

**CITY OF ST. AUGUSTINE CITY COMMISSION
REGULAR MEETING AGENDA
TUESDAY, NOVEMBER 12, 2019 - 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

Presentations to Commissioners Horvath and Sikes-Kline of their 20-years of service awards by Mark Raymond Sittig, Membership Services Manager, Florida League of Cities, Inc. *(J. Regan, City Manager)*

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.B. Items of Great Public Importance**
- 7.C. Other Items Requiring Public Hearing**

8. ORDINANCES AND RESOLUTIONS - PUBLIC HEARING REQUIRED

8.A. Ordinances - Second Reading

Ordinance 2019-43: Provides lot coverage variances for handicapped accessibility in specific zoning districts. (*D. Birchim, Director, Planning and Building*)

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

Ordinance 2019-49: Review and discussion of the updated Comprehensive Plan which is projected to the year 2040 in order to transmit to Florida's reviewing agencies. See the complete Comprehensive Plan at <http://www.citystaug.com/204/Comprehensive-Plan> (*A. Skinner, Deputy Director, Planning and Building*)

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

9. ORDINANCES AND RESOLUTIONS – NO PUBLIC HEARING REQUIRED

9.A. Ordinances - First Reading

Ordinance 2019-42: Places on the March 2020 Presidential Preference Election the question of election of the candidate for Seat 3 (Mayoral seat) to the City Commission. (*I. Lopez, City Attorney*)

9.B. Resolutions

Resolution 2019-43: Grants an ad valorem tax exemption for property located at 9 Milton Street which has been deemed an historic property. (*J. Wolfe, Historic Preservation Officer*)

Resolution 2019-44: Grants an ad valorem tax exemption for property located at 34 Granada Street which has been deemed an historic property. *(J. Wolfe, Historic Preservation Officer)*

Resolution 2019-45: Supports the proposed alignment and complimentary route of the St. Johns River to Sea Loop. *(R. Franklin, Director, Public Works)*

Resolution 2019-46: Authorizes the City to enter into a future maintenance agreement with the Florida Department of Transportation and authorizes the City to apply for funds available for the design and construction of the proposed trail. *(R. Franklin, Director, Public Works)*

10. STAFF REPORTS AND PRESENTATIONS

Request for an amount not to exceed \$700,000 to further the mini-grant program for sewer connections in West Augustine as well as requesting authorization for the City Manager to negotiate and execute the necessary agreements on the project. *(R. Franklin, Director, Public Works)*

Request for additional funding not to exceed \$96,000 for the West Second Street sewer expansion and connections project from the West Augustine sewer set-aside fund. *(R. Franklin, Director, Public Works)*

11. ITEMS BY CITY ATTORNEY

12. ITEMS BY CITY CLERK

13. ITEMS BY CITY MANAGER

13.A. Appointment of Commissioner Roxanne Horvath as co-chair of the Resiliency Florida Coalition. *(J. Regan, 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.

CONSENT AGENDA - NOVEMBER 12, 2019

CA.1. PREVIEW OF UPCOMING COMMISSION MEETINGS.

The following Ordinances are tentatively scheduled for second reading on December 9, 2019:

Ordinance 2019-41
Ordinance 2019-19
Ordinance 2019-24
Ordinance 2019-25
Ordinance 2019-26
Ordinance 2019-44
Ordinance 2019-45
Ordinance 2019-47

Reminder of Upcoming Meetings :

December 9, 2019, 5 p.m., Regular Meeting

January 13, 2020, 5 p.m., Regular Meeting

January 27, 2020, 5 p.m., Regular Meeting

CA.2. APPROVAL OF MINUTES FROM PRIOR COMMISSION MEETINGS: *None*

CA.3. RELEASES OF LIEN FOR UNIT CONNECTION FEE MORTGAGE(S): *None*

CA.4. PROPOSED PROCLAMATIONS, CERTIFICATES OF APPRECIATION/RECOGNITION. (COMMISSION APPROVAL REQUIRED AND TO BE READ AT A SUBSEQUENT MEETING). *None*

CA.5. NOTIFICATION OF PROCLAMATIONS/CERTIFICATES OF RECOGNITION ISSUED: *None*

CA.6. Approval of the 2020 City Commission meeting and holiday schedule. *(D. Galambos, City Clerk)*

End of Consent Agenda



301 South Bronough Street • Suite 300 • P.O. Box 1757 • Tallahassee, FL 32302-1757 • (850) 222-9684 • Fax (850) 222-3806 • www.floridaleagueofcities.com

July 8, 2019

The Honorable Roxanne Horvath
Commissioner, City of St. Augustine
75 King St Ste 432
St. Augustine, FL 32084

Dear Commissioner Horvath:

On behalf of the Florida League of Cities, I want to congratulate you on earning a John Land Years of Service award for twenty years of service to the City of St. Augustine. You should be very proud of this honor.

If you are attending the 93rd Florida League of Cities Annual Conference at the World Center Marriot Orlando August 15-17, 2019, a general recognition will be given at the general session on Friday, August 16th at 10:45 a.m. in the Crystal Ballroom H-J. The presentation of the honorary resolution will not occur at this time.

The Florida League of Cities will make the actual presentation of the resolution to you at either a local/regional league meeting or at your council/commission meeting. Our staff will be in touch with you in September to set up the presentation.

If you are attending the annual conference, we will give you a twenty years of service ribbon in your conference packet. If you have not received conference information, it is available on the League's website at www.flcities.com. Please contact Eryn Russell if you have any questions or need additional information at erussell@flcities.com or (850) 222-9684.

Again, my congratulations on your achievement!

Sincerely,

Leo E. Longworth
President, Florida League of Cities
Commissioner, City of Bartow

CC: Darlene Galamb



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July 8, 2019

The Honorable Nancy Sikes-Kline
Commissioner, City of St. Augustine
75 King St Ste 432
St. Augustine, FL 32084

Dear Commissioner Sikes-Kline:

On behalf of the Florida League of Cities, I want to congratulate you on earning a John Land Years of Service award for twenty years of service to the City of St. Augustine. You should be very proud of this honor.

If you are attending the 93rd Florida League of Cities Annual Conference at the World Center Marriot Orlando August 15-17, 2019, a general recognition will be given at the general session on Friday, August 16th at 10:45 a.m. in the Crystal Ballroom H-J. The presentation of the honorary resolution will not occur at this time.

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Again, my congratulations on your achievement!

Sincerely,

Leo E. Longworth
President, Florida League of Cities
Commissioner, City of Bartow

CC: Darlene Galambos

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John Regan, City Manager

DATE: November 12, 2019

RE: **Ordinance 2019-43 – Providing for Lot Coverage Variances for Handicapped Accessibility in Zoning Districts Historic Preservation-one (HP-1), Historic Preservation-two (HP-2) and Historic Preservation-three (HP-3) – First Reading**

Ordinance 2019-43 is an update to Section 28-29 of the Zoning Code which will allow owners of existing buildings in the HP-1, HP-2 and HP-3 zoning districts the ability to apply for a lot coverage variance for building improvements related to improving handicapped accessibility to the property.

The current code prohibits lot coverage variances in the HP-1, HP-2 and HP-3 zoning districts for all properties except churches, schools and government agency uses. In 1990, the federal government signed into law the Americans with Disabilities Act (ADA) which requires buildings to eliminate barriers to access by persons with physical disabilities.

The HP-1, HP-2 and HP-3 zoning districts contain hundreds of structures which were built prior to the Federal and State ADA requirements were enacted. Although some historic structures may be able to obtain waivers from some ADA requirements from the State of Florida, other existing structures will not qualify for waivers.

Currently, the only mechanism that exists to address this issue is to rezone the property. For example, in 2008 the building at 100 St. George Street was required to construct an elevator for handicapped accessibility to the second floor for a new restaurant. The existing building exceeded the maximum lot coverage and could not apply for a lot coverage variance, so the property owner had no option but to rezone the property from HP-2 to Planned Unit Development (PUD), simply to add the additional lot coverage associated with an elevator shaft. This ordinance would give property owners another option to address lot coverage rather than rezoning the property.

The Planning and Zoning Board recommended approving this ordinance on October 1, 2019. The City Commission passed Ordinance 2019-43 on first reading on October 28, 2019.

Please place Ordinance 2019-43 on the November 12, 2019 City Commission agenda for second reading and a public hearing.

If you have any questions, please let me know.



David Birchim, AICP
Director, Planning and Building Department

ORDINANCE NO. 2019-43

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA AMENDING SECTION 28-29 OF THE CODE OF THE CITY OF ST. AUGUSTINE PROVIDING THAT A LOT COVERAGE VARIANCE MAY BE GRANTED FOR HANDICAPPED ACCESSIBILITY IN HISTORIC PRESERVATION DISTRICTS 1, 2 AND 3; 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.

WHEREAS, Section 166.041, Florida Statutes, provides procedures for adoption of ordinances by municipalities; and

WHEREAS, the code currently does not allow for lot coverage variances except for certain uses in Historic Preservation Districts 1, 2 and 3; and

WHEREAS, there are existing buildings within Historic Preservation Districts 1, 2 and 3 that may require additions or modifications to comply with handicapped accessibility requirements; and

WHEREAS, these existing buildings may also exceed lot coverage limitations or require additions which would exceed lot coverage limitations within Historic Preservation Districts 1, 2 and 3 in order to comply with handicapped accessibility requirements; and

WHEREAS, on October 1, 2019, the Planning and Zoning Board (PZB) for the City of St. Augustine made a recommendation to the City Commission for adoption of an ordinance which provides that a variance may be granted for lot coverage in Historic Preservation Districts 1, 2 and 3 related to the provision of handicapped accessibility; and

WHEREAS, the City Commission for the City of St. Augustine finds that providing for the public health, safety and general welfare requires amendment of Section 28-29 of the City Code;

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

Section 1. Amending Code Section 28-29. Section 28-29 of the Code of the City of St. Augustine is hereby amended, as follows:

“Sec. 28-29. Zoning exceptions, variances and appeals.

