

CITY OF ST. AUGUSTINE

Regular City Commission Meeting
Monday, July 10, 2023

The City Commission met in formal session Monday, July 10, 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: David Birchim, City Manager
Isabelle Lopez, City Attorney
Darlene Galambos, City Clerk
Meredith Breidenstein, Assistant City Manager
Reuben Franklin, Assistant City Manager
Todd Grant, Director, Public Works
Amy Skinner, Director, Planning and Building
Melissa Wissel, Director, Communications
Jennifer Michaux, Police Chief
Colleen Kuhn, Recording Secretary

INVOCATION AND PLEDGE OF ALLEGIANCE

David Carlson, of the Church of Jesus Christ of Latter-Day Saints, delivered the invocation, and Commissioner Horvath led the Pledge of Allegiance.

2. ADMINISTRATIVE ITEMS

2.A. Modification and Approval of Regular Agenda

MOTION

Commissioner Springfield **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.

None.

4. General Public Comments (3 minutes per individual)

The Commission heard from the following members of the public:

- Madeline Wise
- Lauren Giber
- Skylar Pittman
- BJ Kalaidi

Public comment closed.

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 JULY 24, 2023:

- Ordinance 2023-22 - Amends Chapter 17 regarding certified guides and examination
- Ordinance 2023-23 - Vacates a portion of Depot Street
- Ordinance 2023-24 – Partial demolition code amendments

CA.3. Reminder of Upcoming Meetings:

- August 14, 2023, 3:00pm, Special Commission Meeting - Discussion of 2024 Budget Assumptions and 5-year Capital Improvement Plan
- August 14, 2023, 5:00pm, Regular City Commission Meeting
- August 24, 2023, 9:00am, Special Commission Meeting - Discussion of Fiscal Year 2024 tentative budget and Action Items
- August 25, 2023, 9:00am, (If Necessary) - Continuation of August 24, 2023 Special Commission Meeting

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

NONE.

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

- 1154 West King Street Ext. - Shirley Jones and Shenika Andrews
- 335 Riberia Street - Shirley Jones

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

Notification that Certificates of Recognition will be presented to three students participating in the St Augustine, Florida/Aviles, Spain Student Exchange Program at the July 24, 2023 City

Commission meeting. (M. Wissel, Director Communications)

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

Invoice for Cavendish Partners, P.A. in the amount of \$1,856.00 in the Spadaro parcel swap project. (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 Garris and APPROVED BY UNANIMOUS VOICE VOTE.

6. Appeals

None.

7.A. General Public Presentations, Items of Great Public Importance, and Other Items Requiring Public Hearings

7.A.1. Presenters Michael Lavoie, Stake President; Jeff Oldham, Stake Presidency First Counselor; David Carlson, Stake Presidency Second Counselor; Lisa Lewis, Communication Director and Brett Lewis, Assistant Communications Director of the Church of Jesus Christ of Latter-Day Saints will give a presentation on how the Church can help the community during hurricanes and other natural disasters. (N. Sikes-Kline, Mayor)

Michael Lavoie, State President, presented on behalf of the Jesus Christ of Latter-Day Saints Church. He discussed how the

Church helps during natural disasters and requested the City partner with them during disastrous weather events. He said that staff at the Church would send information to the Commission on the outcome of the Giving Machine.

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 2023-22: Amends Chapter 17 of the City Code regarding voluntary certified guides and examination. (I. Lopez, City Attorney)

Isabelle Lopez, City Attorney, reviewed Ordinance 2023-22 which was amended to conform with State law. She explained the updated Ordinance addressed voluntary certification for the Tour Guide industry.

Commissioner Blonder suggested adding the following words (underlined) to the second WHEREAS in the Ordinance: “to

promote a quality tour guide experience to accurately interpret and preserve the history of the City”.

Mayor Sikes-Kline suggested requesting a carve out from the Legislature since the tourism industry was so important to St. Augustine.

MOTION

Commissioner Horvath MOVED to pass Ordinance 2023-22 as modified, read by title only, and moved to second reading. The motion was SECONDED by Commissioner Blonder.

Ms. Lopez, read the Title as follows:

ORDINANCE NO. 2023-22

AN ORDINANCE OF THE COMMISSION OF THE CITY OF ST. AUGUSTINE, FLORIDA, AMENDING CHAPTER 17 ARTICLE V SECTION 17-121 OF THE CODE OF THE CITY OF ST. AUGUSTINE PROVIDING THE DEFINITION OF “VOLUNTARY CERTIFIED GUIDE”; AMENDING SECTION 17-122 “EXAMINATION-RULES GOVERNING”; CREATING SECTION 17-123 ESTABLISHING THE VOLUNTARY CERTIFIED GUIDE AND EXAMINATION; REMOVING SECTION 17-124 REQUIRING EXAMINATION FOR GUIDES; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE OF THE CITY OF ST. AUGUSTINE; AND PROVIDING AN EFFECTIVE DATE.

