

CITY OF ST. AUGUSTINE

Regular City Commission Meeting
Monday, March 25, 2024

The City Commission met in formal session Monday, March 25, 2024, 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

Also Present: David Birchim, City Manager
Isabelle Lopez, City Attorney
Darlene Galambos, City Clerk
Reuben Franklin, Assistant City Manager
Amy Skinner, Director, Planning and Building
Jamie D. Perkins, Neighborhood Services and CRA Manager
Melissa Wissel, Director, Communications
Jennifer Michaux, Police Chief
Elyse Wiemann Recording Secretary

INVOCATION AND PLEDGE OF ALLEGIANCE

Commissioner Horvath requested a moment of silence and Commissioner Blonder led the Pledge of Allegiance.

2. ADMINISTRATIVE ITEMS

2.A. Modification and Approval of Regular Agenda

Mr. Birchim announced that proclamation 2024-11 was sponsored by Commissioner Blonder.

MOTION

Commissioner Springfield MOVED to approve the Regular Agenda with the modification. The motion was SECONDED by Commissioner Garris

and APPROVED BY UNANIMOUS VOICE VOTE.

3. Special Presentations, Recognitions and Proclamations

Proclamation 2024-11: Proclaims April 2024 as Water Conservation Month in the City of St. Augustine. (Skies-Kline, Mayor)

4. General Public Comments (3 minutes per individual)

The Commission heard from the following members of the public:

- Jose Riera
- JoAnna Engel
- Scott York
- Bill Logebon
- Paul Hamill
- Jeff Fox
- Victoria Payne

- Terry Takken
- Jennifer Cushion
- Wolfgang Schau
- Ann Derby
- Ellen Avery-Smith
- BJ Kalaidi

5. Consent Agenda

David Birchim, 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 8, 2024:

- Ordinance 2024-06 - Sunsets the Code Enforcement Adjustments and Appeals Board
- Ordinance 2024-07 - Edits and brings into conformity references to the Nuisance, Adjustment and Appeals Board and Special Magistrate

CA.3. Reminder of Upcoming Meetings:

- April 8, 2024, 5:00pm, Regular City Commission Meeting
- April 22, 2024, 4:00pm, Community Redevelopment Agency Meeting
- April 22, 2024, 5:00pm, Regular City Commission Meeting
- May 13, 2024, 5:00pm, 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): NONE.

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

Proclamation 2024-14: Proclaims April 2024 as Autism Awareness month in the City of St. Augustine. (J. Springfield, Commissioner)

CA.7. NOTIFICATION OF PROCLAMATIONS/CERTIFICATES OF RECOGNITION ISSUED: NONE.
End Consent Agenda

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 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

(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 2024-06: Sunsets the Code Enforcement, Adjustment and Appeals Board and establishes the Nuisance, Appeals and Adjustment Board. (I. Lopez, City Attorney)

Isabelle Lopez, the City Attorney reviewed the Ordinance.

MOTION

Commissioner Blonder MOVED to pass Ordinance 2024-06 on first reading and moved to second reading. The motion was SECONDED by Commissioner Springfield.

Isabelle Lopez, City Attorney, read the Ordinance.

AN ORDINANCE OF THE CITY COMMISSION OF ST. AUGUSTINE, FLORIDA, AMENDING CHAPTER 2 ARTICLE V, DIVISION 2 OF THE CODE OF THE CITY OF ST. AUGUSTINE; AMENDING SECTIONS 2-211, 2-212, 2-213, AND 2-216 NAMING THE NUISANCE, APPEALS AND ADJUSTMENT BOARD; PROVIDING FOR ORGANIZATION AND POWERS; REPEALING SECTIONS 2-214 AND 2-215; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE OF THE CITY OF ST. AUGUSTINE; AND PROVIDING AN EFFECTIVE DATE.

VOTE ON MOTION:

AYES: Blonder, Springfield, Garris, Horvath

NAYES: NONE

MOTION APPROVED UNANIMOUSLY

9.A.2. Ordinance 2024-07: Edits and bring into conformity references to the Nuisance, Adjustments and Appeals Board and Special Magistrate throughout the municipal code. (I. Lopez, City Attorney)

Isabelle Lopez, the City Attorney reviewed the Ordinance.

