor/City Commissioner
Roxanne Horvath, Vice Mayor/City Commissioner
Barbara Blonder, City Commissioner
Cynthia Garris, City Commissioner
Jim Springfield, 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
Greg Johnson, Deputy Director, Finance
Reuben Franklin, Director, Public Works
Corey Sakryd, Deputy Director, General Services
Eric Waters, Grants Administration Coordinator, General Services
Amy Skinner, Director, Planning and Building
Melissa Wissel, Director, Communications
Jennifer Michaux, Police Chief
Colleen Kuhn, Recording Secretary

INVOCATION AND PLEDGE OF ALLEGIANCE

Reverend Carolyn Westlake, of Shores United Methodist Church, delivered the invocation, and Commissioner Horvath led the Pledge of Allegiance.

2. ADMINISTRATIVE ITEMS

John Regan, City Manager, requested that a discussion regarding pedestrian safety be added to the Regular Agenda under Items by City Manager. He confirmed it would be Item 13.A. and the discussion regarding his retirement would be moved to Item 13.B.

2.A. Modification and Approval of Regular Agenda

MOTION

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

3. Special Presentations, Recognitions and Proclamations

3.A. Proclamation 2023-15: Education & Sharing Day, St. Augustine, FL (N Sikes-Kline, Mayor)

Mayor Sikes-Kline presented Proclamation 2023-15 to Rabbi Vogel.

3.B. Certificate of Recognition - St. Johns Housing Partnership (R. Horvath, Commissioner)

Commissioner Horvath presented the Certificate of Recognition to Bill Lazar, Executive Director of the St. Johns Housing Partnership.

4. General Public Comments (3 minutes per individual)

The Commission heard from the following members of the public:

- Shelly McIntosh
- Vicki Pepper
- Madeline Wise
- Gil Wise
- Justin Muller
- Melinda Rakoncay
- John Valdez
- Ceasia
- Dr. Margaret Rickerson
- Gail Eubanks
- B.J. Kalaidi

Public comment was closed.

5. Consent Agenda

Mr. Regan read the Consent Agenda.

CA.1. Preview of upcoming Commission meetings.

CA.2. THE FOLLOWING ORDINANCES ARE TENTATIVELY SCHEDULED FOR SECOND READING ON APRIL 10, 2023: NONE.

CA.3. Reminder of Upcoming Meetings:

• April 10, 2023, 5:00pm, Regular City Commission Meeting
• April 24, 2023, 5:00pm, Regular City Commission Meeting
• May 8, 2023, 5:00pm, Regular City Commission Meeting

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

• February 27, 2023, Regular City Commission Meeting,

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

• 1024 Kennedy Drive - Stephanie and Marshall Ashton

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

• Proclamation 2023-19: Proclaims April 2023 as Sexual Assault Awareness Month in the City of St. Augustine. (R. Horvath, Commissioner)

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

NONE.

CA.8. Financial Update for Period Ending February 28, 2023 (G. Johnson, Deputy Finance Director)

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

None.

5.B. Approval of Consent Agenda

MOTION

Mayor Sikes-Kline moved to approve the Consent Agenda. The motion was

SECONDED by Commissioner Horvath 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

None.

7.C. Other Items Requiring Public Hearing

7.C.1. First Public Hearing for Florida Department of Economic Opportunity, Small Cities Community Development Block Grant (C. Sakryd, Deputy Director, General Services)

Corey Sakryd, Deputy Director of General Services, introduced Eric Waters.

Eric Waters, Grants Administration Coordinator, presented information on the Small Cities Community Development Block Grant (CDBG).

The Commission heard from the following member of the public:

- B.J. Kalaidi

The public hearing was closed.

Mr. Sakryd noted that information regarding median income was from the U.S. Census Bureau and pertained to St. Johns County.

The Commissioners and staff discussed areas of St. Augustine that would benefit from the CDBG funds, the application process, and prior CDBG funded projects.

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

None.