...

(b) Variances:

(1) Requirements for grant of variance. The board may grant a variance only under circumstances where practical difficulty or unnecessary hardship is so substantial, serious and compelling that relaxation of the general restrictions should be granted; provided, however, that no variance may be granted for maximum lot coverage requirements within any historic preservation districts 1, 2 and 3, except variances may be obtained: 1) for school, church and governmental agency uses and 2) to provide for handicapped accessibility for buildings constructed prior to December 19, 2019. No variance shall be granted unless the applicant shall show and the board shall find that:

- a. The particular property, because of size, shape, topography or other physical conditions, suffers singular disadvantage through the operation of this section, which disadvantage does not apply to other properties in the vicinity; and

- b. Because of this disadvantage, the owner is unable to make reasonable use of the affected property; and
- c. This disadvantage does not exist because of conditions created by the owner or applicant; and
- d. Grant of the variance will not be contrary to the public interest; will not adversely affect other property in the vicinity; and will be in harmony with the spirit, intent and purpose of this section.

In passing upon a request for variance, the board shall not consider prospective financial loss or gain to the owner or applicant, nor shall the board by variance permit to be established or carried on in any use district an activity, business or operation which is not otherwise allowed in such district by a specific provision of this Chapter."

Section 2. Inclusion in Code. The City Commission intends that the provisions of this ordinance shall become and shall be made part of the Code of the City of St. Augustine, that the sections of this ordinance may be renumbered or relettered and that the word ordinance may be changed to section, article or other such appropriate word or phrase in order to accomplish such intentions.

Section 3. Conflict with Other Ordinances. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 4 Severance of Invalid Provisions. If any section, subsection, sentence, clause, phrase, word or provision of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, then said holding shall not be so construed as to render invalid or unconstitutional the remaining provisions of this ordinance.

Section 5. Effective Date. This ordinance shall become effective ten (10) days after passage, pursuant to Section 166.041(4), Florida Statutes.

PASSED by the City Commission of the City of St. Augustine, Florida, this _____
day of _____, 2019.

ATTEST:

Tracy W. Upchurch, Mayor-Commissioner

Darlene Galambos, City Clerk
(SEAL)

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John Regan, P.E.
City Manager

DATE: October 31, 2019

RE: **City Commission Review and Recommendation for Transmittal of the City of St. Augustine Comprehensive Plan 2040 Update-Evaluation and Appraisal Report (EAR) based Amendments to the Department of Economic Opportunity (FDEO) and other reviewing Agencies**

First Reading and Public Hearing Ordinance 2019-49 – Adopting amended City of St. Augustine Comprehensive Plan

Please find attached Ordinance 2019-49 for First Reading and Public Hearing. This public hearing is to transmit the proposed updated Comprehensive Plan to the State reviewing agencies. A binder containing the proposed Comprehensive Plan for the City of St. Augustine is attached. This Comprehensive Plan is updated to project to the year 2040.

The proposed language in the Goals, Objectives and Policies (GOPs) is a compilation of two (2) years of work including 19 workshops and public hearings. It is an attempt to update the Plan in response to statutory requirements, public input and feedback, and working with other City departments.

The Planning and Zoning Board (PZB) has been dedicated to this working process and has encouraged public comment, while providing excellent review comments and oversight. The PZB recommended transmittal of the proposed Comprehensive Plan to the State agencies for review at their regular meeting held on November 5, 2019. The Historic Architectural Review Board (HARB) also worked with the PZB and reviewed the Historic Preservation Element.

A summary of the process is attached for your information, including a table that outlines any specific changes to the Future Land Use Map (FLUM) proposed by this Comprehensive Plan update.

The State agencies will have 60 days to review the submittal and provide comments to the City. The actual adoption and any response to agency comments is expecting after January 2020.

If you have any questions or require additional information, please contact me or David Birchim at our office

A handwritten signature in black ink, appearing to read 'Amy McClure Skinner', written over a horizontal line.

Amy McClure Skinner, AICP
Deputy Director
Planning and Building Department

ORDINANCE NO. 2019-49

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA AMENDING THE CITY OF ST. AUGUSTINE COMPREHENSIVE PLAN TO INCORPORATE CHANGES RECOMMENDED IN THE EVALUATION AND APPRAISAL REPORT; AMENDING THE COMPREHENSIVE PLAN BY AMENDING THE FUTURE LAND USE ELEMENT, HISTORIC PRESERVATION ELEMENT, CONSERVATION AND COASTAL MANAGEMENT ELEMENT, RECREATION AND OPEN SPACE ELEMENT, HOUSING ELEMENT, INFRASTRUCTURE ELEMENT; AMENDING THE TRANSPORTATION ELEMENT TO CREATE A TRANSPORTATION AND MOBILITY ELEMENT; PROVIDING FOR INCLUSION IN THE COMPREHENSIVE PLAN OF THE CITY OF ST. AUGUSTINE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, § 166.041, Florida Statutes, provides for procedures for the adoption of ordinances and resolutions by municipalities; and

WHEREAS, s. 163.3161 through s. 163.3215, Florida Statutes, provide for adoption and enforcement of local government comprehensive plans pursuant to the "Community Planning Act;" and

WHEREAS, Chapter 163.3171, Florida Statutes, empowers the City Commission for the City of St. Augustine to prepare and enforce a comprehensive plan for the development of the City; and

WHEREAS, on June 27, 2011, the City Commission for the City of St. Augustine passed and adopted Ordinance No. 2011-02 amending, revising and replacing,

in its entirety, the City of St. Augustine Comprehensive Plan pursuant to the Evaluation and Appraisal Report; and

WHEREAS, the City Commission for the City of St. Augustine has amended the City of St. Augustine Comprehensive Plan from time to time; and

WHEREAS, the City Commission for the City of St. Augustine recommended updating the Comprehensive Plan based on the Evaluation and Appraisal Report in 2018 for the City of St. Augustine Comprehensive Plan; and

WHEREAS, on November 5, 2019, the Planning and Zoning Board for the City of St. Augustine, sitting as the local planning agency, made recommendation to the City Commission for the City of St. Augustine for the adoption of Evaluation and Appraisal Report-Based Amendments and to update the City of St. Augustine Comprehensive Plan; and

WHEREAS, the City Commission for the City of St. Augustine finds that adoption of Evaluation and Appraisal Report-Based Amendments and to update the City of St. Augustine Comprehensive Plan are in the best interest of public health, safety and welfare of the residents and property owners of the City of St. Augustine;

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

Section 1. Evaluation and Appraisal Report-Based Amendments to the Comprehensive Plan. The City of St. Augustine Comprehensive Plan, Evaluation and Appraisal Report-Based Amendments and amended Future Land Use Element, Historic Preservation Element, Conservation and Coastal Management Element, Recreation and Open Space Element, Housing Element, Infrastructure Element; Amending The Transportation Element to create a Transportation and Mobility Element, dated November 2019, attached hereto and incorporated herein by reference as Exhibit "A," are hereby adopted.

Section 2. Inclusion in the Comprehensive Plan. The City Commission intends that the provisions of this ordinance shall become and shall be made part of the Comprehensive Plan of the City of St. Augustine, that the sections of this ordinance may be renumbered or relettered and that the word ordinance may be changed to section, article or other such appropriate word or phrase in order to accomplish such intentions.

Section 3. Conflict with Other Ordinances. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 4. Severance of Invalid Provisions. If any section, subsection, sentence, clause, phrase, word or provision of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, then said holding shall not be so construed as to render invalid or unconstitutional the remaining provisions of this ordinance.

Section 5. Effective Date. This ordinance shall be effective thirty-one (31) days after the state planning agency notifies the City that the plan amendment package is complete, or, if this ordinance is legally challenged within thirty (30) days after adoption, upon issuance of a final order by the Department of Economic Opportunity or the Administrative Commission, whichever is later.

PASSED by the City Commission of the City of St. Augustine, Florida, this _____ day of _____, 2020.

ATTEST:

Tracy Upchurch, Mayor-Commissioner

Darlene Galambos, City Clerk

(SEAL)

Summary of Comprehensive Plan Update Process

2018 Evaluation and Appraisal of 2011 Comprehensive Plan

- The City is required by the State of Florida to periodically evaluate the City's Comprehensive Plan.
- This process is called the Evaluation and Appraisal Report (EAR). This evaluation is required every seven (7) years.
- The current Comprehensive Plan was adopted in June of 2011.
- The State required the City to submit a letter by December 2018 informing the State Department of Economic Opportunity (FDEO) if the City determined that there were issues that needed to be addressed by updating the Comprehensive Plan.
- Yes, the City must complete any subsequent Comprehensive Plan update amendments by November 26, 2019.

Over the course of 2018 the Planning and Building Department held several public meetings (4) with the Planning and Zoning Board (PZB) and a meeting (1) with the Historic Architectural Review Board (HARB) to discuss the elements of the Comprehensive Plan, and the beginning of some updated data and analysis related to each element.

There are three (3) main statutory requirements that the updated Comprehensive Plan must address.

They are:

- a **Mobility Plan** for the City, where the City must identify and encourage alternative forms of transportation;
- a **Water Supply Plan** for the City, where the City must identify and encourage water conservation and potential alternative sources of water; and
- a recognition of how the city will deal with addressing the “**perils of flood**” or **Sea Level Rise** issue.

Several local issues were also identified as part of the 2018 evaluation that are discussed throughout the Comprehensive Plan.