MOTION

Commissioner Springfield MOVED to pass Ordinance 2024-07 on first reading and moved to second reading. The motion was SECONDED by Commissioner Garris.

Isabelle Lopez, City Attorney, read the Ordinance.

AN ORDINANCE OF THE CITY COMMISSION OF ST. AUGUSTINE, FLORIDA, AMENDING THE CODE OF THE CITY OF ST. AUGUSTINE; AMENDING SECTIONS 3-23, 8-3, 8-4, 8-5, 8-446, 8-447, 8-448, 8-452, 8-453, 19-2, 19-5, 22-3, 25-56, 25-57, 28-35, 28-90, 28-347, AND 29-43 TO CONFORM TO THE SUNSETTING OF THE CODE ENFORCEMENT, ADJUSTMENT AND APPEALS BOARD; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE OF THE CITY OF ST. AUGUSTINE; AND PROVIDING AN EFFECTIVE DATE.

VOTE ON MOTION:

AYES: Springfield, Garris, Blonder, Horvath

NAYES: NONE

MOTION APPROVED UNANIMOUSLY

9.B. Resolutions

9.B.1. Resolution 2024-11: Supports the grant application under the Florida Inland Navigation District (FIND) waterways assistance program. (J. Perkins, Neighborhood Services and CRA Manager)

Jamie D. Perkins reviewed the Resolution in support of the grant application to the Florida Inland Navigation District (FIND).

Commissioner Springfield asked if this was outside the improvements for the two parks.

Ms. Perkins replied that this was in the approved master plan and was included in the Eddie Vickers and Robert B. Hayling Park.

Commissioner Springfield asked would the kayak launch be built even if the funding was not granted.

Ms. Perkins confirmed it would be built; however, it would take longer as funding challenges created long term challenges. She said this ranked very high from the public and it would be built.

Commissioner Blonder asked for a timeline if the grant was received.

Ms. Perkins replied if the grant were awarded construction would start within a year as the design was already completed. She said a survey may be required to make sure the design they had was accurate.

Commissioner Horvath asked if this included parking.

Ms. Perkins advised this particular grant did not include parking; however, there would be money from the Community Redevelopment Agency that would assist with parking.

MOTION

Commissioner Blonder MOVED to pass Resolution 2024-11. The motion was SECONDED by Commissioner Springfield.

VOTE ON MOTION:

AYES: Blonder, Springfield, Garris, Horvath

NAYES: NONE

MOTION APPROVED UNANIMOUSLY

9.B.2. Resolution 2024-12: Sets the dates for the traditional Nights of Lights celebration. (M. Wissel, Director Communications)

Melissa Wissel reviewed the Resolution to set the dates for the traditional Nights of Lights Celebration.

Commissioner Blonder stated she appreciated the business owners who spoke against the resolution; however, stated she disagreed as she had heard from many citizens who were in support of the resolution.

Commissioner Springfield agreed and noted this was more definitive for people when making plans to attend.

Commissioner Garris stated the residents had to come first and many were in support of the resolution.

MOTION

Commissioner Blonder MOVED to pass Resolution 2024-12. The motion was SECONDED by Commissioner Springfield.

VOTE ON MOTION:

AYES: Blonder, Springfield, Garris, Horvath

NAYES: NONE

MOTION APPROVED UNANIMOUSLY

Commissioner Blonder encouraged heavily messaging the information so that the

businesses and visitors were clear on when Nights of Lights begins and ends.

Commissioner Garris suggested adding the information to the bottom of the water bill closer to the season.

10. Staff Reports and Presentations

10.A. Staff presentation of the Neighborhood Grant Program Guidelines and Application Booklet. (J. Perkins, Neighborhood Services and CRA Manager)

Jamie D. Perkins reviewed the Neighborhood Grant Program Guidelines and Applications. She said if approved, the program would be accepting applications as soon as April 1st. She said the maximum award would be \$3,000 and grants would be awarded to organizations in the fiscal year third quarter. She reviewed the criteria to receive the grant monies. She said the City had the ability to support five community agencies each year.