10. Staff Reports and Presentations

10.A. Petition for Voluntary Annexation and Pre-Annexation Agreement - Cat's Paw Marina (A. Skinner, Planning and Building Director)

Amy Skinner, Planning and Zoning Director, reviewed the Voluntary Annexation and Pre-Annexation Agreements. She reviewed maps of the area and showed the eastern portion of the property that was proposed for annexation. She reviewed the approval process, owner responsibilities, issues to be addressed, and potential City revenue opportunities.

The Commissioners and staff discussed additional traffic in the area, increased marina use and its impacts, and County versus City land use criteria.

Brad Wester, Applicant's Agent, stated over eight acres of the campus was within the City of St. Augustine and less than one acre would be annexed. He said it would be a low traffic generator and would serve up to 150 boats. He indicated they would follow Fish and Wildlife regulations, include Manatee protections, and add an aggressive tree replanting requirement.

MOTION

Commissioner Springfield MOVED to approve the Petition. The motion was SECONDED by Commissioner Horvath.

VOTE ON MOTION:
AYES: Springfield, Horvath, Garris, Blonder, Sikes-Kline
NAYES: None.
MOTION APPROVED UNANIMOUSLY

10.B. Parking Code Update (A. Skinner, Planning and Building Director)

Ms. Skinner explained that the Parking Code should be updated to support the City's Mobility Plan, manage parking demand, incentivize multi-modal transportation, and address traffic and safety issues. She said the Planning and Zoning Board (PZB) held a special meeting on the topic in February and would hold a second special meeting on April 25th. She encouraged the community to take the public survey that was open through April 16th. She indicated the survey was available on the City's website and was being advertised through News and Notes, press releases, and social media platforms.

Mayor Sikes-Kline asked if the Parking Code project could be broken down since it was such a large topic. She suggested that shared parking be included in the Code and requested that a parking inventory be completed to inform the process.

Ms. Skinner indicated the Project could be broken down to be more manageable. She suggested the Code be looked at holistically and said a review of the Institute of Transportation Engineers (ITE) Manual would be a good place to start.

The Commissioners and staff continued to discuss parking issues, impacts on other City Plans, possible solutions, and the process for updating the Parking Code.

Commissioner Garris suggested adding a note about the survey to citizen's water bills to encourage public input.

10.C. Citizen Awards Procedures Overview (M. Wissel, Communications Director)

Melissa Wissel, Communication Director, reviewed the process for Citizen Award nominations and selections. She distributed a Citizen Award schedule and recommended that it remain the same.

Commissioner Blonder asked to have the Awards included on the Commission's Regular Agenda and requested advanced notification of Award nominations.

10.D. Review of final approval of submerged land lease at 110 Carver Street East (St. Augustine Yacht Club Sailing Center). (D. Birchim, Assistant City Manager)

David Birchim, Assistant City Manager, requested approval of the submerged land lease. He reminded the Commission that they had approved the ground lease for the Sailing Center in July of 2022. He shared decisions made by the PZB and said a Cultural Resource Assessment determined there would be no impacts to the Site. He said the Commission should determine the lease amount and insurance requirements.

The Commissioners and staff discussed necessary insurance requirements, lease amounts, and the Sailing Center's non-profit status.

Mr. Springfield said he was inclined to implement a lease fee of approximately $1200 per year.

Commission Blonder said she was in favor of the proposed $1 lease amount and encouraged the Yacht Club Sailing Center to make the $1,250 a Diversity Scholarship.

MOTION

Commissioner Blonder MOVED to approve the City's submerged lands lease with a minimum annual fee of $1 and include the proposed insurance indemnification requirements. The motion was SECONDED by Commissioner Horvath.

VOTE ON MOTION:
AYES: Blonder, Horvath, Garris, Springfield, Sikes-Kline
NAYES: None.
MOTION APPROVED UNANIMOUSLY

11. ITEMS BY CITY ATTORNEY

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

Isabelle Lopez, City Attorney, provided the Commission updates on House Bill (HB) 1317 and Senate Bill (SB) 1018. She discussed a proposed Utility Bill and its' potential impacts.

12. ITEMS BY CITY CLERK

None.