They include:

- **“Preservation”** of St. Augustine, including historic preservation, quality of life, infrastructure, heritage, neighborhoods and the environment;
- Consideration of **impacts on the environment**, including sensitive lands, perils of flood and sea level rise, conservation zone developments, and conservation and water supply issues;
- **Mobility** issues in and through the City, including actual mobility, parking, “people moving”, actual “wear and tear” impacts on the City infrastructure and residents, and the potential “critical mass” implications for a small town that functions like an urban area;
- Recognition of **development pressures**, including infill development, redevelopment, compatibility, affordability, and density and intensity issues; and
- Recognition of the **impacts of increased tourism and population growth** in St. Johns County, including physical, preservation, infrastructure, affordability, quality of life and mobility concerns.

2019 Comprehensive Plan 2040 – Mapping our Future initiative

- Since January of 2019, we have moved forward with the actual updates to the Plan.
 - Between February and May 2019 six (6) community meetings were held, and a presentation was made to the Historic Area Council of the Chamber of Commerce trying to garner as much input as possible from the community.
 - Staff estimates that close to 100 citizens participated in this Community Involvement Process.
 - Staff also attended several individual neighborhood association meetings to encourage participation in this process.
 - The Community Involvement Process included reaching out to all areas of the City, including all neighborhood areas and adjacent commercial districts.
-
- Additionally, between March and September 2019 the City’s citizen boards have held seven (7) workshops to address the Comprehensive Plan elements and issues in more detail.
 - This includes a Joint Workshop between the Planning and Zoning Board (PZB) and the Historic Architectural Review Board (HARB), but the largest commitment of time and effort has been from the PZB.

The Citizen Board Workshops included specific subject matter agendas for each meeting to garner as much input regarding the overall themes and direction for the Comprehensive Plan as possible.

The Comprehensive Plan establishes an overall direction for the City by adopting broad **Goals**, achievable **Objectives**, and implementing **Policies** for a 20-year timeframe. The Comprehensive Plan attempts to look ahead to the needs of the City in 2040.

The elements or chapters discussed include:

- **Future Land Use**
- **Historic Preservation**
- **Conservation and Coastal Management**
- **Recreation and Open Space**
- **Transportation**
- **Infrastructure**
- **Housing**

There are three (3) elements of the Comprehensive Plan that are administrative in nature. These are the **Capital Improvements, Public Schools Facilities Elements, and Intergovernmental Coordination**. These elements will also be addressed in a separate submittal.

The Vision and the Future Land Use Element really set the stage and tone for the whole plan.

The updated Comprehensive Plan:

- **Recognizes pressures on the City**
- **Includes an economic development conversation**
- **Recognizes the need for affordable/workforce housing**
- **Sets the stage for mobility planning**
- **Expands the perspective on historic preservation**
- **Establishes the groundwork to try to maintain a sense of place, and**
- **Organizes the land use categories in the context of a “plan”**

Land Use Inconsistency Address	Property Use	Current Land Use	Proposed Land Use	Current Zoning	Notes
111 EVERGREEN AVE	CEMETERY	Public/Semi Public	Institutional	RS-2	Cemetery privately owned
118 KING ST	CHURCH	Public/Semi Public	Commercial Low Intensity	CL-2	Private church
12 GRANADA ST	FLAGLER COLLEGE	Public/Semi Public	Commercial Low Intensity	CL-1	Private college
74 King St/V alencia property	FLAGLER COLLEGE	Public/Semi Public	Institutional	PUD	Private college/campus
29 RAVENSWOOD DR	SINGLE FAMILY HOME	Public/Semi Public	Commercial Low Intensity	CL-1	Private home
95 KING ST	FLAGLER COLLEGE	Public/Semi Public	Commercial Low Intensity	CL-1	Private college
96 MASTERS DR	CHURCH	Public/Semi Public	Commercial Low Intensity	CL-1	Private church
285 KING ST & PART OF 6 WHITNEY ST	CHURCH	Public/Semi Public	Commercial Medium Intensity	CM-2	Private church
7 WALDO ST	OFFICE BUILDING	Public/Semi Public	Commercial Medium Intensity	CM-2	Private commercial
110 MASTERS DR	CHURCH	Public/Semi Public	Residential Low Density & Commercial Low Intensity	RS-2 & CL-1	Private church
155 PALMER ST	SINGLE FAMILY	Public/Semi Public	Residential Low Density	RS-2	Private home
89 ST FRANCIS, 85 ST BENEDICT ST, & 87 BENEDICT ST	CHURCH	Public/Semi Public	Residential Low Density	RS-2	Private church
14 SPRING ST	SINGLE FAMILY HOME	Public/Semi Public	Residential Low Density	RS-2	Private home
169 M L KING	ASSISTED LIVING	Public/Semi Public	Institutional	RS-2	Private institutional
18 SPRING ST	CHURCH	Public/Semi Public	Residential Low Density	RS-2	Private church
2 5 OAK ST	SINGLE FAMILY	Public/Semi Public	Residential Low Density	RS-2	Private home
21 OAK ST	SINGLE FAMILY	Public/Semi Public	Residential Low Density	RS-2	Private home
21 MILTON ST	CHURCH	Public/Semi Public	Residential Low Density	RS-1	Private church
27 SEVILLA ST	CHURCH	Public/Semi Public	Institutional	RS-1	Private church
31/35 Sevilla St	CHURCH property	Public/Semi Public	Institutional	RS-1	Private church
36 SEVILLA ST	CHURCH	Public/Semi Public	Institutional	RS-1	Private church
42 ABBOTT ST	SINGLE FAMILY HOME	Public/Semi Public	Residential Low Density	RS-2	Private home
6 MAY ST	CHURCH	Public/Semi Public	Residential Low Density	RS-1	Private church
96/92 EVERGREEN AVE	SINGLE FAMILY	Public/Semi Public	Residential Low Density	RS-2	Private home
57 ANDERSON ST	CHURCH	Public/Semi Public	Residential Low Density	RS-1	Private church
179/180 MARINE ST	COMMUNITY CENTER	Public/Semi Public	Residential Low Density	RS-2	Private church
161 MARINE ST	ASSISTED LIVING	Public/Semi Public	Institutional	PUD	County
27 OCEAN AVE	CHURCH	Public/Semi Public	Institutional	RG-1/PUD	County
101 SAN MARCO AVE	CHURCH	Public/Semi Public	Institutional	OL	Mission Grounds
PINE ST PROPERTY	CHURCH	Public/Semi Public	Institutional	OL	Mission Grounds
8 Carrera St	CHURCH	Public/Semi Public	Institutional	RG-1	Private church
16 ISABEL ST	SICSB	Recreation/Open Space	Public Use	RS-2	County
1590 MASTERS DR	TOWN HOMES	Recreation/Open Space	Residential Low Density/Mixed	RL-1	Private homes
73 & 75 RIBERIA ST	CHURCH	Residential Low Density	Commercial Low Intensity	CL-1	Private church
11 Old Mission Avenue	Theater	Public/Semi Public	Commercial Low Intensity	CL-1	Private commercial
3551 N. Ponce de Leon	Commercial shopping center	Industrial to the rear	Commercial Medium Intensity	CM-2	2.93 acres adopted 2011
3 MILTON ST	MULTI FAMILY	Residential Low Density	Residential Medium Intensity	RG-1	Private residential
Undesignated Property					
1420 US HWY 1	BANK	Undesignated	Commercial Medium Intensity	PUD	1.98 acres
1440 US HWY 1	RETAIL	Undesignated	Commercial Medium Intensity	PUD	15.58 acres
179 SR 16	FPL property	Undesignated	Open Land		4.39 acres
100 CENTER CREEK	COMMERCIAL	Undesignated	Commercial Low Intensity	PUD	2.49 acres
1 University Blvd	Commercial/university	Some portion undesignated	Density/Mixed	PUD	21.74 acres total

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: Mayor, Vice-Mayor and Commissioners

DATE: October 30, 2019

RE: AMENDMENTS TO THE CITY CHARTER: SELECTION OF MAYOR

At the October 28th meeting, the City Commission instructed me to place on first reading an ordinance that would place on a referendum ballot the question of election of the candidate for Seat 3 (Mayoral seat).

I have provided two alternative versions of this Ordinance:

- **Version 1** does not change the **two-year term** for Seat 3, but amends it to a commissioner seat. It then provides for the selection of the Mayor (and Vice-Mayor) by fellow commissioners, to perform those duties for two years.

or

- **Version 2** changes the two-year term for Seat 3 to a **four-year term**, and also amends it to be a commissioner seat. It then provides for the selection of the Mayor (and Vice-Mayor) by fellow commissioners, to perform those duties for two years.

In order to have our referendum questions on the March 17th, 2020 Presidential Preference election ballot, we must have the ordinances to the St. Johns County Supervisor of Elections no later than January 7th. We have one meeting in November (November 12th) and one meeting in December (December 9th).

On October 28th we passed on first reading the referendum questions regarding the one-year residency to qualify for elected office, and the three-year term for Fire & Police representatives to the Civil Service Board.

The Supervisor of Elections has informed me that the deadline for political parties to submit their list of candidates for the March 17th Presidential Preference election is November 30th, 2019. However, the list will only be certified by the Division of Elections on December 17th. The Commission wants the greatest turnout possible to vote on our referendum questions. Therefore, if the Mayor referendum question is passed on first reading, I will place all 3 referendum questions for second reading at our December 9th meeting. By then, we should have a better understanding of whether there will be multiple candidates from both parties on the March 17th Presidential Preference election, in hopes of having a better voter turnout for our referendum questions.

Please place this item on the agenda under Ordinances for First Reading for the November 12, 2019 City Commission meeting.

Attachments

xc: John Regan, City Manager
Darlene Galambos, City Clerk

Thank you.