Commissioner Springfield said the total program was able to support 5 projects a year for a total of \$15,000.

Ms. Perkins advised that was correct.

Commissioner Blonder asked if landscaping or maintaining mangroves to assist with the viewshed would be a project that could be considered. She asked if that could be added to the project list.

Ms. Perkins said that could be considered by the review committee and in the grant criteria, it was noted certain projects may have to be reviewed by the City Attorney to ensure everything was following legal and state guidelines.

There was Commission consensus to move forward with the Neighborhood Grant Program.

10.B. Staff presentation on updating the City's 2014 Vision Plan. (A. Skinner, Director Planning and Building)

Amy Skinner, Planning and Building Director reviewed the presentation for updating the City's 2014 Vision Plan. She said staff contacted the Northeast Florida Regional Council to help with the process. She reviewed the draft outline for services and noted it would be around \$50,000 for the work to be completed. She said they were trying to reduce the cost by using current information already collected by the City.

Commissioner Blonder questioned if money could be saved if the survey conducted by the Communications department were incorporated as it was comprehensive, and many questions were directed towards quality of life.

Ms. Skinner said she thought it could be used as it was recent data and it contained a lot of information to help update the vision plan.

Commissioner Springfield thought there were a lot of goals; however, no dates were provided. He said they should have measurable goals and a timeline.

Commissioner Horvath was excited for this to take place and expected to have good results from the Northeast Regional Council.

Ms. Skinner said there was a meeting scheduled to help update them and dates would be added. She said she would provide an update at a subsequent meeting.

10.C. Madeira Development City Commission update. (A. Skinner, Director Planning and Building)

Amy Skinner, Planning and Building Director provided an update regarding the Madeira Development.

Commissioner Horvath asked about the trees mentioned during public comment and if those had been identified.

Ms. Skinner said tree surveys had been submitted with the original Planning Unit Development (PUD) and those trees over twenty inches had been identified. She said any plat had to be consistent with the stipulations outlined in the PUD.

Commissioner Horvath asked if the tree survey was available.

Ms. Skinner said the tree survey had been submitted with the original PUD in 2004.

Commissioner Horvath requested an updated tree survey and thought the trees should be protected. She said if there were trees over twenty inches, those should be protected and provided a buffer.

Commissioner Springfield asked if the soil in the area had to be mitigated.

Ms. Skinner confirmed that was correct and phase three had always had trees. She said it was her understanding that all soil mitigation was complete.

Commissioner Blonder felt there was miscommunication and thought it was unfortunate the developer was unwilling to sell. She said since the development was approved, what could happen needed to be clarified. She said the birds would mostly be impacted and pointed out the wetlands would not be developed.

Commissioner Garris asked if this was near Fort Mose.

Ms. Skinner advised this was south of this development with another neighborhood in between.

Commissioner Horvath asked for the most recent tree survey to be provided.

Ms. Skinner said she would ask the developer for the most recent tree survey.

11. ITEMS BY CITY ATTORNEY

(None)

12. ITEMS BY CITY CLERK

(None)

13. ITEMS BY CITY MANAGER

Mr. Birchim provided an update on the Conservation Program and noted the website would be available tomorrow.

14. Items by Mayor and Commissioners

Commissioner Springfield asked for a definition of a loudspeaker.

Ms. Lopez explained the code had to be viewed in its entirety. She said one definition would not clearly explain the intent of the code.

Commissioner Horvath suggested speaking with the citizen that was concerned with this during public comment.

Commissioner Horvath expressed her excitement for the progress from the Art Committee. She said the first phase was underway and the request for qualifications would be reviewed.

15. Adjournment

There being no further business, the meeting was adjourned at 6:29 P.M.¹


Nancy Sikes-Kline, MAYOR


Darlene Galambos, CITY CLERK



¹ Transcribed by Elyse Wiemann