13. ITEMS BY CITY MANAGER

13.A. Pedestrian Safety (J. Regan, City Manager)[1]

Mr. Regan updated the Commission on recent pedestrian fatalities and injuries. He said staff proposed drafting a letter with local partners calling for the Florida Department of Transportation. (FDOT) to conduct a pedestrian safety analysis.

The Mayor and Commissioners provided recommendations to address the problem. They requested that the West King Street crosswalk be added to the Task Tracking List.

Ruben Franklin, Public Works Director, gave an update on the planned crosswalk at Zorayda and Anastasia Boulevards. He said the materials for construction would not arrive until August.

MOTION

Commissioner Horvath MOVED to approve the creation of the Resolution. The motion was SECONDED by Commissioner Blonder and APPROVED BY UNANIMOUS VOICE VOTE.

Mayor Sikes-Kline requested a short break at 7:07 p.m. The Commission reconvened at 7:12 p.m.

13.B. Notification of retirement date - June 2, 2023. (J. Regan, City Manager)[2]

Mr. Regan read his retirement letter.

The Commissioners discussed the pros and cons of internal recruitment versus an external recruitment.

Mayor Sikes-Kline suggested conducting an internal recruitment first. She noted there had been succession planning, there was talent within existing staff, it would save time and money, knowledge of St. Augustine was important, and the volume of capital improvement projects to be completed was significant.

Commissioner Garris supported an internal recruitment. She noted this was a rare opportunity for internal applicants and the savings in cost, time, and training was important.

[1] Added to the Regular Agenda per City Manager request.

[2] Item 13.A. moved to Item 13.B.

Commissioner Horvath agreed there were good internal candidates and knowledge of the City was required. She suggested a possible interim assignment and stressed the importance of a transparent process that included community input.

Commissioner Blonder supported an internal recruitment and did not believe a national search was necessary due to the quality of internal candidates. She requested there be formal applications and interviews.

Commissioner Springfield asked to review and update the job description. He suggested advertising locally and hiring an interim person while evaluating the City's needs.

Mayor Sikes-Kline proposed gathering internal applications and conducting interviews by April 24th.

Ms. Lopez confirmed that duties for the position were outlined in the City Charter.

Mayor Sikes-Kline asked each Commissioner to do their own homework and bring their input to the April 24th meeting for a decision.

Mr. Regan asked the Commission to send him comments on the Job Description. He said he would bring an updated version to the April 10th meeting. He added that he would set a deadline for internal applicants to apply so the Commission could make a hiring decision at their April 24th meeting.

MOTION

Mayor Sikes-Kline moved that internal applications be gathered, Job Description changes be sent to the City Manager, job interviews and public input be completed by each Commissioner, the modified Job Description be presented at the April 10th meeting, and a hiring decision be made at the April 24th meeting. The motion was SECONDED by Commissioner Horvath.

<u>VOTE ON MOTION</u>:
AYES: Sikes-Kline, Horvath, Garris, Blonder
NAYES: Springfield
MOTION APPROVED 4/1.

14. Items by Mayor and Commissioners

Commissioner Springfield expressed disappointment in Florida Power and Light (FPL) and how they were cutting down trees. He asked if there were any requirements for FPL. He expressed his support for the Juneteenth Festival.

Mr. Regan recommended working with Commissioner Springfield to gather more information. He said he would contact FPL regarding the concerns.

Commissioner Garris expressed support of the Juneteenth Celebration by the Lincolnville neighbors and hoped the City could accommodate their request.

Meredith Breidenstein, Assistant City Manager, said the Event Committee recommended holding the Event at Eddie Vicker's Park.

Officer Jeff Truncellito shared concerns about proposed street closures and noted closing side streets would be better.

Mr. Regan suggested that he work with staff to identify solutions to bring back to the Commission.

Commissioner Blonder concurred with the FPL concerns and supported the Juneteenth celebration.

Mayor Sikes-Kline requested that a reschedule of the Open House for the Affordable Housing Project be added to the Task Tracking List

15. Adjournment

There being no further business, the meeting was adjourned at 7:57 P.M.[3]

Nancy Sikes-Kline, MAYOR

Darlene Galambos, CITY CLERK

[3] Transcribed by Colleen Kuhn