Isabelle C. Lopez
City Attorney

Agenda title: Ordinance 2019-xx Selection of Mayor Referendum Question.

VERSION 1

ORDINANCE NO. 2019-42

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA, AMENDING THE CHARTER OF THE CITY OF ST. AUGUSTINE TO PROVIDE FOR THE SELECTION OF MAYOR AND VICE-MAYOR TO A TWO-YEAR TERM BY THE MEMBERS OF THE CITY COMMISSION; REMOVING THE MAYORAL DESIGNATION FOR CITY COMMISSION SEAT THREE; PROVIDING FOR A REFERENDUM PROPOSITION FOR THE NEXT SPECIAL ELECTION; PROVIDING FOR INCLUSION IN THE CHARTER OF THE CITY OF ST. AUGUSTINE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, § 166.041, Florida Statutes, provides for procedures for the adoption of ordinances and resolutions by municipalities; and

WHEREAS, the City's Charter has not been thoroughly revised since 1925, and the City Commission determined at its April 3, 2019 public workshop that a revision of its Charter was overdue; and

WHEREAS, the City Charter provides for a ceremonial role for the Mayor and administrative authority to the City Manager, with all commissioners having co-equal legislative authority; and

WHEREAS, the City Commission for the City of St. Augustine finds that it is in the best interest of public health, safety and general welfare that the following amendments be adopted consistent with the requirements of Section 166.021(4), Florida Statutes;

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

Section 1. Amendment to Part I, Article II, Section 2.01. Part I, Article II, Section 2.01 is hereby amended, as follows:

Sec. 2.01. - Composition; qualifications of members; terms of office; manner of election.

The city commission of the City of St. Augustine, Florida shall consist of five (5) members and who shall be qualified electors of said city, with one of the commissioners to be designated as mayor in accordance with this charter. Each commissioner shall be elected at large in the manner hereinafter provided. Commencing with the general election to be held in November, 1992, three (3) commissioners shall be elected, the candidate receiving the highest number of votes cast for Seat One to serve for a term of four (4) years; the candidate receiving the highest number of votes cast for Seat Two to serve for a term of four (4) years; and the candidate receiving the highest number of votes cast for Seat Three to serve for a term of two (2) years, and thereafter, commencing with the general election to be held in November, 1994, three (3) commissioners shall be elected. The candidate

receiving the highest number of votes cast for Seat Four to serve for a term of four (4) years, the candidate receiving the highest number of votes for Seat Five to serve for a term of four (4) years, the candidate receiving the highest number of votes cast for Seat Three, designated as the mayor/commissioner seat, to serve for a term of two (2) years. Thereafter in general elections to be held in November of each even numbered year, successful candidates for Seats One, Two, Four and Five shall be elected for a term of four (4) years and the successful candidate for Seat Three receiving the highest number of votes shall be elected for a term of two (2) years.

Commencing with the general election to be held in November 2020 and thereafter, the candidate receiving the highest number of votes cast for Seat Three to serve for a term of two (2) years, to be designated as a commissioner seat.

Section 2. Amendment to Part I, Article IV, Division 3, Section 4.09. Part I, Article IV, Division 3, Section 4.09 is hereby amended, as follows:

DIVISION 3. – MAYOR AND VICE-MAYOR

Sec. 4.09. - Election; powers and duties.

The commissioner elected to Seat Three shall serve as mayor and shall preside at all meetings of the commission and perform such other duties consistent with the office as may be imposed by it, and shall have a voice and vote in the proceedings of the commission but no veto power. The mayor may use the title of mayor in any case in which the execution of legal instruments of writing or other necessity arising from the general laws of the state so requires, but this shall not be considered as conferring the administrative or judicial functions of a mayor under the general laws of the state. The mayor shall be recognized as the official head of the city by the courts for the purpose of serving civil processes and for all ceremonial purposes. The powers and duties of the mayor shall be such as are conferred by the city commission in pursuance of the provisions of this Charter and no others. In the absence of the mayor, the other members of the city commission shall select one of their number to perform the mayor's duties.

Commencing with the general election to be held in November 2020 and thereafter, the mayor and vice-mayor shall be selected by the members of the city commission from their number to serve a two (2) year term. Any vacancy in the office of mayor or vice-mayor shall likewise be filled by the city commissioners by the selection of one (1) of their number to serve as mayor or vice-mayor, as applicable, for the unexpired term. In the absence of the mayor, the vice-mayor shall perform the mayor's duties, and in the absence of both the mayor and vice-mayor, other members of the city commission may be selected to perform those duties.

Section 3. Referendum Proposition. That the next special or general election of the City of St. Augustine, Florida, shall contain the following proposition:

"Shall the Charter Laws of the City of St. Augustine be amended to remove the designation of mayor for the candidate elected to City Commission Seat Three, and instead to provide for the selection of a mayor and vice-mayor by the commissioners from their number to perform the duties of mayor and vice-mayor for a term of two (2) years?"

"Insert Spanish Translation Here"

☐ Yes to the amendment

☐ No to the amendment

☐ Sí a la enmienda

☐ No a la enmienda

Section 4. Confirmation by Referendum Vote. Should the above Section not be confirmed by referendum ballot during the next special or general election, then said Section of this Ordinance shall be null and void and the corresponding Section of the City Charter shall remain as it was prior to the adoption of this Ordinance.

Section 5. Presidential Preference Election May Serve as Special Election. The presidential preference election, scheduled for March 17, 2020, is designated as a special election for the City of St. Augustine, and this referendum proposition shall be placed on the ballot of this special election.

Section 6. Inclusion in Charter. The City Commission intends that the provisions of this ordinance shall become and shall be made part of the Charter of the City of St. Augustine, that repealed language shall be removed and that the sections of this ordinance may be re-numbered or re-lettered and that the word ordinance may be changed to section, article or other such appropriate word or phrase in order to accomplish such intentions.

Section 7. Conflict with Other Ordinances. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 8. Severance of Invalid Provisions. If any section, subsection, sentence, clause, phrase, word or provision of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, then said holding shall not be so construed as to render invalid or unconstitutional the remaining provisions of this ordinance.

Section 9. Effective Date. This ordinance shall become effective ten (10) days after passage, pursuant to § 166.041(4), Florida Statutes.

PASSED by the City Commission of the City of St. Augustine, Florida, this _____ day of _____, 2019.

ATTEST:

Tracy W. Upchurch, Mayor-Commissioner

Darlene Galambos, City Clerk
(SEAL)

VERSION 2

ORDINANCE NO. 2019-42

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA, AMENDING THE CHARTER OF THE CITY OF ST. AUGUSTINE TO PROVIDE FOR A FOUR YEAR TERM FOR CITY COMMISSION SEAT THREE; PROVIDING FOR THE SELECTION OF MAYOR AND VICE-MAYOR TO A TWO-YEAR TERM BY THE MEMBERS OF THE CITY COMMISSION; REMOVING THE MAYORAL DESIGNATION FOR CITY COMMISSION SEAT THREE; PROVIDING FOR A REFERENDUM PROPOSITION FOR THE NEXT SPECIAL ELECTION; PROVIDING FOR INCLUSION IN THE CHARTER OF THE CITY OF ST. AUGUSTINE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, § 166.041, Florida Statutes, provides for procedures for the adoption of ordinances and resolutions by municipalities; and

WHEREAS, the City's Charter has not been thoroughly revised since 1925, and the City Commission determined at its April 3, 2019 public workshop that a revision of its Charter was overdue; and

WHEREAS, the City Charter provides for a ceremonial role for the Mayor and administrative authority to the City Manager, with all commissioners having co-equal legislative authority; and

WHEREAS, the City Commission for the City of St. Augustine finds that it is in the best interest of public health, safety and general welfare that the following amendments be adopted consistent with the requirements of Section 166.021(4), Florida Statutes;

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

Section 1. Amendment to Part I, Article II, Section 2.01. Part I, Article II, Section 2.01 is hereby amended, as follows:

Sec. 2.01. - Composition; qualifications of members; terms of office; manner of election.

The city commission of the City of St. Augustine, Florida shall consist of five (5) members and who shall be qualified electors of said city, with one of the commissioners to be designated as mayor in accordance with this charter. Each commissioner shall be elected at large in the manner hereinafter provided. Commencing with the general election to be held in November, 1992, three (3) commissioners shall be elected, the candidate receiving the highest number of votes cast for Seat One to serve for a term of four (4) years; the candidate receiving the highest number of votes cast for Seat Two to serve for a term of four (4) years; and the candidate receiving the highest number of votes cast for Seat Three

to serve for a term of two (2) years, and thereafter, commencing with the general election to be held in November, 1994, three (3) commissioners shall be elected. The candidate receiving the highest number of votes cast for Seat Four to serve for a term of four (4) years, the candidate receiving the highest number of votes for Seat Five to serve for a term of four (4) years, the candidate receiving the highest number of votes cast for Seat Three, designated as the mayor/commissioner seat, to serve for a term of two (2) years. Thereafter in general elections to be held in November of each even numbered year, successful candidates for Seats One, Two, Four and Five shall be elected for a term of four (4) years and the successful candidate for Seat Three receiving the highest number of votes shall be elected for a term of two (2) years.

Commencing with the general election to be held in November 2020 and thereafter, the candidate receiving the highest number of votes cast for Seat Three to serve for a term of four (4) years, to be designated as a commissioner seat.

Section 2. Amendment to Part I, Article IV, Division 3, Section 4.09. Part I, Article IV, Division 3, Section 4.09 is hereby amended, as follows:

DIVISION 3. – MAYOR AND VICE-MAYOR

Sec. 4.09. - Election; powers and duties.