VOTE ON MOTION:

AYES: Horvath, Blonder, Springfield, Garris, Sikes-Kline

NAYES: None

MOTION APPROVED UNANIMOUSLY

9.A.2. Ordinance 2023-23: Vacates a portion of Depot Street between 194 West King Street (PID 1111900000), 198 West King Street (PID 1112000000) and 35 North Ponce de Leon Boulevard (PID

1111300000). (A. Skinner, Director Planning and Building)

Amy Skinner, Director of Planning and Building, reviewed Ordinance 2023-23. She showed the Commission a map of the area in question and confirmed that the City did not maintain that portion of the street.

MOTION

Commissioner Horvath MOVED to pass Ordinance 2023-23 on first reading, read by title only, and moved to second reading. The motion was SECONDED by Commissioner Blonder.

Ms. Lopez, read the Title as follows:

ORDINANCE NO. 2023-23

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA, VACATING, DISCONTINUING AND ABANDONING THAT CERTAIN PORTION OF DEPOT STREET LOCATED WITHIN THE CITY LIMITS OF ST. AUGUSTINE AND MORE PARTICULARLY DESCRIBED HEREIN; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR INCLUSION IN THE CODE OF THE CITY OF ST. AUGUSTINE; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

VOTE ON MOTION:

AYES: Horvath, Blonder, Garris, Springfield, Sikes-Kline

NAYES: None

MOTION APPROVED UNANIMOUSLY

9.A.3. Ordinance 2023-24: Amends the Land Development portion of the zoning Code to add definitions and update the Historic Preservation Section and clarify the code related to partial demolitions. (A. Skinner, Director Planning and Building)

Ms. Skinner reviewed Ordinance 2023-24. She said the Ordinance proposed updates and clarifications to the City's Historic Preservation sections of the Zoning Code, included an addendum to existing architectural guidelines for historic preservation, and outlined the criteria for partial demolition review. She indicated the Planning and Zoning Board (PZB) made a positive recommendation during their June 27th Special Meeting. She noted that Julie Courtney, Historic Preservation Officer, was available for questions.

The Commissioners indicated their support of the Ordinance. Commissioners and staff discussed the following:

- Criteria for historic designation
- Buildings that were considered Contributing Structures
- Architectural guidelines; interior versus exterior demolition requirements
- Critical elements and features
- Material availability and substitutions; Secretary of Interior standards
- Ad valorem Historic Preservation tax exemptions

MOTION

Mayor Sikes-Kline MOVED to pass Ordinance 2023-24 on first reading, staff make recommendations on the lightest touch, least impactful touch, and most effective changes; read by title only, and moved to second reading. The motion was SECONDED by Commissioner Horvath.

Ms. Lopez, read the Title as follows:

ORDINANCE NO. 2023-24

AN ORDINANCE OF THE CITY COMMISSION OF ST. AUGUSTINE, FLORIDA, AMENDING CHAPTER 28, SECTION 28-2 ADDING DEFINITIONS RELATED TO ARCHITECTURAL TERMS, DEMOLITION AND RELOCATION;

AMENDING CHAPTER 28, SECTION 28-87 CLARIFYING THE CRITERIA FOR HISTORIC LANDMARK AND PROVIDING FOR REVIEW OF PARTIAL DEMOLITION PERMITS; SECTION 28-88 CLARIFYING PROCEDURES AND APPLICATION REQUIREMENTS; SECTION 28-89 REVISING AND CLARIFYING CRITERIA FOR THE REVIEW OF CERTIFICATE OR OPINION OF APPROPRIATENESS, RELOCATION OR DEMOLITION; SECTION 28-90 ADDING REFERENCE TO PARTIAL DEMOLITION AND CLARIFYING DEPARTMENT REFERENCES; SECTION 28-91 ADDING REFERENCE TO HISTORIC LANDMARK OR LOCAL LANDMARK AND RELOCATION, DEMOLITION OR PARTIAL DEMOLITION; SECTION 28-92 ADDING REFERENCE TO PARTIAL DEMOLITION; ADOPTING EXHIBIT "A" AS AN ADDENDUM TO THE ARCHITECTURAL GUIDELINES FOR HISTORIC PRESERVATION (AGHP); PROVIDING FOR INCLUSION IN THE CODE OF THE CITY OF ST. AUGUSTINE; AND PROVIDING FOR AN EFFECTIVE DATE.