The commissioner elected to Seat Three shall serve as mayor and shall preside at all meetings of the commission and perform such other duties consistent with the office as may be imposed by it, and shall have a voice and vote in the proceedings of the commission but no veto power. The mayor may use the title of mayor in any case in which the execution of legal instruments of writing or other necessity arising from the general laws of the state so requires, but this shall not be considered as conferring the administrative or judicial functions of a mayor under the general laws of the state. The mayor shall be recognized as the official head of the city by the courts for the purpose of serving civil processes and for all ceremonial purposes. The powers and duties of the mayor shall be such as are conferred by the city commission in pursuance of the provisions of this Charter and no others. In the absence of the mayor, the other members of the city commission shall select one of their number to perform the mayor's duties.

Commencing with the general election to be held in November 2020 and thereafter, the mayor and vice-mayor shall be selected by the members of the city commission from their number to serve a two (2) year term. Any vacancy in the office of mayor or vice-mayor shall likewise be filled by the city commissioners by the selection of one (1) of their number to serve as mayor or vice-mayor, as applicable, for the unexpired term. In the absence of the mayor, the vice-mayor shall perform the mayor's duties, and in the absence of both the mayor and vice-mayor, other members of the city commission may be selected to perform those duties.

Section 3. Amendment to Part 1, Article VI, Division 2, Section 6.23. Part 1, Article VI, Division 2, Section 6.23 is hereby amended, as follows:

Sec. 6.23. - Primary and general election; when candidate deemed elected; tie votes.

- (a) In the primary election and in the general election to be held in May, 1969, and in each primary election and in each general election thereafter, the candidates for city commission shall run in three groups designated as Group One, Group Two and Group Three, and each voter may vote for one candidate in each group. In the general election, the successful candidates in Group One and Group Two shall be

elected for a full term of four years and the successful candidate in Group Three shall be elected for a full term of two years.

Commencing with the general election to be held in November 2020 and thereafter, the successful candidate in Group Three shall be elected for a full term of four (4) years.

(...)

Section 4. Referendum Proposition. That the next special or general election of the City of St. Augustine, Florida, shall contain the following proposition:

“Shall the Charter Laws of the City of St. Augustine be amended to provide for a four (4) year term as commissioner for the candidate elected to City Commission Seat Three, to remove the designation of mayor for the candidate elected to Seat Three, and instead to provide for the selection of a mayor and vice-mayor by the commissioners from their number to perform the duties of mayor and vice-mayor for a term of two (2) years?”

“Insert Spanish Translation Here”

☐ Yes to the amendment

☐ No to the amendment

☐ Sí a la enmienda

☐ No a la enmienda

Section 5. Confirmation by Referendum Vote. Should the above Section not be confirmed by referendum ballot during the next special or general election, then said Section of this Ordinance shall be null and void and the corresponding Section of the City Charter shall remain as it was prior to the adoption of this Ordinance.

Section 6. Presidential Preference Election May Serve as Special Election. The presidential preference election, scheduled for March 17, 2020, is designated as a special election for the City of St. Augustine, and this referendum proposition shall be placed on the ballot of this special election.

Section 7. Inclusion in Charter. The City Commission intends that the provisions of this ordinance shall become and shall be made part of the Charter of the City of St. Augustine, that repealed language shall be removed and that the sections of this ordinance may be re-numbered or re-lettered and that the word ordinance may be changed to section, article or other such appropriate word or phrase in order to accomplish such intentions.

Section 8. Conflict with Other Ordinances. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 9. Severance of Invalid Provisions. If any section, subsection, sentence, clause, phrase, word or provision of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, then said holding shall not be so construed as to render invalid or unconstitutional the remaining provisions of this ordinance.

Section 10. Effective Date. This ordinance shall become effective ten (10) days after passage, pursuant to § 166.041(4), Florida Statutes.

PASSED by the City Commission of the City of St. Augustine, Florida, this _____ day of _____, 2019.

ATTEST:

Tracy W. Upchurch, Mayor-Commissioner

Darlene Galambos, City Clerk
(SEAL)

CITY OF ST. AUGUSTINE

MEMORANDUM

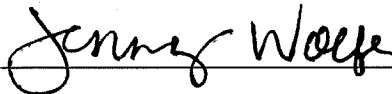
TO: John P. Regan, City Manager

DATE: November 12, 2019

RE: **Request for Resolution 2019-43 FOR THE CITY OF ST. AUGUSTINE, FLORIDA, GRANTING AN AD VALOREM TAX EXEMPTION FOR AN HISTORIC PROPERTY LOCATED AT 9 MILTON STREET; AND PROVIDING AN EFFECTIVE DATE.**

The HARB reviewed an application for a historic preservation property tax exemption on the subject property and recommended that the Commission approve the exemption. Attached is the resolution to formally approve the exemption along with the required covenant.

Please place this resolution on the agenda for the November 12, 2019 City Commission meeting. If you have any questions or need additional information, please let me know.

A handwritten signature in cursive script, reading "Jenny Wolfe", is written over a horizontal line.

Jenny Wolfe
Historic Preservation Officer
Planning and Building Department

RESOLUTION NO. 2019-43

A RESOLUTION OF THE CITY COMMISSION FOR THE CITY OF ST. AUGUSTINE, FLORIDA, GRANTING AN AD VALOREM TAX EXEMPTION FOR AN HISTORIC PROPERTY LOCATED AT 9 MILTON STREET; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission for the City of St. Augustine, Florida, is the local governing authority as prescribed by s. 196.1997, Florida Statutes, to approve an ad valorem tax exemption for an historic property; and

WHEREAS, the City Commission finds that the property located at 9 Milton Street is owned by Roger VanDusen and Tracy VanDusen, pursuant to O.R. 4257, PG 979, and is designated as an historic property under the terms of the local preservation ordinance; and

WHEREAS, on September 26, 2019, the HARB for the City of St. Augustine reviewed the work completed at 9 Milton Street and approved a certificate of completeness, and recommended the property located at 9 Milton Street for an historic property tax exemption; and

WHEREAS, the City Commission for the City of St. Augustine has reviewed and approved the associated Historic Preservation Property Tax Exemption Covenant and hereby determines that it is in the best interest of public health, safety, and general welfare to grant an historic preservation property tax exemption;

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

Section 1. Historic Preservation Property Tax Exemption. The City Commission for the City of St. Augustine, Florida, finds that the historic property located at 9 Milton Street meets the requirements of s. 196.1977, Florida Statutes, and hereby grants an ad valorem property tax exemption for the improvements made at 9 Milton Street subject to the recordation of an Historic Preservation Property Tax Exemption Covenant consistent with the requirements

of s. 196.1977, Florida Statutes. The property tax exemption begins January 1, 2020 and expires on December 31, 2029.

Section 2. Effective Date. This resolution shall become effective immediately upon adoption.

ADOPTED in Regular Session of the City Commission for the City of St. Augustine, Florida, this 12th day of November 2019.

ATTEST:

Tracy Upchurch, Mayor-Commissioner

Darlene Galambos, City Clerk
(SEAL)

HISTORIC PRESERVATION PROPERTY TAX EXEMPTION COVENANT

This Covenant is made the 12th day of November, 2019, by
Roger VanDusen and Tracy VanDusen (hereinafter referred to as the Owner)
and in favor of the City of St. Augustine
(hereinafter referred to as the Local Government) for the purpose of the restoration,
renovation or rehabilitation of a certain Property located at 9 Milton Street, St. Augustine,
Florida, 32084

which is owned in fee simple by the Owner and is listed in the National Register of Historic Places or locally designated under the terms of a local preservation ordinance or is a contributing property to a National Register listed district or a contributing property to a historic district under the terms of a local preservation ordinance. The areas of significance of this property, as identified in the National Register nomination or local designation report for the property or the district in which it is located, are X architecture, X history, archaeology.

The Property is comprised essentially of grounds, collateral, appurtenances, and improvements. The property is more particularly described as follows (include city reference, consisting of repository, book, and page numbers): Lot 73, Nelmar Terrace
Parcel Identification 154490-0000 OR Book 4257 Page 979

In consideration of the tax exemption granted by the Local Government, the Owner hereby agrees to the following for the period of the tax exemption which is from January 1, 2020 to December 31, 2029:

1. The Owner agrees to assume the cost of the continued maintenance and repair of said Property so as to preserve the architectural, historical, or archaeological integrity of the same in order to protect and enhance those qualities that made the Property eligible for listing in the National Register of Historic Places or designation under the provisions of the local preservation ordinance.

2. The Owner agrees that no visual or structural alterations will be made to the Property without prior written permission of the () Division of Historical Resources (X) Local Historic Preservation Office.

The address of the certified Local Historic Preservation Office, if one exists in the jurisdiction, is:

Name of Office/Agency: City of St. Augustine Historic Preservation Division
Address: 75 King Street
City: St. Augustine Zip: 32084
Telephone: 904-209-4326

The address of the Division of Historical Resources is:

Bureau of Historic Preservation
Division of Historical Resources
R. A. Gray Building, 500 South Bronough Street
Tallahassee, Florida 32399-0250
Telephone Number: (850) 245-6333 or (800) 847-PAST (7278)

3. *[Only for properties of archaeological significance]* The Owner agrees to ensure the protection of the site against willful damage or vandalism. Nothing in this Covenant shall prohibit the Owner from developing the site in such a manner that will not threaten or damage the archaeological resource, provided that permission for alteration of the site is obtained pursuant to 2. above.

4. The Owner agrees that the () Division of Historical Resources (X) Local Historic Preservation Office and appropriate representatives of the Local Government, their agents and designees shall have the right to inspect the Property at all reasonable times in order to ascertain whether or not the conditions of this Covenant are being observed.

5. In the event of the non-performance or violation of the maintenance provision of this Covenant by the Owner or any successor-in-interest during the term of the Covenant, the () Division of Historical Resources (X) Local Historic Preservation Office will report such violation to the Property Appraiser and Tax Collector who shall take action pursuant to s. 196.1997 (7), F.S. The Owner shall be required to pay the difference between the total amount of taxes which would have been due in March in each of the previous years in which the Covenant was in effect had the property not received the exemption and the total amount of taxes actually paid in those years, plus interest on the difference calculated as provided in s. 212.12 (3), F.S.

6. If the Property is damaged by accidental or natural causes during the Covenant period, the Owner will inform the () Division of Historical Resources (X) Local Historic Preservation Office in writing of the damage to the Property, including (1) an assessment of the nature and extent of the damage; and (2) an estimate of the cost of restoration or reconstruction work necessary to return the Property to the condition existing at the time of project completion. In order to maintain the tax exemption, the Owner shall complete the restoration or reconstruction work necessary to return the Property to the condition existing at the time of project completion on a time schedule agreed upon by the Owner and the () Division of Historical Resources (x) Local Historic Preservation Office.

7. If the Property has been destroyed or severely damaged by accidental or natural causes, that is, if the historical integrity of the features, materials, appearance, workmanship, and environment, or archaeological integrity which made the property eligible for listing in the National Register of Historic Places or designation under the terms of the local preservation ordinance have been lost or so damaged that restoration is not feasible, the Owner will notify the () Division of Historical Resources (X) Local Historic Preservation Office in writing of the loss. The () Division of Historical Resources (X) Local Historic Preservation Office will evaluate the information provided and notify the Owner in writing of its determination regarding removal of the Property from eligibility for tax exemption. If the

() Division of Historical Resources (X) Local Historic Preservation Office determines that the property should be removed from eligibility for tax exemption, it will notify the Property Appraiser of the county in which the Property is located in writing so that the tax exemption can be cancelled for the remainder of the Covenant period. In such cases, no penalty or interest shall be assessed against the Owner.

8. If it appears that the historical integrity of the features, materials, appearance, workmanship, and environment, or archaeological integrity which made the Property eligible for listing in the National Register of Historic Places or designation under the terms of the local preservation ordinance have been lost or damaged deliberately or through gross negligence of the Owner, the () Division of Historical Resources (X) Local Historic Preservation Office shall notify the Owner in writing. For the purpose of this Covenant, "gross negligence" means the omission of care, which even inattentive and thoughtless persons never fail to take of their own property. The Owner shall have 30 days to respond indicating any circumstances which show that the damage was not deliberate or due to gross negligence. If the Owner cannot show such circumstances, he shall develop a plan for restoration of the Property and a schedule for completion of the restoration. In order to maintain the tax exemption, the Owner shall complete the restoration work necessary to return the Property to the condition existing at the time of project completion on a time schedule agreed upon by the Owner and the () Division of Historical Resources (X) Local Historic Preservation Office. If the Owner does not complete the restoration work on the agreed upon time schedule, the () Division of Historical Resources (X) Local Historic Preservation Office will report such violation to the Property Appraiser and Tax Collector who shall take action pursuant to s. 196.1997 (7), F.S. The Owner shall be required to pay the differences between the total amount of taxes which would have been due in March in each of the previous years in which the Covenant was in effect had the property not received the exemption and the total amount of taxes actually paid in those years, plus interest on the difference calculated as provided in s. 212.12 (3), F.S.

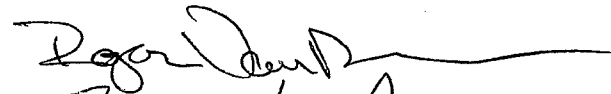
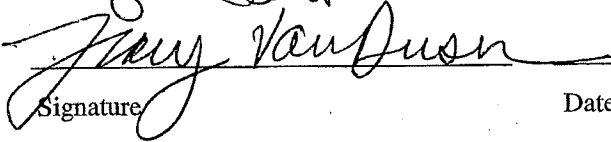
9. The terms of this Covenant shall be binding on the current Property owner, transferees, and their heirs, successors, or assigns.

This Covenant shall be enforceable in specific performance by a court of competent jurisdiction.

OWNER

Roger VanDusen
Tracy VanDusen

Name

 11/12/19
 11/12/19
Signature Date

LOCAL GOVERNMENT: City of St. Augustine

Tracy Upchurch

Name of Authorized

Signature

Date

Local Official

Mayor-Commissioner

Title

CITY OF ST. AUGUSTINE

MEMORANDUM

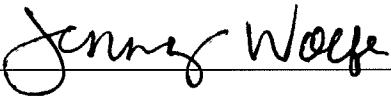
TO: John P. Regan, City Manager

DATE: November 12, 2019

RE: **Request for Resolution 2019-44 FOR THE CITY OF ST. AUGUSTINE, FLORIDA, GRANTING AN AD VALOREM TAX EXEMPTION FOR AN HISTORIC PROPERTY LOCATED AT 34 GRANADA STREET (RELOCATED FROM 32 GRANADA STREET) LIMITED TO EXTERIOR QUALIFYING IMPROVEMENTS TO THE LOCAL LANDMARK BUILDING; AND PROVIDING AN EFFECTIVE DATE.**

The HARB reviewed an application for a historic preservation property tax exemption on the subject property and recommended that the Commission approve an exemption limited to the exterior of the locally landmarked building. The HARB did not find that the interior improvements can be included as qualifying improvements because the alterations do not meet the Secretary of the Interior's Standards for Rehabilitation. Attached is the resolution to formally approve the exemption along with the required covenant.

Please place this resolution on the agenda for the November 12, 2019 City Commission meeting. If you have any questions or need additional information, please let me know.



Jenny Wolfe
Historic Preservation Officer
Planning and Building Department

RESOLUTION NO. 2019-44

FOR THE CITY OF ST. AUGUSTINE, FLORIDA, GRANTING AN AD VALOREM TAX EXEMPTION FOR AN HISTORIC PROPERTY LOCATED AT 34 GRANADA STREET (RELOCATED FROM 32 GRANADA STREET) LIMITED TO EXTERIOR QUALIFYING IMPROVEMENTS TO THE LOCAL LANDMARK BUILDING; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission for the City of St. Augustine, Florida, is the local governing authority as prescribed by s. 196.1997, Florida Statutes, to approve an ad valorem tax exemption for an historic property; and

WHEREAS, the City Commission finds that the building located at 34 Granada Street (relocated from 32 Granada Street) is owned by 46 Avenida Menendez, Inc. pursuant to O.R. 1458, PG 845; and

WHEREAS, the building was designated as an historic landmark under the terms of the local preservation ordinance by the Historic Architectural Review Board on September 15, 2016; and

WHEREAS, on September 26, 2019, the HARB for the City of St. Augustine reviewed the work completed at 34 Granada Street and approved a certificate of completeness, and recommended the property located at 34 Granada Street for an historic property tax exemption limited to the exterior qualified improvements of the local landmark structure; and

WHEREAS, the City Commission for the City of St. Augustine has reviewed and approved the associated Historic Preservation Property Tax Exemption Covenant and hereby determines that it is in the best interest of public health, safety, and general welfare to grant an historic preservation property tax exemption;

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

Section 1. Historic Preservation Property Tax Exemption. The City Commission for the City of St. Augustine, Florida, finds that the historic property located at 34 Granada Street meets the requirements of s. 196.1977, Florida Statutes, and hereby grants an ad valorem property tax exemption for the qualifying improvements on the exterior of the landmark building made at 34 Granada Street subject to the recordation of an Historic Preservation Property Tax Exemption Covenant consistent with the requirements of s. 196.1977, Florida Statutes. The property tax exemption begins January 1, 2020 and expires on December 31, 2029.

Section 2. Effective Date. This resolution shall become effective immediately upon adoption.

ADOPTED in Regular Session of the City Commission for the City of St. Augustine, Florida, this 12th day of November 2019.

ATTEST:

Tracy Upchurch, Mayor-Commissioner

Darlene Galambos, City Clerk
(SEAL)

HISTORIC PRESERVATION PROPERTY TAX EXEMPTION COVENANT

This Covenant is made the 12th day of November, 2019, by 46 Avenida Menendez, Inc. (hereinafter referred to as the Owner) and in favor of the City of St. Augustine

(hereinafter referred to as the Local Government) for the purpose of the restoration, renovation or rehabilitation of a certain Property located at 34 Granada Street, St. Augustine, Florida, 32084, which was relocated from 32 Granada Street, St. Augustine, Florida, 32084

which is owned in fee simple by the Owner and is listed in the National Register of Historic Places or locally designated under the terms of a local preservation ordinance or is a contributing property to a National Register listed district or a contributing property to a historic district under the terms of a local preservation ordinance. The areas of significance of this property, as identified in the National Register nomination or local designation report for the property or the district in which it is located, are X architecture, X history, archaeology.

The Property is comprised essentially of grounds, collateral, appurtenances, and improvements. The property is more particularly described as follows (include city reference, consisting of repository, book, and page numbers): _____

Parcel Identification 203250-0000, OR Book 1458 Page 845

In consideration of the tax exemption granted by the Local Government, the Owner hereby agrees to the following for the period of the tax exemption which is from January 1, 2020 to December 31, 2029 :

1. The Owner agrees to assume the cost of the continued maintenance and repair of said Property so as to preserve the architectural, historical, or archaeological integrity of the same in order to protect and enhance those qualities that made the Property eligible for listing in the National Register of Historic Places or designation under the provisions of the local preservation ordinance.