VOTE ON MOTION:

AYES: Sikes-Kline, Horvath, Springfield, Garris, Blonder

NAYES: None

MOTION APPROVED UNANIMOUSLY

9.B. Resolutions

9.B.1. Resolution 2023-20: Sets proposed millage rate and schedules a public hearing for September 14, 2023 at 5:05pm. (M. Simpson, Director Finance)

Mark Simpson, Finance Director, reviewed Resolution 2023-20 setting the proposed millage rate at 7.5 mills and stated it could be lowered during the budget process, but not raised. He said the rollback was 6.5483 mills and the rate represented a 114.53 increase over the rollback rate.

MOTION

Mayor Sikes-Kline MOVED to pass Resolution 2023-20. The motion was SECONDED by Commissioner Blonder and APPROVED BY UNANIMOUS VOICE VOTE.

9.B.2. Resolution 2023-21: Authorizes the execution of the annual amendment of the traffic signal maintenance and compensation agreement between the State of Florida Department of Transportation and the City. (T. Grant, Director Public Works)

Todd Grant, Public Works Director, presented Resolution 2023-21 executing the City's Traffic Signal Maintenance Agreement with the Florida Department of Transportation.

MOTION

Commissioner Springfield MOVED to pass Resolution 2023-21. The motion was SECONDED by Commissioner Blonder and APPROVED BY UNANIMOUS VOICE VOTE.

10. Staff Reports and Presentations

None.

11. ITEMS BY CITY ATTORNEY

None.

12. ITEMS BY CITY CLERK

None.

13. ITEMS BY CITY MANAGER

Mr. Birchim shared dates for the soft opening and ribbon cutting of the City's Circulator and the release of the citizen's survey.

14. Items by Mayor and Commissioners

Commissioner Springfield asked staff to investigate holding a drum show instead of all fireworks. He asked the Commission to consider making some City traffic signals flashing only, creating a fund for arts, and removing some signage around the City.

Commissioner Blonder requested that staff expedite the Fullerwood Drainage Study. She requested the transfer of \$50,000 from General Funds Reserves into the budget to complete the study now rather than waiting until the next fiscal year.

The Commissioners and staff discussed Commissioner Blonder's request.

MOTION

Mayor Sikes-Kline MOVED to approve the transfer of \$50,000 from the General Fund Reserve to expedite the Fullerwood Drainage Study. The motion was SECONDED by Commissioner Blonder and APPROVED BY UNANIMOUS VOICE VOTE.

Commissioner Blonder noted that National Waste and Recycling Workers Day began on Juneteenth. She said she would like to recognize employees in that department in the future. She requested that staff research best management practices and develop guidelines for the use of City funds to purchase land for conservation and resiliency purposes.

The Commission discussed Commissioner Blonder's request regarding City purchases of land and agreed to hold a workshop on the topic.

Commissioner Horvath suggested creating an arts fund to include maintenance of art and projects around the City.

Commissioner Garris said she and the City Manager met with Greg White about the afterschool program and would present on that in the future. She suggested that Jessica Beach, Chief Resiliency Officer, conduct a resiliency workshop. She

explained Facility staff's involvement in maintaining City art and monuments. She asked the Commission to develop a stronger relationship with the County Commission to partner on projects including crosswalks.

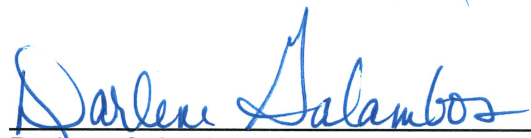
Mayor Sikes-Kline discussed neighborhood grants. She said the Anastasia Boulevard crosswalk would be moving forward. She expressed her support for the development of a street naming policy, the assessment of City inventory, and the creation of an art fund.

15. Adjournment

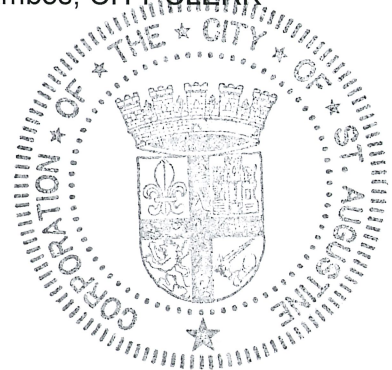
There being no further business, the meeting was adjourned at 6:36 P.M.¹



Nancy Sikes-Kline, MAYOR



Darlene Galambos, CITY CLERK



¹ Transcribed by Colleen Kuhn