5. In the event of the non-performance or violation of the maintenance provision of this Covenant by the Owner or any successor-in-interest during the term of the Covenant, the () Division of Historical Resources (X) Local Historic Preservation Office will report such violation to the Property Appraiser and Tax Collector who shall take action pursuant to s. 196.1997 (7), F.S. The Owner shall be required to pay the difference between the total amount of taxes which would have been due in March in each of the previous years in which the Covenant was in effect had the property not received the exemption and the total amount of taxes actually paid in those years, plus interest on the difference calculated as provided in s. 212.12 (3), F.S.

6. If the Property is damaged by accidental or natural causes during the Covenant period, the Owner will inform the () Division of Historical Resources (X) Local Historic Preservation Office in writing of the damage to the Property, including (1) an assessment of the nature and extent of the damage; and (2) an estimate of the cost of restoration or reconstruction work necessary to return the Property to the condition existing at the time of project completion. In order to maintain the tax exemption, the Owner shall complete the restoration or reconstruction work necessary to return the Property to the condition existing at the time of project completion on a time schedule agreed upon by the Owner and the () Division of Historical Resources (X) Local Historic Preservation Office.

7. If the Property has been destroyed or severely damaged by accidental or natural causes, that is, if the historical integrity of the features, materials, appearance, workmanship, and environment, or archaeological integrity which made the property eligible for listing in the National Register of Historic Places or designation under the terms of the local preservation ordinance have been lost or so damaged that restoration is not feasible, the Owner will notify the () Division of Historical Resources (X) Local Historic Preservation Office in writing of the loss. The () Division of Historical Resources (X) Local Historic Preservation Office will evaluate the information provided and notify the Owner in writing of its determination regarding removal of the Property from eligibility for tax exemption. If the

9. The terms of this Covenant shall be binding on the current Property owner, transferees, and their heirs, successors, or assigns.

This Covenant shall be enforceable in specific performance by a court of competent jurisdiction.

OWNER

46 Avenida Menendez, Inc.
L. John Arbizzani

Name


Signature

10/25/19
Date

LOCAL GOVERNMENT: City of St. Augustine

Tracy Upchurch

Name of Authorized

Signature

Date

Local Official

Mayor-Commissioner

Title

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: John Regan, P.E.
City Manager

DATE: October 30, 2019

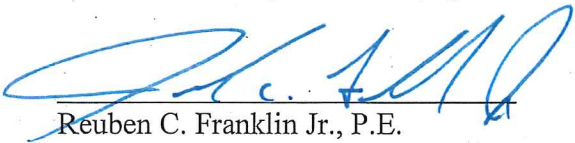
RE: Agenda Item for November 12, 2019 City Commission Meeting;
Resolutions – Resolution 2019-45 and Resolution 2019-46

In 2017, the Board of County Commissioners of St. Johns County, Florida entered into a grant agreement with the Florida Department of Transportation (FDOT) to participate in a planning study to complete the St. Johns River to Sea Loop Trail in the County. The study encompassed portions of the County, the City of St. Augustine Beach and the City of St. Augustine. The goal of the study was to evaluate existing conditions and determine the best route to complete the northern portion of the overall loop which spans multiple Counties. The process included two publicly advertised meetings to communicate the alternate routes and the preferred alignment to the public. The meetings were held on July 11, 2019 and October 24, 2019.

A preferred alignment and complimentary route for the loop has been selected through this planning process and City staff seek approval of the City Commission to:

1. Adopt Resolution 2019-45 supporting the proposed alignment and complimentary route of the St. Johns River to Sea Loop as depicted in the attached Exhibit I.
2. Adopt Resolution 2019-46 acknowledging a future maintenance agreement of the trail with FDOT is required as described in attached Exhibits II and III.
3. Authorize City staff to apply for dedicated shared use facility funds available through the Florida SUN fund for design and construction of the proposed trail.

If you have any questions or concerns, please do not hesitate to contact me.



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

cc: City Attorney & Department Heads

Attachment: Resolution 2019-45
Resolution 2019-46

RESOLUTION NO. 2019-45

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF ST. AUGUSTINE, FLORIDA, ADOPTING THE PREFERRED ALIGNMENT AND COMPLIMENTARY ROUTE FOR THE ST. JOHNS RIVER TO SEA LOOP MULTI-USE TRAIL AS OUTLINED IN THE ST. JOHNS RIVER TO SEA LOOP MULTI-USE REGIONAL TRAIL PROJECT PLANNING STUDY MAP AND ATTACHED AS EXHIBIT I.

RECITALS

WHEREAS, on April 18th, 2017, the Board of County Commissioners of the St. Johns County, Florida entered into an grant agreement with the Florida Department of Transportation to participate in a planning study for the St. Johns River to Sea Loop Trail; and

WHEREAS, scope of the planning study requires the affected Jurisdictional agencies to obtain concurrence for a preferred route; and

WHEREAS, the City of St. Augustine, Florida desires to make its position regarding preference for St. Johns River to Sea Loop Multi-Use Regional Trail "Preferred Alignment and Complimentary Route" known to the Florida Department of Transportation and the public as required in the scope of the planning study; and

WHEREAS, the City Commission of the City of St. Augustine, Florida finds the "Preferred Alignment and Complimentary Route" as proposed in the attached Exhibit I from the St. Johns River to Sea Loop Multi-Use Regional Trail Project Planning Study as the best alternative being considered by the Florida Department of Transportation for the City of St. Augustine and its citizens; and

WHEREAS, the City Commission of the City of St. Augustine, Florida finds that the adoption of this resolution and expression of support for the "Preferred Alignment and Complimentary Route" as proposed in the St. Johns River to Sea Loop Multi-Use Regional Trail Project Planning Study is in the best long-term interest for the City of St. Augustine and its citizens; and

WHEREAS, the City Commission of the City of St. Augustine, Florida finds that the adoption of this resolution and expression of support for the "Preferred Alignment and Complimentary Route" as proposed in the St. Johns River to Sea Loop Multi-Use Regional Trail Project Planning Study supports the City of St. Augustine's goals including promoting mobility, economic development, health safety and welfare, participate in regional initiatives, maintain and enhance the City's quality of life and emphasizes redevelopment of the community.

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

Section 1. The above Recitals are incorporated by reference into the body of this Resolution, and such Recitals are adopted as finds of fact.

Section 2. This Resolution is adopted for the purpose of expressing support for the St. Johns River to Sea Loop Multi-Use Regional Trail Preferred Alignment and Complimentary Route as identified in the St. Johns River to Sea Loop Multi-Use Regional Trail Project Planning Study.

Section 3. To the extent that there are typographical and/or administrative errors that do not change the tone, tenor, or concept of this Resolution, then this Resolution may be revised without subsequent approval by the City Commission of the City of St. Augustine.

PASSED AND ADOPTED by the City Commission of the City of St. Augustine, Florida, this 12 day of November, 2019.

CITY OF ST. AUGUSTINE, FLORIDA

By: _____
Tracy W. Upchurch, Mayor-Commissioner

ATTEST:

By: _____
City Clerk, Darlene Galambos

(Corporate Seal)

Exhibit I: Preferred Alignment and Complimentary Route



SHARED-USE NONMOTORIZED (SUN) TRAIL -
ST. JOHNS RIVER-TO-SEA LOOP PLANNING STUDY



CITY OF ST. AUGUSTINE

MEMORANDUM

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

DATE: October 31, 2019

RE: Agenda Item for November 12, 2019 City Commission Meeting
Request for Additional Funding for Mini-Grant Program for Sewer
Connections in West Augustine

In keeping with the City's commitment to work towards ways to expand sewer into the West Augustine area, \$250,000 per year has been set aside for this purpose. The accumulated available funds are slightly over \$1,000,000.

The West Augustine area is outside of City limits, but inside the City's Utility Service Area for water and sewer. City staff have continued to work with the West Augustine community on the sewer connection program approved by the City Commission on August 27, 2017.

The current mini-grant program in the area of Duval Street and South St. Johns Street has been a resounding success story, as evidenced by the community's support of the program, and the visual improvements to the neighborhood. We are actively improving people's daily lives through this project. One side benefit – we believe the success of the mini-grant program has spurred two rounds of additional funding from the State legislature to install new sewer mains and connect even more residents in West Augustine.

Actual construction costs for the onsite portion of the connection work have been more than originally estimated. We are requesting an additional \$400,000 to complete all connections possible in the Duval Street and South St. Johns Streets target area (\$279,126 construction costs for 23 remaining homes, plus \$120,874 flow-based utility assessment fees for all 63 connections). To date, 29 homes have been completed, and 11 are currently in progress, for a total of 40 homes connected to City sewer. There are an additional 23 remaining homes we plan to complete in this area. Attached is a detailed breakdown of construction costs and utility fees for the project.

Building on the success of the original "target" area of Duval Street and South St. Johns Street, we are also seeking additional approval to expand the mini-grant program to include other areas of West Augustine where sewer infrastructure is in place; however, existing homes are not connected. We want to pursue connection of 20 existing homes at an estimated

John Regan
October 31, 2019
Request for Additional Funding for Mini-Grant Program
for Sewer Connections in West Augustine

cost of \$300,000 (\$266,660 construction costs, plus \$33,340 flow-based utility assessment fees). Attached is the estimate of construction costs and utility fees for the project expansion.

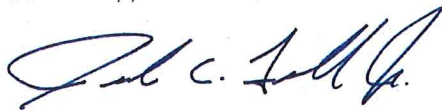
Staff considers the potential of adding new sewer customers in the West Augustine area as an overall benefit to the City for the following reasons:

- Monthly sewer sales revenue from new customers
- Making productive use of existing underutilized sewer mains
- Improving health and welfare within the utility service area and West Augustine
- Implementation costs are de minimis to the utility

For these reasons, staff requests City Commission consideration of additional funding for the mini-grant project in West Augustine.

Request commission move to approve the Mini-Grant Project for West Augustine in the amount not to exceed \$700,000, as it serves a paramount public purpose, and further authorize the City Manager to negotiate and execute the necessary agreements to accomplish the project.

Sincerely,



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

Enclosure:
Cost Breakdown

cc: Meredith Breidenstein, Assistant City Manager
Isabelle Lopez, City Attorney
Mark Simpson, CPA, Director of Budget and Performance Management
Todd J. Grant, P.G., Utilities Director
Bobbie-Jo Manning, Manager, Development & Mgmt Support
Jonathan Foster, P. E., Project Development Engineer

West Augustine Mini-Grant Septic-to-Sewer (Phase 1) --

Duval Street and South St. Johns Street target area

Funding source: City set-aside fund for West Augustine

<i>Item</i>	<i>Existing Homes Connected</i>	<i>Budget</i>	<i>Actual Spent to-date</i>	<i>Encumbered</i>	<i>Total Spend</i>
Original Project Budget		425,000.00			
Administrative Assistance, PO#20191054, SJHP			13,704.50	4,995.50	18,700.00
1 st Group utility connections, PO#20190324, G&H	15		137,333.48	0	137,333.48
2 nd Group utility connections, PO#20191067, G&H	14		154,495.52	0	154,495.52
3 rd Group utility connections, PO#20191569, G&H	11			107,211.50	107,211.50
Connection fees <i>previously</i> transferred to Utility			4,637.00	0	4,637.00
*Estimated balance to complete remaining 23 connections	23				281,748.50
Totals:			310,170.50	112,207.00	704,126.00
Construction Costs Over Budget:					-279,126.00
Plus City connection fees to be transferred to Utility (62 sewer connections and 5 water connections)					120,874.00
Total Over Budget:					-400,000.00

West Augustine Mini-Grant Septic-to-Sewer (Proposed Expansion) --

Expand Target Area to all of West Augustine where sewer infrastructure is already in place

Funding source: City set-aside fund for West Augustine

<i>Item</i>	<i>Budget</i>
**Estimated cost to connect <u>20</u> homes	266,660.00
Total Construction Estimate:	266,660.00
Plus City connection fees to be transferred to Utility (20 sewer connections; assumes water is already connected)	33,340.00
Total Budget Estimate:	300,000.00

CITY OF ST. AUGUSTINE

MEMORANDUM

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

DATE: October 31, 2019

RE: Agenda Item for November 12, 2019 City Commission Meeting
Request for Additional Funding for West 2nd Street Sewer Expansion and
Connections in West Augustine

In keeping with the City's commitment to work towards ways to expand sewer into the West Augustine area, \$250,000 per year has been set aside for this purpose. The accumulated available funds are slightly over \$1,000,000. The West Augustine area is outside of City limits, but inside the City's Utility Service Area for water and sewer.

In fiscal year 2018, the Florida State legislature approved the City's funding request for expansion of sewer infrastructure and connection of homes on West 2nd Street in the West Augustine area, submitted by our representatives Cyndi Stevenson and Travis Hutson.

The project is well underway. New sewer infrastructure is complete, the road is scheduled for paving, and connection of 12 existing homes will soon begin.

The reimbursable grant amount from the State, through the Florida Department of Environmental Protection (FDEP), is \$400,000. The construction cost to complete the work, including a 15% contingency of the work remaining to-date, equals \$475,353. In addition to the cost of construction, \$20,004 is needed for flow-based utility assessment fees for the 12 connections. This leaves a difference of \$95,357 between the State grant amount and the projected cost of the project.

Staff requests City Commission consideration and approval of additional funding for the West 2nd Street sewer expansion and connections project, in the amount of \$95,357, from the West Augustine sewer set-aside fund.

John Regan
October 31, 2019
Request for Additional Funding for West 2nd Street Sewer
Expansion and Connections in West Augustine

At this time, staff would like to provide a look-ahead on a separate but related project in the West Augustine area, to update the Commission on the grant received from the State in fiscal year 2019 for the West 5th Street Sewer Expansion and Connections project. We had requested \$445,000 from the State for this project; the reimbursable grant amount, through FDEP, is \$350,000. Although a public bid has not yet gone out for this project, staff anticipate needing approximately \$85,688 (\$70,685 for construction and \$15,003 for flow-based utility assessment fees), from the West Augustine sewer set-aside fund, in order to complete the project. Staff will update Commission as this project progresses and true costs are known.

Sincerely,



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

Enclosure:
Cost Breakdown

cc: Meredith Breidenstein, Assistant City Manager
Isabelle Lopez, City Attorney
Mark Simpson, CPA, Director of Budget and Performance Management
Todd J. Grant, P.G., Utilities Director
Bobbie-Jo Manning, Manager, Development & Mgmt Support
Jonathan Foster, P. E., Project Development Engineer

West 2nd Street --

Gravity Sewer Construction and Connection of Existing Homes

Funding source: Combination of State Grant and City set-aside fund for West Augustine

<i>Item</i>	<i>Budget</i>	<i>Actual Spent to-date</i>	<i>Encumbered</i>	<i>Total Spend</i>
Original Project Budget (State Grant; July 1, 2018)	400,000.00			
Sewer main construction and connections, PO#20190906, G&H		77,652.86	384,871.80	462,524.66
Anticipated Change Order for additional sewer lateral				3,000.00
Totals:		77,652.86	384,871.80	465,524.66
Construction Over Budget:				-65,524.66
15% Contingency (of over-budget amount):				-9,828.70
Plus City connection fees to be transferred to Utility (12 sewer connections)				20,004.00
Total Over Budget:				-95,357.36

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: Mayor and Commissioners

DATE: October 31, 2019

RE: Appointment to the Resiliency
Florida Board of Directors

The City of St. Augustine, with Monroe County, are founding members of the Resiliency Florida Coalition. As a result, the coalition is to be co-chaired by a representative of our City and Monroe County. Monroe County's co-chair is Roman Gastesi, Monroe County Administrator. Currently our founding member co-chair position is vacant due to the resignation of former Mayor Nancy Shaver, and the coalition has requested that we appoint a new representative.

Commissioner Roxanne Horvath has been interested in Resiliency Florida since its inception and would like to be assigned to the volunteer position by the City Commission.

If you need additional information, please do not hesitate to call me at 904/669-1873.



John P. Regan, P.E.
City Manager

CITY OF ST. AUGUSTINE

CITY COMMISSION MEETING & HOLIDAY SCHEDULE – 2020

JANUARY

NEW YEAR'S DAY – WEDNESDAY, JANUARY 1, 2020

City Commission Meeting – January 13, 2020

MARTIN LUTHER KING, JR. DAY – MONDAY, JANUARY 20, 2020

City Commission Meeting – January 27, 2020

FEBRUARY

City Commission Meeting – February 10, 2020

PRESIDENT'S DAY – MONDAY, FEBRUARY 17, 2020

City Commission Meeting – February 24, 2020

MARCH

Daylight Savings Time BEGINS – Sunday, March 8, 2020

City Commission Meeting – March 9, 2020

City Commission Meeting – March 23, 2020

APRIL

GOOD FRIDAY – FRIDAY, APRIL 10, 2020/EASTER SUNDAY APRIL 12, 2020

City Commission Meeting – April 13, 2020

City Commission Meeting – April 27, 2020

MAY

City Commission Meeting – May 11, 2020

MEMORIAL DAY – MONDAY, MAY 25, 2020

★City Commission Meeting – May 25, 2020 (Cancelled)

JUNE

City Commission Meeting – June 8, 2020

City Commission Meeting – June 22, 2020

JULY

INDEPENDENCE DAY – SATURDAY, JULY 4, 2020
(OBSERVED – FRIDAY, JULY 3, 2019)

City Commission Meeting – July 13, 2020

City Commission Meeting – July 27, 2020

AUGUST

City Commission Meeting – August 10, 2020

City Commission Meeting – August 24, 2020

SEPTEMBER

LABOR DAY – MONDAY, SEPTEMBER 7, 2020

City Commission Meeting – September 14, 2020

City Commission Meeting – September 28, 2020

OCTOBER

City Commission Meeting – October 12, 2020

City Commission Meeting – October 26, 2020

NOVEMBER

Daylight Savings Time ENDS – Sunday, November 1, 2020

City Commission Meeting - November 9, 2020

VETERAN'S DAY – WEDNESDAY, NOVEMBER 11, 2020

THANKSGIVING HOLIDAYS – THURSDAY & FRIDAY, NOVEMBER 26-27, 2020

★City Commission Meeting – November 23, 2020 (Cancelled)

DECEMBER

City Commission Special Reorganizational Meeting – December 7, 2020

City Commission Meeting – December 14, 2020

CHRISTMAS HOLIDAYS – THURSDAY & FRIDAY, DECEMBER 24-25, 2020

★City Commission Meeting – December 28, 2020 (Cancelled)

JANUARY

NEW YEAR'S DAY – FRIDAY, JANUARY 1, 2021

CITY OF ST. AUGUSTINE

HOLIDAY SCHEDULE – 2020

	<u>DATE OBSERVED</u>
NEW YEARS DAY	JANUARY 1, 2020
MARTIN LUTHER KING DAY	JANUARY 20, 2020
PRESIDENT'S DAY	FEBRUARY 17, 2020
GOOD FRIDAY	APRIL 10, 2020
MEMORIAL DAY	MAY 25, 2020
INDEPENDENCE DAY	JULY 3, 2020
LABOR DAY	SEPTEMBER 7, 2020
VETERAN'S DAY	NOVEMBER 11, 2020
THANKSGIVING HOLIDAYS	NOVEMBER 26-27, 2020
CHRISTMAS HOLIDAYS	DECEMBER 24 & 25, 2020
NEW YEARS DAY	JANUARY 1, 2021